

DUNSFORD PARISH COUNCIL

Clerk to the Council: Lynne Ogden, Moorview, EX67SB, 01392 811236 dunfordclerk@gmail.com

To all members of Dunsford Parish Council

May 2026

You are summonsed to attend the **Annual Council Meeting of the Parish Council** on **Tuesday 5th May 2026 at 7.30 pm** in the Village Hall Dressing Rooms, **followed by the ordinary Council meeting**

AGENDA

1. Election of Chairman

- a) Invite nominations and elect a chairman for the year
- b) Receive the Declaration of Acceptance of Office by the Chairman

2. Election of Vice Chairman

- c) Invite nominations and elect a Vice Chairman for the year
- d) Receive the Declaration of Acceptance of Office by the Vice Chairman

3. a) Appointment/confirmation of signatories for cheque payments.

b) Review bank Mandate – at present, 6 out of 9 councillors are added as signatories with three being required to sign for each payment. (This will need updating when the Council goes to online banking)

4. To appoint or re-appoint Cllrs to appropriate committees and review the Terms of Reference for each committee.

- a) Housing Working group
- b) Dunsford Climate Initiative Team
- c) Dunsford Emergency Response Team
- d) Community Assets Review
- e) Village Hall Management Committee
- f) Finance Committee
- g) Village Green

5. To adopt the latest version of the following policies: -

- a) Standing Orders
- b) Financial Regulations
- c) Code of Conduct
- d) Asset Register Policy
- e) Risk Assessment
- f) Reserves Policy (to be considered at June meeting)

Commencement of Ordinary Council Meeting

Democratic / Public Question Time: Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.

6. Apologies

7. Declaration of interest. In accordance with the Code of Conduct, members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have, in items to be considered at this meeting. Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at Teignbridge District Council within 28 days of the change.

8. Minutes of the meeting held on 7th April 2026 - to consider the approval of the minutes of the last meeting of the Council and these to be signed by the Chairman.

9. Progress Reports

9.1 Action points from last meeting

9.2 Clerk's report

9.3 Reports from other Councillors/representative

9.4 Dunsford Emergency Response Team

Cllr Morris

9.5 Dunsford Climate Initiative

Cllr Squire

9.6 Finance

9.7 Housing Working Group

Cllrs French/Lewis

9.8 Reports from Cllrs attending other meetings/training

Note: Assets group is currently stood down

10. Correspondence – List of correspondence received by email listed overleaf. The Council to discuss any relevant items arising from this and any actions necessary.

11. Finance

11 (a) End of year Bank Reconciliation and Statement (Q4) – to be approved and signed by the Chairman and Responsible Finance Officer

11 (b) Exemption Certificate – The Council to resolve to submit a Certificate of Exemption as the Total Income and the Total outgoings are both less than £25,000

All other AGAR documents to be considered at the June meeting.

11.1 Bank balances: C/A £9406.38 as at 17/03/2026 BBI/A £1881.96 as at 09/03/26

The Council to resolve to pay the following invoices: -

11.2 Clerk's Salary - 4 weeks x 10 hours a week - Gross pay £592.80
Net pay to Clerk £ 474.40+ expenses of £135.05 (includes £109.05 for HWG leaflets)
Total to Clerk - £609.45

11.3 Zurich Insurance premium - **£437**

11.4 Lengthsman - April tasks - **tbc**

11.5 Village Hall MC -Room hire – March/April - **tbc**

12. Planning: - The Council to consider the following applications along with any received between the publication of the agenda and this meeting

Applications: - 12.1 – Teignbridge 26/00540/FUL – Land adjacent to Westview Farm, Dunsford – demolition of agricultural building and construction of four dwellings

Decisions: – 12.2 None

13. Village Green a) Monthly report

CIlr Webber

14. Lengthsman- Tasks for May to be discussed.

The Lengthsman has now been with Dunsford Parish Council for 2 years. The Clerk and Council would like to thank him for his work during this time.

15. Annual Parish Meeting – Review of 30th April

16. Dunsford Show – The Council to decide if it wants to take part in the Dunsford Show.

17. Matters brought forward by the Chairman (for information only/possible addition to a future month's agenda. **a)** Highways

18. Date of next Council meeting - Tuesday June 2nd, 2026, in the Village Hall Dressing Rooms, Dunsford at 7.30 pm.

Signed *Lynne Ogden* Clerk/RFO to Dunsford Parish Council 28th April 2026

Email circulation during the past month

- Planning applications and decisions from DNPA and Teignbridge
- Rural Services Network Bulletin plus Funding Digests
- DALC newsletters
- Devon Communities Together – various newsletters
- Teignbridge newsletter
- ACT newsletter (Action climate Teignbridge)
- Emails from resident re affordable Housing concerns
- Devon Climate Emergency newsletter
- Highways liaison for local surface dressing programme
- Newton Abbot Climate and Nature assembly
- Webinar alert for 20s plenty – 22nd May