

DUNSFORD PARISH COUNCIL

Minutes of Virtual meeting held, via Zoom, on Tuesday 2nd June 2020

Present: Cllrs P French, P Hayes, C Radclyffe, Cllr Phipps, D Matthews, K Morris, A Smallridge, D Gardner (by phone link), District Cllr S Purser and the Clerk, Lynne Ogden.
Apologies Cllr Heard

1. Declaration of Interest Register of Interests: None

2. Minutes of the meeting held on May 5th 2020 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.

3.2 Clerk's report – had been sent to all Cllrs.

3.3 Housing survey/Affordable Houses project – Cllr Radclyffe reported that he has had a virtual meeting with Jo Pascoe from Hastoe and they are happy to support the Council and have no particular preference for any site mentioned. He stated that there is a difference between social housing and affordable housing and that social housing can attract more government grants than affordable housing. Cllr French stated that the Freemantles (site 5) are supportive and are interested in talking to the Council but they would want to sell the whole field. They also own the access road. The Council have had an enquiry, to Cllr Radclyffe's May update, from one parishioner and Cllr Radclyffe has responded to him. It was discussed that several councillors will have an interest in future developments because of where they live in the village.

Action Cllrs French/Radclyffe

3.4 Flooding Issues – Cllr Morris has phoned a possible contact but has not been able to speak to them. She will continue to attempt to make contact. **Action Cllr Morris**

3.5 Signage for Village – The entries are being put into categories by the school and will be sent to the Clerk. It is hoped that the Council can make their selections at the July meeting and the presentations carried out (in some form) before the end of term.

Action Clerk

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

5. Finance 5.1.C/A £3939.50 as at 22/05/2020 BBI/A £1825 as at 09/04/2020

5.2 Bank reconciliation and statement for 31st March 2020 (end of year) – this was approved by the Council and will be signed by the Chairman and RFO at the earliest convenience.

Action Cllr French and Clerk

5.3 Exemption Certificate – The Council resolved to apply for an Exemption Certificate for this year's audit as its gross income and expenditure were both less than £25000. To be signed by Cllr French and the RFO at the earliest convenience and submitted to PKF Littlejohn, as External Auditor.

Action Cllr French and RFO

5.4 Insurance renewal – Norris & Fisher -Year 2 of a three-year contract. The Council confirmed that the only change needed to the present cover was the addition of cover for the artificial grass surface and resolved to pay the premium of £349.07

Action Clerk

The Council resolved to pay the following invoices: - 5.4 Norris & Fisher Council Insurance premium - £ 349.07 (as above) chq 1345

5.5 Clerk's Salary – 4 weeks x 10 hours a week - Gross pay £422.80 Net pay to Clerk £338.40 (Tax to HMRC £84.40 to be paid in Q1) + expenses of £36.99 Total to Clerk - £375.39 chq 1346

5.6 DALC – outstanding amount from chq 1342 - £0.74 chq 1347

5.7 Mrs P Clapham for Internal Audit fee - £55 chq 1348

6.Village Green Report – Cllr Morris reported that she had carried out an inspection and all was well. She has put up a new sign to remind people that the Village Green remains closed as it is mainly a play area rather than an open space.

7. Planning: - Applications – 7.1 DNPA 20/0027 Dunsford Conservation Area; Proposed Tree works, 2 Oak Cottages **Decisions – Teignbridge 20/00554/LBC** - Brook Farm House – Removal of chimney – Refusal of consent.

The Clerk has contacted Dartmoor Planning Authority re the works taking place on the land at Riverbank. They are aware of the situation and have been in touch with the owner. The deadline date has been put back because of the current lockdown situation and is under review and being monitored by Dartmoor National Park Planning Authority. The Clerk also contacted Teignbridge Planning Authority and they confirmed that the area in question was part of Dartmoor National Park.

8. Lengthsman for Dunsford – This was discussed at a meeting, via zoom, taking place immediately after the main meeting. Present at this meeting – Cllrs French, Gardner (by phone link), Smallridge, Radclyffe, Matthews and the Clerk, Lynne Ogden. Cllr Morris attempted to join the meeting but was unable to access the link.

The Council was reminded that, at the previous meeting, it had been decided to have a trial period of employment of four hours a month, at a rate of £25 an hour for three months. (June, July and August). The task at this meeting was to decide who will be the main contact and which works were to be included. Cllr Gardner had previously been in touch with Highways at Devon County Council and they had agreed to complete some of the tasks initially included. A discussion took place and it was decided that Cllr Matthews would be the main contact and he would liaise with Cllrs Gardner and Smallridge to ensure the correct tasks were allocated. All three councillors accepted these roles. The Clerk was asked to contact the interested person and inform him that Cllr Matthews would be contacting him.

Action Clerk, Cllrs Matthews, Gardner and Smallridge

9. Covid 19 support group – Cllr Heard had sent a report to the Clerk as she was unable to attend the meeting. It stated that: - I have spoken to Karen and the latest on the Covid-19 Dunsford food bank is that 2 individuals/families have benefited. One individual has received goods as a one off and another family has relied more heavily on the bank and used it 4 times to date. The total spend is £123 but there have been donations of £90. I think this shows that there has been/still is, a need for provision of essential items for those in need. Worthy of note is that DNP, next month require receipts/invoices on what has been spent of the £400 grant. I'm of the mind that the financial implications of the crisis are still affecting families and are likely to even hit harder in the coming months. Therefore, I feel I ask DNP in July if they are happy to continue with us providing this service using their grant money. As there is still an uptake for this support, I can't see them refusing and asking us to return the money.

Action Cllr Heard

10. Review of Internal Control policy – The Council had reviewed and were happy to adopt the updated policy.

Action Clerk

11. Parking outside the old Baptist Church – the situation was discussed and, although not ideal, it was decided that it was manageable as it is.

Cllr French invited **District Cllr Purser** to speak at this point – He reported that Teignbridge DC offices are closed and 200 plus staff have been furloughed, with others working from home. As all Car parks and Leisure Centres are closed, there will be a huge hole in the District's finances. He stated that there is six million pounds of grant money available through a hotline for those who need financial assistance. He finished by saying he had been very impressed with the local community spirit and wanted to thank those who, alongside all essential key workers, had volunteered locally to make sure people in their community were being looked after.

The Zoom meeting closed down at this point, with the second meeting on Item 8 beginning shortly afterwards.

12. Initial draft response to TDC's Local Plan consultation – This was not discussed because of lack of time but Cllr French sent an email the following morning to all Cllrs, addressing this point. (see attachments)

13. Matters brought forward by the Chairman - None

14. Date of next meeting Tuesday July 7th 2020 (via Zoom or otherwise depending upon current government guidance)

There being no other business, the Chairman closed the second meeting at 8.40 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 and DNPA
- Parish Online newsletter
- Info. re Recycling Centres
- Locality Budget info from County Cllr Brook
- DNPA – request for comments on proposed tree works in Dunsford
- Digital version of The Moorlander
- Teign Valley Larder info.
- Donation request from Marie Curie
- DNPA Development Management committee meeting info.
- TDC – initial draft Response to Local Plan Consultation