

TEMPLETON PARISH COUNCIL

Draft Minutes for the meeting of Templeton Parish Council held on
Tuesday 30th September 2025 at 7:30pm - Templeton Village Hall.

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

Members Present: Cllr. L. O'Brien (Chairman), Cllr. J. Dent, Cllr. J. O'Brien,

In attendance: Cllr. C. Harrower, District Councillor, Tiverton West. Cllr. S. Lodge, Devon
County Cllr. for Tiverton West.

1. Apologies: Cllr. S. Stone, Cllr. A. Stirling, District Cllr. Tiverton West.

2. Declarations of Interest:

Templeton Village Hall - (JD).

St Margarets Church - (LOB).

3. The Public – 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.

No members of the public in attendance.

Parishioner's previous email correspondence to MDDC Planning Department regarding Enforcement Notice EP/21/090/AN.

Discussions took place between District Councillors and Councillors - ongoing.

(ACTION): Cllr. Stirling still investigating and will report back with any updates.

4. Minutes of the previous meeting: The minutes of the previous meeting of Templeton Parish Council held at Templeton Village Hall on 26th August 2025 had already been circulated prior to the meeting.

Proposal: Agreement to the content of the minutes was proposed by (JOB) and seconded by (JD) and was unanimously agreed by the council.

5. Planning:

None.

6. Highways:

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

Road Warden - (UPDATE): (LOB) Birches Cross to Lower North Combe Cross still outstanding. **(ACTION): (LOB)** to contact Highways for another update. Highways have filled two potholes by the Ford and replaced the cement ramp. The flow of the river has consequently improved.

Snow Warden - (UPDATE): (SS) - (SS) proposed Snow Warden/Emergency plan. Discussions took place at the previous meeting by the council regarding four proposed zones for Templeton, access routes in and out of Templeton, methods of distributing the information to the village which were GDPR compliant and the website page. **(ACTION): (SS):** Contact Village Hall regarding communication strategy. Discussions also took place at the previous meeting regarding the snow spreader, grit and public liability insurance. **(ACTION): (SS):** To investigate further. **(UPDATE): (BN)** Forward plan to Cllr Harrower, District Councilor once approved. The snow warden update has been deferred until the next meeting in November.

6.2 Road Closure Signs – Council raised the closure of the Rackenford Road to Tiverton Road this week and the lack of closure signs at Templeton to inform parishioners of the closure which caused major build up of traffic for farm vehicles and cars. Closure signs were not positioned in the correct place.

Cllr. Lodge advised the council to report concerns on the 'Report a problem page' on the MDDC website. <https://www.devon.gov.uk/roads-and-transport-report-a-problem>.

Please access the link here

ACTION (LOB): To provide Cllr. Lodge with relevant details and also report the problem on the MDDC site.

7. Reports.

7.1 County and District Council - Written report from Cllr. Lodge, County Councillor for Tiverton West was circulated prior to the meeting. The report included information as follows:

Council has approved a Strategic Plan for the next four years which sets out a vision to build "positive future for Devon where everyone thrives".

Council motions: Full council this month passed a number of motions, the first two I was pleased second and speak on:

- Endorsing a countywide ban on student smartphone use during the school day from the start of the next academic year in September 2026. This was unanimously agreed. Details here: Councillors endorse principle of smartphone ban in schools
- Agreeing that the council will actively promote activities and information that challenges hate crime, including noting the National Hate Crime Awareness Week in October.
- Supporting a new policy to permit 20's plenty where people live, work,

play and go to school and the implementation of 20mph zones, where the local Parish Council has passed the 20's Plenty motion. There will be no further need for 3 fatalities to provide a score to support this.

- Call on the UK Government to introduce legislation requiring large supermarkets, major farming operations, and hospitality businesses to donate all safe-to-eat surplus food to registered charities or redistribution

Organisations:

Highways: A pilot is underway as of 15 Sept in parts of Barnstaple as well as west Devon, and highways teams will be filling all potholes, not just safety defects, when visiting sites in these areas through to the end of October. Data will be used to direct a better strategy on potholes to improve value and outcomes. More details: Devon's pothole repair trial to get underway soon – News

Funding reform: Leader of the council Cllr Brazil has called for fundamental reform in council funding after Labour announced that its plans for reform rely heavily on councils raising their precepts by the maximum 5% to support core spending. Devon would be one of 16 councils who get a poorer deal, and we should not rely on a regressive tax when more funding should come from central Government.

