

# DUNSFORD PARISH COUNCIL

Clerk to the Council: Lynne Ogden, Moorview, EX67SB, 01392 811236 [dunfordclerk@gmail.com](mailto:dunfordclerk@gmail.com)

**To all members of Dunsford Parish Council**

**May 2021**

You are summonsed to attend the **Annual Council Meeting of the Parish Council, via Zoom**, on Tuesday 4<sup>th</sup> May 2021 at 7.45 pm followed by the ordinary Council meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/88328771435?pwd=QjRYblllZ1Z1YzWWWhUMXptN1FlaXhYQT09>

Meeting ID: 883 2877 1435

Passcode: 096343

## AGENDA

### 1. Election of Chairman

- a) Invite nominations and elect a Chairman for the year
- b) Receive the Declaration of Acceptance of Office by the Chairman

### 2. Election of Vice Chairman

- c) Invite nominations and elect a Vice Chairman for the year
- d) Receive the Declaration of Acceptance of Office by the Vice Chairman

### 3. Appointment/confirmation of signatories for cheque payments.

### 4. To appoint or re-appoint Cllrs to appropriate committees

- a) Housing & Infrastructure
- b) Recreation & Environment
- c) Emergency Planning
- d) Village Hall Management Committee
- e) Finance Committee
- f) Village Green

## Commencement of Council Meeting

**Democratic / Public Question Time:** Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

### 5. Apologies

**6. Declaration of interest.** In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

**7. Minutes of the meeting held on 6th April 2021** to consider the approval of the minutes of the last meeting.

## 8. Progress Reports

8.1 Action points from last meeting

8.2 Clerk's report

8.3 Reports from other Councillors/representatives

8.4 Housing & Infrastructure – met with Councillors 27<sup>th</sup> April for update. Cllr French

8.5 Recreation & Environment group Cllr Hayes

8.6 Emergency Planning Group Cllr Heard

**9. Insurance for June 1<sup>st</sup> 2021** - the Council is the third year of a contract with Norris & Fisher. Update from Clerk.

**10. Correspondence** – List of correspondence received by email listed overleaf

## 11. Finance

The Council is reminded that they resolved to apply for the exemption certificate at the last meeting and the Clerk has submitted this to PKF Littlejohn

**11.1 Bank Reconciliation and Statement** – presented at April meeting and signed .

**11.2 Internal Audit Completed by P. Clapham** – Completed on 22/4/2021 - The Council to discuss any recommendations

**11.3 Annual Governance Statement-** To be read by the Clerk, agreed by the Council, and signed and minuted.

**11.4 Annual Accounting Statement** - To be signed by the Chairman and RFO

*For information: Period for the Exercise of Public Rights: – Monday 14<sup>th</sup> June to Friday 23<sup>rd</sup> July*

**Bank balances: 11.5** C/A £6188.42 as at 23/03/2021 BBI/A £1825.41 as at 09/03/21

**To resolve to pay the following invoices which are attached for your information: -**

**11.6** Clerk's Salary – 4 weeks x 10 hours a week - Gross pay £460

Net pay to Clerk £368 + expenses of £30.49 Total to Clerk - **£398.49**

**11.7 Vision ICT** – for automatic website changes upon the death of a Senior National Figure- **£126**

**11.8 DALC** – Annual subscription - **£150.19**

**11.9** ROSPA report for Village Green - **£90.60**

**12. Planning: - Applications 12.1** – Teignbridge 21/00652/FUL – Land to south of Pale Gate, Farrants Hill – Agricultural storage barn **Decisions-** None

**13. Matters brought forward by the Chairman** (for information only/possible addition to a future month's agenda – see below)

**14.1 Date of next Council meeting** - Tuesday June 1st 2021 in the Village Green, Dunsford at 7.45 pm. ***This will be a brief meeting to attend to urgent business only***

**14.2 Date of Three Parish Meeting** – Thursday 17<sup>th</sup> June on Christow Village Field, weather permitting, or via Zoom at 7.00 pm

**Signed** *Lynne Ogden* Clerk/RFO to Dunsford Parish Council 27<sup>th</sup> April, 2021

## Email Circulation during the past month

- Planning applications and decisions from DNPA and Teignbridge
- Rural Services Network Bulletin plus Funding Digest
- DALC newsletters
- Continued Corona Virus Updates from Devon County Council, DALC, Devon Community Trust, DNPA
- Census 2021 – various info
- Operation Forth Bridge – various info
- Permission for Village signs to be posted on lamp posts
- Teign Valley Larder info