

TEMPLETON PARISH COUNCIL

**Agenda for the meeting of Templeton Parish Council to be held
Tuesday 26th August 2025 - 7:30pm at Templeton Village Hall.
(this meeting is the rearranged date of the original meeting scheduled for 29th July 2025
which was cancelled)**

**Members: Cllr L O'Brien, (LOB), 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 Meeting of Templeton Parish
Council, to be held in Templeton Village Hall on Tuesday 26th August 2025 for the purpose
of transacting the following business.**

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

1. Members: Mrs. L. O'Brien (Chairman), Mrs. J. Dent, Mr. J. O'Brien, Mrs. S. Stone.

**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. Resignation from Templeton Parish Council: Mr D. Leeming.

**4. 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-** MDDC Planning Department and Environmental Health regarding a progress report.
- Sign post members of the public to South West Water, Environmental Health department. **UPDATE: (BN).**

5. Minutes of the previous meeting: The minutes of the previous Annual Meeting of the Council held at Templeton Village Hall on 27th May 2025 had been circulated prior to this meeting.

Addition to the minutes:

‘The council discussed the renewal of the insurance. The clerk had obtained 3 quotes and had discussed the relative merits of each quote with DALC and other Parish clerks. Councillor Dent raised the issue of previous claims and liabilities and was informed that because the claims were more than 3 years ago any future insurer was content to proceed. In any event if there was ever anything arising from the previous claim this would be a matter for the insurance company who was responsible for the claim at the time. The saving and the cover provided by Zurich insurance provided the best cover and came highly recommended by other councils and DALC. The council was informed that the auditor had raised the cost of insurance and had also recommended Zurich. As this quote offered the best value for money offering a saving of £540.30 after best value for money and the best cover, this was approved unanimously by the council’.

To agree the minutes and record the minutes as an accurate record of the parish meeting held on 27th May 2025.

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

- Proposal: Certificate of Lawfulness for the existing use of log cabin for use as office
Location: The Cabin Cob Barn Templeton. Site Vicinity Grid Ref: 288493 / 115865
- Proposal: Prior notification for the change of use of agricultural building to 2 dwellings under Class Q Location: Land and Building at NGR 286984 114478 Mount Pleasant Farm Templeton Site Vicinity Grid Ref: 286984 / 1

7. Highways:

7.1 (LOB) - Road Warden and (SS) - Snow Warden.

Road Warden - (UPDATE): (LOB) Pot hole filler, resurfacing work at Temple Bridge, Birches Cross to Lower North Combe Cross and update on the road by the Ford.

Snow Warden - (UPDATE): (SS) - Snow Warden Emergency plan to discuss for approval by the council. **(UPDATE): (BN)** to forward to Cllr Harrower, District Councillor once approved.

8. Reports:

8.1 County and District Council: Section 4 and 11.1 - reports from Cllr. Stirling.

8.2 Parish Councillors: No reports received.

8.3 Village Hall: No reports received.

8.4 Parochial Church Council: No reports received.

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

9.1 DALC Newsletters. - IT Policy - With the 2025 update to the Practitioners' Guide, councils are facing new responsibilities under Assertion 10: Digital and Data Compliance. This includes expectations around secure IT systems, communications, data protection, and web accessibility.

The Martyn's Law Steering Group has published a new resource to help parish and town councils get ready for the Terrorism (Protection of Premises) Act 2025. The legislation is not expected to come into force until spring 2027, the government has built in a 24-month implementation period to give councils and businesses time to prepare.

9.2 NALC Newsletters.

9.3 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 28th February and this will run until the 23rd May. The trial will operate in Willand, Uffculme and the surrounding rural communities. **UPDATE: (Cllr. Stirling).**

10. Finance:

10.1 To note any receipts since the last meeting and the bank balances - Bank Reconciliation 1st May – 31st July 2025 - Bank balances as at 31st July 2025 - Community Main Account - £7,041.12, Earmarked Reserve Account - £3,718.63 - to approve and minute - signed by Chairman, Councillor and Clerk.

10.2 Invoices – to approve any invoices or expense claims presented for payment to 1st May to 31st July 2025.

15 May 2025	Ionis Website	£ 18.00
22 May 2025	Auditor	£ 72.50
30 May 2025	Zurich Insurance	£214.00
30 May 2025	Clerk Salary - May 2025	Redacted. Personal data exempt from being disclosed
02 June 2025	PTC Earmarked Reserve account - interest	£ 8.30
12 June 2025	Scribe set up and membership fee	£297.60
15 June 2025	Ionis Website	£ 18.00
18 June 2025	HMRC VAT Refund	£ 73.32
27 June 2025	Clerk Salary - June 2025	Redacted. Personal data exempt from being disclosed
30 June 2025	Amazon Ink Cartridge	£ 24.21
15 July 2025	Ionis Website	£ 18.00
15 July 2025	Scribe monthly subscription	£ 24.00
25 July 2025	Clerk Salary - July 2025	Redacted. Personal data exempt from being disclosed

- 10.3 The Notice of the Period for the Exercise of Public Rights and other information for the year ended 31st March 2025 required by Local Audit and Accountability Act 2014 Sections 25, 26 and 27. The Accounts and Audit Regulations 2015 (SI 2015/234). (UPDATE): (BN).**
- 10.4 Process of claiming HMRC VAT. UPDATE: (LOB/BN).**
- 10.5 Budget 2025/2026 and Precept. UPDATE: (LOB)** Report and update of Reserve Account - transfer £2,300 into Reserve Account from Community Account - approval.
- 10.6 Change of bank address record. UPDATE: (LOB).**
- 10.7 Scribe subscription. UPDATE: (LOB/BN).**
- 10.8 Grant requests - Grant Policy draft. (UPDATE): (LOB/BN).**
- 10.9 Local Government Services Pay Agreement 2025/26 - Parish Clerk Spinal point increase backdated April 2025.** Report submitted by Clerk prior to the meeting. **UPDATE: (LOB).**
- 10.10 Repairs and remedial works - Templeton Village Hall Roof.**
- 11. Matters arising from minutes not covered elsewhere on this agenda:**
- 11.1 Old School House - Bad state of repair. UPDATE: (LOB) (SS).**
UPDATE: (Cllr. Stirling). Update with any information from Building Control and report any findings.
- 12. Correspondence/Items to Discuss:**
- 12.1 Telephone Box - Templeton Telephone Exchange. UPDATE: (LOB).**
- 12.2 Investigate Templeton Village sign to be made inhouse. UPDATE: (LOB).**
- 12.3 Parish Footpaths - Parish Paths P3 Partnership Scheme. UPDATE: (LOB).**
- 12.4 What's Important to our Community?** What would people like to see in their Community? Contact with village hall regarding 'a place for children to go'. **(UPDATE): (LOB/JD).**
- 12.5 Children's safety whilst walking along Temple Cross to St Margaret's Church to catch the school bus. (UPDATE): (JD, LOB, BN).**
- 12.6 Freedom of Information Publication Scheme Draft. (BN)**
- 12.7 IT Policy Draft (BN)**

13. Items raised by Councillors:

13.1 Hunts in Templeton. (UPDATE): (LOB) Landowner map.

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B Newman

PARISH CLERK

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