

DUNSFORD PARISH COUNCIL

Minutes of the meetings held on Tuesday 5th May 2026

At the Dunsford Village Hall dressing rooms at 7:30pm

Present: Cllrs P. French, P. Lewis, K. Morris, T Anderson, R Squire, C Parry, A Arnold, District Cllr A Swain and the Clerk Lynne Ogden

Annual Council Meeting

Cllr Paul French took the Chair for items 1 and 2 and welcomed everybody to the meeting.

1. Election of Chairman

- a) Nominations were invited. Cllr Lewis proposed Cllr French, Cllr Morris seconded. Vote: Unanimous
- b) Cllr French signed the Declaration of Acceptance of Office of the Chairman

2. Election of Vice Chairman

- c) Nominations were invited. Cllr Arnold proposed Cllr Morris, Cllr Anderson seconded. Vote: Unanimous
- d) Cllr Morris signed the Declaration of Acceptance of Office of the Vice Chairman

Cllr French remained in the Chair and thanked the Council for their continuing support.

- 3. **a) Appointment/confirmation of signatories for cheque payments.** The Council agreed to continue to have the present 6 Cllrs as signatories, until the banking goes online. Then all Cllrs will be signatories, with their new emails.
- b) Review Bank Mandate** – The Council agreed to have all Cllrs as signatories with three Cllrs required to sign for each payment. This will be reviewed when the Council starts online banking. **Action Clerk**
- 4. **Cllrs were appointed or re-appointed to the following committees.** Please could each group, if relevant, review their Terms of Reference at their next meeting.
 - a) **Housing Working group** - Cllrs French and Lewis will remain. A question was raised about the possibility of having another Cllr on this committee. Cllr French will take it to the next meeting as the Terms of Reference will need to be changed. At present, it says 2 Cllrs.
 - b) **Dunsford Climate Initiative Team** – Cllrs French, Squire, Arnold, Harper with Members of the public Daniel McGahey, Ruth Stevens and Julia Balfour will remain. A wildlife warden attends the majority of meetings (currently Julia Kirkland or Pip Hayes)
 - c) **Dunsford Emergency Response Team** – Cllrs Morris and Squire with Members of the public Mark Saunders, Phil Morris, Simon Green, Colin Ridgewell and Rowan Kendall – Tory. The Council approved that Cllr A Arnold will join this committee.
 - d) **Community Assets review group (presently stood down)** – Cllrs Lewis and Squire
 - e) **Village Hall Management Committee/ PC rep** – Cllr Morris remains

- f) **Finance Committee** – The Clerk/RFO with Cllrs Anderson and Lewis remain. Other Cllrs were given the opportunity to join.
 - g) **Village Green** – Cllr Webber remains.
5. **The Council reviewed the following policies and agreed that no changes were necessary:** -
- 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, after being considered by the Financial Committee)

Commencement of Ordinary Council Meeting

Democratic / Public Question Time: No members of the Public attended

- 6. **Apologies** – Cllrs Harper and Webber and County Cllr R Keeling
- 7. **Declaration of interest** – Cllr Morris declared an interest in item 11.5
- 8. **Minutes of the Council meeting held on April 7th, 2026**, had been distributed, were approved and were signed.

9. Progress Reports

9.1 Action points from last meeting – all actions completed except ordering of 20's plenty stickers and final actions of reporting a dangerous building. The Council gave the Clerk more details that were needed.

9.2 Clerk's report/ Highways report had been sent to all Cllrs

9.3 Reports from other Councillors/representative – District Cllr Swain reported that there had been a Leader's event recently; that Teignmouth Lido was reopening and will hopefully have a long-term plan; Planning – a new National Framework is out. There is still a big issue with housing numbers. 1088 are needed this year and part of Teignbridge is taken up with Dartmoor National Park (restricted new buildings) and Torbay (which is already developed) so the rest of the area has to deal with the new housing. A question was raised about the Fingle Glen Planning application. This is going to Committee.

