

DUNSFORD PARISH COUNCIL

Clerk to the Council: Lynne Ogden, Moorview, EX67SB. 01392 811236 dunfordclerk@gmail.com

To all members of Dunsford Parish Council June 2024

You are summonsed to attend a meeting of the Parish Council, on Tuesday 4th June 2024 at 7:45 pm in the Village Hall dressing rooms. Members of the public are welcome.

Cllr Morris will take the Chair, in place of Cllr French, who has given his apologies.

AGENDA

1. **a) Apologies – To receive apologies and approve reasons for absence.**
b) Declaration of Interest / Register of Interests:
2. **Minutes of the meeting held on May 7th 2024** – to consider the approval of the minutes of the last meeting of the Council and to be signed by the Chairman.
3. **Progress reports** (on items not covered elsewhere on the agenda).
Please note that the Chairman has asked each lead Cllr to submit a report in advance of the meeting (preferably at the same time as the agenda) to save time in meetings.
 - 3.1 **Action Points from last meeting-** to update the Council & note those not completed.
 - 3.2 **Clerk's report** – sent to all Cllrs/No Highways meeting this month
 - 3.3 **Reports from other councillors/ representatives**
A reminder that all groups have been asked to review their Terms of Reference and report back to the Council asap
 - 3.4 **Housing Working Group** Cllrs French/Matthews
 - 3.5 **Dunsford Emergency Response Team (DERT)** Cllr Smith
 - 3.6 **Dunsford Climate Initiative (DCI)** Cllr Squire
 - 3.7 **Community Assets group** Cllr Lewis
 - 3.8 **Reports from other meetings attended by Dunsford Councillors**
4. **Correspondence:** - List of correspondence received by email listed overleaf.
5. **Finance – Annual Governance and Accountability (AGAR)**
 - 5 (a) **Bank Reconciliation and Statement** – presented at May meeting and signed.
 - 5 (b) **Internal Audit Completed by P. Clapham** – Completed on 10/5/2024 - The Council to discuss any recommendations.
 - 5(c) **Annual Governance Statement-** To be read by the Clerk, agreed by the Council, and signed and minuted.
 - 5 (d) **Annual Accounting Statement** - To be signed by the Chairman and RFO
 - 5 (e) **Exemption Certificate** – The Council resolved to submit a Certificate of Exemption at the May meeting. This will be sent to the External Auditors.

For information: Period for the Exercise of Public Rights: – Monday 10th June to Friday 19th July

Finance - Ordinary

5.1 C/A - £6013.02 as at 08/04/2024 BBI/A - £1,848.60 as at 11/03/24

The Council to resolve to pay the following invoices: -

5.2 Clerk's Salary – 4 weeks x 10 hours a week Gross pay £549.20

+ Bonus payment for extra hours worked - £200 Total Gross pay £749.20

Net pay to Clerk £599.40 + expenses £31.49 = **£630.89**

5.3 Barry Green - Lengthsman's tasks for May - tbc

5.4 Penny Clapham – Internal Audit fees - £74.55

6. Village Green a) Monthly report b) replacement benches – update c) email from resident about leylandii **Cllr Matthews**

7. Planning: - The Council to consider the following applications along with any received between the publication of the agenda and this meeting -

Applications: None

Decisions: 7.1 Teignbridge 23/02166/PIP - Land at Reedy Hill – Permission in Principle for the construction of nine affordable residential dwellings – Grant of Permission in Principle

8. Lengthsman – Tasks for June to be discussed **Clerk**

9. Three Parish Meeting – The Council agreed at the last meeting to offer to host this event again as the Bridford Clerk has not been in post very long. Bridford Council has accepted this offer. The Council to finalise details and allocate tasks to Cllrs. **Cllr Morris**

10. Dunsford Show – The Council to finalise details and allocate tasks to Cllrs. **Cllr Smith**

11. Training – Code of Conduct – a list of possible dates from DALC will be sent to all Cllrs before the meeting. A date that is acceptable to all Cllrs to be decided and booked. **Clerk**

12. Matters brought forward by the Chairman (for information only /possible addition to next month's agenda including: - a) Any pressing Highways issues for Clerk to pass on to Highways' contact b) Suspended for this meeting- policy reviews, 20s plenty

13. Date of next meeting – Tuesday 2nd July 2024 in the Village Hall Dressing Rooms

Signed *Lynne Ogden*

Clerk to Dunsford Parish Council 30th May 2024

Email circulation during the past month

- Planning applications and decisions from DNPA and Teignbridge
- Rural Services Network Bulletin plus Funding Digests
- DALC newsletters
- Devon Communities Together – various newsletters
- Teignbridge newsletter
- Devon County Council newsletter
- Devon Climate Emergency newsletter
- Free Planning event from Devon Community Resilience Forum
- Household Support fund info.
- Temporary Traffic Regulation Order for Bridleway 8 25/5 – 25/11 2024
- Update information from Niki Warner, Emergency planning and Business Continuity Officer
- Safety of Lithium Batteries info
- Volunteering in Teignbridge
- Info on Public Resilience Website