

**DUNKESWELL PARISH COUNCIL**

**Minutes of the the Meeting of Dunkeswell Parish Council held Virtually via Video Conferencing on Monday 20th April 2020 at 7.30pm**

**Present:** Cllrs John Barrow (Chairman), Tina Page, Andrew Maynard, John Sipple,

**Apologies:** Philip Stevens, Kerri Webber, Andrew Luscombe, Brendan Procter (**Vice Chairman**), District Councillor's Colin Brown & David Key

No Members of the Community or public attended

*All councillors are politely reminded of their obligation to declare interests under the Code of Conduct. In making decisions the Parish Council recognise their statutory duties provided for in Section 11A(2) of the National Parks and Access to the Countryside Act 1949 (National Parks) and Section 85 of the Countryside and Rights of Way Act 2000 (AONBs) that in exercising or performing any functions in relation to, or so as to affect, land, they shall have regard to their purposes (ie conserve and enhance their natural beauty, wildlife and cultural heritage and to promote opportunities for the understanding and enjoyment of their special qualities by the public).*

**1.1 Receive apologies for absence.**

**1.2 Minutes** of the previous meeting held in the Village Hall on **Monday 16th March 2020 were** agreed as a correct representation of the meeting and will be physically signed at the first "in person meeting" following the CORVID-19 outbreak.

**1.3 DECLARATIONS OF INTEREST & RISK ASSESSMENT:** To receive declarations of interest and to note any additional risks. **No declarations**

**1.4 Coronavirus** - Due to the coronavirus advice from government Dunkeswell Parish will, until further notice, only convene virtual meetings, where it is required, for decisions that cannot wait and are not covered by delegation to the clerk. The agenda & minutes from any virtual meetings held will be advertised as normal, public and press are welcome, a link can be requested from the clerk [clerk@dunkeswell.net](mailto:clerk@dunkeswell.net) and the minutes will be published as normal on the website, facebook & twitter. Please note - Virtual meetings will be in general shorter than normal meetings and will only cover the making of essential decisions. If members of the community/press or others have any general enquires or question they can contact the clerk using the email above or any of the councillors, contact details on the website, [dunkeswell.net](http://dunkeswell.net) (**for information**)

**1.5 Delegation to the Clerk** - To agree to raise the limit of cheques to be raised from £500 to £1000, to allow the clerk to raise cheques to this amount without the need for Council approval, Cheques will still require 2 x signatures from councillors. (**for comment & approval**)

**Comments** - It was agreed that to raise the delegated limit for the clerk to £1100 to enable cheques to be raised without full Council consent, but still requiring two signatures

**1.6 Aubergine** - to approve the raising of a cheque for £2220.00 for the construction of the fully compliant website (as listed in the finance section). (**for comment & approval**)

**Comments** - It was agreed to raise a cheque for £2220.00

**1.7 Finance** - To agree the reconciliation of the Bank account to 31 March 2020, emailed to all. The March reconciliation was agreed at the March meeting and reconciliation signed off as correct.

**Comments** - Cllr Sipple checked and signed the end of year reconciliation.

**1.8 Grass Cutting** - as per email to all 22nd March 2020 Mike Reene to continue as per last year, Government Guidance allowing. (**for Information**)

**Comments** - Council agreed that M Reene should continue.

**1.9 Village Hall Heating** - Council to agree preferred contractor quote & agree to postpone this until next year (CORVID-19 allowing) due to lack of grant funding available. clerk to contact suppliers and let

them know and also offer for them to review/alter the quote at a later date to allow for any increase in costs. **(for comment & agreement)**

**Comments** - It was agreed that Marc Watts will be the quote to be accepted for the Heating in the Village Hall. It was also agreed that Clerk should contact the three accepted quotes for the roof, Suspended Ceiling & Heating replacement to explain the situation and confirm they would be happy to wait until next year. Council felt it only fair in this current situation to make them aware that Council is happy for them to revise the quotes before grants are applied for to ensure any increase in costs is allowed for.

