

Minutes of the Tedburn St Mary Parish Council Meeting held at Tedburn St Mary Village Hall at 7.30 pm on Monday 3rd November, 2025.

Present: Chair Cllr L. Taylor, Vice Chair Cllr J. Putt, Cllrs K. Wilson, H. Trump, P. Moody, J. Dixon, T Woodley and Teignbridge District Council (TDC) Cllr A. Swain (part). No members of the public present. **Attending.** J. Clark. Clerk.

- 1. Open Forum** None raised. Open Forum closed at 1935.
- 2. Apologies and reasons for absence for approval.** Cllrs Stacey, Rodda and Cole. Approved.
- 3. Declarations of interest.** None.
- 4. Reports from Devon County and Teignbridge District Councillors.** Cllr Swain shared a general report on behalf of Teignbridge District Council, noted.
- 5. Planning Decisions 25/01354/HOU Woodleah. Tedburn St Mary. Erection of garage to front.** Granted by TDC
- 6. To approve the minutes of the September and October minutes as true records.** The council resolved to approve the minutes of the September and October meetings as a true record by 6 for and 1 abstention, due to absence from the meeting.
- 7. To consider and agree the council's priorities for the second half of the 2025-2026 and publish as part of the council's Publication Scheme.** The council agreed the following as the priorities for 2025-2026 unanimously by a show of hands
 1. To extend the covered seating area and dry paved area at the Millennium Orchard.
 2. To reach out to the community for assistance to take forward the development of a Neighbourhood Plan.
 3. To repair The Little Chapel.
 4. To consult, when appropriate, with the community regarding the proposed housing development.
- 8. To consider and agree the council's priorities for the next financial year..** Following a discussion, the councillors agreed they needed more time to consider, so the item was deferred until December meeting. Clerk to place on agenda. **CLERK TO ACTION**
- 9. To consider the precept request following discussions in September and October meetings for final approved in December.** Deferred to December meeting. **CLERK TO ACTION**
- 10. To approve the draft IT Policy as presented by Cllr Dixon.** Cllr Dixon presented a report regarding internal controls of the council associated with IT; councillors need to sign it individually. Cllr Dixon to load onto documents page of parish council website. The IT Policy was approved unanimously by a show of hands. **ALL COUNCILLORS TO ACTION.**
- 11. Review of action points from previous meetings.**
 - a. **Repair of pavement stones opposite King's Arms, Cllr Taylor to discuss with maintenance contractor.** Complete
 - b. **Cllr Dixon to create a way of capturing the instances where the bus service is unreliable as she publishes road closures on the village website. Cllr Taylor. Process set up and active.** Complete
 - c. **Emergency Plan update. Cllr Wilson. A draft of the plan is complete. Cllr Wilson to share with councillors. Once agreed Clerk to share with TDC. To be reviewed CLLR WILSON TO ACTION**
- 12. Correspondence: To consider council's response to matters raised.** Clerk to share recent correspondence regarding bus services with TDC Cllr Swain. **CLERK TO ACTION**
- 13. Reports from parish councillors and clerk.** None

DATE OF NEXT MEETING MONDAY, 1ST DECEMBER 2025 AT TEDBURN ST MARY VILLAGE HALL

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

Date	Supplier	Description	Amount	VAT	Total
3.11.25.	Jane Clark	Clerk's salary, home office, phone and pay award back pay 1st April	£889.43	No	£889.43
3.11.25.	HMRC	Clerk's PAYE and Employer's N.I.	£318.78	No	£318.78
3.11.25.	DCC Pension Fund	Clerk's Pension	£300.35	No	£300.35
3.11.25.	David Yelland	Village maintenance	£605.00	No	£605.00
3.11.25.	DALC	Two delegates at AGM	£100	£20.00	£120.00
3.11.25.	DALC	Chair and Village Hall Committee training on applying for funding	£70	£14.00	£84.00
3.11.25.	TSM Village Hall	Hall hire	£18.00	No	£18.00
3.11.25.	Jane Clark	Reimburse Instant Ink payment	£13.49	No	£13.49
3.11.25.	Google	Email and website hosting	£150.92	No	£150.92
3.11.25.	J. Dixon reimbursement	Village website domain?	£28.80	No	£28.80
3.11.25.	Curry's	Computer support service monthly fee	£9.79	No	£9.79
3.11.25.	Louise Taylor	Reimbursement for purchase of solar lights for Millennium Orchard	£37.97	No	£37.97

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