

TALATON PARISH COUNCIL

Minutes of the **ANNUAL MEETING OF TALATON PARISH COUNCIL** held on **WEDNESDAY, 1ST MAY 2024** at **7.30pm**. The meeting was held at the **PARISH HALL, TALATON EX5 2RG**

PRESENT: - Cllrs P Lenehan (**Chair**), G Hawkins (**Vice-Chair**) K Walker, S Wood, A Peters, R Bos; and the Clerk (Mrs C McIntyre)

24/05/01

ELECTION OF THE CHAIR OF TALATON PARISH COUNCIL FOR 2024/25 - TO RECEIVE NOMINATIONS AND TO CARRY OUT A VOTE ACCORDINGLY

There was one nomination for the Chair – Cllr Lenehan. There was a majority vote and it was **RESOLVED** to elect Cllr Lenehan as Chair

Proposed by Cllr Walker and seconded by the Vice-Chair

24/05/02

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)

The Chair (Cllr Lenehan) made her declaration of acceptance of office in the presence of the Council and the Clerk. She signed the Declaration which was witnessed by the Clerk

24/05/03

ELECTION OF THE VICE-CHAIR OF TALATON PARISH COUNCIL FOR 2024/25 – TO RECEIVE NOMINATIONS AND TO CARRY OUT A VOTE ACCORDINGLY

There was one nomination for the Vice-Chair– Cllr Hawkins

There was a majority vote for Cllr Hawkins and it was **RESOLVED** to elect Cllr Hawkins as Vice-Chair

Proposed by Cllr Bos and seconded by Cllr Wood

24/05/04

APOLOGIES FOR ABSENCE

Cllr Gray and EDDC Cllr Jefferies. It was **AGREED** to send Cllr Jefferies a `Get Well` card.

24/05/05

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

It was **RESOLVED** that the minutes from the meeting of 3rd April 2024 be approved as a true and correct record. They were signed by the Chair

Proposed by Cllr Wood and seconded by Cllr Walker

24/05/06

PUBLIC FIFTEEN MINUTE OPEN FORUM

There were no members of the public present

24/05/07

DECLARATIONS OF PERSONAL AND PECUNIARY INTERESTS OF ITEMS ON THE AGENDA

There were none* - however please refer to Minute 24/05/26 as a declaration was made later in the meeting

24/05/08

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

No items were required to be discussed in Confidential Session

Initials.....

24/05/09

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**

It was **RESOLVED** to approve the aforementioned documents without amendments

Proposed by the Chair and seconded by the Vice-Chair

24/05/10

ACKNOWLEDGEMENT BY CHAIR OF SEALED ENVELOPE CONTAINING ALL PASSWORD INFORMATION RELATING TO THE CLERK'S LAPTOP

The Chair acknowledged receipt of the envelope and would secure it in a safe place

24/05/11

TO REVIEW THE COUNCIL'S INVENTORY OF LAND AND OTHER ASSETS

The Inventory was **AGREED** subject to the amendment whereby the Emergency Box was now sited in the Parish Hall shed and the Inventory would need to reflect this

24/05/12

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

The current insurance provision with Community First insurance was noted. It was **RESOLVED** to increase the premium of the policy by £10 per annum to cover the cost of insured damage to the telephone box (it was currently covered for public liability only)

Proposed by the Chair and seconded by Cllr Walker

24/05/13

TO REVIEW AND CONFIRM THE COUNCIL'S SUBSCRIPTIONS TO VARIOUS BODIES

It was **RESOLVED** to pay two subscriptions to:- 1. the Devon Association of Local Councils ('DALC') £192 + vat and 2. the Society of Local Council Clerks ('SLCC') £112

Proposed by the Chair and seconded by Cllr Walker

24/05/14

CONFIRMATION OF THE TIME AND PLACE OF ALL ORDINARY MEETINGS OF THE COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING OF THE COUNCIL.

