

**Tetcott and Luffincott Parish Council Meeting**  
**6<sup>th</sup> November 2023**  
**7:30pm, The Arscott Hall, Tetcott**

**Chair:** Cllr. Tina BARRIBALL (TB)  
**Present:** Cllr. Jonathan BRITTON, Cllr. Sylvia DART (SD),  
 Cllr. Mike GREENAWAY (MG), Cllr. Lynn PETT (LP), Cllr. Terry ROOKE (TR),  
 Cllr. Nick WONNACOTT (NW)

**Clerk:** Kay NAPIER (KN)  
**Apologies:** Cllr. Jonathan PEARCE (JP)

**1. Declarations of Interest**

None.

**2. Questions from Public**

None.

**3. Minutes of last meeting – 8<sup>th</sup> August 2023.**

Meeting minutes unanimously agreed as correct, and signed by Chair.

**4. Councillor Forms and Six-Month-Rule discussion**

Councillors present signed acceptance of office forms following May's election.

Clerk also stated that Cllr. Chubb has not attended meetings since February 15<sup>th</sup>, having missed three meetings now with no apologies sent which – as set out in the six-month-rule would disqualify him as a councillor. Cllr. Rooke attempted to telephone Cllr. Chubb during the meeting but there was no answer. Several councillors requested to defer this decision.

Clerk to contact Torridge District Council to seek our position.

**5. Updated Standing Orders**

Following the subgroup meeting, the standing orders were examined and updated. Counsellors have had a chance to read through these.

Cllr. Britton proposed these be accepted.

Cllr. Dart seconded this.

Standing orders now updated.

**6. Finance Report**

Report attached.

|                          |                  |
|--------------------------|------------------|
| Current Account Balance: | £3,932.04        |
| Reserve Account Balance: | £2,422.66        |
| <b>TOTAL AMOUNT HELD</b> | <b>£6,354.70</b> |

Clerk presented figures to counsellors.

Clerk also suggested spending some of the money on the parish.

Cllr. Greenaway suggested we push forward with the **parish noticeboard**.

Cllr. Pett has been looking into the cost of this. She offered the assistance of Andy and suggested it is likely to be around the £100 mark.

There was a discussion on this and the location

Following the discussion, it was proposed that a 1x 1.2 m blackboard would be purchased framed and erected at a cost of up to £200.

This was proposed by Cllr. Greenaway and seconded by Cllr. Rooke.

## **7. Village Green**

Report attached. Cllr. Rooke said that there has been no Progress with this. Clerk emailed Sir William Molesworth-St. Aubyn with no reply received.

Any re-siting of the telephone box to a village green space, therefore, would have to wait.

Cllr. Greenaway suggested moving the phone box down to the Arscott Hall.

Cllr. Rooke suggested that perhaps a defibrillator could be put into this where it stands as several have suggested that the one at the village hall was not well cited. It was then suggested that if there was a defibrillator it would need an electricity supply.

Cllr. Britton seemed in favour of the phone box possibly being at the Village Hall.

Cllr. Wonnacott said that whatever happens, it will need sprucing up.

Cllr. Dart suggested it is probably safer, keeping it where it is at least for now.

Cllr. Wonnacott will sort the nearby wall ASAP.

Cllr. Rooke said it needs cleaning and painting.

Cllr. Dart said, perhaps it could be taken to a shed and restored? This will be addressed at a later meeting.

## **8. Village Hall CCTV**

This is now installed and running.

It is the asset of the parish Council and the asset register will be updated accordingly.

Only two persons can access this.

A data protection policy will need to be installed forthwith.

Clerk to look into standard policies and other examples.

## **9. Parish Council Website**

Due to changes at Hugo Fox, we now pay for our parish council website. This is their cheapest package at £11.99 monthly. There is no way to pay other than direct debit so the Clerk has set this up. An email was circulated stating this prior to the first payment being taken, however Clerk asked for agreement of councillors at this meeting. Counsellors present in agreement with this direct debit.

**10. Remembrance Day Wreath**

Wreath from last year has been located so no need to purchase a replacement this year.

Laying of the wreath due to take place on Sunday, the 12th of November at 10:45 am.

Cllr. Barriball is unavailable, so Cllr. Greenaway will lay the wreath on behalf of the parish. Cllr. Rooke will be a backup for this.

**11. Homelessness survey**

As part of the annual survey, we have been asked whether there are any homeless people sleeping in our parish. All counsellors confirmed that there are no homeless people known to us in our area. Clerk to report back.

**12. Strategic Plan**

Torrige District Council have asked whether we have any comments on the strategic plan. Parish Council has no comments.

**13. Gritter**

This is in progress. Some Councillors will be going to see a preowned Gritter in the next few days. This gritter is at cost of approximately £1500.

It was suggested that, should this second hand Gritter be at a cost of £1000 plus VAT, the councillors should go ahead and set up the purchase.

Proposed by Cllr. Pett.

Seconded by Cllr. Greenaway

Other counsellors generally in agreement.

**14. Any Other Business**

- Christmas Tree

Cllr. Rooke to arrange purchase of annual Tetcott Christmas tree. It was stated that it could do with more lights.

Councillors in favour of a £100 budget for the purchase of the parish Christmas tree and accessories

**15. Date of Next Meetings**

Precept Meeting: Wednesday 10<sup>th</sup> January 2024

Full Council Meeting: Thursday 15<sup>th</sup> February 2024.

Both 7:30pm at the Arscott Hall, Tetcott.

**Meeting closed 21:05pm**

Chairman: .....

Date: .....

Minutes prepared by Kay Napier 11/12/2023