

# TALATON PARISH COUNCIL

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**Parish Clerk:** Mrs Christine McIntyre, `Per Ardua`, 3 Katherine`s Lane, Ottery St Mary.EX11 1FB  
**Tel:** 01404 814128 **E-mail:-** clerk.talatonpc@btinternet.com

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**The Annual Meeting of TALATON PARISH COUNCIL will be held on WEDNESDAY 1<sup>ST</sup> MAY 2024 at 7.30PM in the PARISH HALL, TALATON EX5 2RG**

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**Note:** Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chair has the power to control public recording and/or reporting so it does not disrupt the meeting

Mobile Phones, Pagers and Similar Devices – All persons attending this meeting are required to turn off Mobile Phones, Pagers and Similar Devices. The Chair may approve an exception to this request in special circumstances

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## **TO MEMBERS OF THE COUNCIL**

You are hereby summoned to attend the above meeting for the purpose of transacting the following business.

**Public fifteen-minute open forum:** Members of the Public are allowed to address Members on matters listed on the agenda or at the Chair's discretion. This forum to include reports from the County and District Councillors. Total allocation of time shall not exceed 15 minutes but will be at the Chair's discretion.

## **AGENDA**

**1.Election of the Chair of Talaton Parish Council for 2024/25 - to receive nominations and to carry out a vote accordingly**

**2. Declaration of Acceptance of Office by the Chair –** *(following the election of the Chair and pursuant to the provisions of s83 of the Local Government Act 1972, the person elected to be the Chair of Talaton Parish Council shall make a declaration of acceptance of office in the prescribed form before the Clerk)*

**3. Election of the Vice-Chair of Talaton Parish Council for 2024/25 – to receive nominations and to carry out a vote accordingly**

**4. Apologies for Absence**

**5.To receive the Minutes of the Meeting of the Parish Council of 3rd April 2024 and to approve the signing of the minutes by the Chair as a true and correct record**

**6. Declarations of Interest**

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the Member's register of interests including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at East Devon District Council within 28 days of the change. Receipt of requests for dispensations for new Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests for items on the Agenda to be advised at the meeting

7.in consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): *To agree any items to be dealt with after the public and press have been excluded*

8. To review the following Council Policies:-

- i. Financial Regulations
- ii. Financial Risk Assessment
- iii. Standing Orders
- iv. Allotments Risk Assessment
- v. Chairmans Allowance
- vi Scheme of Delegation

9. The Chair to acknowledge receipt of a sealed envelope containing all password information relating to the Clerk`s laptop

10. To review the Council`s inventory of land and other assets

11. Confirmation of the Council`s current arrangements for insurance cover in respect of all insurable risks and to consider an additional item to be included at an increased premium of £10 per annum

12. To review and confirm the Council`s subscriptions to various bodies

13. Confirmation of the time and place of all Ordinary Meetings of the Council up to and including the next Annual Meeting of the Council.

14. Appointment of new committees (if any) in accordance with Standing Orders

15. Finance:

- i. To approve the Council`s final accounts for 23/24
- ii. To receive and note the Internal Auditor`s Report and to agree a gift card amount for the Audit Report (as a gesture of goodwill) and agree to the Internal Auditor`s appointment for the 24/25 Audit
- iii. To consider/ approve and sign (Chair/Clerk) the Annual Governance Statement
- iv. To consider, approve and sign (Chair/Clerk) the Annual Accounting Statement
- v. To consider/approve and sign (Chair/Clerk) the Application for Exemption from Audit
- vi. To confirm the date for displaying the Public Rights Notice – (3rd June 2024 until 12th July 2024)
- vii. Consideration and approval of the following items:-
  - a. approval of accounts for the period 1<sup>st</sup> – 30<sup>th</sup> April 2024 including petty cash
  - b. approval of the May 2024 Payment Schedule
  - c. transfer of funds to be agreed (if any)

16. Correspondence:

a) Items of Correspondence

- i. Devon Communities Together – the Big Lunch 1-2 June
- ii. Lightbear Lane Organisation invitation to the film screening of “Proud to Be”, in Exeter 27th April, 6pm at the Beacon Centre in Exeter
- iii. road closure 11<sup>th</sup> July - road from Talaton Cross to Beacon Cross, Talaton – to carry out works on the manhole installation of sewer level equipment in the man hole
- iv. Letter fro Cllr Jess Bailey advising of changes of Coleridge Medical Centre
- vi. EDDC – Licensing application for Beautiful Days
- vii EDDC – Notice of Election of the Police and Crime Commissioner for Devon and Cornwall Police Area – 2<sup>nd</sup> May 2014

b) items of late correspondence

17. Portrait of King Charles III - the Council to reach a decision as to where it should be placed

**18. The Moor (Village Green) – Update from Voneus re the broadband installation and the Council to determine the next steps to resolve the issue; to consider a request from Knit and Natter to install the flower net (as they did last year to support Open Gardens) and also to use the Moor for a Christmas themed "Installation"; noticeboard repairs and update on any other matters and to make decisions (as required)**

**18A. Consideration of Planning Application – 24/0603/Ful - The erection of 4 x military tents; installation of 20ft container for storage of equipment; installation of 2 person compost toilet at Beacon Copse Talaton – Applicant -South West Alternative Provision (Craig Davies)**

**19. Allotments Update re water butts and works at the sewage treatment works and any actions to be agreed**

**20. Telephone box and adjoining land – to consider queries raised by a parishioner concerning land ownership ii. responses from the community re the council's request to repaint the telephone box and iii any other related matters and to make decisions accordingly**

**21. Update on a proposed Government Domain and the latest Government requirements re the Council's website**

**22. Report on the Drop in Session on 27<sup>th</sup> April 2024**

**23. Parish Maintenance: items requiring attention and update on items reported**

**24. Items for information only or discussion on the next agenda:**

**25. Matters of Urgency: items not on the agenda to be discussed at the Chair's discretion**

**26. Date of next Meeting**

**27. Close of Meeting**

*Christine McIntyre*

**Christine McIntyre  
Parish Clerk**

**26<sup>th</sup> April 2024**