Care: The CQC will inspect DCC w/c 29 September, for three to four days. Cllr Keeling, Cabinet Member for Adults Services, hopes the inspection reflects the positive impact officers and staff are having in the community. The outcome is likely early 2026.

Cabinet has backed a nine-point plan to reduce alcohol deaths in Devon. Alcohol consumption has increased in Devon across all age-groups and continues to be one of the leading causes of preventable ill health, disability, and premature death.

Education: There remain community concerns about the future of Tiverton High School's buildings. I will be attending a meeting between DCC and Blackdown Education Partnership later this month and will hope for clarity around Labour's commitment to a rebuild as well as implementation of 3eorganization and its impacts.

LGR: LGR is picking up pace within Devon County Council. A number of reviews have been commissioned into the financial and service outcomes for what looks to be three models -Exeter as a unitary with a wider Devon, 1-4-5, and 9-1-1. The responses from district surveys etc has also been gathered and assessed. The finite deadline is November and there will be further consultation based on data gathered.

Locality: I am supporting a number of projects within Tiverton West, including Home-Start Mid Devon, Involve, Uplift Devon and others. Three quarters of this budget has now been allocated and I would ask that any requests are made soon. I believe Cllr Raleigh also has limited budget available.

Local 3eorganization was also discussed with council and the importance of parish councils – parish council are there for people to have direct contact with should they wish and act as a good building ground.

Potholes were discussed and the cost-effective pilot scheme.

'20 is Plenty' Scheme was also discussed and the possibility of easier access **ACTION: (LOB)** to investigate.

Cllr. Harrower discussed the new appointment of Mr Paul Wilson at MDDC with reference to anti-social behaviour.

Conversations also took place regarding train and bus journeys for children attending High School. And the lack of provision for Tiverton for sixth form college.

Children's services – emphasis on foster care and encouraging families to consider fostering.

7.2 Parish Councillors: - No reports received.

(LOB) raised the **urgent** issue of lack of WiFi in certain areas of Templeton. Twenty five houses at Templeton Bridge had been without any wifi service for 11 weeks now. It had been brought to the council's attention of vulnerable people living in these areas with no phone or WIFI. BT and Openreach have not been able to resolve to date of the meeting. Parishioners have written to Rachel Gilmore but had not received a response to date of the meeting.

ACTION: Cllr Harrower and Cllr Lodge to follow this up and make contact with Rachel Gilmore's office.

7.3 Village Hall: - No reports received. Upcoming event – Harvest Festival Supper and a Christmas music show.

7.4 Parochial Church: - No reports received. Upcoming event – Christmas carols and Christmas services.

Newsletters, Bulletins, Press Releases circulated to councilors prior to the meeting.

7.5 DALC Newsletters - council had discussed and considered the risk of terrorism with a view to updating the council's risk assessment policy at the previous meeting. **(ACTION): (SS)** To pass information to Templeton Village Hall. **(ACTION): (BN/LOB):** Review Risk Assessment. This item has been deferred until the next meeting in November.

7.6 NALC Newsletters - noted by councillors.

7.7 MDDC Press Releases - noted by councillors. 'Pots and Pans Pilot' discussed. **(UPDATE):** Cllr. Harrower confirmed this scheme 's proposed start date had been delayed. **(ACTION):** Cllr. Harrower will advise update.

8. Finance:

The Finance Committee discussed the Parish Council budget. It was noted that the parish clerk has documented a running total of the hours that she had worked since April 2025.

Month	Per week Week 1	Per week Week 2	Per week Week 3	Per week Week 4	Part week	Total hours for month	Running hours total
April	8.25	9.75	5.75	10.25	3.0	37.0	37
May	7.0	7.5	7.25	11.75	16.5	50.0	87
June	1.75 – Hol	8.75	18.25	7.75	-	36.5	123.5
July	9.5	3.25 – Hol	Hol	9.25	5.5	27.5	151
August	14.0	7.5	17.0	16.25	-	50.75	201.75

Finance Meeting of Templeton Parish Council

TUESDAY 23rd SEPTEMBER 2025

Bank Accounts:

TPC Community Account - £4229.02

TPC Reserve Account TPC - £2300.76

Earmarked Reserve Account - £3730.97

The budgeted running cost of the parish council per annum is £5,612.20.

