

# DUNSFORD PARISH COUNCIL

## Minutes of meeting held in the Village Green on Tuesday 4<sup>th</sup> August 2020

Present: Cllrs P French (chairman), K Morris (vice- chair), P Hayes, C Radclyffe, D Matthews, A Smallridge, C Heard, D Gardner, Apologies District Cllr S Purser, Peter Harper(DNPA), Pete Rich (DNPA)and the Clerk, Lynne Ogden (having to self-isolate)  
Cllr French took the minutes

**1.Declaration of Interest Register of Interests:** None

**2. Minutes of the meeting held on July 7th 2020** had been distributed, were approved and were signed.

### **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 French began by informing the Council that Cllr Radclyffe was resigning from the Council. They would have preferred him to stay but understood his reasons for having to leave at this time. This necessitated certain actions .1. Cllr Radclyffe will write July's update and kindly offered to enable a smooth takeover of all his roles within the Council. 2. Cllr Hayes will now work together with Cllr French on producing a final draft of the Frequently asked Question and Answer document. 3.This will be circulated to the Housing team for finalisation before publication. 4.It is then planned that this document will be posted to all residences in Dunsford. Cllr Hayes kindly offered to undertake the majority of the delivering. 5.This will be followed by an open week where all the information can be viewed and parishioners will be able to leave their queries and /or comments with, or without, their names. The Venue has to yet be agreed and will be dependent upon relevant government guidance. 6. A public meeting will then be held to consider all the information gathered and decide the way forward. A discussion of the sites took place and the initial stages of the survey was revisited for the benefit of Cllrs who were not on the Council at the beginning. Cllr Radclyffe's other roles and replacements were discussed. The Clerk will update the Council information sheet and send to all Cllrs and others as necessary.

**The Chairman thanked Cllr Radclyffe for over three years' service to the Council**  
**Action Cllrs French/Hayes/Clerk**

**3.4 Reports from other councillors/representatives - Peter Harper** confirmed by email, that the number of allowable days for camping had been raised from 28 to 56 days, during the Covid pandemic.

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

**5. Finance** 5.1.C/A £7472.52 as at 24/07/2020 BBI/A £1825.15 as at 09/06/2020  
**Income £90** – donations from the public towards the Dunsford Food Bank

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

**5.2** 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 Q2) + expenses of £102.74 (includes purchase of awards) Total to Clerk - **£441.14 chq 1353**

**5.3** E. Fairs for Lengthsman work undertaken - **£100 chq 1354**

**5.4** Teignbridge District Council- for emptying dog bin at Steps Bridge in advance for April 2020 – April 2021 - **£531.60chq 1355**

**5.5** Devon Communities Together Membership - **£50 chq 1356**

**5.6** Society of Local Council Clerks membership - **£109 chq 1357**

**5.7** Cllr Smallridge for work undertaken by Will Robson to dig out Butt's Pond - **£20 chq 1358**

**5.8 Presentation and signing of Reconciliation for Quarter 1 - completed**

**6. Village Green Report** – As the meeting was taking place in the Village Green, the Council noted that it was looking pristine! Cllr Morris reported that a bench was rotting away and needed to be replaced. It was decided to ask if anyone in the Parish would like to donate a replacement before attempting to raise funds to do this. The Clerk was asked to put this request in the Parish Magazine article. A discussion about the possibility of adding some wild flowers to parts of the Village Green took place. **Action Cllrs Morris/ Clerk**

**7. Planning: Applications** **7.1 DNPA 0328/20 - Westacombe Farm** – Agricultural polytunnel for sheep housing (45mx9m) **7.2. DNPA 0331/20 – 1, The Court, Dunsford** -Replacement door and window **7.3 DNPA 0330/20 – North Zeal Farm** -Extension to existing agricultural barn. **7.4 Teignbridge 20/01118/HOU – Pale Gate** - Demolition of garage and partial demolition works to SW elevation, erection of single storey garage and utility extension, installation of timber boarding and fenestration alterations. **7.5 DNPA 0351/20 - Springfield, Dunsford** – Renovation and two storey extension together with new garage and landscaping works. (resubmission to include an inglenook chimney)

The Council decided that they had no objections to any of the applications and that no site visits were needed.

