

# DUNSFORD PARISH COUNCIL

## Minutes of meeting held via Zoom on Tuesday 2<sup>nd</sup> March 2021

Present: Cllrs P French (chairman), K Morris (Vice Chairman), D Gardner, P Hayes, D Matthews, C Heard, H Phipps, M Gordon, A Smallridge, County Cllr J Brook and the Clerk Lynne Ogden.

1. a) Apologies – District Cllr Purser

b) Declaration of Interest/ Register of Interests: None

2. Minutes of the meeting held on February 2<sup>nd</sup> 2021 had been distributed, were approved and will be signed at the earliest convenience.

### 3. Progress Reports

**3.1 Action Points from last meeting-** All action points had been addressed or put on the agenda, excepting a) Plaque for bench in VG still to be organised. Research into wording is continuing b) The Grant from Highways application form has been started and will be submitted to DCC before the next meeting c) Online Banking info – the Clerk has begun this and it will be put on a future agenda for full discussion.

**Action Clerk**

**3.2 Clerk's report** – had been sent to all Cllrs. Some additions were noted.

#### **3.3 Reports from other councillors/representatives –**

**Cllr Purser sent the following report:** - Budgets now all approved for precepting bodies so bills will follow shortly!

COVID still dominates business, but good news with vaccinations and roadmap for way forward.

Please see website for various grant schemes which are added to at short notice.

Housing strategy survey has been launched and closes on 24th March.

Census 21 now underway.

Watch out for increasing number of scams, especially COVID/vaccination/PPE related.

This week is food waste action week see websites for further information.

Annual fair trade fortnight also underway, again see websites.

Schools open on the 8th.

**County Cllr Brook reported that:** - He had already sent details of the budget, which the Clerk had forwarded to all Cllrs. He reported that money had been saved and overall, it was a positive budget. Highways and Waste have the same budget as last year which is disappointing as the road networks have taken a hammering. Also, with the expected increase in the number of tourists, it would have been good to have decent roads. There has been a good increase for Adult services and Children and Young People services. He also said that the Council is aware that some people

will struggle to pay their Council Tax this year and will provide assistance, if necessary.

**3.4 Housing & Infrastructure Steering Group** – Cllr French reported that the group had not had a meeting since last month and they still haven't had a response from DNPA yet. He will chase this up. He had, as requested by the Council, contacted all members of the group asking if there were any conflict of interests. He had had replies from everybody and there was no conflict of interests. He expects they will have a meeting next month, even if DNPA haven't responded. **Action Cllr French**

**3.5 Emergency and Planning Group** – Cllr Heard spoke to the report on Operation London Bridge, which had been sent to all Cllrs. This was discussed and actions were prioritised. The Clerk was asked to share this information with the Church and the School. Cllr Heard will now work towards other elements of the Emergency plans. **Action Clerk/Cllr Heard**

**3.6 Recreation and Environment Steering Group** – Cllr Hayes has produced a draft copy of the Terms of Reference for this group, which had been sent to Cllr French and the Clerk for comments. She will finalise this document and send to all Cllrs and members of the Group. She requested to enrol certain, non-council residents on to the group. The Council had no objection to this and approved the people concerned. She also requested approval to set up a Facebook Account for the group to post work being done and post items in support of wildlife in the area. The Council agreed to this and also to advertising a link to it from the Council's website and the Council Parish Magazine entry. **Action Cllr Hayes/Clerk**

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

**5. Finance 5.1.C/A £8108.55 as at 22/01/2021 BBI/A £1825.39 as at 11/01/2021**

**The Council resolved to pay the following invoices: -**

**5.2 Clerk's Salary** – 4weeks x 10 hours a week - Gross pay £460 Net pay to Clerk £368 + expenses of £52.39 (-£92) Total to Clerk - **£328.39 chq 1382**

**5.3 Elliott Fairs for Lengthsman tasks (6 hrs) - £187.25 chq 1383**

**5.4 SJB Signs for Village covid Signage - £28.80 chq 1384**

**5.5 Dunsford Stores for Foodbank** – Payment deferred to next meeting

**5.6 Parish Online Subscription - £81 chq 1385**

**5.7 The Council resolved to approve Mrs Penny Clapham as their internal auditor**

**For information** – The amount of VAT to be claimed back so far this year is £304.53

**6. Village Green Report** – Cllr Morris reported that she had put the new Covid signs up. The Chairman thanked her for doing this. She said the benches were still being moved but, otherwise, everything was Ok. ROSPA were due to inspect the Play area during the coming month. Cllr Matthews had liaised with Cllr Hayes over the cleaning of the under 5s area and she had kindly allowed him to access water and power from her house. Whilst this had worked, it would be much easier to be able to access these things from the Village Hall. In

the past, the Village Hall Management Committee had agreed to provide power and water from outside the Hall, near the decking area. Cllr Heard (Council's rep. on the VHMC) will raise this with their Secretary to see if there is still a willingness to provide this. Cllr Matthews also raised the fact that there was a mixture of screws used in the construction of the equipment. The stainless-steel screws were fine but those that weren't are going rusty. Cllr Morris suggested that we should firstly go back to the company who had installed it as, if we replaced them ourselves it might affect the insurance. The Clerk will contact them to discuss this.