The following dates were noted and **AGREED** by the Council for 24/25

Ordinary Parish Council Meetings

1 May 24; 5 June; 3 July; 4 September; 2 October; 6 November; 4 December; 8 January 25;
5 February 5 March 2 April

Informal Drop-Ins

27 July; 26 Oct; 25 Jan 2025

24/05/15

APPOINTMENT OF NEW COMMITTEES (IF ANY) IN ACCORDANCE WITH STANDING ORDERS

It was **AGREED** that no committees at this stage were required by the Council

24/05/16

TO APPROVE THE FINAL ACCOUNTS FOR 23/24

The accounts for 23/24 were approved

Proposed Cllr Walker and seconded Cllr Wood

Initials.....

24/05/17

TO RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT AND TO AGREE A GIFT CARD AMOUNT FOR THE INTERNAL AUDITOR (AS A GESTURE OF GOODWILL)

The Internal Audit report was noted (there were no issues). It was **RESOLVED** to purchase a gift card for the Auditor in the sum of £75 as a gesture of thanks.

Proposed Cllr Walker and seconded Cllr Wood

24/05/18

TO CONSIDER, APPROVE AND SIGN (CHAIR/CLERK) SECTION 1 - THE ANNUAL GOVERNANCE STATEMENT

It was **RESOLVED** to approve the 23/24 Annual Governance Statement in the following manner - Statements 1 – 8 to state `Yes` and Statement 9 - `N/A`. The Annual Governance Statement was duly signed by the Clerk/Chair

Proposed Cllr Walker and seconded Cllr Wood

24/05/19

TO CONSIDER/ APPROVE AND SIGN (CHAIR/CLERK) SECTION 2 -THE ANNUAL ACCOUNTING STATEMENTS

It was **RESOLVED** to approve the 23/24 Annual Accounting Statements which was duly signed by the Clerk/Chair

Proposed Cllr Walker and seconded Cllr Wood

24/05/20

TO CONSIDER/APPROVE AND SIGN (CHAIR/CLERK) THE CERTIFICATE OF EXEMPTION FROM AUDIT

It was **RESOLVED** to approve the 23/24 the Certificate of Exemption from Audit which was duly signed by the Clerk/Chair

Proposed Cllr Walker and seconded Cllr Wood

24/05/21

TO CONFIRM THE DATE FOR DISPLAYING THE PUBLIC RIGHTS NOTICE – (3RD JUNE 2024 UNTIL 12TH JULY 2024)

The dates for displaying the Public Rights Notice (3rd June – 12th July 2024) were noted

24/05/22

FINANCE: CONSIDERATION AND APPROVAL OF ITEMS I – III

i. Approval of accounts for the period 1st – 30th April 2024 including Petty Cash

NAME OF ACCOUNT/PETTY CASH	BALANCE
Community (Current)	£1090.97
Business Premium (Reserve)	£14740.47
Petty Cash	£3.42

ii. Approval of the May 2024 Payment Schedule

CHEQUE NUM/BACS	PAYEE	DETAILS	COST	VAT	TOTAL
Bacs	HMRC	Income Tax	79.00		79.00
Bacs	Employee	Salary April/May (Net)	316.46		316.46
Bacs	Npower	Unmetered electricity supply for telephone box 1/4/23 - 31/3/24	74.75	3.74	78.49
Bacs	DALC	Annual Subscription	192.00	28.96	220.96
Bacs	ATH Gardens & Landscapes	Maintenance of verges	150.00		150.00
Bacs	Vision ICT Ltd	SSL Certificate Renewal	50.00	10.00	60.00
Bacs	SLCC	Annual Membership - Clerk	112.00		112.00
Bacs	Cllr P Lenehan	Refreshments for the Annual Parish Meeting	32.42	4.08	36.50

Initials.....

