

DRAFT v2 MINUTES

OF THE ANNUAL MEETING OF THE PARISH COUNCIL

HELD AT 19.00 TUESDAY 5 MAY 2026

AT BISHOPSTEIGNTON COMMUNITY CENTRE, SHUTE HILL



AMPC26.01 APPOINTMENTS

.01 Election of a Chair

Cllr. Henry Merritt was nominated to remain chair for the following municipal year. There were no further nominations. This was proposed by Cllr. Gateshill, seconded by Cllr. Grimble and agreed unanimously therefore RESOLVED for Cllr. Merritt to be Chair of BPC. He signed a declaration of acceptance of office for this role, thanked the council.

.02 Election of a Vice Chair

Both Cllr. Robert Gateshill and Cllr. Lewis Myers were nominated as Vice Chair for the following municipal year. There were no further nominations. The nomination for Cllr. Myers was proposed by Cllr. Merritt, seconded by Cllr. Gill, and agreed unanimously therefore RESOLVED for Cllr. Myers to be Vice Chair of BPC. Cllr. Gateshill was thanked for his contributions whilst vice chair.

AMPC26.02 MEETING GOVERNANCE

.01 **Attendance:** Cllr. H. Merritt (Chair) Cllr. R. Gateshill Cllr. R. Gill
Cllr. J. Grimble Cllr. J. Hooper Cllr. A. Keohane
Cllr. D. Dixon (7/10)

Clerk: Mrs. K. Ford, & 4 member of the public at varying times.

Apologies: Cllr. D. Robbins, Cllr. Myers, Cllr. W. Vooght.

.02 **Declaration of Interests:** None.

.03 **Order of Business:** No changes to the agenda were considered necessary.

AMPC26.03 APPOINTMENT OF COMMITTEES & REPRESENTATION

Each committee and its membership was considered, there were minor changes and the committee membership and representations for the year ahead is as shown below:

FINANCE Cllr. Robert Gateshill Cllr. Reg Gill Cllr. June Grimble Cllr. Andy Keohane Cllr. Henry Merritt (C) vacancy	STRATEGY & GOVERNANCE Cllr. Robert Gateshill Cllr. June Grimble Cllr. Lewis Myers Cllr. James Hooper Cllr. Andy Keohane (C) Cllr. Henry Merritt
ASSET MANAGEMENT Cllr. Di Dixon Cllr. Robert Gateshill (C) Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt Cllr. Dave Robbins Cllr. Lewis Myers	PLANNING Cllr. Di Dixon Cllr. Robert Gateshill Cllr. Reg Gill Cllr. June Grimble Cllr. Henry Merritt (C) Cllr. Will Vooght

SIGNED:

DATED:

DRAFT MINUTES - continued

ANNUAL MEETING OF THE PARISH COUNCIL - held 05.05.26

CLIMATE IMPACT ACTION

Cllr. Henry Merritt
Cllr. James Hooper
Cllr. June Grimble
Plus members of the community

BPC REPRESENTATIVES On the following bodies:

- BERT:** Cllrs. Andrew Keohane, June Grimble, Lewis Myers & Will Vooght
- POLICE LIAISON & COUNCILLOR ADVOCATE:** Cllr. Reg Gill
- COMMUNITY CENTRE:** Cllrs. Henry Merritt & James Hooper
- VILLAGE HALL:** Cllr. Reg Gill
- ST JOHNS FABRIC COMMITTEE:** Mrs. Kim Ford (Clerk)
- TEIGN ESTUARY TRAIL WORKING PARTY:** Cllr. Henry Merritt
- DCC HIGHWAYS LIAISON:** Cllrs. Henry Merritt & Cllr Dave Robbins
- REMEMBRANCE WORKING PARTY:** Cllrs. Henry Merritt & Cllr Dave Robbins

All committees remain as listed above. It was suggested that the vacancy on the Finance Committee be filled by Cllr. Myers, being vice chair of BPC. Clerk to arrange. Cllr. Gill added that a newly co-opted councillor will be able to join any committee they wish.

AMPC26.04 COUNCIL GOVERNANCE

The following policies which have been reviewed, there were no legislative changes recommended. It was proposed, seconded and unanimously agreed to adopt with immediate effect:

1. BPC Standing Orders (P. 001)
2. Councillors Code of Conduct (P. 016)
3. BPC Financial Regulation (P. 012)
4. Risk Management Schedule 2026-27 (P. 014)

AMPC26.05 PAYMENT AUTHORISATION

Members considered the schedule of regular payments to be made across the year, as provided. It was proposed by Cllr. Keohane, seconded by Cllr. Grimble, agreed unanimously and therefore RESOLVED to approve. Chair signed the schedule.

THE CHAIR CLOSED THE MEETING AT 19.22

SIGNED:

DATED: