

## **Minutes from Templeton Parish Council meeting held on 26<sup>th</sup> June 2023**

### **Attended:**

**Chair- Councillor Mrs Laurel O'Brien**  
**Vice Chair- Councillor Mr David Leeming**  
**Councillor Mrs Julie Dent**  
**Councillor Mr Joe O'Brien**  
**Mrs S Phillips- interim parish clerk**  
**Mrs L Wilson- parish clerk**

### **1. Items raised by members of the public.**

None

### **2. Apologies.**

Councillor Sara Stone  
County Councillor R Chesterton  
District Councillor C Adcock  
District Councillor R Gilmour

### **3. Declarations of Interest.**

Councillor Mrs Dent declared personal interest in matters relating to Templeton village hall.  
Councillors Mrs Dent and Mrs O'Brien declared personal interest in matters relating to St Margarets Church.

### **4. Approval of the Minutes of the Parish Council Meeting held on 2<sup>nd</sup> March 2023.**

Approved and signed as correct record.

### **5. Reports:**

#### **5.1 Village Hall**

Summer Fete to be on 12<sup>th</sup> August. An email will be sent to ask for volunteers to get more people in the village involved and auction to be explained. Yoga and art club continue one day a week.

#### **5.2 Parochial Church Council.**

A meeting will be held later this week. Wedding coming up in Aug and the Harvest festival to be held in September.

### **6. Matters Arising from the Minutes.**

#### **6.1 Potholes**

Details of how to report a pothole have been published in Templeton Church Magazine and are now on the Parish Council website. Some potholes have been sorted but more are appearing.

#### **6.2 Telephone box.**

Details of a quote from contractor to be carried forward to the next agenda in Councillor Mrs Stone's absence.

### 6.3 Grit Bins at Crossparks.

Email distributed by Councillor Leeming with response from Council.

ENQ231629695

Highway Comments, Enquiry

Location: Road heading northwest from Witheridge Moor Cross East, Witheridge

*Thank you for contacting us about this issue, which was originally reported on 22-May-2023. The record was completed on the 23-May-2023. The following information is now available;*

*Thanks for getting in touch. I can confirm your Cllr did get in touch with us in April and had our reply as follows:*

*We don't supply new grit bins so I can only suggest that we can re-site one from another location.*

*If Allyson can have a think and get in touch if there are any that are suited. If they're not re-*

*siting a bin, then they can purchase*

*a new bin from their chosen supplier as it will be their own asset to maintain, it will not be added to our inventory.*

*We will not provide salt for the new bin so they must consider how they will fill it once purchased. If they take part with the snow warden scheme, they can have up to 5 ton of salt provided free each year which they can then*

*place wherever they see fit. [https://www.devon.gov.uk/communities/opportunities/snow-warden-](https://www.devon.gov.uk/communities/opportunities/snow-warden-scheme)*

*[scheme](https://www.devon.gov.uk/communities/opportunities/snow-warden-scheme) The final position must be checked with us before placing*

A snow warden is required, for which training is necessary. **Action-** To advertise for a snow warden.

### 6.4 Ambulance Response Times.

No response yet, Councillor Mrs Dent to follow up further- **Action**

### 6.5 Letters to Tiverton Staghounds and Foxhounds.

No response yet, ongoing

### 7. Planning and Planning Correspondence.

None to consider.

#### 7.1 Planning Correspondence.

None to consider.

### 8. Finance.

Interim clerk Mrs S Phillips reported on the main audit report findings. Main shortcomings to be addressed are the parish council website is to be regularly updated so that information available and the accounts to be checked regularly.

#### 8.1 Balances. Barclays Community Account as at 02/06/2023- £14,913.84

**Action-** The address for Parish Council is to be updated with Barclays.

#### 8.2 The accounts for 2022/23 to be approved

Approved and signed by Chair.

#### 8.3 The exemption certificate to be approved

Approved and signed by Chair.

#### 8.4 Section 1 of the Annual Governance Form to be approved

Approved and signed by Chair.

#### 8.5 Section 2 of the Annual Governance and Accounting Form to be approved

Approved and signed by Chair.

#### 8.6 The statement of Internal Control to be approved

Approved and signed by Chair.

#### 8.7 Payments. To approve and authorise the following payments:

**Mrs L Wilson** Redacted under the Data Protection Act.

**HMRC          PAYE   £TBA**

### **Village Hall work**

Village hall repairs- VAT may be recoverable by parish council. **Action-** to be raised with village hall by Councillors.

**9. Scheme of Delegation.** To adopt this document with effect from 1 May 2023 until the date of the Annual Parish Council Meeting on 17 May 2023. Councillors have been circulated with a copy and agreed to the amount of £250.

### **10. Correspondence / Items to discuss.**

#### **10.1 Councillor / New Councillor Training.**

Opportunities discussed and reminded to book ahead.

### **11. Items raised by Councillors.**

#### **11.1 Parish Clerk Recruitment.** Mrs L Wilson

Mrs L Wilson appointed as Parish Clerk and welcomed by Councillors.  
Councillor Mrs Dent provided Mrs L Wilson with a contract letter.

### **12. Urgent items to discuss -**

No urgent items raised.

**13. Date of next Meeting:** Tuesday 25<sup>th</sup> July 2023, in Templeton Village Hall at 7.30pm.  
Meetings to be held bi-monthly and dates to be agreed in advance and published on the website.  
Agenda to be published in advance and councillors to be invited.