

To: Cllrs. Cass, Corner, Galloway, Lethaby, Masters, Molloy, Optix, Richards, Seldon, Smallridge, Watkins, and Worth

You are hereby summoned to attend the Annual Meeting of Combe Martin Parish Council which will be held on Monday 11th May at 7pm at the Community Centre for the purpose of transacting the following business.

Members of the public are welcome to attend.

Andrew Wyer.

Parish Clerk.

Date of issue: 6th May 2026

Agenda

1. Election of Chairman - To elect a chairman for the municipal year 2026/27. The successful Councillor will sign their "Declaration of Acceptance of Office" form and preside over the rest of the meeting.
2. Election of a Vice-Chairman - To elect a Vice-Chairman for the municipal year 2026/27.
3. Apologies - To accept any apologies from Councillors.
4. Declarations of Interest - To receive any declarations of interest and to note any dispensations granted by the Clerk.
5. Public Participation Period - In line with Standing Orders, this item shall not exceed 30 minutes, and a member of the public shall not speak for more than three minutes.
6. Minutes - To approve and sign the minutes for the Parish Council meeting held on Monday 13th April 2026. [Document](#)
7. Clerks Report - To receive and note the report on actions taken since the last meeting and updates on ongoing projects. To additionally approve any recommended movements of Earmarked Reserves. [Document](#)
8. County and District Councillor Reports - To receive and note reports from the County and District Councillors on their activities or the activities of their Council, which affect or relate to Combe Martin.
9. Planning. North Devon Council, the determining authority has asked for comments from the Parish Council on applications affecting Combe Martin. At the time of publication that was the following applications, but applications received later may be considered:

1. Reference 81575 - Change of use from retail to hot food takeaway on ground floor together with installation of extraction flue at King Street Stores, King Street, Combe Martin, Devon, EX34 0AD. [Document](#)
10. Planning. Exmoor National Park, the determining authority has asked for comments from the Parish Council on applications affecting Combe Martin. At the time of publication that was the following applications, but applications received later may be considered: None
11. Planning Decisions - To note the following decisions, made by North Devon Council or EXNPA: None
12. Finance - To approve the May list of payments to be made. [Document](#)
13. Finance - To note the monthly "Payments Made", "Receipts", and "Dashboard" from April.
14. Finance – To note the receipt of the 1st half of the Precept - £53,100
15. Committee Memberships (and Chairman) and Council representatives – To appoint members to each of the Council Committees and to appoint Chairman for each and to appoint Council representatives to various external bodies. [Committees](#)
[Representatives](#)
16. Date of future meetings – To approve the provisional 2026/2027 calendar of meetings. [Document](#)
17. Annual reviews and adoption:
 - a. To adopt the [Standing Orders](#).
 - b. Financial Regulations [Document](#)
 - c. Asset Register [Document Changes](#)
 - d. Delegation Policy [Document](#)
 - e. Terms of Reference: [Document](#)
 1. Community Centre Committee
 2. Emergency Committee
 - f. Insurance confirmation (Clerk to confirm)
 - g. Subscriptions [Document](#)
 - h. Complaints Procedure [Document](#)
 - i. FOI Policy [Document](#)
 - j. Data Protection Policy [Document](#)
 - k. Press/Media Policy [Document](#)
 - l. Employment Policies ([16 policies](#))
 - m. Council Risk Schedule [Document](#)
 - n. Risk Assessments [Documents](#)
 - o. To note that Council Expenditure came to £352,497 in the last Apr-Mar year.
18. Correspondence to note:
19. Date of next meeting:



Combe Martin Parish Council Meeting
Agenda

Monday 8th June 2026 – Parish Council Meeting 7pm (Community Centre)