

## **LITTLEHAM AND LANDCROSS PARISH COUNCIL**



*Clerk to the Council:*

*Mr David Edwards*

*Hollyhocks Littleham*

*Bideford EX39 5HN*

*Tel: 07527441577*

*Email: [clerk@littlehamandlandcross-pc.gov.uk](mailto:clerk@littlehamandlandcross-pc.gov.uk)*

**The Meeting of the Council will be held at Littleham Village Hall on Thursday 05 June 2025 at 7.15pm.**

The following Councillors are summoned to attend:

P Jollands (Chair), N Tregoning(Vice Chair), G Gray,S Read,M Brooks, L Batty, C Hassall and G Smith.

*Also invited to attend: County Councillor Mark Barry and District Councillors Philip Pennington and Robert Hicks*

*Members of the Public are cordially invited to attend and raise any matters with the Council at Public Open Question Time (The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend)*

### **AGENDA:**

**1) Welcome – The Chair to welcome everyone to the Meeting and to accept Apologies.**

**2) To Resolve the cooption of a new Councillor.**

**3) Declarations of Interest**

DECLARATIONS OF INTEREST to be completed by all Councillors. Councillors are invited to declare any declarable interest, including the nature and extent of such interests they may have in any items to be considered at this meeting. They are also reminded to consider whether any items within their Register of Interests should be updated.

**4) Public Open Question Time – The Council will RESOLVE** to suspend Standing Orders and adjourn the Meeting to receive questions and comments from the public.  
(Time limited to 15 minutes in total - Public can only speak for 3 minutes per person)

**5) Report by County and District Councillors**

*The Council will reconvene*

**6) To Approve Minutes 2934 – 2944 of the Annual Council meeting held on 08 May 2025.**

**7(a) Matters Arising**

*a. Ref: Min 2930 re letter to S Hearse Chief Executive regarding 1/0122/2022/FUL and an email from Mrs P Footman. A response has been received.*

**Cont/d...**

## 7) FINANCE

- To receive Internal Auditors Statement for financial year 2024-25 and supporting report. (*to follow*)
- To resolve that the Council Certify it is Exempt from external audit or to submit to a Limited assurance review by PKF Littlejohns (External Auditor)
- To complete and approve Annual Governance Statement 2024-25.  
**To note the significant variances as follows:**  
Total other income from £3257 to £853 - 74% decrease:  
The Vat refund was £1940 higher and a Grant of £560 was received from Devon County Council for the Parish Paths P3 Scheme in 2023/2024.
- To note the Cashbook balance as at 29 May 2025 of £8966.54. The only payment this month is the Bank Charge of £4.25.
- To resolve to pay the Annual Insurance Premium (due on 01 June 2025) to Community First Trading Limited. Payment amount to be confirmed.

***The above documents form attachments to the Minutes.***

- 8) **To discuss any action the Council can take to support its policy for reducing the Carbon footprint and improving the bio-diversity in Littleham and Landcross.**
- 9) **To discuss the email from Torridge Parish Councils Collaborative Group - Notes from Meeting 15 May 2025. ( see attached)**
- 10) **To consider correspondence & communications requiring attention. Emails circulated include:**
  - 1. DALC/NALC newsletter/updates/events
  - 2. Public Sector - various
  - 3. Devon County Council - various newsletters
  - 4. Torridge DC – various
  - 5. Torridge DC - Weekly Planning applications
  - 6. Devon CPRE
- 11) **Items for next meeting and Next Full Council Meeting - Thursday 03 July 2025.**

**Date Signed:** .....

David Edwards (Clerk to the Parish Council) on 29 May 2025