

## Dunchideock Parish Council

### Minutes of the Meeting held on Monday 3<sup>rd</sup> March 2014

Prior to the Parish Council meeting, a public meeting was held to present thanks and gifts to Mrs Carol Smith who had resigned after 33 years as our parish clerk. The presentation was made by Mr David Lovell who was the first parish chairman. Thanks were noted to Cllr Goodchild for making the arrangements and to Cllr Riddick and Mr Bean for providing the food.

1. **Present:** Cllrs. Swain (chairman), Dow, Ellis, Eveleigh, Goodchild, Riddick and Robson. TDC Lake arrived during the meeting. Five members of the public. There were no declarations of interest or dispensations.
2. **Open Meeting:** No matters were raised by members of the public.
3. **Minutes of previous meetings**
  - 3.1 **4<sup>th</sup> November 2013.** The clerk had refused to complete these minutes so they could not be discussed.
  - 3.2 **6<sup>th</sup> January 2014.** Cllr Riddick proposed and Cllr Dow seconded the minutes. All approved.
4. **Matters Arising**
  - 4.1 Cheque for £150 had been given to Cllr Dow
  - 4.2 BT Fibre Cabinet. It was agreed that the council will write to BT expressing concerns about the location of the cabinet on the edge of the road and about the unfinished state of the embankment wall.
  - 4.3 Webberton Cross drain and Underdown salt bin – Cllr Swain (assisted by Mrs. Swain) resolved these problems without involving DCC.
  - 4.4 Notice in Country News. This was not completed because of format and content problems. Cllr Robson, with Chairman, will review a similar notice for the April edition.
5. **Clerks Resignation: Papers, Equipment, Expenses & Salary.** Cllr Robson has collected the laptop and printer but Carol Smith has so far declined to hand over the Powerline Ethernet system, minute books, files or accounts. It was agreed that the old parish paperwork is of great historical value and would eventually be stored in a secure box in the Village Hall. Mrs Smith was paid £325 in November for advance salary to April but since she had ceased to carry out her clerk's duties after November, a repayment is due to the parish council. Following a discussion concerning her many years of service and the legalities of her retaining public money after having resigned, it was agreed that Cllr Goodchild will approach Mrs Smith to discuss this with her. He volunteered to pay any shortfall. He will also attempt to recover council's paperwork and remaining IT equipment.
6. **Recruitment of New Clerk.** Three expressions of interest have been received. Following discussion of some aspects of each person's merits, including location, experience and skills, it was agreed to interview all three persons. A preliminary date of 18<sup>th</sup> March was agreed. The chairman to make arrangements. Post meeting note – the Village Hall is booked.

7. **Emergency Plan.** During recent power cuts, some residents were without power for days. It was nevertheless agreed not to prepare an Emergency Plan on the basis that villagers help each other in such situations.
8. **Clerk's Correspondence** The Chairman mentioned some items that had been dealt with by email, etc.
  - 8.1 Highway Drainage. Chairman had written to DCC regarding the HATOC meeting 13/3/14 with comments on local drainage matters.
  - 8.2 Possible Grants (for IT equipment). Cllr Goodchild had not yet reviewed the "Awards for All" grant application that the Chairman had sent him 12/2/14, but will do so. The Chairman applied for grants from the TDC Cllrs. Fund and had received outline approval for £300 in total from Cllrs Lake and Goody
  - 8.3 TDC Local Plan Allocation (SWE1). Chairman attended and spoke at the Forum 26/2/14. He and Cllr Lake summarised this very active meeting. Particular concerns remain about education, health, infrastructure, social facilities and gypsy & traveller sites. Cllr Lake explained the context of the additional housing in the locality, the potential for a new rail station and the extent of liaison between local communities and the developers. The next important stage will be the revised Master Plan.
  - 8.4 TDC Enforcement Policy & Procedure is now approved
  - 8.5 It was agreed to take up the offer from the Teignbridge Community Fire Safety Officer to visit the pc, probably the November 2014 meeting.
  - 8.6 Neighbourhood Watch. It was agree to not respond to the request for donations to the Devon scheme. Chairman said he had been asked by Mr. Thomson, our local NHW Coordinator, to discuss the future of our own village scheme.
  - 8.7 Other consultations on Local Audit & Accountability Act, Adult Day Care, Meals, Heritage & Youth. Cllrs were invited to respond personally but it was agreed that the PC will not formally do so.
9. **Finance.** The Chairman reported that our precept request for £2,000 would be acceptable to TDC. He also reported that our bank balance seems to be £1,434.16 although the previous clerk still retains all account statements and paperwork. Cllr Goodchild is now an additional signatory to the account. Arrangements are being set up to enable the account to be operated on-line.
10. **Village Hall.** It was agreed to include this on future agendas to improve the links between the PC and VH committee. Cllr. Dow, the VH representative, had nothing to report at present.
11. **Chairman's Remarks:** None
12. **Date of next meeting:** This will be the AGM, Annual Parish Meeting and ordinary meeting. Monday 19<sup>th</sup> May 2014 (coffee – Cllr Goodchild)  
The meeting closed at 9.20 pm

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Chairman