

DUNSFORD PARISH COUNCIL

Minutes of meeting held in Village Hall dressing rooms on Tuesday June 3rd, 2025

Present: Cllrs French(Chairman), C Heard, T Anderson, R Squire, P Lewis, A Arnold, B Webber, K Morris, D Matthews and the Clerk Lynne Ogden
0 Members of the Public attended

1. a) Apologies – District Cllr Swain and County Cllr Keeling

b) Declaration of Interest/ Register of Interests: None

2. Minutes of the Council meeting held on May 6th, 2025, had been distributed, were approved and signed.

3. Progress Reports

3.1 Action Points from last meeting- All actions completed from last meeting.

3.2 Clerk's report – had been sent to all Cllrs. No Highway's report this month.

3.3 Reports from other Councillors/representatives –County Cllr Keeling had sent a report which was circulated to all Cllrs.

3.4 Housing Working Group – Suspended at present but a discussion took place, and it was decided to have a meeting to discuss any possible options that may be available.

Action Cllrs French/Lewis

3.5 Dunsford Emergency Response Team (DERT) – a) A final discussion was had, and it was agreed that a pandemic ought to be added to the Emergency Plan as a future risk. The group also suggested that Cllr Lewis replaces ex Cllr Smith as a contact in the telephone contact tree. With these amendments included, the Council resolved to approve the Emergency Plan for Dunsford. Proposed: Cllr Morris
Seconded: Cllr Lewis Vote: Unanimous This will now be sent to Devon Communities Together who have supported the building of this Plan. b) Potential removal of the public phone – the Council has objected to this, but the Clerk was asked to contact NG at Teignbridge for an update. **Action Cllr Morris/Clerk**

3.6 The Dunsford Climate Initiative (DCI) – a) Cllr French spoke about his contact with Dartmoor National Park regarding the Active Travel Plan Consultation. As requested by DNP in November 2024, he had responded with three issues - Stepping stones near steps Bridge; potential new pathway along the B3212; link footpath from Dunsford Village to the Reserve at Steps Bridge. As yet, no reply has been received so Cllr French has emailed, requesting a progress report. b) Cllr French has also been in touch with the Head of Planning at Dartmoor National Park about Dark skies. The next meeting of DCI is on July 3rd. **Action Cllr Squire**

3.7 Reports from other meetings attended by Dunsford Cllrs – a) Cllr Squire attended a meeting of Cranbrook Charity and reported that they are still allocating money. She clarified that it is a small charity which is in place to support children from

Dunsford and Doddiscombesleigh, who would otherwise not be able to take part in activities/events. This can be a one-off payment or longer-term arrangements. It was suggested that a link with the Dunsford Academy PTFA would be beneficial along with a report for next year's Annual parish meeting. b) Cllrs French and Squire attended a Planning Forum organised by the CPRE (Campaign to Protect Rural England/Devon Branch). They found it interesting looking at how planning works presently and how it might work in the future. A discussion took place about the membership of this Charity and, although the Council has decided in the past not to join, thoughts have changed. A proposal to join the membership was proposed by Cllr French; Seconded by Cllr Anderson; Vote: For 6 Abstentions 2 The Clerk will contact the organisation to organise and raise a cheque at July's meeting.

Action Clerk

4. Correspondence: - List of correspondence received by email listed overleaf. To discuss: - Nothing.

5. Finance – Annual Governance and Accountability Return (AGAR)

5 (a) Bank Reconciliation and Statement – presented at May meeting and signed.

5 (b) Internal Audit Completed by P. Clapham – Completed on 25/4/2025 - The Council discussed the recommendations. An Asset register Policy is already in place, but the Council will put in place a Reserves Policy, in the near future. The Council is also aware that it needs to adopt a gov.uk domain and emails before the next audit.

5(c) Annual Governance Statement- This was read out by the Clerk, agreed by the Council, and signed and minuted.

5 (d) Annual Accounting Statement – This was 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 3rd June to Friday 14th July

5 (f) The Council reviewed the Parish Financial Risk Assessment, and no amendments were necessary.