		TOTALS	1006.63	46.78	1053.41
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iii. Proposed Transfer of funds (£750) from the Business Premium to the Community Account

It was **RESOLVED** to approve Items i – iii

Proposed by the Vice-Chair and seconded by the Chair

24/05/23

CORRESPONDENCE

a. The following correspondence was noted by the Council

- 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. Letter from Cllr Jess Bailey advising of changes of Coleridge Medical Centre
- iv. EDDC – Licensing application for Beautiful Days
- v. EDDC – Notice of Election of the Police and Crime Commissioner for Devon and Cornwall
Police Area – 2nd May 2014

b. The following item of late correspondence was noted by the Council

Devon Communities Together will be leading a West Hill Emergency Plan Workshop on Date :
Tuesday 14th May 2024 Start time 2pm Venue: Royal British Legion Clubhouse, School Lane, West Hill

24/05/24

PORTRAIT OF KING CHARLES III

It was **AGREED** by the Council that the portrait be made available to the Parish Hall Committee to hang in the hall but the arrangement to be on a loan basis only. Ownership of the portrait was to remain with the Council

24/05/25

THE MOOR (VILLAGE GREEN) – UPDATE FROM VONEUS RE THE BROADBAND INSTALLATION AND THE COUNCIL TO DETERMINE THE NEXT STEPS TO RESOLVE THE ISSUE;

The offer from Voneus was considered. After much debate it was **RESOLVED** to seek a settlement of no less than £1500 from Voneus and that Voneus enter into a form of indemnity to protect the Council from any future issues that may arise with regards to the Moor. The Council did not wish to accept the additional offer from Voneus for them to provide the planting of a flower bed on the Moor but suggested that they may wish to make this offer to the owner of the Moor to provide for a flowerbed in her private garden area instead. However it was further **RESOLVED** that the Council’s insurers be contacted in the first instance about the offer from Voneus as the Council’s policy included legal cover and it would be sensible to seek their advice before the Council responded to Voneus

24/05/26

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"

The Council **AGREED** to Knit and Natter’s request to instal a flower net and for a Christmas `installation`. Cllr Walker declared an interest as she was a member of Knit and Natter

24/05/27

UPDATE ON THE NOTICEBOARD REPAIRS AND ANY OTHER MATTERS RELATING TO THE MOOR REQUIRING DECISIONS

The repairs would be progressed. There were no other matters that needed to be raised re the Moor

24/05/28

CONSIDERATION OF PLANNING APPLICATION – 24/0603/FUL - THE ERECTION OF 4 X MILITARY TENTS; INSTALLATION OF 20FT CONTAINER FOR STORAGE OF EQUIPMENT; INSTALLATION OF

Initials.....

2 PERSON COMPOST TOILET AT BEACON COPSE TALATON – APPLICANT -SOUTH WEST ALTERNATIVE PROVISION (CRAIG DAVIES)

The Council had conducted a site visit and those members present were most impressed with the proposals by the applicant for the site. The Council after some discussion **RESOLVED** to support the application for the following reasons:-

- Excellent traffic management plan in place, allaying any highway or safety issues
- No impact on residents or the environment – nothing is visible outside of the site and all infrastructure is temporary and will leave no trace if the venture closes
- The applicants are working closely with the landowner’s forestry and land experts to ensure that Beacon Copse is preserved in its natural state with no tree/stump/hedge removal
- the need for Alternative Provision for young adults who struggle to cope with traditional education is vitally important, and this seems an ideal location to provide a much needed resource

Proposed Cllr Walker and seconded the Vice-Chair

24/05/29

ALLOTMENTS UPDATE RE WATER BUTTS AND WORKS AT THE SEWAGE TREATMENT WORKS AND ANY ACTIONS TO BE AGREED

Three water butts were delivered to the site by SWW but unfortunately only two remained as one had gone missing. The Clerk provided an update as to the works being carried out by SWW at the adjoining treatment works. SWW had given an assurance that it would provide the Council with a timetable of the additional works before they commenced and that they had made their Project Manager aware of the Council’s concerns regarding access and that no noise or dust was anticipated

24/05/30

TELEPHONE BOX AND ADJOINING LAND – TO CONSIDER QUERIES RAISED BY A PARISHIONER CONCERNING LAND OWNERSHIP

A number of queries had been raised by a parishioner regarding the green space on which the telephone box and bench were in situ. It was **RESOLVED** that the Clerk inform the parishioner of i. its timeline for claiming possessory title ii. that if the parishioner wished to make an application for possessory title of the land then she would need to contact the Land Registry and complete a Statement of Truth and iii to advise her of the contract that the Council had with its contractor for the grass cutting of this area of land.