The precept is currently £4,555.20 per annum.

The increase in precept to run the Parish Council next year will need to be at least 30%.

(A 30% increase in precept does not include any additional funds to increase the Reserve Account to its recommended balance of 50% of the Parish Council budgeted running costs).

The current precept is £66.20 per annum for a Band D property (£5.52 per month). With a 30% increase, the precept per Band D property would increase to £86.06 per annum (£7.17 per month).

This would mean an increase of £1.65 per month on a band D property.

The increase would mean that the precept covers the running costs of the Parish Council allowing it to continue as an asset to Templeton Village and its parishioners.

I had asked our clerk to keep a total of her hours worked since the beginning of the financial year in April 2025. Please see above. The clerk has been working more than the 6 hours per week documented in her contract.

Mrs Laurel O'Brien

Mr Joseph O'Brien

If the precept does not increase to cover the running costs of Templeton Parish Council, we run the risk of the Parish Council closing. This would mean amalgamating with Tiverton Town Council which would signify incurring a higher precept for our parishioners than we currently have. This would also mean no autonomy regarding spending money on our own parish. The Councilor's present at the meeting advised that 'we would have less of a local community voice if this were to happen'.

8.1 To note any receipts since the last meeting and the bank balances – Bank Reconciliation 1st August – 23rd September 2025 – to approve and minute – signed by Chairman, Councilor and Clerk.

Bank balances as at 30th September 2025

- Community Main Account - £4,229.02,

- Earmarked Reserve Account - £3,730.97(interest payment of £12.34 on 08.09.25)

- Reserve Account - £2,300.76 (interest payment of £0.76 on 08.09.25) approve and minute - signed by Chairman, Councillor and Clerk.

Proposed: **(JOB)**.

Seconded: **(JD)**.

8.2 Invoices – to approve any invoices or expense claims presented for payment to 1st August – 30th September 2025.

15 th August 2025	Scribe Subscription	£24.00
20 th August 2025	IONIS Website	£18.00
29 th August 2025	Clerk Salary	Redacted. Personal data exempt from being disclosed.
29 th August 2025	Internet Transfer from Community Account to Reserve Account	£2,300 (minute reference: 9.5 – 26 th August 2025)
29 th August 2025	Internet Transfer from Community Account to Reserve Account	£2,300 (minute reference: 9.5 – 26 th August 2025)
15 th September 2025	Scribe Subscription	£24.00
22 nd September 2025	IONIS Website	£18.00
26 th September 2025	Clerk Salary	Redacted. Personal data exempt from being disclosed

The Clerk, **(BN)**, informed council that the payment of £24.00 to Scribe Subscriptions on 15th September had not been debited due to an administrative error at Scribe. **(BN)** had contacted Scribe who will rectify and payment will show on the transactions at the next meeting.

Proposed: **(JOB)**.

Seconded: **(JD)**.

8.3 Telephone Box - Repairs and refurbishment - Invoice 2085. Council approved payment. Discussions took place regarding a grand opening.

Proposed: **(JOB)**.

Seconded: **(JD)**.

8.4 Budget 2025/2026 and Precept. UPDATE: (LOB/BN). Monitoring of budget and precept.

To receive a budget v actual report for quarter 2 of 2025-26.

The report was discussed. Potential rise of 30% precept. The budgeted runnings cost of the parish council per annum is £5,612.20. The precept is currently £4,555.20 per annum. The increase in precept to run the Parish council next year will need to be at least 30%.

(A 30% increase in precept does not include any additional funds to increase the Reserve Account to its recommended balance of 50% of the Parish Council budgeted running costs). The current precept is £66.20 per annum for a Band D property (£5.52 per month). With a 30% increase the precept per Band D property would increase to £86.06 per annum (£7.17 per month). This would mean an increase of £1.65

per month on a band D property. The increase would mean that the precept covers the running costs of the Parish Council allowing it to continue as an asset to Templeton village and its parishioners.

Monies totalling £2,000 earmarked for the repair of the village hall were previously minuted as not being required - Minutes 26th November 2024, point 9.7 refers.

