

9.1. Clerk's Actions from Parish Council Meeting held 10th October 2023

Action Ref.	No.	Action	Notes	Agenda Item Nov
A	6.1	The Clerk to promote the Police Surgeries via its Facebook page, website, newsletters and posters	Completed	N/A
B	6.2	The Clerk to update the Parish Council on the Devon County Council Mobile Library Service situation including details of the stops within the parish	Completed 11/10/23	N/A
C	6.3	The Clerk was asked to contact Kingskerswell Parish Council to ask which contractor they use to empty litter bins and dog bins and to explore whether this would be a viable option for Hennock Parish Council.	Ongoing meeting Contractor this week	N/A
D	6.3	<i>The Clerk was asked to contact Chudleigh Town Council once their minutes have been published to see if they need our help in reaching the wider community</i>	Ongoing. Minutes not published yet	N/A
E	9.1	CARRIED FORWARD <i>The Clerk to set up a dedicated page on our website and a Facebook page regarding Teign Village Play Park</i>	Completed website	N/A
F	9.1	CARRIED FORWARD The Clerk to organise with relevant councillors a suitable date and venue for Finance Group.	Completed	13.5
G	10.1	<i>The Clerk to promote the installation of the Post Box via our Newsletter and Facebook Page</i>	Completed	N/A
H	10.3	<i>The Clerk was asked to include the cost of ILCA to CILCA course in the 2024/25 budget £120 + VAT</i>	Completed	13.5
I	11	The Clerk to produce the Newsletter and distribute via agreed methods including the following subjects: * Turnpike Fields – Information on Construction workers entering and leaving the site * Budget ideas for 2024/25 * Secret Santa * Biodiversity in the Parish * War Memorial has been cleaned * Hennock Parish Council Post Box	Completed	N/A
J	13.1	The Council unanimously resolved to approve the following payments and resolved that the Clerk should make the below payments 117 - 132 using online banking with the exception of Scribe voucher 122 which is an automatic Nest payment payable in November.	Completed 11/10/23	N/A
K	13.5	The Clerk was instructed to write to Arthur Bray representing Chudleigh Knighton PCC thanking him for attending the parish council meeting and explaining the situation to the parish council. For 2023/24 it was resolved that the Parish Council will support the printing of Knighton News with a grant of £300 and an additional £84 from its advertising budget, totalling £384. Please note 100% of this grant will be for the production of Knighton News and not include monies towards the cutting of the grass in the churchyard as this is a grey area in terms of whether the parish council has the power to spend money for this purpose. In addition, it was agreed that the Parish Council would promote the need for new advertisers via its Facebook Page. It was also agreed for the Clerk to contact Baker Estates to see if they would like to advertise / sponsor Knighton News, I await their response. We will be looking at our Budget for 2024/25 over the next few months so we will be reviewing the budget allocation for Knighton News.	Completed 11/10/23	13.1.
L	13.7	The Clerk to produce the Agenda and necessary paperwork for the extraordinary meeting on Tuesday 24th October at 7pm to consider Insurance quotes.	Completed	N/A
M	15	The Clerk agreed to send out the biodiversity link to all Councillors and promote on Facebook.	Completed	N/A

N	15	The Clerk to promote the Tree Walk on our Facebook page, website and posters on noticeboards.	Completed	N/A
O	18	The Clerk to ask Cllr Sarah Lee to ensure all the old wreaths and crosses at Hennock have been removed.	Completed	N/A
P	18	The Clerk to contact St Paul's Church to let them know Cllr Tully will be attending the service and to see if the wreath has been kept ready to be reused. If so the Clerk to inform Royal British Legion we only require one wreath but will pay the same donation	Completed	N/A
Q	19	Re. Secret Santa. The Clerk to produce paper forms and online forms to encourage residents to nominate their friends and neighbours. Have they had a difficult time? Are they going to be alone over Christmas? Are they always helping out others and deserve a treat themselves?	Completed	N/A
R	20	The Clerk to write to Stagecoach and ask them to update the roadside Bus Timetables.	Completed	N/A
S	21	The Clerk to include to consider adopting Teignbridge's Code of Conduct in 14th November agenda.	Completed	17
T	22.1	The Clerk to report back to the parish council once the wet pour under the Nest Swing has been repaired.	Ongoing Due to be completed w/c 06/11	13.1 If completed
U	23	The Clerk to email the Allotment Committee to arrange a suitable date for Hennock allotment inspections.	Completed Meeting Scheduled 13/11/23	21.2

9.2. Clerk's Actions from Extraordinary Parish Council Meeting held 24th October 2023

A	7	The Clerk was instructed to let Insurance Company B Clear Councils (formerly called BHIB) who are our current provider that Hennock Parish Council would like to accept their 3 year LTU quote.	Completed 25/10/23	13.1
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Updated 14/11/2023