

**MINUTES OF THE TEDBURN ST MARY PARISH COUNCIL MEETING HELD AT  
TEDBURN ST MARY VILLAGE HALL ON TUESDAY, 7<sup>th</sup> MAY, 2024 AT 7.30 PM**

**PRESENT:** Chair Cllr L. Taylor, Cllrs J. Putt, J. Dixon, S Rodda, H. Trump, T. Woodley, K. Wilson and L. Cole. Devon County Cllr Brook (part) Clerk, J Clark. One member of the public.

1. **Open Forum** – A member of the public raised the matter of a recent road closure on Six Mile Hill. There have been complaints about the road closures. At the time of the meeting the closure was to facilitate repair of a leak. The council responded that emergency work such as this can be done without notice. It was discussed that there is potential for improvement in the way road closures are communicated and signed. The clerk to put this on the agenda for the next Infrastructure Committee. **CLERK TO ACTION**
2. **Apologies and reasons for absence for approval.** Cllr Moody (family health). District Cllr Purser (attending another meeting).
3. **Declarations of interest.** NONE
4. **Planning**  
**24/00609/HOU.** 36 School Lane, Tedburn St Mary. Two-storey rear extension and associated landscaping.

The council found no reason to object and voted unanimously to support the application by a show of hands.

**Planning Decisions:**

**23/02016FUL.** Lower Windout Farm, Tedburn St Mary. Dwelling for an agricultural worker. Granted by Teignbridge District Council (TDC).

**23/01987/HOU.** Greystones, Tedburn St Mary. Single storey annexe. Granted by TDC.

5. **To approve the minutes of the Parish Council Meeting held on 9<sup>th</sup> April, 2024.** The council resolved to approve the minutes by a show of hands 6 to 2 (absent).
6. **Reports from Devon County, Teignbridge District and parish councillors and clerk.** The Chair suspended Standing Orders at 2008 to take Cllr Brooks's report.

Devon County Cllr Brook reported the planning application for the landfill at Lower Hare is subject to a variation in conditions and is being challenged. Little else to report due to elections. He reminded councillors that the Locality Fund has been restored and advised that applications are likely to be successful when they benefit the broadest reach in the community.

Chair reinstated Standing Orders. At 2010

**District Cllr Swain** reported that the backlog of planning applications is currently being successfully processed.

**For Footpaths and Bridleways Cllr. Putt** reported that the gate and sign on the foot path at Thornwood have been replaced.

**For the Millennium Orchard Play Area Cllr Rodda** reported there are two areas showing wear and tear on the play area surface. It was agreed to monitor this to see if it improves as

the weather improves. There are a two heaps of grass cuttings. Clerk to check if this is to be cleared by the contractor. **CLERK TO ACTION.**

7. **Correspondence.** None to report.
8. **Clerk's report on annual internal audit.** The internal audit of financial and governance processes was carried out on Tuesday 30<sup>th</sup> May 2024 and was signed off with only two recommendations regarding wording of the votes recorded in the minutes. The report will be published on the website as part of the Annual Audit and Governance Review.
9. **To receive and approve Accounting Statements 2023-2024.** The council resolved to approve the Accounting Statements unanimously by a show of hands.
10. **To receive and approve the Annual Governance Statement 2023-2024.** The council resolved to approve the Annual Governance Statement unanimously by a show of hands.
11. **To receive and consider sums in reserves as at 1<sup>st</sup> April 2024.** The clerk provided councillors with a list of reserves. Following a discussions the council resolved to approve the reserves as shown, with two exceptions (listed below), unanimously by a show of hands.
  - £100 to be added to the Footpaths and Bridleways from Cllr Putt's allowance.
  - Youth Work reserve to be reviewed as to its use when budget setting in the autumn.**CLERK TO ACTION**
12. **To update the council on recent issues associated with the Save the Red community group and to consider sending a letter in support of the Tedburn St Mary Community Benefit Society Ltd (TSMCBS) (formerly Save the Red group) to the Plunkett Organisation supporting TSMCBS's aim to purchase the Red Lion for the community.**

TSMCBS Ltd requested that the parish council send a letter of support to the Plunkett Foundation in support of their work. The Chair to ask the group for guidance as to the nature of the issues they wish to be supported. **CHAIR TO ACTION**
13. **To consider the Application for Community Grants as advised by the Police Community Support Officer.** The Chair has contacted the Neighbourhood Police Officer regarding the possibility of funding for the provision of a covered seating area in the Millennium Orchard. Chair to forward the application form the Cllr Cole if it is of use to the Recreation Association. The council resolved to apply for funding unanimously by a show of hands. **CHAIR AND CLERK TO ACTION**
14. **To consider the purchase and installation of road safety signs advising drivers to slow down on approach to mini roundabout in the village.** The council resolved unanimously by a show of hands to place warning signs approaching the mini roundabout from either side to slow down and give way to traffic from the right. **CHAIR AND CLERK TO ACTION**
15. **To receive and consider a report from Cllr Dixon about the village website and the parish council webmail and website address and associated costs.** Cllr Dixon provided the council with a comprehensive report of options. Following a discussion the council resolved unanimously by a show of hands to move to change the webmail provider and change the address to .gov.uk as requested by Government. **CLLR DIXON TO ACTION.**
16. **To consider any changes required to update the Standing Orders of the Council and the Financial Regulations and to review and approve other formal documents associated with the parish council.** The council resolved unanimously by a show of hands to approve the following documents.

- Version 04 of the Standing Orders
- A revised version of the Financial Regulations to include one amendment to raise the £100 limit subject to Chair and Clerk's approved to £150.
- All other council documents approved as they appear on the website on the day of the meeting.

## CLERK TO ACTION

### 17. Outstanding action points update.

- Setting up of Speedwatch Group – Update from Cllr Woodley. Advert asking volunteers for Tedburn Times and Facebook agreed. The former from the parish council and the latter from Cllr Woodley as head of the team. **CLERK TO ACTION ANNOUNCEMENT AND CLLR WOODLEY TO ADVISE THROUGH SOCIAL MEDIA.**
- Repair of gate into the woods at Frankford is broken and gate at Thornwood needs repairing on the field side of the bridge. Cllr Putt and Cllr Taylor. Now completed.

18. **Payments for approval.** The council resolved to approve the payments unanimously by a show of hands.

Date	Supplier	Description	Amount	VAT	Total
7.5.24.	Jane Clark	Clerk's salary, home office, phone	£725.50	No	£725.50
7.5.24.	HMRC	Clerk's PAYE & Employer's NI	£192.31	No	£192.31
7.5.24.	DCC Pension Fund	Clerk's Pension	£242.46	No	£242.46
7.5.24.	David Yelland	Village maintenance	£550.00	No	£550.00
7.5.24.	Cllr J. Dixon	Monthly website domain fee and reimbursement of Annual Fee from Squarespace Ltd (supplier requirement to deal with domain admin)	£119.20	£23.84	£143.04
7.5.24.	DALC	Annual subscription + affiliation fee	£500.00	£73.51 (part)	£573.51
7.5.24.	TSM Village Hall	Hall Hire for meeting	£21.00	No	£21.00
7.5.24.	Information Commissioner's Office	Data Protection Registration	£35.00	No	£35.00
7.5.24.	Recreation Association	Annual grant	£4,000	No	£4,000
7.5.24.	Playsafety Ltd	Annual safety RoSPA inspection	£78.00	£15.60	£93.60
7.5.24.	JAF Graphics	Road safety signs – speed and distance for horses	£95.17	£19.03	£114.20

Meeting closed at 2110

Apologies from Cllr Rodda for June meeting