9.4 Dunsford Emergency Response Team – A report had been sent to all Cllrs. Points raised to be researched – Bt. Openreach/digitalisation of landlines; Power cuts affecting sewerage station. The pumps stop working and it backs up to properties.

Action Cllr Morris/Clerk

9.5 Dunsford Climate Initiative – Report had been sent to all Cllrs. Seeds have been planted in the Orchard. Action Cllrs French/Squire

9.6 Finance Advisory Committee – will be meeting before the June Council meeting. A reserves policy will be discussed. **Action Clerk**

9.7 Housing Working Group - The Housing working group met today. Work is in progress for Teignbridge and Dartmoor National Park to make a joint statement about Planning Policy.

9.8 Reports from Cllrs attending other meetings – None

Note: Assets Group is currently stood down

10. Correspondence – List of correspondence received by email listed overleaf. Those requiring action or needing to be noted a) several Cllrs have received similar emails from a resident raising further concerns about the Affordable Housing site b) Feedback from several residents about the Information leaflet on Affordable Housing, recently delivered to all Households. Comments include ‘Thank you for keeping us informed’; ‘ I think it is a good place to put them’; the parishioners were grateful for the update and information, and the council seem to be doing all they can at this stage.

11. Finance

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

11 (b) Exemption Certificate – The Council resolved 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 £7567.43 as at 21/04/2026 BBI/A £1881.96 as at 09/03/26

The Council resolved 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 chq 1656

11.3 Zurich Insurance premium - £437 chq 1657

11.4 Lengthsman - April tasks - £75 chq 1658

11.5 Village Hall MC -Room hire – March/April - £119 chq 1659

12. Planning: - Applications: - 12.1 – Teignbridge 26/00540/FUL – Land adjacent to Westview Farm, Dunsford – demolition of agricultural building and construction of four dwellings. Some Cllrs have visited the site in the past and have no objection to this recent application.

Decisions: – 12.2 None

13. Village Green a) Monthly report – a)The monthly report had been sent to all Cllrs. There are some minor actions needed as stated in the ROSPA report. b) Cllr French has tried using

a vinegar mixture to kill the weeds in the Village Green. It appears to have worked well especially on the rubber matting. But it is accepted that some things still will need spraying. The Clerk was asked to organise some training for the Lengthsman to be able to do this. (He has already agreed to do this training)

Cllr Webber/Clerk

14. Lengthsman – Requested May tasks – Cutting back vegetation at Butts; continue placing turfs around benches in the Village Green; place verge markers at the bottom of Briton Street to prevent lorries disrupting the drainage channels. Barry Green has now been the Lengthsman for two years and the Council would like to thank him for the work he has carried out in this time.

Action Clerk

15. Annual Parish meeting – This took place on 30th April. It was a most enjoyable evening. It was hoped that numbers would increase each year but there were about 50 people attended for the reports and free refreshments, which is about the same as last year. Several people took the opportunity to visit the numerous displays in the afternoon and spoke to those Cllrs present. It was widely advertised so it was agreed that next year, we will try networking to get more people interested. Thanks are due to all those who gave reports, all those who produced displays and to all those Cllrs that made it happen. Cllr Morris spent a lot of time coordinating all the displays and Cllrs Squire, Arnold, Webber and Parry (via Sue!) produced some wonderful refreshments for the evening. Some Cllrs made themselves available during the afternoon and the majority of Cllrs attended in the evening. It was a lot of hard work but a good opportunity to bring the Community together and receive feedback from residents.

16. Dunsford Show – A discussion took place and only two Cllrs were free on that day. Therefore, it was decided that the Council would not apply to have a stand this year.

17. Matters brought forward by the Chairman (for information only/possible addition to a future month's agenda. **a) Council subscriptions will be reviewed b) a transition period will have begun for the transfer to gov.uk domain and emails**

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

There being no other business, the Chairman closed the meeting at 9:31pm

Signed..... (Chairman) Date.....

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