

# DUNCHIDEOCK PARISH COUNCIL

Clerk: Mr N R Harvey, TD, ACIB, 11 Loram Way, Alphington, Exeter, Devon, EX2 8GG  
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To: Members of Dunchideock Parish Council.

**A Meeting of the Council will be held on Tuesday 17<sup>th</sup> September 2019 at 7.30 pm in the Village Hall, School Lane, Dunchideock, EX2 9UG.**

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

N R Harvey, Clerk to the Council

Publication date:-2<sup>nd</sup> September 2019

## **PART 1 (OPEN TO THE PUBLIC AND PRESS)**

### AGENDA

1. **Public Discussion** - (*not to exceed 10 minutes*) Cllr Sharpe  
*An opportunity for members of the public to make comments on any item on the agenda.*  
Members of the public cannot interrupt the meeting while the Council is in Committee.
2. **Community Matters** Cllr Robson and Cllr Cook  
To receive information of general interest for residents of the parish
3. **Apologies for Absence**
4. **Declarations of Interest and Dispensations** – (In accordance with the Code of Conduct)
5. **Minutes** Cllr Sharpe  
To approve as an accurate record and sign the minutes of the meeting held on 16<sup>th</sup> July 2019 and of the Extraordinary meeting held on 13<sup>th</sup> August 2019
6. **County and District Councillor Reports**
7. **Clerks Report** - Clerk
8. **Governance Documents** Cllr Sharpe  
To receive a briefing on the progress with the review of the Complaints Procedure and the Risk Assessment and to consider adopting the revised Risk Assessment
9. **Highways** – To receive briefings on the following matters
  - a. Drainage on Blacksmiths Hill Cllr Ellis
  - b. DCC Road Warden Scheme Cllr Robson
10. **Planning** – To receive briefings on the following matters
  - a. Applications for Permission and Approvals Cllr McCarthy
  - b. Grant of Planning Permission for: - Cllr McCarthy  
Application Ref - 19/00668/FUL Location - Greenacres, Belvedere Park, Dunchideock  
Proposal: Change of roof materials from concrete tiles to natural slate and extend existing front dormer
  - c. School Wood Quarry Cllr Sharpe
11. **Defibrillators** – To receive a briefing and agree the following matters Cllr Sharpe
  - a. To agree use of £316.00 bank compensation for installation of the 3rd defibrillator and all future annual costs
  - b. To consider and agree the quotation of £390.00 plus VAT for the defibrillator installation and application of Financial Regulations
  - c. To agree Eon as the unmetered electricity supplier for the 3rd defibrillator and their quotation of an annual charge of £15/16.00 plus VAT of 5% and application of Financial Regulations
  - d. To receive update regarding permission from Highways and Landowners of 2 Belvedere Park for site of 3rd defibrillator
  - e. To decide whether to research support for a further defibrillator at Underdown
12. **Freedom of Information Act** Clerk  
To receive a further briefing on a complaint to the Information Commissioner

13. **Public Rights of Way** Cllr Bean  
To receive a briefing on and to consider joining the DCC Parish Paths Partnership Scheme
14. **Notice Boards** – To receive a briefing on the following matters  
a. Notice Board at junction of School Lane (Dunchideock Bridge) Cllr Ellis  
b. New Notice Board Cllr Moor
15. **Grant Funds** – To receive briefings on the progress and result of applications Cllr Robson  
a. - TDC Rural Aid Grant Fund - b. - DCC Making the Connection Fund - c. - DCC Locality Fund
16. **Devon Air Ambulance Community Landing Site** Cllr Ellis  
To receive a briefing on the possibility of a site in the parish
17. **Tree Charter** Cllr Sharpe  
a. To receive a briefing on and consider a decision to sign up to the Tree Charter  
b. To consider observing Plant a Tree Day on 30<sup>th</sup> November 2019
18. **Community Events** – To receive a briefing on Cllr Bean  
a. - Parish Litter Picks – b. - Easter Egg Hunt – c. – Other events
19. **Rural Skip** – To receive details of the provisional date of 2<sup>nd</sup> November 2019 Clerk
20. **Bus Stop Shelter** – To receive a briefing on the possible provision of one Cllr Moor
21. **Welcome Pack** – To receive a briefing on present situation Cllr Bean
22. **Telephone Box** – To receive a briefing on present situation and possible uses Cllr Sharpe
23. **Review of minutes of the meeting held on 19<sup>th</sup> December 2018** Cllr Sharpe  
To consider exclusion of the public and press from a review of Item 6 – Complaints,  
as the Council has obligations as to how it uses personal data under the  
Data Protection Act 1998 and for the review to be in Part 2 of this meeting
24. **Finance** Clerk  
a. To receive and agree Bank Reconciliation as at 31<sup>st</sup> August 2019  
b. To receive Budget/Actual Comparison for 2019/2020 as at 31<sup>st</sup> August 2019
25. **Expenditure and Income** - To approve the following items of expenditure and note the income
- | <b>Expenditure</b>   |              | <b>£</b> |
|--|--------------|----------|
| Hire of Village Hall – April to August (4 meetings)                            |              | 100.00   |
| Greenwoods – Payroll fee for July and August                                   | £10 + VAT £2 | 12.00    |
| Clerks Salary  |              | 202.88   |
| PAYE   |              | 50.80    |
| Clerks Expenses: Home/Office - £16.66  |              | 16.66    |
| Teignbridge District Council – Election Charge                                 |              | 669.98   |
| AETCS Electrical Contractors Ltd – Defibrillator Installation - £390 + VAT £78 |              | 468.00   |
| <b>Income</b>  |              | <b>£</b> |
| Nil  |              |          |
26. **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.*
27. **Date of Next Meeting** – Tuesday 19<sup>th</sup> November 2019

**PART 2** (NOT OPEN TO THE PUBLIC OR PRESS)

**AGENDA**

1. **Review of Item 6 of the minutes of the meeting held on 19<sup>th</sup> December 2018**  
To review present situation and action to be taken Cllr Sharpe