

**Minutes of the meeting of Dunchideock Parish Council  
held on Tuesday 1<sup>st</sup> November 2016, 7.30pm in the Village Hall.**

**Present:** Cllrs. Mallet (Chairman), Goodchild, Eveleigh, Dow & Swain; 3 members of the public.

- 1) Co-option of Councillor to advertised vacancy.** Two expressions of interest received, one by email, one by letter.

Some discussion took place prior to the co-option. Cllr. Mallett stands by his response that Council was not empowered to co-opt in September as the time required for parishioners to demand an election had not expired at the date of the meeting.

Jennifer Tuckett's letter of application was read to Council.

Trevor Baker sent in his application by email, circulated to councillors prior to the meeting.

The voting was 2 for Trevor Baker and 2 for Jennifer Tuckett.

Chairman's casting vote – for Trevor Baker; now duly appointed as a councillor.

- 2) PUBLIC DISCUSSION** - None.

- 3) Apologies for Absence:** Cllr. Ellis; accepted.

- 4) Declarations Of Interest:** None declared.

- 5) Matters raised by the Chairman** (for information)

Note –The proposed Air Ambulance night landing site at Webberton Farm has been withdrawn.

- 6) District and County Councillor Reports** - none received.

- 7) Minutes of the meeting held on the 5th September 2016.** Previously circulated by email to all councillors. Cllr. Swain disagrees with their accuracy, however the minutes were signed by the Chairman as an accurate record by 3 votes to 1.

- 8) PLANNING** - plans will be available only online after March 2017 as Teignbridge District Council are phasing out paper copies. Cllr. Swain requested to know if Lyalls caravan is being monitored. The caravan at Lyalls is being monitored by TDC, as requested after the last meeting by Council.

- 9) FINANCE**

<b>Expenditure</b>	Locum Clerk expenses September & October	£347.85
<b>Income</b>	Second half precept received inc. Council Support Grant	£1,250.00
	VAT refund received	£93.63

**Council to resolve to accept the accounts.** Cllr. Eveliegh proposed acceptance of the accounts. All in favour by show of hands.

- 10) Bank Reconciliation and Statement** as at 30<sup>th</sup> September, circulated to all councillors prior to this meeting. Noted.

- 11) External Audit** – Grant Thornton's report was discussed. The report was read to Council and the points therein will be actioned.

- 12) Budget for 2017/2018** – The budget for 2017/18 was discussed. Acceptance of the budget proposed by Cllr. Swain, seconded by Cllr. Dow, all in favour by show of hands. Precept will be £2,549

- 13) Data Protection** – As a data controller, Dunchideock should be registered with the Information Commissioner’s Office (ICO) at a cost of £35 per annum. It was agreed the Clerk will register online and set up a direct debit.
- 14) Risk Assessment** – for approval as circulated to all councillors prior to the September meeting. Cllr. Eveleigh proposed the risk assessment be accepted, seconded by Cllr. Goodchild. 4 in favour and 1 against the risk assessment as it stands. It is due for revision in 2017. Signed by the Chairman.
- 15) Email complaint received 6<sup>th</sup> September 2016** – Chairman has replied and stands by what he said.
- 16) Letter received from Aardvark** – read to Council and noted.
- 17) Removal of the BT phone box at Blacksmiths Hill** – discussed and the objections of various local people noted. Council strongly object to the removal of this telephone box; it is a local landmark and much used for directional purposes. It is a K6 box with particular architectural merit. Clerk will complete the necessary forms on line to register Council’s objection.
- 18) Storage of parish archives** – possible purchase of a lockable cabinet. The Village Hall committee has offered some storage space in the upstairs room. Council are very grateful to Cllr. Swain for sorting the records and archives properly. Cllr. Mallett will arrange for the shredding of those papers which are not archive material. Clerk will contact the Village Hall Committee to arrange storage of the remainder.
- 19) Job description for Clerk/RFO and application form** – circulated by email prior to this meeting. The job description has been approved. A reduced application form will be designed. Any applicant will then be sent the appropriate forms.
- 20) Councillors' Reports** (for information)  
Cllr. Swain: – There is widespread national objection to the government proposal to include smaller councils within the council tax referendum rules (2% and £5 for band D properties). Electoral review of Teignbridge and the proposed changes mean Dunchideock will be in a different Ward.  
Cllr. Mallett: notice boards, pinned up a notice about the NHS consultation which has been removed. Another notice was pinned over the forthcoming agenda. A lockable part to the notice board would be helpful to the Council.

Meeting closed at 9.51pm

Signed.....

Date.....

Position.....

The next council meeting will be on Tuesday, 3<sup>rd</sup> January 2017, 7.30pm in the Village Hall

**Email Circulation**

Elector Fund

Healthy People

Devon Community Survey

Teignbridge training sessions

ConnectMe Devon

Healthwatch

DALC monthly news