

TEMPLETON PARISH COUNCIL

**Agenda for the meeting of Templeton Parish Council to be held
Tuesday 21st January 2025 - 7:30pm at Templeton Village Hall.**

**Members: Cllr L O'Brien, (LOB), Cllr D Leeming, (DL), Cllr J Dent, (JD), Cllr S Stone, (SS),
Cllr J O'Brien, (JOB), Parish Clerk - Beverley Newman (BN).**

**Councillors, you are hereby summoned to attend a meeting of Templeton Parish Council,
to be held in Templeton Village Hall on Tuesday 21st January 2025 for the purpose of
transacting the following business.**

Members of the public and press are invited to attend the meeting.

**Members: Mrs. L. O'Brien (Chairman), Mr. D. Leeming (Vice-Chairman), Mrs. J. Dent,
Mr. J. O'Brien, Mrs. S. Stone.**

1. Apologies for Absence received from:

- Cllr. Sara Stone.
- Cllr. Adam Stirling, District Councillor.

**2. Declarations of Interest: In accordance with the Code of Conduct, members are required
to declare any personal or disclosable pecuniary interests, in items to be considered at
this meeting.**

**3. Public Forum: An opportunity for members of the public to make representations,
answer questions and give evidence in respect of any item of business on the agenda, or
any matter of interest to the parish. No member of the public will speak for more than 3
minutes. The period of time designated for public participation shall not exceed 15
minutes.**

**4. Minutes of the previous meeting: The minutes of the previous meeting of Templeton
Parish Council held at Templeton Village Hall on 26th November 2024 had been circulated
prior to this meeting.**

**To agree the minutes as an accurate record of the parish meeting held on
26th November 2024.**

5. Planning: To note any planning decisions made by MDDC and comment on any planning applications received before the meeting:

- None received.

6. Highways:

6.1 Ditch Clearance - **Update: (LOB)**.

6.2 Unusable and dangerous passing places on our roads - Contact with Highways regarding priorities. **Update: (LOB)**.

6.3 (LOB) - Road Warden and (SS) - Snow Warden. **Update: (LOB) and (SS)**.

7. Reports:

7.1 County and District Council: No reports received at time of agenda publication.

7.2 Parish Councillors: See separate report regarding Scrap Metal Day. **(JD)**.

7.3 Village Hall: Scrap Metal Day. Report to be submitted. **Update: (JD)**.

7.4 Parochial Church Council: No reports submitted.

7.5 Mid Devon District Council:

Correspondence to note/comment: (Information previously circulated to councillors prior to the meeting):

DALC Newsletters.

NALC Newsletters.

The Joint Panel of Accountability and Governance (JPAG) responsible for setting proper practices for smaller authorities, met and approved several significant changes, including new terms of reference and a name change to the Smaller Authorities Proper Practices Panel (SAPPP).

The panel agreed to split the Practitioners' Guide into two documents. Proper practices (the legal requirements for governance and accounts in smaller authorities), and a new guide to the proper practices to support practitioners. It was also agreed to commission a full review of the Annual Governance and Accountability Return (AGAR) forms to support a complete redesign, which is the first step towards digitisation.

MDDC Press Releases.

MDDC Community Risk Register. Comments due to MDDC by 28th February 2025. **Comments - all Councillors**.

MDDC maximising our recycling Side Waste Data over the Christmas season.

Government consultation on remote attendance at meetings. **Comments - all Councillors**.

8. Finance:

8.1 Process of reclaiming HRMC and VAT. Update: (LOB/BN).

8.2 Invoices – to approve any invoices or expense claims presented for payment. No Receipts noted.

Clerk Salary – November 2024	£290.62
Clerk Salary – December 2024	£581.00 - HMRC Tax rebate
Clerk Salary – December 2024	£363.22

8.3 To note any receipts since the last meeting and the bank balances - Bank Reconciliation 1st November 24 – 31st December 2024 - to approve and minute - signed by Chairman and Clerk.

8.4 Budget 2024/2025 and Precept. Update: (LOB), (BN).

8.5 Bank Reserve Account. Update: (LOB).

8.6 Change of bank address record. Update: (LOB).

8.7 S137 of the Local Government Act 1972 enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory expenditure. Update: (LOB/BN).

8.8 Financial documents to be prepared on a bi-monthly basis. Financial Regulations amended. Update: (BN).

8.9 Bank Debit Card. Update: (LOB).

8.10 Local Government Services Pay Agreement 2024/25 - Parish Clerk Spinal point increase backdated April 2024. Report submitted by Clerk prior to the meeting. (Update: (LOB)).

8.11 Discuss Data Protection Certificate Annual Payment Direct Debit and website provider monthly direct debit authorisations. (Update: (LOB)).

8.12 Appointment of Internal Auditor. Councillors to discuss.

8.13 Authorisation for a reimbursement to (LOB) for a new Parish Council printer (£160.90) and two boxes of A4 photocopier paper (£17.65 x 2 = £35.30).

9. Risk Assessment:

9.1 Risk Assessment - Publication on the website. Update: (BN). Any additional comments/reviews to be discussed by councillors.

10. Matters arising from minutes not covered elsewhere on this agenda:

10.1 Public transport for residents of Templeton. Publication of details on parish council website. Update: (LOB).

10.2 Old School House - Bad state of repair. Contact council again. Update: (LOB). Contact property owners. Update: (SS).

10.3 'Sending a text to 999' in an emergency. Details to be published on the website. Update: (LOB).

11. Correspondence/Items to Discuss:

- 11.1 Telephone Box - Templeton Telephone Exchange. **Update: (LOB).**
- 11.2 Grit Bin - Relocation. **Update: (LOB).**
- 11.3 Statutory documents to be stored on the website for previous 12 months.
Update: (BN) To monitor.
- 11.4 Noticeboard by the telephone box. To be reviewed again in the spring. **Update: (LOB).**
- 11.5 Working Document Annual Events - **(BN)** - Councillors to note.
- 11.6 New Cabinet Member for Parish and Community Liaison, Councillor Gwen Duchesne. Meeting arranged for Tuesday 21st January 2025.
- 11.7 '20's Plenty for Us' - supports local councils that want 20mph in their community, where people live, work and play. **Update: (Councillors)** to discuss.
- 11.8 Grit Trailer.
- 11.9 Parish Footpaths - Parish Paths P3 Partnership Scheme.

12. Items raised by Councillors:

- 12.1 Complaints Policy **(LOB)**. Templeton Parish Council Complaints Policy had been circulated prior to the meeting.

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Tuesday 21st January 2025
at 7.30 p.m.**

B Newman

PARISH CLERK

**Any queries, please contact Beverley Newman (Parish Clerk)
Email: clerk@templetonparishcouncil.org.uk**

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