Finance – ordinary

5.1 C/A - £13,739.17 as at 21/05 /2025 BBI/A - £1872.05 as at 09/05/25

Income: First half of precept -£8,280

The Council resolved to pay the following invoices: -

5.2 Clerk's Salary – 4 weeks x 10 hours a week Gross pay - £574.40

Net pay to Clerk £459.60 + expenses £31.49= **£491.09 chq 1609**

5.3 BG - Lengthsman's tasks for May – £100 chq 1610

5.4 Penny Clapham – internal audit fee - £109.50 chq 11611

5.5 Dunsford Village Hall MC – room hire for May - £94 chq 1612

6. **Village Green** a) Cllr Matthews had sent the monthly report. Cllr French will attend to the weeds. b) the replacement benches have been installed but just need a bit of work around the fixings to make the ground level.(task for Lengthsman?) Also, the Coronation plaque needs filing- Cllr Matthews offered to do this. There have already been a lot of positive comments about the benches and the Chairman thanked those involved, especially Cllr Mathews. The Clerk will take photos and write a report for Devon County Council and Teignbridge, who both helped to fund this project. c) The Rospa report has been received, and recommendations will be carried out. It has been a very worthwhile project. d) DADs outdoor play – arrangements are continuing e) use of land behind the VG fence – the Clerk was asked to write a letter to residents about wood being left there. **Cllrs Matthews/Webber/Clerk**
7. **Planning: Applications: 7.1 Dartmoor National Park - 0180/25 – Reedy, Dunsford, EX6 7AB** – Erection of 4.5m high steel structure for solar panels with associated groundworks. **The Council made a site visit and had no objection to this application.**
Decisions: 7.2 Teignbridge District Council 25/00417/FUL – West View Farm, Dunsford EX6 7AY – Demolition of six agricultural buildings, construction of two dwellings and construction of new vehicular access for Westview Farm (resubmission of withdrawn application 24/02061/FUL)
7.3 – Dartmoor National Park -0164/25 – Westacombe Farm, Dunsford, EX6 7DJ – Erection of steel framed, timber clad building for the storage of straw, hay bales and machinery (49m x 15m) – Prior approval not required.
8. **Lengthsman** – tasks for June were discussed. They included levelling of ground around the Village Green benches and the ongoing work at Thomas Cross, Butts Pond and removal of vegetation on the path from Butts to the school. The hedge in Briton street is obscuring the children’s slow down sign. The Clerk will liaise with the landowner. **Action Clerk**
9. **Annual Parish Meeting** – The Council agreed that it was a successful evening, despite the clash with the play in the Teign Valley. There has been positive feedback from residents. The Chairman thanked all those involved and Cllrs for attending. The format for this year worked and will be replicated next year. However, planning will begin earlier in the year and will try to avoid clashes with other events. **Action Clerk**
10. **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 – there are concerns about future road works and the disruption of the Country bus schedule. The Clerk agreed to liaise with Highways and the bus company to see if problems can be avoided. b) New lights have been installed in the middle of the Village and these are an improvement. However, they are on 24 hours a day. Other lights are still causing problems as well. The Clerk will contact the Lighting team. c) Cllr Matthews offered his resignation as Cllr for Dunsford. His personal

commitments are such that he will find it difficult to continue but he wanted to see the benches project completed. The Chairman thanked him for his work on the Council. He was co-opted on 5th February 2019, and his main roles have been on the Housing Working Group and Lead Cllr for the Village Green. A casual vacancy notice will be issued, hopefully followed by a co-option process. **Action Clerk**

11. Date of next meeting – Tuesday 1st July 2025 7:30 pm in the Village Hall Dressing Rooms

There being no other business, the Chairman closed the meeting at 9:17pm

Signed as a true record..... (chairman)

Date

Email circulation during the past month

- Planning applications and decisions from DNPA and Teignbridge
- Rural Services Network Bulletin plus Funding Digests and newsletters
- DALC newsletters
- Devon Communities Together – various newsletters
- Teignbridge District Council newsletter
- Devon County Council newsletter
- Connected Together article from DNPA