

# DUNCHIDEOCK PARISH COUNCIL

## Minutes

Meeting of Dunchideock Parish Council, held **Wednesday 19<sup>th</sup> December 2018 at 7.30 pm at: Dunchideock Village Hall, School Lane, Dunchideock EX2 9UG**

Publication date: 22nd December 2018

**Present** Cllrs Sharpe, Moor, Robson, McCarthy and Ellis  
DCC A Connett and 0 members of the public

**1) Agree for a Councillor to take the minutes of meeting in the absence of a Parish Clerk – Cllr Sharpe.** Whilst the Parish Council do not have a Parish Clerk in post, there is a need to continue to administer meetings and keep Parish Council business going. Cllr Robson offered to take the minutes of the meeting and this was gratefully accepted by those present.

**2)PUBLIC DISCUSSION** (not to exceed 10 minutes). None

**3)Apologies for Absence :-** Received from Cllr Bean and TDC Cllr Goodey & Cllr Lake.

**4) Declarations of Interest and Dispensations.** Cllr Sharpe declared an interest in Item 6 and Cllr Ellis declared an interest in Item 5. Neither would not take part in the relevant discussion or decision.

**5) Operators Licence Application by Aardvark –** To consider the application and decide on any response to the Traffic Commissioners consultation. Cllr Sharpe stated that this matter was raised by a member of the public. This was the first opportunity to have a quorate Parish Council meeting, however the consultation closes at midnight tonight. Following our commitment to raise the profile of matters of interest to the community, we have posted notices on the parish notice boards and on our website and invited the public to this meeting. The Parish Council are specifically excluded from making representations in this consultation but any member of the public may do so to the Traffic Commissioner and the item has been included in this meeting to allow the applicant Aardvark to explain the background behind the request for an increase of 10 vehicles and 14 trailers on their licence and to allow public questions and discussion. Unfortunately no members of the public were in attendance at this meeting. The Transport Manager from Aardvark sent his apologies but asked for an email from him to be read out. *“We have had to put the application address down as the quarry only because this is our registered operating base where our office is located. Just so that you are aware, this is for an upcoming contract with Hanson Aggregates in the New Year for vehicles operating out of their plants in their liveries. The vehicles will not be operating from the quarry.”* Cllr Sharpe asked councillors if there was anything else they wished to add. Cllr McCarthy advised that Aardvark could have made this information clearer for the public in being more upfront and perhaps organising a public meeting considering previous public relations. Cllr Moor reiterated that the notice is site specific and the wording is statutory. The Parish Council would be extremely concerned if there were an increased number of vehicles operating out of the quarry in the future as

could happen with the increased capacity of vehicles and trailers on this application. The Parish Council does recognise the concern this may cause in the community and have fulfilled our undertaking to raise the profile of any issues of public interest. The public had an opportunity to speak at this meeting, notices had been placed on the notice boards and website and feel that they have done everything they can in making the public aware.

**6) Complaints** – To consider, agree and implement (as appropriate), recommendations from the Employment & Complaints Committee – *Cllr Sharpe requested Cllr Moor Chair this item.* Cllr Moor stated that the Employment & Complaints (E&C) committee had met to discuss an issue currently faced by the Parish Council. There are two disaffected individuals within the parish who have been sending emails to the Parish Clerk and individual Councillors, the contents of which are inappropriate and in some cases rude and personal. They are repeatedly raising queries and complaints and making unfounded and unsubstantiated allegations about the Council or individual Councillors. The E&C committee recommend to the Parish Council that these two people are treated as vexatious and a letter is sent to both individuals informing them that similar correspondence from them will not be responded to. The proposed letter was read out and following discussion it was agreed that this letter (appendix a) should be sent to both individuals, signed by the Vice Chair on behalf of the Parish Council. Proposed by Cllr McCarthy, Seconded by Cllr Robson. Resolved.

