

Frithelstock Parish Council

Parish Clerk; Mike Norton 07861 201504

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Minutes of the Meeting of Frithelstock Parish Council held on Wednesday 20th May 2026 at 7pm in Frithelstock Village Hall.

In attendance Cllrs. John Burrill, Bob Lewis-Basson, Adrian Hardwick, Richard Lee. Chris Stevens.

Two members of public present for the meeting.

1. John Burrill opened the meeting at 7PM
2. John Burrill advised that Lizzie Hunkin had resigned and was taking a break from the parish council. John Burrill recorded the council's appreciation to Lizzie Hunkin for her 12 years on the council-this was supported by all present.
3. Election of Chair
John Burrill nominated Chris Stevens for Chair for 2026/27 seconded by Adrian Hardwick and was unanimously supported by all councillors present.
4. Election of Vice Chair
Chris Stevens nominated John Burrill for Vice Chair for 2026/27 seconded by Adrian Hardwick and was unanimously supported by all councillors present.

Chris Stevens took the Chair

5. Apologies for absence
Mark Thomas
6. Declarations of Interest
None
7. Reports from outside bodies.
Torridge District Council:- Cllr P. Pennington advised that the outcome of Local Government review was awaited. A rural prosperity fund had been launched to help with rising oil prices. The Maritime Centre project at Appledore Middle Dock was progressing. New industrial units were being developed at Hatchmoor Torrington and Dobles Lane Holsworthy. There were increasing planning pressures to build more houses.

Devon County Council:- Councillor Cheryl Cottle-Hunkin was unable to attend however provided a report that the Parish Clerk had circulated to Councillors by email ahead of the meeting.

8. Minutes.
To approve and sign as a correct record the minutes, previously circulated, of the meeting held on 18th March 2026.
The minutes were approved and signed as a correct record.

9. Matters Arising.

None

10. Public Participation.

A question was asked regarding when Resilience Forum Grant needed to be spent.

11. Planning Issues

No planning matters were considered.

12. Payments for Approval.

All payments paid and proposed since last meeting.

DCC	Pension contributions	1.88
DALC	Subscription	144.95
Torridge DC	Clerks salary	2,776.32

(Bank Balances at 12th May 2026 General £12,755, and Playing Field £7,555).

John Burrill proposed that the above payments and balances be noted and a payment to M Norton £26.40 (internet invoices) and Julie Snooks Auditor be approved.

Councillors approved all payments as presented and the Cashbook/Bank reconciliations.

13. Consideration of Donation to Village Hall

Councillors heard that there were additional Business Rate costs to the village hall following changes to legislation for 2026/27. John Burrill proposed that a grant of £300 be made to the village hall, this was seconded by Adrian Hardwick and carried unanimously.

14. Poor Land's Charity

Adrian Hardwick proposed and John Burrill seconded that following the resignation of Kay Burrill that Colette Henerty be a Frithelstock Parish Council appointed trustee.

15. Playing Field

Following discussion it was agreed that John Burrill investigate the availability of grants for the Playing Field.

After discussion regarding utilising the Playing Field Fund for grass cutting and inspections etc. It was decided to keep the Playing Field fund for purchases of new/replacement play equipment.

16. Speedwatch.

Cllr. Richard Lee reported that following a Facebook post a volunteer had come forward however he needed another one to make the speedwatch group viable.

17. Governance

Councillors reviewed, the Risk Assessment, Standing Orders, Financial Regulations, Asset Register, Statement of Internal Control, confirmed year end balances and the Annual Governance and Audit papers (circulated at the meeting).

John Burrill proposed and Bob Lewis-Basson seconded that the documents be approved and this was unanimously approved by all councillors. The AGAR papers were signed Chris Stevens (Chair) at the conclusion of the meeting.

18. Grass cutting at the churchyard.

John Burrill advised that the church was not prepared to contribute to the costs of cutting the churchyard. A discussion followed and no way forward was agreed.

19. Rakeham Hill Fingerpost

The fingerpost needed renovation. John Burrill advised that a group of volunteers could do it with approval from Highways team. John Burrill was to continue investigating options.

12. Urgent Matters raised by Councillors/Clerk

None

The Chair declared the meeting closed at 20:17

Date of next meeting, Wednesday 15th July 2026 7pm Frithelstock Village Hall.

Chris Stevens
Chair
Frithelstock Parish Council.