

# 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 April 2022

You are summonsed to attend a meeting of the Parish Council, on Tuesday 5<sup>th</sup> April 2022 at 7.45 pm in the Village Hall dressing rooms. (Members of the Public will be admitted on a first come first served basis up to the limit where Covid safety precautions can continue to be observed.)

### AGENDA

1. **a) Apologies – To receive apologies and approve reasons for absence.**  
**b) Declaration of Interest Register of Interests:**
  - a. Councillors are reminded of the need to update their register of interests. **(Annual update due)**
  - b. Councillors are reminded that they should not vote on any agenda items that relate to the financial interest of a relative, close friend or associate and that, in this case, they can only speak on the matter when members of the public are also allowed to.
2. **Minutes of the meeting held on March 1st 2021** – 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)
  - 3.1 **Action Points from last meeting- to update the Council & note those not completed**
  - 3.2 **Clerk's report** – as attached/ Highway's report sent separately
  - 3.3 **Reports from other councillors/ representatives**
  - 3.4 **Housing & Infrastructure Steering Group** Cllr French
  - 3.5 **Dunsford Emergency Response Team (DERT)** Cllr Heard
  - 3.6 **Dunsford Climate Initiative** Cllr French
  - 3.7 **Reports from other meetings attended by Councillors**
4. **Correspondence:** - List of correspondence received by email listed overleaf
5. **Finance**
  - 5.1. **C/A - £7559.35 as at 08/02/2022 BBI/A - £1825.62 as at 09/02/22**  
**To resolve to pay the following invoices which are attached for your information: -**
  - 5.2. **Clerk's Salary** – 5 weeks x 10 hours a week - Gross pay **(at new rate) £585**  
**Back Pay from March 2021- 2022 £104 Total Gross pay £689** Net pay to Clerk  
£551.20 + expenses of £29.49 -Total to Clerk - **£580.69**
  - 5.3 **Elliott Fairs – Lengthsman – March tasks - £125**
  - 5.4 **Playsafety Limited for Rospa Inspection in Village Green - £92.40**
  - 5.5 **HMRC Q4 payment for January, February and March - £276**
  - 5.6 **Q4 Reconciliation** – Council to approve and Chairman and RFO to sign
  - 5.7 **Audit 2022/ Exemption Certificate** – The Council to resolve to apply for this as the gross income and expenditure are below £25000. To be signed by the Chairman and RFO and sent to PKF Littlejohn, as external auditor.

**5.8 Insurance** – Norris & Fisher have notified the Clerk that they are not able to provide insurance for Parish Councils after this year. The Clerk will collect quotes from other companies and present to the Council. Renewal Date is June 1<sup>st</sup>. **Clerk**

**6. Village Green** – a) Monthly report b) shelter for bins c) Inspection d) perimeter fence damaged e) Padlock on gate by steps **Cllr Matthews**

**7. Planning: - Applications 7.1 –Teignbridge – 22/00298/FUL** – Pan Reedy, Dunsford – Installation of solar panels on the bank to the rear. **7.2 Decisions –Teignbridge 22/00059/NPA** – Westview Farm, Dunsford –change of use of agricultural building to five dwellings - **Grant of request of prior approval**

**8. Platinum Jubilee Celebrations (June 2022)** – Cllr Morris to update the Council.

**9. Policy Review** - To continue discussion on Standing Orders, focussing on sections four to six inclusive. **Cllr French/Clerk**

**10. Lengthsman** – Update and to discuss arrangements for the coming months, including a contract for next year. **Cllrs Matthews, Smallridge and Gardner/Clerk**

**11. Three Parish meeting** – It is Dunsford’s turn to host this. The Clerk has had responses to the two dates suggested. Bridford - 1 for June 21st and 6 for July 19<sup>th</sup>; Christow – awaiting reply **All Council/Clerk**

**12. Steps Bridge – dog bin emptying.** Next year’s cost will be £575.04, an increase of £38.28 (to be shared with DWT) – the Council to decide whether to continue or find other alternatives.

**13. Village Hall – Council representative.** All Cllrs to consider taking on this role and discuss at the meeting. **All Cllrs**

**14. 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 Highway’s contact – Greenbridge turning to be discussed next week b) Ukraine families in Dunsford c) Elections of Chair and Vice chair next month. d)Extending Church grounds

**15. Date of next meeting – 3<sup>rd</sup> May 2022 in the Village Hall Dressing Rooms**

Signed *Lynne Ogden*

Clerk to Dunsford Parish Council 30<sup>th</sup> March, 2022

## Email circulation during the past month

- Planning applications and decisions from DNPA and Teignbridge
- Rural Services Network Bulletin plus Funding Digests
- DALC newsletters
- Continued Corona Virus Updates from Devon County Council, DALC, Devon Community Trust, and DNPA.
- Devon Climate Emergency newsletter
- Play Safety – Playground Inspection report
- Airband Community engagement info
- Clerk's salary increase info
- Precept info
- Beating the bounds info. from Moretonhampstead
- Devon Climate Emergency Newsletters
- Highways newsletters
- Devon LNP newsletter
- DWT reply to my email concerning cyclists
- DNPA committee meeting info.