



Doddiscombsleigh Parish Council **NOTICE OF MEETING**

Notice is hereby given of the following Annual Council meeting to be held on
Tuesday, 19th May 2026 at 7.30pm at Woodah Farm
following the Annual Parish Meeting of the Electors

All members of the Council are hereby summonsed to attend the meeting for the purpose of transacting the following business.

AGENDA

Annual Council Business

- 1 Election of Chairman and Vice-Chairman**
- 2 Declaration of Acceptance of Office**
- 3 Apologies for Absence**
- 4 Declarations of Interest / Requests for Dispensations**
- 5 County and District Councillors' Report**
- 6 To Review Governance Documents**
Standing Orders, Code of Conduct, Financial Regulations and Statement of Internal Control
- 7 To Review the Council's Policies and Procedures**
Complaints Procedure, Publication Scheme under the Freedom of Information Act, Privacy Notices, Scheme of Delegations, Business Continuity Plan, Website Accessibility Statement and IT Policy
- 8 To Review the Memorandum of Understanding with Doddiscombsleigh Primary School Governing Body**
- 9 To Review Subscriptions to Other Bodies**
- 10 To Decide about the Time and Place of Next Meetings until the Next Annual Meeting**

11 To Review the Asset Register, Risk Assessment and Decide about Insurance Provider

12 To Approve the Annual Governance and Accountability Return 2025/26

12.1 Internal Auditor's Report

12.2 Approval of Governance Statement

12.3 Approval of Statement of Accounts

12.4 Decision about Certifying the Parish Council as Exempt from External Audit

12.5 Agree Dates for Exercise of Public Rights

13 To Appoint an Internal Auditor for the 2026/27 Financial Year

14 Councillor Vacancy and Co-option

To consider any applications received

15 To Appoint Councillors to Dedicated Responsibilities

16 To Elect Representatives to Other Bodies

Monthly Council Business

Open Forum

For public views on items on this agenda. This will last for no more than 15 minutes.

17 Ratification of Minutes of Previous Meeting

Ordinary Council meeting of 10 March 2026

18 Planning Matters

18.1 To Note Planning Decisions and Delegated Consultation Responses

18.2 To Discuss a Planning Application

26/00808/CLDP Coombe Park Farm

Certificate of Lawfulness for proposed extension to detached dwelling with associated works

Resources: [https://publicaccess.teignbridge.gov.uk/online-](https://publicaccess.teignbridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEZ2E4PZI2300)

[applications/applicationDetails.do?activeTab=summary&keyVal=TEZ2E4PZI2300](https://publicaccess.teignbridge.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEZ2E4PZI2300)

18.3 Teignbridge Local Plan Update and to Discuss How to Prepare for Possible Planning Applications Regarding the New Development in the Local Plan

19 To Receive an Update About a Bus Shelter Incident in September 2025

20 To Receive a Highways Update

20.1 To Receive an Update about the Road Warden Scheme

20.2 To Agree to a Work Schedule for the Lengthsman

20.3 To Discuss Other Highways Issues

21 To Receive a Parish Path Partnership and Footpath Update

22 To Discuss Finance

22.1 To Receive a Finance Report, to Approve the Bank Reconciliation and to Note the Budget-Actual Receipts and Payments Comparison

22.2 To Review the Banking Arrangements

22.3 To Approve the CIL Report for the 2025/26 Financial Year

22.4 Approval of Payments

Card monthly fee March - April 2026 £6.00

Unity Bank account fee Feb - Mar 2026 £14.00

Microsoft 365 annual subscription £84.99

Information Commissioner fee £47.00

Office phone top up for two months £10.00

Ruby Heritage – second payment for bus shelter repair £997.99

Ruby Heritage – final payment for bus shelter repair £997.99

Ruby Heritage – painting the undamaged part of the bus shelter £792.00

Venue hire 19 May 2026 £10.00

Insurance – depending on decision made at item 12

Clerk's salary and expenses £948.45

Payroll annual fee £83.16

Devon Association of Local Councils annual membership fee £139.18

Lengthsman £84.00

DAC Beachcroft Claims Limited – legal fees VAT re bus shelter incident £46.98

23 To Discuss Insurance Cover for the Village Fete on 20th June 2026

24 To Discuss Possible Dates and Locations for Defibrillator Training

25 Clerk's Correspondence

Recent urgent correspondence not covered above

26 Chairman's and Members' Remarks

Agnes Miller – Parish Clerk 14 May 2026