24/05/31

RESPONSES FROM THE COMMUNITY RE THE COUNCIL’S REQUEST TO REPAINT THE TELEPHONE BOX

No volunteers had come forward to repaint the box. It was agreed that a paid contractor would need to be sourced and quotes would be required.

24/05/32

ANY OTHER RELATED MATTERS RE THE TELEPHONE BOX AND TO MAKE DECISIONS ACCORDINGLY

James Jackson had carried out an excellent job of installing shelves in the telephone box to transform it into a mini library. Books were now in situ. James` invoice was awaited and consideration and agreement was also reached with providing him with a gift voucher for carrying out the work to the stone wall at Orchard Close, which he had carried out on a voluntary basis

24/05/33

UPDATE ON A PROPOSED GOVERNMENT DOMAIN AND THE LATEST GOVERNMENT REQUIREMENTS RE THE COUNCIL’S WEBSITE

The Clerk had received information from Vision ICT but it was not complete. The Clerk will make a further attempt of obtaining the outstanding information and will report back

24/05/34

REPORT ON THE DROP IN SESSION ON 27TH APRIL 2024

Two parishioners had called into the Drop-In. Matters discussed were the re-opening of Rosemary Lane and a water issue in the vicinity; the water run off from Escot fields; the continuing water leak on the highway opposite the Parish Hall; the public footpath sign (to indicate that a footpath ran across fields) was unclear - an offer had been made by a parishioner to rectify this; a request had been made for an information sheet to be made available to show the responsibilities of all tiers of local government.

Initials.....

24/05/35

PARISH MAINTENANCE: ITEMS REQUIRING ATTENTION AND UPDATE ON ITEMS REPORTED

- i. Road closure 11th 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
- ii. Finger post Newtown – Kyle the DCC Highway Officer has advised that the `finger` was likely to move again due to the weakness in the metal. There was a very limited budget for sign replacement and defective finger posts were not considered a safety defect by DCC
- iii. Pothole – road from Aunk Cross to Talaton Cross – the pothole had been repaired
- iv. Pothole – road from Bittery Cross to Beacon Cross – the pothole had been repaired
- v. Three potholes on the road leading from Beacon Cottages required to be reported to DCC
- vi. A `finger` from the finger post at Bittery Cross was missing

24/05/36

ITEMS FOR INFORMATION ONLY OR DISCUSSION ON THE NEXT AGENDA

- a. The Council was reminded of the D Day Celebrations – 6th June 2024. It was thought that the church may be participating in bell ringing. The Clerk had updated Chris Trimmer, Bell Tower Captain with the information she had received about the event
- b. The Parish Hall Ctte had repaid grant payments totalling £325
- c. Cllr Hawkins had checked one of the defibrillators which was found to be in good order. The Chair would check the other defib imminently
- d. Cllr Bos enquired as to whether the Council would be receiving money from the two solar farms which were outside the Parish but he understood the Council still qualified for the monies via S106 agreements. It was agreed the matter be included on the June agenda
- e. The car that has been in situ in the Hillside car park for some time had been investigated by EDDC`s Streetscene Officer . The Streetscene Officer had advised *`As the car was parked in the parking area for the Hillside residents, is off the highway and isn't an obstruction, there is very little Street Scene would do. The lack of tax or MOT is irrelevant, as it does not necessarily mean the vehicle is abandoned. I didn't find the car to be in that bad a condition. At the end of my visit, the owner did approach me and ask for a couple of days to look into whether keeping the car is a possibility. If not, it will be removed.*

24/05/37

MATTERS OF URGENCY: ITEMS NOT ON THE AGENDA TO BE DISCUSSED AT THE CHAIR'S DISCRETION

There were none

24/05/38

DATE OF NEXT MEETING

5th June 2024

24/05/39

CLOSE OF MEETING

21.02pm

SIGNATURE OF THE CHAIR	
DATE OF SIGNATURE	

Initials.....