(ACTION): (SS) To make contact with Templeton Village Hall to obtain written confirmation that funds of £2,000 not required. This would enable £2,000 to be moved to the reserve bank account. This item has been deferred until the November meeting.

8.5 Clerks hours

Please see Finance above – clerk's hours.

Clerk left the room at 8.31 pm.

The clerk has been working more than the 6 hours per week documented in her contract.

Clerk returned to the room at 8.38 pm.

8.6 Templeton Village Hall requested (8th July 2025) a contribution towards the cost of much needed and essential repairs and remedial work to the village hall to the amount of £3,406.00. Councillors discussed and it was proposed to grant £1,000 towards the repairs. **(ACTION): (BN)** To make contact with Village Hall post confirmation from (SS) reference earmarked repairs costs of £2,000 not required. This item deferred until November meeting.

9. Matters arising from minutes not covered elsewhere.

None.

10. Correspondence/Items to Discuss:

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

The council discussed the possibility of 'beating the bounds' at the previous meeting on the pathways as a village event. Risk assessment and insurance cover discussed.

(ACTION): (SS) Make contact with Templeton Village Hall. This item has been deferred until the November meeting.

10.2 Discussions took place with councillors regarding children's safety whilst walking along Temple Cross to St. Margaret's Church to catch the school bus.

District Councillor had previously commented that the school bus should have flashing lights on whilst stationary waiting for the children. **(UPDATE): (BN)** Made contact with the bus company who confirmed that the bus would display hazards on the bus when stopping. **(BN)** requested that this was mentioned to the drivers again as

winter months approached. The bus company also confirmed that it was policy to stop the bus in the middle of a road to block the road should a child wish to descend the bus to cross the road whilst being collected by a parent/carer. This action would prevent other cars passing the bus.

UPDATE: (LOB) confirmed that a message was being sent to people living in Templeton, via the village hall, reminding everyone about driving with care throughout the village.

10.3 Freedom of Information Publication Scheme Draft - The clerk had circulated the draft Freedom of Information Publication Scheme Policy prior to the meeting.

PROPOSED: **(JOB)**.

SECONDED: **(JD)**.

Unanimously agreed by the council.

ACTION: (BN) To publish on Templeton Parish Council website.

10.4 Draft Co-option policy (UPDATE) : (BN) The clerk had circulated the draft Co-option Policy prior to the meeting.

PROPOSED: **(JD)**.

SECONDED: **(JOB)**.

Unanimously agreed by the council.

ACTION: (BN) To publish on Templeton Parish Council website.

10.5 Councillor Vacancy advertisement and interview – approved by the council and a closing date of 4th November 2025 confirmed. Interviews to take place week commencing 17th November 2025. **(ACTION): (BN)** to publish advertisement on Templeton Parish Council website, display on Templeton Village noticeboards and via Village Hall emails.

PROPOSED: **(JOB)**.

SECONDED: **(JD)**.

11. Items raised by Councillors: -

11.1 Amendment to the next meeting date in November. It was agreed that the next meeting would be on Wednesday 26th November rather than Tuesday 25th November. **(ACTION): (BN)** to contact village hall to re-arrange the date and then publicise date change.

11.2 Parish council meeting dates agreed by councillors for 2026 :

Tuesday 27th January 2026
Tuesday 31st March 2026
Tuesday 26th May 2026
Tuesday 28th July 2026
Tuesday 29th September 2026
Tuesday 24th November 2026

MEETING CLOSED AT 20.52.

Date of the next meeting is:

WEDNESDAY 26TH NOVEMBER 2025 AT 7.30P.M. – Templeton Village Hall

PLEASE NOTE THERE HAS BEEN AN AMENDMENT TO THE COUNCIL MEETING DATE IN NOVEMBER.

**THE NOVEMBER MEETING WILL NOW BE HELD ON
WEDNESDAY 26th NOVEMBER AND NOT
TUESDAY 25TH NOVEMBER AS PREVIOUSLY PUBLISHED.**

**Minutes for the meeting of Templeton Parish Council
held on Tuesday 30th September 2025
at 7:30pm - Templeton Village Hall.**

PROPOSED:

SECONDED:

SIGNED: CHAIRMAN:

DATE: