

DUNSFORD PARISH COUNCIL

Minutes of Virtual meeting held, via Zoom, on Tuesday 7th July 2020

Present: Cllrs P French, P Hayes, C Radclyffe, H Phipps (for first part of meeting), D Matthews, K Morris, A Smallridge, C Heard, D Gardner (by phone link), District Cllr S Purser and the Clerk, Lynne Ogden. Apologies County Cllr Brook (report sent)

1. Declaration of Interest Register of Interests: None

2. Minutes of the meeting held on June 2nd 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. Additions were noted.

3.3 Housing survey/Affordable Houses project – Cllr Radclyffe reported that he had received eight responses and, as there were a few common questions, it would be good to produce a Frequently asked Questions and Answers document to publish for everyone to access. This would also help all Cllrs to answer any questions they may receive. Cllr French reported that he has been discussing with the Village Hall management Committee the possibility of an open-air meeting in the village Green so that the process isn't held up for longer than necessary. Other Cllrs had requested to join the Parish Plan Steering Group and this will be considered. **Action Cllrs French/Radclyffe**

3.4 Flooding Issues – Cllr Morris has made contact with someone who is willing, in principal, to store sandbags for the Village at Strawberry Hill. Details and information to be sought and actioned before the Winter. **Action Cllr Morris**

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

5. Finance 5.1.C/A £8309.23 as at 23/06/2020 BBI/A £1825.15 as at 09/06/2020
Income £5535.23 VAT return

The Council were reminded that they resolved to apply for an Exemption Certificate at the last meeting and the Clerk has submitted this to PKF Littlejohn

5.2 Bank Reconciliation and statement had been signed at the previous meeting.

5.3 Internal audit completed by Mrs P Clapham – the Council discussed the recommendations made. Cllr French recommended that the Clerk's appraisal should take place at the end of next month's meeting. The Clerk is already putting some of the recommendations in place but those that aren't will be addressed at future meetings.

5.4 Annual Governance statement. (sent to Cllrs in advance) This was read out by the Clerk and the Council agreed the completion. It was minuted and will be signed as soon as is convenient. **Action Cllr French and Clerk**

5.5 Annual Accounting statement (sent to Cllrs in advance) The Council resolved this statement and it will be signed as soon as is convenient. **Action Cllr French and Clerk**

The Council were informed that the Period for the exercise of Public Rights is Monday 13th July to Friday 21st August

The Council resolved to pay the following invoices: -

5.6 Clerk's Salary – 5 weeks x 10 hours a week - Gross pay £528.50 Net pay to Clerk £422.90 (Tax to HMRC £105.60 to be paid in Q2) + expenses of £39.45 Total to Clerk - **£462.35 chq 1349**

5.7 ICO (GDPR) data protection fee - **£40 chq 1350**

5.8 HMRC payment of tax Q1 (April, May, June) - **£274.40 chq 1351**

5.9 E. Fairs for Lengthsman work undertaken - **£100 chq 1352**

At this point, the Chairman asked District Cllr Stephen Purser if he wished to speak. He reported that Covid -19 has dominated the council business and that only planning meetings had taken place. A lot of staff were still on furlough and the financial situation is still not good. However, they are looking at how they can open up Leisure Centres again and the Government have agreed to cover 75p in the £1 for their losses with car parks etc. He reminded Cllrs that the Local Plan consultation finishes on July 13th and also warned that there were going to be major upgrading works on the main road from Drumbridges in Newton Abbot so it would be best to avoid this area if you can.

The Chairman asked if anyone wanted to discuss any points from **County Cllr Brook's report**. They had all received it but no discussion was required.

6. Village Green Report – Cllr Morris reported that she had had lots of requests for the Green to be opened. The Council discussed this and, taking into consideration all the guidance that had been sent, they decided it should be opened with clear notices saying that the equipment is not cleaned regularly and that everyone is responsible for their own safety as far as Covid -19 precautions are concerned. Cllr Morris had done an inspection and said that there is some work that needs to be done before re-opening. Cllr French volunteered to trim and tidy and Cllr Morris will write the notices and post them in suitable areas. **Action Cllrs Morris and French**

7. Planning: Applications 7.1 -Teignbridge 20/00896/LBC Brook Farm House, Dunsford – Removal of chimney (re-application). **7.2** - Teignbridge 20/01070/AGR Langley Farm, Dunsford – Extension to existing agricultural storage building. **The Council have no objections to either application. Decisions 7.3** – DNPA 20/0027 Dunsford Conservation Area; Proposed Tree works, 2 Oak Cottages - Allowed. No tree preservation order made.

The meeting ended here and another one was started to discuss the rest of the agenda

8. Lengthsman for Dunsford – Cllr Matthews had previously sent before and after photos of the work completed this month. This was from the Old school House to Butt’s. He will be meeting with Mr Fairs to discuss the work to be carried out in July and make a list of other work to be done. There was a mixed response from the Council. Some thought it was a job well done and worth the money and others thought it was too much to pay. Cllr Smallridge had also done some work on a voluntary basis which was appreciated. **Action Cllr Matthews**

9. Covid 19 support group – Cllr Heard reported that the foodbank was still in use but it would be good to remind people that it is still there. The Clerk will mention this in the Parish Magazine entry. Cllr Heard will also write a report for Dartmoor National Park as feedback for their grant. The Council also discussed the request from Teign Valley Larder for funds. It was decided that, as the Dunsford Food Bank was set up first, that they should concentrate on funding this for the duration of the covid crisis. After the pandemic is over, we can consider support for other groups eg TV Larder. The Clerk will reply to their request stating this. **Action Cllr Heard, Clerk**

10. Signage for the Village - The Council made the final decisions for the 3 posters to be used in the Village. The presentation details were also discussed and it was decided that Cllrs French and Morris would make the presentation of the awards on 15th July at 2pm. The Clerk was asked to purchase the awards, to include a bouquet for the Headmistress, who is leaving after 20 plus years at Dunsford. **Action Clerk**

11. Matters brought forward by the Chairman – Cllr Hayes has completed the footpaths inspection and will report at the next meeting. Cllr Heard reported that another HGV lorry had got stuck in Briton Street. We need to relook at advisory signage. **Action Clerk**

12. Date of next meeting Tuesday August 4th 2020 (via Zoom or otherwise depending upon current government guidance)

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

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 and Gary Powell
- Parish Online newsletter
- Household waste recycling Info.
- DNP Forum Meeting info.
- Test and Trace scam warnings
- Local bus service update
- Consultation: New funding for supported bus services update
- Road closure Info. The Hazels to the Royal Oak
- Grant fund to Community buildings info.
- TALC meeting info.
- DNPA Development management committee info.
- Local plan virtual presentation info