

# PUBLIC NOTICE OF THE ANNUAL MEETING OF THE PARISH COUNCIL

To be held at 19:30 on  
Tuesday 28 May 2024 at  
Bishopsteignton Community  
Centre, Shute Hill



*As the first tier of local government and being closest to the people, we have the ability to influence decisions for the benefit of the community we serve.*

*In our endeavours we are mindful that we are entrusted to act in the best interests of the whole community; our aim being to facilitate the best value services and facilities for the Parish of Bishopsteignton.*

## MEMBERS SUMMONS

Issued Wednesday 22 May 2024

Your presence is requested for the Annual Meeting of Bishopsteignton Parish Council at **7.30pm on Tuesday 28 May 2024** at Bishopsteignton Community Centre, Shute Hill. An agenda of business to be transacted at this meeting is below.

Declarations of Interest: Please consider the declaration of any disclosable pecuniary interests or other interests for any agenda items. Should you wish to request dispensation please apply to the clerk in writing prior to the meeting.

Members of the public are welcome to attend.

Kim Ford - Clerk to the Council

[clerk@bishopsteignton-pc.gov.uk](mailto:clerk@bishopsteignton-pc.gov.uk)

07483 149812

## AGENDA

Of Bishopsteignton Parish Council business to be transacted.

<b>AM24.01</b>	<b>ANNUAL ELECTION OF BPC CHAIR:</b>
.01	Nominations and acceptance for Chair of BPC for the forthcoming year. (See <a href="#">Appendix A</a> for members interested in being nominated)
.02	The duly elected Chair to sign a Declaration of Acceptance of Office for this role before taking their seat as Chair of the council with immediate effect.
<b>AM24.02</b>	<b>ELECTION OF BPC VICE CHAIR:</b>
	Nominations & acceptance for Vice Chair for BPC for the forthcoming year. (Refer to <a href="#">Appendix A</a> for members interested in being nominated).
<b>AM24.03</b>	<b>MEETING GOVERNANCE:</b>
.01	ATTENDANCE & APOLOGIES: for absence received prior to the meeting, to be noted.
.02	DECLARATION OF INTERESTS: Acknowledgment of DOI received for any item on the agenda. <i>And, if required, Clerks response to any request for dispensation (made in writing prior to the meeting).</i>
<b>AM24.04</b>	<b>CO-OPTION TO FILL CURRENT VACANCY:</b>
.01	Applications received by 20.05.24 were circulated to members prior to the meeting ( <a href="#">Appendix B</a> ). To be considered, and it be resolved to co-opt a new member to BPC.
.02	The duly co-opted member shall sign a Declaration of Acceptance of Office before taking their seat on the council with immediate effect.
<b>AM24.05</b>	<b>BPC COMMITTEES, WORKING PARTIES &amp; REPRESENTATIVES:</b>
	Approval of nominations of members to the following BPC Committees & Working parties and representation by a member at the following external bodies: (See <a href="#">Appendix A</a> for members expressions of interests).

	<b>COMMITTEES:</b>	<b>BPC REPRESENTATION:</b>
	<ul style="list-style-type: none"> <li>• Planning</li> <li>• Finance</li> <li>• Asset Management</li> <li>• Council Strategy &amp; Governance</li> </ul> <p><b>WORKING PARTIES:</b></p> <ul style="list-style-type: none"> <li>• Scouts Community Building</li> <li>• BERT</li> <li>• Remembrance</li> </ul>	<ul style="list-style-type: none"> <li>• Bishopsteignton Community Centre</li> <li>• Teign Estuary Partnership</li> <li>• Sustainable Bishop</li> <li>• Royal British Legion (Sub-branch)</li> <li>• Teignmouth Harbour Consultancy Group</li> <li>• Police Liaison</li> <li>• St Johns Fabric Committee</li> <li>• Highways Liaison</li> <li>• Teign Estuary Trail</li> </ul>
<b>AM24.06</b>	<b>GOVERNANCE:</b>	
.01	To acknowledge & re-adopt the Councillor Code of Conduct P.002 (Draft 2024) <a href="#">Appendix C</a> .	
.02	To review & adopt the current BPC Standing Orders P.001 <a href="#">Appendix D</a> .	
.03	To review & adopt the updated BPC Financial Regulations P.012 <a href="#">Appendix E</a> . Updated in accordance with the latest NALC model template published May 2024.	



Kim Ford, Parish Clerk.