

# **BRAUNTON PARISH COUNCIL**



Council Offices  
Chaloners Road  
Braunton

Date agenda issued: 7 August 2025

Dear Councillors: M Shapland, V Cann, M Cann, E Spear, R Shapland, D Spear and T Kirby

You are summoned to attend the Finance and Administration Committee Meeting, which will be held on **THURSDAY 14 AUGUST 2025 at 2pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are welcome to attend.

Yours faithfully,

A handwritten signature in black ink that reads "T. Lovell".

Mrs T Lovell BA (Hons)  
Clerk to the Council & RFO

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## **AGENDA**

### **Part I**

1. Receive apologies and reasons for absence.
2. Declarations of Interest  
Interests must be re-declared when the item is called.
3. Sign minutes of the Finance and Administration Committee meeting held on the 23 July 2025, attached.
4. Public Facilities Operative – Consider job application pack to service Council public facilities/conveniences.
5. Office Equipment – Consider purchase of new office equipment including VDU screens and projector.
6. Parish Grants 2026/27 – To review Grant Policy and consider the parish grants application process for 2026/27, attached.