**DUNSFORD PARISH COUNCIL**

 **Minutes of meeting held via Zoom on Tuesday 5th January 2021**

**Present: Cllrs P French (chairman), D Gardner, P Hayes, D Matthews, A Smallridge, C Heard, M Gordon, County Cllr J Brook, District Cllr Purser and the Clerk Lynne Ogden.**

The Chairman began the meeting by wishing everyone a Happy New Year and thinking of Cllr Karen Morris and her family.

**1. a) Apologies – Cllrs Morris and Phipps b) Declaration of Interest/ Register of Interests**: None **2. Minutes of the meeting held on December 1st 2020** had been distributed, were approved and will be signed at the earliest convenience. **3. Progress Reports**

* 1. **Action Points from last meeting**- All action points had been addressed
	2. **Clerk’s report** – had been sent to all Cllrs
	3. **Affordable Houses & CP project –** Now to be known as the Housing & Infrastructure Group – Cllr French reported that the group had not received any queries or comments from residents in the last month. The group will meet on January 12th to formulate answers to questions from the Dartmoor National Park.
	4. **Reports from other councillors/representatives –**

**Cllr Purser’s reported that: -** Teignbridge are working through what they need to do in tier 4. Business grants are available on their website. The good news is that there is a 9.1 million grant for the High Street fund which is mainly being spent on Newton Abbot. The budget shows several millions of pounds in losses but the books will be balanced by using reserves. There will still be a deficit in the coming year so they are adding £5 a year on to Band D Council Tax and Rural Aid is suspended next year. Teignbridge are saying that 760 new houses should be built each year, significantly less than the target numbers given previously, and are currently in consultation with Devon Homes Choice.

**County Cllr Brook reported that: -** Devon is about to start a full round of Budget Scrutiny. The Government has resolved to up the budget on Young Adults and Children which is welcome, but most probably not enough. There continue to be a rise in cases of children in care, especially teenagers. The weather has been a challenge for Highways with the road surfaces being damaged by water and frost. He asked for any problems to be forwarded to him. He then took questions/comments: - a) The roads are deteriorating because of poor maintenance – Isn’t this counterproductive/false economy? He agreed, especially in rural areas where vehicles are necessary and public transport is limited. The plough is still being used to dig out ditches but it is expensive so they are being selective about where it is used. b) It is time to rewild Devon.

 **4.Correspondence: -** List of correspondence received by email listed overleaf

1. **Finance 5.1.C/A £8877.16 as at 18/12/2020 BBI/A £1825.35 as at 09/11/2020**  **The Council resolved to pay the following invoices: -**

**5.2** Clerk’s Salary –5weeks x 10 hours a week - Gross pay £575 Net pay to Clerk £460 + expenses of £36.49 Total to Clerk - **£496.49 chq 1373**

**5.3** HMRC – PAYE for Q3 - **£350.10 chq 1374**

**5.4** Elliott Fairs for Lengthsman tasks **- £125 chq 1375**

**5.5** Q3 Reconciliation- this was presented by the Clerk and approved. The Chair to sign at earliest convenience.

**5.6 Budget for 2021-2022 – The Council resolved to accept the proposed budget of £13,730** and it will be signed by the Chairman at the earliest convenience. The Council will use some of its reserves to make up the difference from this year’s precept payment.

**5.7 Precept for 2021-2022 –** The Council had a final discussion and, as it is unprecedented times, resolved to maintain the Precept at its current rate. However, as Teignbridge has lowered the tax base, there will be a slight increase to maintain this. The Precept will remain at £10,747 which requires an increase of 60 pence a year (1.7%) making a Band D council tax of £35.17

**Budget and Precept -** **Proposed by Cllr Heard and Seconded by Cllr Smallridge Vote; Unanimous**

**5.8** Additional invoice approved from Dunsford Stores for Foodbank costs(September – December) - **£222.02 chq 1376**

 **6.Village Green Report** –In Cllr Morris’ absence, the Council discussed whether the Village Green should stay open or not. The Council decided that it should remain open and people should be encouraged to be responsible for themselves and their safety. The Clerk will liaise with Cllr Morris to refresh the notices re COVID-19. **Action Clerk**

 **7. Planning: Applications: 7.1 Teignbridge 20/02269/HOU and 20/02270/LBC** both for Sowton Barton, Dunsford – New Outdoor private swimming pool with associated landscaping**. 7.2 – DNPA 0591/20** Clevedale, Collabridge Road, Dunsford – Alterations to demolish the existing conservatory and form single storey ground floor extension to rear of kitchen and utility room. The Council had no objections to either application**.**

