

**TEMPLETON PARISH COUNCIL**

**Agenda for the ANNUAL MEETING OF THE COUNCIL to be held  
Tuesday 27<sup>th</sup> May 2025 - 7:30pm – 8.30pm 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 the Annual Meeting of Templeton Parish Council, to be held in Templeton Village Hall on Tuesday 27<sup>th</sup> May 2025 for the purpose of transacting the following business.**

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

**1. Election of the Chair and Vice-Chair.**

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

**1. Apologies for Absence received from:**

**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.**

- **Email correspondence to MDDC Planning Department from a parishioner regarding Enforcement Notice EP/21/090/AN. UPDATE: Cllr. Stirling - contact Cllr. Harrower and MDDC Planning Department regarding a progress report.**

**4. Minutes of the previous meeting: The minutes of the previous meeting of Templeton Parish Council held at Templeton Village Hall on 25<sup>th</sup> March 2025 had been circulated prior to this meeting.**

**To agree the minutes as an accurate record of the parish meeting held on 25<sup>th</sup> March 2025.**

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

- Prior Notification for the erection of an agricultural storage building  
Location: Land at NGR 287065 115100 Deerhaven Farm Nomansland.
- 25/00487/FULL - West of Hill View, Withleigh - Erection of 2 holiday lets with associated works. **Report Cllr. Stirling.**
- Erection of an agricultural storage building/shelter.  
Location: Land at NGR 287491 114526 Broomclose Wood Templeton -  
Determined 16<sup>th</sup> May 2025.

6. Highways:

6.1 Ditch Clearance - Contact Neighbourhood Highway Officer. **UPDATE: (LOB).**

6.2 Unusable and dangerous passing places on our roads - Contact Neighbourhood Highway Officer. **(UPDATE): (LOB).**

6.3 (LOB) - Road Warden and (SS) - Snow Warden. Location of grit around the village. Emergency Snow Plan for approval. **UPDATE: (LOB) and (SS).**

7. Reports:

7.1 County and District Council:

- Reports received from Cllr. A. Stirling concerning Planning West of Hill View, Withleigh 25/00487/FULL as discussed in 'Planning' section, point 5.
- Report received from Cllr. A Stirling concerning The Old School House to be discussed in Section 9.1.

7.2 Parish Councillors: No reports received.

7.3 Village Hall: No reports received.

7.4 Parochial Church Council: No reports received.

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

7.5 DALC Newsletters.

7.6 NALC Newsletters.

7.7 MDDC Press Releases - Pots and Pans Pilot! Mid Devon District Council - a three month trial of collecting old and unusable pots and pans on the 28<sup>th</sup> February and this will run until the 23<sup>rd</sup> May. The trial will operate in Willand, Uffculme and the surrounding rural communities. **UPDATE: (Cllr. Stirling).**

8. Finance:

8.1 To note any receipts since the last meeting and the bank balances - Bank Reconciliation 1<sup>st</sup> March – 31<sup>st</sup> March 2025 - to approve and minute - signed by Chairman and Clerk.

8.2 Invoices – to approve any invoices or expense claims presented for payment to 1<sup>st</sup> March - 31<sup>st</sup> March 2025.

Clerk Salary – Backpay	RE-DACTED – Personal data exempt from being disclosed
HMRC VTR Payment	£39.20
CPRE, The Countryside Charity	£36.00
Receipts	Nil

- 8.3 End of Year Accounts 2024/2025 - to be approved and signed.
- 8.4 To discuss the Internal Audit Report which had previously been circulated to councillors.
- 8.5 To agree the Annual Governance Statement for 2024-2025.
- 8.6 To agree the Accounting Statement for 2024-2025.
- 8.7 To agree that the Parish Council wishes to certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Small Authorities) Regulations 2015.
- 8.8 To agree The Notice of the Period for the Exercise of Public Rights and other information for the year ended 31<sup>st</sup> March 2025 required by Local Audit and Accountability Act 2014 Sections 25, 26 and 27. The Accounts and Audit Regulations 2015 (SI 2015/234).
- 8.9 Invoices – to approve any invoices or expense claims presented for payment 1<sup>st</sup> April to 30<sup>th</sup> April 2025.

	Date	Amount Debit	Amount Credit
Transfer to Earmarked TPC Reserve Account	1 <sup>st</sup> April 2025	£3,710.33	
IONIS Website	22 <sup>nd</sup> April 2025	£18.00	
Clerk Salary - Personal data exempt from being disclosed	29 <sup>th</sup> April 2025		
<u>Receipts</u>			
<u>MDDC Precept</u>	9 <sup>th</sup> April 2025		£4,459.39
HMRC VTR	10 <sup>th</sup> April 2025		£ 43.39

- 8.10 To note any receipts since the last meeting and the bank balances – Bank Reconciliation 1<sup>st</sup> April 2025 - 30<sup>th</sup> April 2025 - to approve and minute - signed by Chairman and Clerk.
- 8.11 Process of claiming HMRC VAT. **UPDATE: (LOB/BN).**
- 8.12 Budget 2025/2026 and Precept. **UPDATE: (LOB/BN).**
- 8.13 Bank Reserve Account. Transfer of residual funds to reserve account. **UPDATE: (LOB).**
- 8.14 Change of bank address record. **UPDATE: (LOB).**
- 8.15 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).**
- 8.16 Scribe subscription. **UPDATE: (LOB).**
- 8.17 Finance Committee. **UPDATE: (LOB/BN).**
- 8.18 Insurance Renewal. **(LOB/BN).**
- 8.19 Grant requests. **(LOB).**

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

**9.1 Old School House - Bad state of repair. UPDATE: (LOB) (SS).**

**UPDATE: (Cllr. Stirling).** Report from Building Control and updated report circulated prior to meeting.

**10. Correspondence/Items to Discuss:**

**10.1 Telephone Box - Templeton Telephone Exchange. UPDATE: (LOB).**

**10.2 Noticeboard by the telephone box. To be reviewed again in the spring.**

**UPDATE: (LOB).**

**10.3 Investigate Templeton Village sign to be made inhouse. UPDATE: (LOB).**

**10.4 Pull along gritter. (UPDATE): (LOB).**

**10.5 Parish Footpaths - Parish Paths P3 Partnership Scheme. Report for work to be carried out in progress. Funding for repairs. 'Footpath Events'. UPDATE: (LOB).**

**10.6 What's Important to our Community? What would people like to see in their Community? Councillors to report their findings. UPDATE: (ALL COUNCILLORS).**

**11. Items raised by Councillors:**

**11.1 Hunts in Templeton. Contact to be made with hunt organisations.**

**(UPDATE): (LOB/DL).**

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Tuesday 27<sup>th</sup> May 2025 - 7:30pm at Templeton Village Hall.**

*B Newman*

**PARISH CLERK**

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