

**DITTISHAM PARISH COUNCIL**  
**Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe**

**To all members of Dittisham Parish Council**

**26 June 2020**

You are hereby summoned to attend the monthly meeting of Dittisham Parish Council to be held using public videoconferencing **on Wednesday 1 July 2020 at 7:00p.m.**, for the purpose of transacting the following business.

**AGENDA**

- 1. Apologies:** To receive apologies for absence.
- 2. To declare any personal interests or disclosable pecuniary interests in items on the agenda.**
- 3. To consider approval of the minutes of the meeting held on 3 June 2020.**
- 4. COVID-19 Response**  
To review the project to ensure that residents and visitors have access to support and information.
- 5. To consider any issues raised by members of the public.**  
Members of the public are invited to give their views, to question the Parish Council about issues on this Agenda, or to raise issues for future consideration at the discretion of the Chairman.
- 6. Community Reports**
  - 6.1.**South Hams District Council Councillor
  - 6.2.**Devon County Councillor
- 7. Communications in relation to planning applications.**
  - 7.1.**1025/20/FUL & 1026/20/LBC Downton Farm Dittisham TQ6 0JD. Householder and Listed building consent for construction of new garden store building and associated external works. Conditional Approval.
- 8. New planning/tree applications.**
  - 8.1.**1585/20/FUL Land Adjacent To Dartmouth Park And Ride Site Wessex Way Dartmouth TQ6 0JL. Construction of new two storey Health and Well-being Centre and associated external works.
  - 8.2.**1650/20/LBC Chipton Barton Dittisham TQ6 0HW. Retrospective listed building consent for conversion of swimming pool barn and proposed refurbishment works.
  - 8.3.**1649/20/HHO Chipton Barton Dittisham TQ6 0HW. Retrospective householder application for conversion of swimming pool barn and proposed refurbishment works.
  - 8.4.**1476/20/ARC Greenbank Riverside Road Dittisham TQ6 0HS. Application for approval of details reserved by conditions 4 and 5 of planning consent 3578/19/FUL.
  - 8.5.**1105/20/HHO & 1106/20/LBC Dartside Manor Street Dittisham TQ6 0EX. Householder application and Listed Building Consent for construction of ancillary garden building (summerhouse) within rear curtilage.
- 9. Enforcement Cases**  
To consider giving requested feedback to SHDC.
- 10. Licencing Application**
  - 10.1.** Variation to a premises licence application from Anchorstone Cafe, Manor Street, Dittisham, Dartmouth, TQ6 0EX. The variation application is to: Include the supply of alcohol for consumption off the premises during the current times authorised for on sales – Monday to Saturday 10:00am – midnight, Sunday 10:00am – 11:30pm.
- 11. Consultations**
  - Local Government Association, Model Code of Conduct, Closes 17/8/20.
  - England Tree Strategy. Closes 11 September 2020.
- 12. Reports from Councillors with Specific Responsibilities / External Forums**
  - 12.1. Reports from Working Groups** – To note circulated Reports. To consider the revised description of working groups. To review membership of groups.
  - 12.2. Old Chapel Burial Ground** – To consider the recommendations of the working group. To agree DPC's response to the realignment of a retaining wall.
  - 12.3. Ham Maintenance** – To agree action to be taken by DPC to reopen the playground. To consider purchase of a combination padlock for The Ham gate.

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- 12.4. Ham Events** - OSS Event Booking Request To consider approval of the request.
- 13. Office of the Police and Crime Commissioner Councillor Advocate Scheme** – To consider a DPC Advocate. To consider whether to share an advocate with Blackawton.
- 14. Car Parks** – To consider whether to instruct the Clerk to arrange formal documentation of the existing arrangements for DPC to use SHDC’s RingGo and Permit systems.
- 15. Maintenance Contract** – To confirm certificates required for the contract.
- 16. Capton Bus Shelter** – To consider accepting the submission to purchase the shelter.
- 17. Financial Matters**
- 17.1. Consider approval of Financial Report.**
- 17.2. Insurance** – To note the response to business interruption and replacement value enquiries.
- 17.3. Payments** - To approve the following payments.
- o Ham Maintenance Contractor 2019/20 contract £4,700.00
  - o Car Park Supervisor Supervision March to July 2020 £400.00
  - o Came & Company Insurance £541.62
  - o Lengthsman Dec 2019 to May 2020 £100.00
  - o Cllr Faulkner Padlock and noticeboard materials £39.39
- 17.4. Clerk’s Expenses Reimbursement** – To approve expenses reimbursement claim.
- 17.5. 2019/20 Internal Audit** – To note the Auditor’s report
- 17.6. Review of the effectiveness of the system of internal control** – The note that the review was approved by the June meeting.
- 17.7. 2019/20 Audit Annual Governance Statement** – To resolve to approve the statement.
- 17.8. 2019/20 Audit Accounting Statements** To consider the Accounting Statements.
- 17.9. 2019/20 Audit Accounting Statements** To resolve to approve the Statements
- 17.10. 2019/20 Audit Accounting Statements** - Signature of the Accounting Statement by the Chair of the Meeting
- 18. To approve the Clerk’s request for annual leave.**
- 19. Correspondence**
- o DCC, Double yellow lines opposite level car park, Lines will be repainted as soon as possible.
- 20. To confirm that the next meeting of Dittisham Parish Council will be held on 2 September 2020 at 7:00 pm.**

**PRESS AND MEMBERS OF THE PUBLIC ARE VERY WELCOME TO ATTEND**

The meeting will be held using Zoom videoconferencing.

To join the meeting:

Paste this link in your browser <https://us02web.zoom.us/j/87126353172>

or click this link [LINK](#)

Dial in by phone +44 203 481 5237

Meeting ID: 871 2635 3172

**Notes**

1. You do not need to subscribe to Zoom to join the meeting.
2. It works best if you can join via a computer or laptop with a camera. You can also participate using your smartphone or tablet by downloading the Zoom app if a computer is not possible, but it may be a little trickier to participate.
3. You will be asked to provide your name when you join.
4. You will be held in an online ‘waiting area’ until the meeting starts.
5. You should be prompted to test your audio when entering the meeting.
6. Please, if you can, turn your video on – not only would it be lovely to see you, but it really helps you to feel engaged with the meeting.

*Annette Thom, Parish Clerk*