 **Decisions: None**

 **8. Lengthsman for Dunsford –** The jobs undertaken last month were discussed and Cllr Smallridge reported that the blockage at Butt’s end of the Village had gone and there was now no hazard of ice. Cllr Matthews reported that he has notified Highways of various blocked drains in the centre of the Village and the fact that the drainage pipe at Thomas Cross is so small it can’t cope with the water even though the rain wasn’t torrential. The Chairman thanked him for dealing with this. It was also discussed that there is a need to notify the church /landlord regarding the clogged up drain that runs under the vicarage, highlighting the potential risk to residential flooding (inc their own asset) this waterway could cause if not maintained and inspected regularly -  it requires urgent attention due to the severe build up or material throttling the available aperture that allows water to escape and should really be fully inspected the entire length to check for other blockages. It was noted that the Lengthsman had done an extra hour last month to deal with a blocked drain, which he hadn’t charged for. The Council agreed to pay for this next month and, if possible, for him to work five hours a month for January, February and March to clear up any outstanding work as this is the time of year when most needs to be done. The Clerk will liaise with the Lengthsman and contact the people concerned in the Vicarage. **Action Clerk/Cllrs Matthews/Smallridge/ Gardner**

**9. Continued Review of Parish Plan and sub group membership –** 9.1 The Housing & Infrastructure group is up and running and is continuing the work that was done by the Affordable Housing & Carpark research group. Group members are listed on the Council website. New Terms of Reference have been produced 9.2 The Recreation & Environment Group will be led by Cllr Pip Hayes. New Terms of Reference will be produced using those in 9.1 as a template and hopes to begin meeting in the near future. 9.3 The Emergency Planning Group will encompass a variety of tasks and will be led by Cllr Heard who will draft the Terms of Reference. Cllrs Matthews and Gordon offered to be members. It was noted that Cllrs Morris and Phipps were absent and they will be offered the chance of taking part in these groups, should they so wish. **Action Cllrs French, Hayes and Heard**

**10.** **Signage for the Village –**Further discussion took place on the positioning of the ‘slow down’ signs. It is hoped that the signs will be made early in the new Year, ready for installation as soon as the Council has decided on the positions and asked for any permission necessary. **HGV sign in Dunsford –**Initial date of installation was delayed due to bad weather. It is hoped to rearrange for early in the New Year. **Action Clerk/ All Cllrs**

**11. Parish Online –** Cllr Gordon had kindly reviewed this and gave a demonstration of its uses to Dunsford. He also offered to be the link between other Cllrs who wanted to produce maps etc for their work and help to facilitate this. The Chairman thanked him for his work on this and proposed to renew the subscription. This was seconded by Cllr Gordon. Vote; Unanimous  **Action** **Cllr Gordon/Clerk**

**12. Operation London Bridge –** this will be discussed by the Emergency Planning Group.The Clerk will liaise with Cllr Heard  **Action Cllr Heard/ Clerk**

**13. Photobook for Dunsford –** Cllr Hayes reported that the group has completed the task of taking photos and is now making the first cut. They are also getting quotes for the book to be printed which will be considered at the February Council Meeting. **Action Cllr Hayes**

**14. Matters brought forward by the Chairman:** - a) The Clerk reported that the school were going to trial giving the bin men the code for the gate so that the bins do not have to be put on the pavement. Cllr Gordon offered to help, if this doesn’t work, as he walks past the school early every morning. The Chairman thanked him for this. b) It was reported that there was a big bonfire on 8th December which smoked out the Village. Could Residents be more considerate please? c) CCTV in the Village – to be put as agenda item at future meeting d) Cllr Heard asked the Clerk to send proof of receipts to DNPA for Foodbank Grant. e) Various potholes have been marked in the Village, hopefully for mending. One in Britton Street hasn’t been marked – is it possible for this to be added?

**15. Date of next meeting** **Tuesday February 2nd 2021 (**via Zoom) **There being no other business, the Chairman closed the meeting at 9.30 pm**

**Signed as a true record……………………………………………………. Cllr P French (Chairman)**

**Date ……………………**

**Email circulation during the past month**

* Teignbridge District Council weekly list of applications for planning
* 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
* Infrastructure, Waste Development and Rail information
* Request from Teignbridge re Budget discussion
* Avian Flu info.
* Defib cabinet info
* John Hart Teignbridge Briefing info
* Info from DNPA Enforcement office