***Due to the likely infrequency of Full Council meetings the chairman allowed the following to be added to the agenda.***

1.10 **Insurance** - Insurance renewal is due on 1st June.

**Comments** - Councillors asked the clerk to go back and check and revise "current sums Insured" to clarify if these are enough. Clerk to approach Came & Company and report back to Councillors.

AOB - The councillors thanked the clerk for the work carried out so far during this time :)

## **2 PLANNING**

<https://planning.eastdevon.gov.uk/online-applications/>

**DECISIONS**(for information)

2.1 **20/0273/LBC 3 Tencery House Dunkeswell EX14 4QZ** - Various works to include: replace asbestos roof and replace purlins on single storey extension, replace rainwater goods and flashing and lower height of window on North East elevation; install air source heat pump to North East elevation; replace floor at lower ground floor level; re-point walls on single storey extension; replace internal plaster from walls at lower ground floor, including installation of Newton lathe system and renew staircase and re-configure steps leading into lounge at ground floor. **Approval with Conditions**

2.2 **20/0229/FUL Unit 8 Flightway Dunkeswell Business Park Dunkeswell EX14 4RD** - Extension of existing industrial building for general industrial (Use Class B2) and storage (Use Class B8) use and improvements to car park. **Approval with Conditions**

2.3 **19/2687/FUL Land Adjacent Old Wolford Farm Dunkeswell EX14 4SQ** - Erection of an agricultural building to house cattle. Extension to comment agreed to 21st January 2020. **Approval with conditions**

2.4 **20/0416/FUL School House Dunkeswell Abbey EX14 4RP** Retention of outbuilding **Approved**

**PLANNING APPLICATIONS** (for comment/Information) - None received

## **3 TREE APPLICATIONS**

**DECISIONS**(for information) None Received

**APPLICATIONS**(for information/comment) None Received

## **4 HIGHWAYS**

4.1 **Lengthsman/Highways Issues to report.** - Clerk to continue reporting any known potholes

## **5 FOOTPATHS AND BRIDLEWAYS**

## **6 ENVIRONMENT**

## **7 COMMUNITY & GOVERNANCE**

7.1 **Community policing report – None Received**

7.2 **Playgrounds/Sports field/Allotments/Halls** - The parks remain open at this time but this being reviewed as further guidance is received. The play equipment, including the BMX track is not be used. NALC guidance is that play equipment does not need to be fenced off as the advice to stay off of play equipment has been widely advertised. **(for Information)**

7.3 **Quality Award** - The application has been submitted to the panel for review, should hear something by 9th April. This is delayed due to Coronavirus. **(for Information)**

7.9 **CANCELLED - Annual Parish Meeting** - This meeting is cancelled and will be next held in May 2021. The annual report will be produced and available on the website in May. **(for Information)**

8 **FINANCE** (For information/Agreement)

8.1	<b>Grants –</b>	County Council Locality Play equipment	£ 1500.00
8.2	<b>Receipts</b>	- Precept March2020 - September 2020	£ 17797.50
8.3	<b>Cheque payments</b>	- Clerk Remuneration	£ 1039.57
		DPC HMRC PAYE	£ 42.62
		Clerk expenses	£ 166.78
		DALC Membership 20/21	£ 388.46
		Cut & Strim Grass cutting	£ 40.00
		Aubergine - website	£ 2220.00

(Cheques were Agreed)

Account balances – Parish Account - at 31 March 2020, statement number 130 Closing Balance £29196.65  
(This is a reconciled balance at 7th April 2020)

Email, web and social media enquiries have been responded to and councillors copied in, councillors are asked to consider if further action or correspondence is necessary.

Dates for next meetings 2020 – Virtual Meetings only, until further notice, these will be advertised in the normal manner and in addition on the EDDC website as and when they are convened.

\*\*If you are intending to attend the planning meeting please check with the clerk that this meeting will go ahead, due to new arrangements in place.