

DUNCHIDEOCK PARISH COUNCIL

Clerk: Mr N R Harvey, TD, ACIB, 11 Loram Way, Alphington, Exeter, Devon, EX2 8GG
Tel 01392 422390, Email: parishclerk@dunchideock.org.uk

To: Members of Dunchideock Parish Council.

You are hereby summoned to attend a Meeting of Dunchideock Parish Council, to be held on **Tuesday 19th March 2019 at 7.30 pm in Dunchideock Village Hall, School Lane, Dunchideock EX2 9UG**, for the purpose of transacting the following business.

Members of the public and press are invited to attend the meeting.

N R Harvey
Clerk to the Council

Publication date:-12th March 2019

AGENDA

1) PUBLIC DISCUSSION *(not to exceed 10 minutes)*

An opportunity for members of the public to make representations in respect of any item of business on the agenda.

Reminder - Members of the public cannot interrupt the meeting while the Council is in Committee.

2) Apologies for Absence

3) Declarations of Interest and Dispensations: *(In accordance with the Code of Conduct)*

4) Minutes: To approve and sign the Minutes of the meeting held on the 15th January 2019 and the Extraordinary meeting held on 12th February 2019.

5) District and County Councillor Reports

6) Public Rights of Way: To receive a presentation from DCC Parish Paths Liaison Officer – (15 minutes)

7) Clerks Report

8) Planning: To advise Approval of Application 18/02553/NPA at Treetops, Higher Ashton for change of use of an agricultural building to a dwelling with no CIL payable due to floor area being the same.
Cllr McCarthy

9) Highways: To receive comments on road closures and any other problems. Cllr Ellis

10) District and Parish Council Elections on May 2: To provide information Clerk

11) Defibrillators: a) To receive briefing on present situation Cllr Sharpe
b) To approve cost of Community Awareness Session of £175

12) First Aid Session: To receive briefing on attendance and result Cllr Sharpe

13) 4 x 4 Drivers: To receive briefing on present situation Cllr Bean

14) Official Website: To receive briefing on Address, Review of Layout, Financial Information and Copyright Clerk

15) Referendum: To receive briefing on attempt to abolish Parish Council Cllr Sharpe

16) Freedom of Information Act: To receive briefings on: Clerk
a) Complaints, Enquiries, Requests, E-mails
b) Information Commissioners Office Publication Scheme – Log of Responses

17) Clerks Hours: To receive briefing on extra hours worked Cllr Sharpe

18) Sand Bag Policy: To receive briefing on present situation Cllr Bean

- 19) Teignbridge Association of Local Councils (TALC):**
To receive briefing on last meeting Cllr Moor
- 20) Internal Audit:** a) To approve appointment of Internal Auditor and cost of £50 Cllr Sharpe
b) To approve Application for Exemption and signature
- 21) Training:** a) To give retrospective approval to attendance of: Cllr Sharpe
Sara Westcott on New Clerks Course, cost £30 & 3 New Councillors Courses, cost £90
b) To approve attendance of Clerk on Preparing for Audit Course, cost £48
- 22) Cycle Event May 4th:** To receive briefing on details Clerk
- 23) Footpaths:** To receive briefing on Footpath Walk and Easter Egg Hunt Cllr Bean
- 24) Budget/Precept:** Cllr Sharpe
a) To receive Budget/Actual Comparison for 2018/19
b) To receive document for publication for Budget 2019/20 approved in January 2019

- 25) Finance:** a) To receive and agree Bank Reconciliation
b) To approve the following items of expenditure and note the income:

Expenditure	£
Society of Local Council Clerks (SLCC)-Balance of Membership Fee	4
New Clerks Course – Sara Westcott (See 21)	£25 + VAT £5 30
New Clerks Course – N R Harvey	£25 + VAT £5 30
Preparation for Election Course – N R Harvey	£25 + VAT £5 30
Preparation for Audit Course – N R Harvey	£40 + VAT £8 48
New Councillors Courses – Cllrs Bean,Robson,Sharpe (See 21)	£75 +VAT £15 90
Royal British Legion	25
CHBT Community Awareness Session	175
Mr C Houlden – 2 nd Payment for Website	200
Greenwoods – Payroll	£10 + VAT £2 12
Mrs P Clapham – Internal Audit Fee	50
Clerks Salary	593.40
PAYE	148.20
New Printer	£42.48 + VAT £8.50 50.98
Clerks Expenses Home/Office - £9.60 Consumables £70.90 + VAT £9.19	89.69
Income	£
DCC Investing in Devon Grant for Defibrillators	500
TDC Communities Together Fund	264
Lloyds Bank compensation – for non-payment of cheque	160
Village Hall Trust Committee – part repayment of part of grant	725

- 26) Village Hall:** To receive details of activities and events Cllr Robson
- 27) PUBLIC DISCUSSION** *(not to exceed 5 minutes) An opportunity for members of the public to make comments on the process of the meeting or to request agenda items for future meetings.*

- 28) Dates of Next Meetings:**
a) Annual Council Meeting followed by Ordinary Meeting - Tuesday 14th May 2019
b) Annual Parish Meeting - 21st May 2019
c) Future Meetings - 2019 - Provisional dates are the third Tuesday bi- month from May