

## WEST ALVINGTON PARISH COUNCIL

### NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL

**VENUE:** Village Hall, West Alvington

**DATE:** Wednesday, 27<sup>th</sup> May 2026

**TIME:** Immediately Following the Annual Parish Meeting commencing at 7.30pm

Councillors, I hereby give you notice that the next **Meeting of the Parish Council** will be held at the venue, date and time above. All Members of the Council are summoned to attend for the purposes of determining and resolving upon the business to be transacted as set out below.

**Dated this 22<sup>nd</sup> May 2026**

To: All Members of the Council

cc: South Hams District Council Ward Councillors, County Cllr Wainwright

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### BUSINESS TO BE TRANSACTED

- a) **ELECTION OF CHAIRMAN & CHAIRMAN ACCEPTANCE OF OFFICE** followed by **ELECTION OF VICE CHAIRMAN**
  - b) **ACCEPTANCE OF OFFICE & ADHERENCE TO THE CODE OF CONDUCT**
  - c) Welcome & Apologies
  - d) **PARISHIONERS OPEN FORUM** (allocated time not longer than 15 minutes, a member of the public shall not speak for more than 2 minutes as per Standing Orders)  
**During the Public Open Forum:** Members of the public should note that the council is only allowed to take decisions on topics that are publicised on the agenda; items not on the agenda can be carried forward for a response at a later date.  
**After the Public Open Forum:** Members of the public are asked to respect the fact that it is a meeting to conduct council business and participation during the remainder of the meeting is not permitted without the express consent of the Chairman.  
**TO RECEIVE REPORTS FROM: DEVON COUNTY COUNCIL & SOUTH HAMS DISTRICT COUNCIL**
  - e) **APPOINTMENT OF COUNCILLORS TO COMMITTEES/LEAD ROLES** - Representatives on External Bodies - Agreement of Clerk's mandate of Responsible Financial Officer
  - f) **CONSENT TO RECEIVING AGENDAS & DOCUMENTATION BY EMAIL.**
  - g) **REVIEW & ACCEPTANCE OF POLICIES AND PROCEDURES**
  - h) **TO RECEIVE DECLARATIONS OF INTEREST &/OR AMENDMENTS TO THE REGISTER:**
  - i) **TO APPROVE THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING.**
  - j) **CLERKS REPORT:** Appendix A
  - k) **TWO COUNCILLOR VACANCIES:** To consider co-option of interested candidates
  - l) **PLANNING, LICENSING, DECISIONS & ENFORCEMENT:**
    - a) 0726FUL/26/FUL, Use of existing area of hard-standing as a carpark for the adjacent church and construction of a new vehicular access to the highway, All Saints Parish Church, West Alvington, Kingsbridge, TQ7 3PN
    - b) 1398/26/PAT, Permanent backup generator, Communication Station Ntl Site 13116 West Alvington
  - m) **BUSINESS TO NOTE/DISCUSS:**
    1. The Pub
    2. West Alvington Primary School
    3. Village gateways
    4. Location of 20 is plenty signs
    5. Relocation of Dog bin at end of footpath to Kingsbridge
  - n) **FINANCE & GOVERNANCE Receipts & Payments – Month 2**
    1. **Accounts to pay:** Mathias Property £150.00, Paul Russel Internal Audit £195.00, Tesco £42.75, Noyces £15.00,  
**Monthly Payments:** Clerks Salary & Pension, HMRC, SHEPS £120, HugoFox £11.99, Hugo Fox emails £20.99, Hall Hire £20, Lengthsmans Payment £200, Monthly Bank Charge £4.25.
2. **Governance:**
    - a) Year-end governance/reviews/audits & Internal Review
    - b) To approve delegated authority to the Parish Clerk & Responsible Financial Officer.
    - c) To approve hours of work for the Parish Clerk & Responsible Financial Officer.

**NEXT MEETINGS** – June 8<sup>th</sup>, July 13<sup>th</sup>, September 14<sup>th</sup>, October 12<sup>th</sup>, November 23<sup>rd</sup>, 7.30pm West Alvington Village Hall.

Signed: *Julia Waldron* Clerk to West Alvington Parish Council

*Clerk: (Mrs) Julia Waldron, tel: 073954321176, clerk@westalvingtonparishcouncil.gov.uk*