**Decisions – 7.6 Teignbridge 20/01070/AGR – Langley Farm** – Prior Approval not required

**7.7 DNPA 0234/20 – Collabridge Farm**- installation of through floor lift – Grant of Listed Building Consent

**8. Lengthsman for Dunsford** – Cllr Matthews had previously sent before and after photos of the work completed this month. The Council were very supportive of the work being carried out. The Council had previously been informed that the Clerk had applied for a grant from Devon Highways to put towards any future work and this will be considered in September. It was noted that the trial period had come to an end and a full discussion needs to take place at the next meeting to decide on the way forward. A discussion was had about the culvert being cleared near Butt's Corner. The land owner had offered to clear it but it has not yet been done. The Clerk was asked to contact him as the work does need to be carried out

before the Autumn. A discussion about a general tidy up of village furniture was had and this needs to be continued next meeting. It was also noted that, in the past, the idea of a trail linking the different benches (many of which have dedications) was suggested and that maybe this could now be realised. **Action Cllrs Matthews/Smallridge/Gardner/Clerk**

**9. Covid 19 support group** – Cllr Heard reported that the foodbank was still being used and that she has submitted an update report to Dartmoor National Park who gave a grant to the project. Cllr Morris will submit the receipts to up to the end of July for payment at the next meeting and the Clerk will scan these and send to DNPA to add to Cllr Heard's report. It was agreed that, at the next meeting, a decision has to be made as to whether more fundraising is needed. **Action Cllr Heard, Clerk**

**10. Signage for the Village** – This was not discussed as the Clerk was not present but quotes are being gathered and the Council will be updated at the next meeting. It was also mentioned that there are still problems with HGVs coming into the Village and getting stuck so this needs to be discussed at the next meeting as a separate agenda item. **Action Clerk**

**11. Footpath Inspection update** Cllr Hayes had previously sent a report to all Cllrs which was accepted. A final update is required and then the Clerk will send this to Pete Rich (Dartmoor NP warden) for info. Actions required from the report are: - 1. On Footpath 4 – the Gate at the top of Reedy Hill field is very difficult to open and needs adjustment. 2. On Footpath 10, St Nicholas to Strawberry Hill – one stile is wobbly and the dog gate doesn't operate properly. Ideally, all three things on this route would be replaced. 3. On Footpath 11, the gate at the bottom of the path going on to the B3212 cannot be lifted by most people, so needs to be adjusted so it is easier to open. Thanks to Cllr Hayes for this work. **Action Clerk**

**12. Campsite problems at the Old Barn** - Following concerns from some Parishioners, the Council made a representation to Dartmoor National Park, who have made several visits to the site. The Campsite is now conforming to all regulations and, due to new Covid regs, is now allowed to operate for 56 days rather than the normal 28 days. A limited number of caravans are permitted. The Council will continue to work with the National Park on this matter but it was noted that it has been good for the local economy although there had been some noise later in the evenings as people made their way back to the site.

**13. The Local Electricity Bill's reintroduction** - The email from Steve Shaw had been previously sent to all Cllrs and they were asked to consider using the attached draft resolution and pass a motion of supporting the Bill. The Council agreed to pass the motion to support this Bill. The Clerk will write to the local MP and to the organisers of this campaign to express the Council's support. **Action Clerk**

**14. Matters brought forward by the Chairman** – The Cllrs brought the following to the notice of the Council 1. Lighting is still an issue with several lights still needing to be painted or have shields attached. Also, the light outside the Old School House is on all the time at the moment. 2. The white lines at the top of Briton street are obliterated and need

repainting. 3. The road between the Bridge and junction with the B3212 at Reedy corner has several potholes.

**15. Date of next meeting** Tuesday September 1st 2020 (via Zoom or otherwise depending upon current government guidance)

**16.** The Council resolved to go into Part Two meeting to discuss item 17, the reason being, it is an employment matter and is confidential.

**17.** The Council discussed the Clerk's pay review and made relevant comments to be used in the Clerk's Appraisal which will be finalised and carried out by Cllrs French and Morris as Chair and Vice Chair of the Council.

**There being no other business, the Chairman closed the second meeting at 9.15pm**

**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
- Parish Online newsletter
- Plan for Jobs 2020 from Cllr Brook
- Road closure Goatlake Rd
- Rural Housing Focus Group – virtual meeting info
- Update on local Electricity Bill Reintroduction
- DCC Team Devon's First meeting info
- Invest in Devon Project
- TDC newsletter including Tree Planting Fund info
- DNPA Development Management Committee info
- Review of Licensing Policy info