*Cllr Sharpe resumed the Chair for the remainder of the meeting*

**7) Parish Clerk Vacancy** – To agree delegated powers to the Employment & Complaints committee to run a recruiting process and appoint into vacancy – Cllr Sharpe said that it was unfortunate that our newly appointed Clerk was sadly unable to continue in the role. The vacancy has been advertised and she proposed that the Employment & Complaints Committee be given delegated powers to run the recruiting process and appoint a suitable candidate on behalf of the Parish Council. This was Seconded by Cllr McCarthy supported by all present. Resolved.

**8) Volunteer 4x4 Drivers for Inclement Weather** – To ask for volunteers to help those in need in the village - Cllr Sharpe said that Cllr Bean had raised the suggestion that we ask for volunteer 4x4 owners who would be prepared to help people in our community in inclement weather or other emergency. This may be urgent transport, collecting vital medication or supplies. A discussion took place and it was agreed that an advert be placed on all notice boards, the website and an advert is placed in the Country News in Feb. Cllr Moor asked if there would be any insurance implications. Cllr Sharpe stated that people would be acting as good citizens and not under the Parish Council direction so would need to assess the risk as their insurance would need to be relied on. Cllr Sharpe to liaise with Cllr Bean to prepare advert.

**9) Councillor Vacancy** – To agree advert and co opt into vacancy – Cllr Sharpe stated that it was with sadness that she accepted the resignation of Cllr Goodchild who had been a councillor for 14 years and supported the council through some challenging periods. The options are to leave the vacancy until the May elections or to co-opt someone onto the team to enable them to start working with us to deliver some tangible outcomes now. During the 6 month lead up to the election, Parish Councils do not need to publish a public

notice and can go straight to advert and co-option. She stated that it was unfortunate that the last Councillor vacancies lead to a challenged election in May. Whilst this was absolutely the democratic right of the parishioners that requested this, it cost the Parish Council £1258 which placed the Parish Council in a challenging financial position. Advertising the vacancy for co option now does not carry further financial risk of another challenged election at this point and therefore she recommended to Councillors that we run an advert with a view to co opting a suitable applicant at the January Parish Council meeting assuming we have expressions of interest. This was Seconded by Cllr McCarthy. All agreed. Resolved.

**10) Communities Together Fund** – To agree the application for grant funding – Cllr Robson said that the criteria for this fund includes the need to demonstrate our working together with another community group. Our main project at the moment is the defibrillator fund. The Village Hall committee have agreed in principle to one defibrillator being sited on the outside wall of the village hall and have modified the perimeter wall to allow for easy access. We need to demonstrate that we are working with another community group to fulfil the grant criteria. One installation is estimated to cost around £200 +VAT plus materials and will vary from site to site. Therefore Cllr Robson proposed that we agree a separate project, working with the Village Hall committee towards the installation of the defibrillators across the parish and apply for the full funding of £1.10 per Elector (£264) for this. The additional funds required for installation will be match funded from the defibrillator fund. We need written support from our District Councillors who have indicated that this will be given and from the Village Hall committee illustrating a partnership approach between us to achieve these installations. Seconded by Cllr Ellis and agreed by all present. Resolved.

**11) PUBLIC DISCUSSION** – Cllr A.Connett would like to wish everyone a Merry Christmas.

**12) Items for Information -**

The next council meeting will be on 15<sup>th</sup> January 2018, 7.30pm in the Village Hall  
Agreeing the budget for 2019/20 and setting the precept has been deferred to this meeting

**Meeting closed at 8.40pm**

**Minutes Approved**

**Signed:**

**Date:**

# **DUNCHIDEOCK PARISH COUNCIL**

(address)

Date.

Dear Mr

This is to inform you that due to the repetitive and acrimonious communications from you to members of Dunchideock Parish Council, any further similar communications will not be responded to.

The contents of your email communications to the Parish Clerk and Councillors would appear distasteful to any reasonable person and go well beyond the bounds of what is socially acceptable.

You have declined an offer to work supportively with us and your actions are unnecessarily wasting parish time and resources in dealing with your vexatious complaints and emails.

We have taken advice before writing this letter to you.

This letter is sent to you following a resolution by Dunchideock Parish Council on 19th December 2018.

Yours sincerely

Stephen Moor  
Vice Chairman  
On behalf of Dunchideock Parish Council