

Stowe Nine Churches Parish Council

Chairman: Mrs Sharon Henley

Parish Clerk: Mrs Linda Carter
5 Rippon Close
Tiverton
Devon
07530 963236

Annual Parish Council Meeting

All members of the Council are summoned to attend a Meeting of Stowe Nine Churches Parish Council at the Old School Rooms, Church Stowe on **Monday 11th May 2026 following the Annual Meeting of the Parish** for the purpose of transacting the following business.

Signed: *Linda Carter*

Clerk to Stowe Nine Churches Parish Council.

Date: 6th May 2026

Please note that photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted without the Council's prior written consent so long as the meeting is not disrupted.

(Openness of Local Government Bodies Regulations 2014).

Members of the public are welcome to attend.

AGENDA

2382 Election of Chairman

2383 To Sign and Receive the Chairman's Declaration of Acceptance of Office.

2384 To Receive Apologies for Absence

2385. Election of Vice Chairman

2386 To Fill by Co-option Vacancies due to resignation

2387 Declarations Of Interest

Councillors should disclose any interests in items to be discussed and are reminded that the disclosure of a pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business.

2388 Update from Unitary Councillors

An opportunity for Unitary Councillor(s) to provide updates on matters of local interest.

2389 To Confirm the Adopted Code of Conduct.

The Confirmation of the Code of Conduct by the Council obliges all Councillors to abide by that Code and the principles that it sets out. The Code will be adopted until reviewed in May 2029 unless changes are advised by West Northamptonshire Council.

2390 To adopt an IT Policy for the Council.

Councils are now required to have in place a policy relating to the use and/or provision of IT for staff and councillors.

2391 To Approve and Adopt the GDPR policy and the compliance forms as provided by NCALC and to Approve the appointment of NCALC as the Council's Data Protection Officer

2392 To Review and Adopt the Standing Orders

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2393 To Review and Adopt the Financial Regulations (Updated in 2024)

2394 To Confirm the Banking Signatories, Administrator and Authorising of Payments

2395 To Review and Readopt the Parish Council's General Risk Assessment Financial Management Policy

2396 To Review and Adopt the Asset Register

2397 To Adopt the Council's Data Protection Policy

2398 Approval of Minutes

To sign and approve the minutes of the Council meetings on 9th December 2024 and 7th April 2025.

2399 Matters for Discussion outstanding from previous meetings.

2400 Planning applications

2025/5001/FULL – Land to the rear of Bank House Main Street, Church Stowe – Erection of single dwelling. Decision pending

2026/1283/FULL - Erection of detached triple garage with ancillary accommodation and associated works. - The Dower House Main Street Church Stowe

2401 CIL Payments

The Council received a CIL payment of £2,516.76 to benefit the community. After consultation, £2510.00 was spent on providing an upgraded toilet at the Old School Rooms. The redundant toilet was removed and that area will be converted for storage.

2402 Statement of accounts/accounts for payment.

i. To Approve payments to:-

Clerks Salary + Travel – end of June	£833.12
HMRC	£195.78
NCALC	£534.01
WNC – Green Bin	£69.00
Image IT (Newsletter)	£60.00
TOTAL	£1691.91

ii. To note the balance at Lloyds bank was £5,322.74 at 31st March 2026

iii. To note that the first precept payment of £3750.00 was expected in April

2403 Audit 2024-2025

Internal Audit and Year End 2025-2026

1. To approve the year-end report provided by the Clerk/RFO
2. Annual Internal Audit Report – To approve the report from the internal auditor appointed by NCALC for 2025- 2026.
3. To approve the appointment of NCALC as Internal Auditor for 2026-27 (Letter of Engagement attached)
4. To note payments over £100.00 as published on the website.

2404 Annual Governance and Accountability Return (AGAR)

To approve and sign The Certificate of Exemption (gross expenditure is below £25k) and confirm the Parish Councils exemption from the Limited Assurance Review.

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- 2405 Annual Governance and Accountability Return (AGAR)**
To approve and sign Section 1 Annual Governance Statement
- 2406 Annual Governance and Accountability Return (AGAR)**
To approve and sign Section 2 Annual Accounting Statement
- 2407 Highways and Footpaths**
i)
- 2408 Community Defibrillators**
To confirm the purchase of two bleed kits and two replacement batteries. If agreed this will exceed to the budget but the extra cost can be met from General Reserves.
- 2409 Village Maintenance/Lengthsman**
Update on maintenance progress and future plans
- 2410 Village Newsletter**
Consideration of timing of next edition.
- 2411 NCALC and Training for Councillors**
- 2412 Matters for information and discussion**
Letter of Complaint to MP regarding Planning Enforcement and his response
Correspondence from WNC Planning Enforcement regarding The Pound
- 2413 Future Meeting dates**
To approve meeting dates for the remainder of the Council Year in accordance with Standing Order 5(d)
Proposed Meeting dates for 2026 are:14th September and 14th December 2026 and 15th March 2027.