**Action Cllr Morris/Heard/Clerk**

**7. Planning: Applications: 7.1 DNPA – 0076/21** – The Upper Cabin, land adjacent to Square Bookhams, Dunsford – Demolition of The Cabin and workshops and the erection of a replacement dwelling and associated works at The Upper Cabin. The Council had no objection to this Application and did not require a site visit. **Decisions: 7.2 – None**

A discussion took place about several planning issues in the Village. As a result, the Clerk was asked to contact the planning authorities to clarify certain situations and the items would then be put on next month's agenda for review.

**Action Clerk**

**8. Lengthsman for Dunsford** – Cllr Matthews updated the Council on works done by the Lengthsman as per the report. Cllr Smallridge commented that he had done a very good job and it looked tidy. Future tasks were discussed and it was noted where residents' permission was needed to carry out some of the works. Cllr Matthews also informed the Council that several letters had been sent to Landowners with regard to drainage issues affecting the roads of Dunsford. The Council hopes to work with them in an effort to reduce flooding and issues of ice in the Village. **Action Clerk/Cllrs Matthews/Smallridge/ Gardner**

**9. Dog bin emptying** – The Council resolved to keep the current number of collections. Proposed: Cllr Smallridge. Seconded: Cllr Gardner. Vote: Unanimous. The Clerk will inform Teignbridge.

**Action Clerk**

**10. Future Council meetings** – The Council discussed whether or not an Annual Parish meeting should be arranged. Legislation states that, if going ahead, it needs to take place by 1<sup>st</sup> June. The Council discussed that, with the uncertainty of restrictions during the coming months, it would reluctantly choose not to organise it this year but would aim to plan a good one for 2022. Proposed: Cllr Smallridge. Seconded: Cllr Morris. At the moment, permission to meet virtually as a council expires on May 7<sup>th</sup> and we are awaiting guidance from the Government as to whether this will be extended.

**11. Photobook for Dunsford** - Cllr Hayes reported that members of the team are doing a wonderful job, spending many hours using their technical skills, editing the final photos for the book. She shared some of the photos with the Council who were very appreciative of the professional standard of the content. As soon as it is complete and printed, Cllr Hayes will begin to market it.

**Action Cllr Hayes**

**12. National Census 2021** – Information has been sent to all Cllrs and posted on the website and noticeboards. Information to support residents in completing their forms is available at Dunsford Stores.

**13. Foodbank update** – Cllr Heard and Cllr Morris will work with the Clerk to produce the report needed of money spent by the end of the month. The money from the DNPA grant has to be spent by 31<sup>st</sup> March. **Action Cllrs Heard/Morris and the Clerk**

**14. Matters brought forward by the Chairman:** - a) final arrangements were made to install the signs designed by the school. Cllr Gardner will lead this with the Clerk liaising with Highways. b) A sign had been put up by a resident, with regard to dog mess. This has caused offence to some people so it has been taken down. However, this continues to be an issue in the Village and will be reviewed at the next meeting. Cllr Phipps offered to look at possible signs that could be used but some Cllrs were against too many signs in the Village. c) The Council were informed that the Campsite at the Old Barn on the B3212 was again advertising for selected weeks in July and August. A concern was noted that they appeared to be encouraging their guests to use the River Teign as a bathing area. d) Cllr Phipps raised the fact that dog theft was still on the increase and asked the Council to help advertise this fact. The Clerk will add this to the Parish Magazine entry and the website. e) Cllr Gordon said he is going to try adding planning applications/decisions to a map using Parish Online.

Matters brought forward will be added to next months agenda. **Action. Clerk**

**15. Date of next meeting Tuesday April 6th 2021 (via Zoom)**

**There being no other business, the Chairman closed the meeting at 9.36 pm**

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

**Date .....**

**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
- Clevedale planning information
- F40 campaign objectives for 2021
- 5G and Health Campaign information
- Play safety – notice of Village green Inspection
- Census 2021 Information
- Draft Housing Strategy survey