**DUNCHIDEOCK PARISH COUNCIL**

**Locum Parish Clerk - Mr A McKenzie -** [**clerk@dunchideockpc.co.uk**](mailto:clerk@dunchideockpc.co.uk)

**DATE OF PUBLICATION: 4 September 2023**

Dear Councillor

**NOTICE IS HEREBY GIVEN** that a Meeting of Dunchideock Parish Council, at which your attendance is summoned will be held at Dunchideock Village Hall, School Lane, Dunchideock, EX2 9UG on **Monday, 11 September 2023** at 7.00 p.m. to transact the business specified in the following Agenda **as set out**.

Members of the public and press are welcome to all council meetings. **(but not allowed to read associated documents)**



Andrew McKenzie BSc, CertHE, PSLCC (**locum)** Clerk to the Council

**AGENDA**

**1. Apologies for absence** To receive, note and where requested approve the reasons for absence.

**2. Declarations of Interest**

To declare any disclosable interests relating to the forthcoming items of business.

**3. Co-option**

To review the application(s) received and resolve the co-option of a person to fill the vacancy that exists in the office of Parish Councillor on Dunchideock Parish Council.

**4. Public Discussion - *Standing Orders to be suspended*** (not to exceed 10 minutes – not to exceed up to 3 minutes per speaker). An opportunity for members of the public to make comments on any item on the agenda.  
*Standing Orders to be reinstated.*

**5. Minutes**

To consider and approve the minutes of the Parish Council meeting held on Wednesday, 16 August 2023. (**amended draft?)**

**6. District Councillors’ Reports (if any)**

To receive and note any reports from the Parish’s District Councillors.

**7. County Councillors Report (if any)**

To receive and note a report from the Parish’s County Councillor.

**8. Budget 2023/24**

To consider and approve the proposed budget for 2023/24.

**9. Freedom of Information and Data Protection Policy (4 documents)**

To consider and adopt the proposed Freedom of Information and Data Protection Policy.

**10. Document Retention and Disposal Policy (2 documents)**

To consider and adopt the proposed Document Retention and Disposal Policy.

**11. Dignity at Work Policy**

To consider the model Dignity at Work Policy as provided by the National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW) as **part of** the Council’s commitment to the Civility and Respect pledge as adopted at the Parish Council meeting held on 16 August 2023.

**12. Appointment of Internal Auditor 2023/24**

To consider and approve the appointment of an internal auditor for the financial year 2023/24.

**13. Planning**

Teignbridge District Council has asked for comments from the Parish Council on the following planning application(s) *(please use the link to access the planning portal for associated documents pertaining to each application):*

None.

To note recent **Planning Decisions** (for information)

None.

To note recent **Planning Appeals** (for information)

i. 23/00025/FAST - The Oak Lodge, Dunchideock - appeal against the refusal of 22/02023/HOU - removal of a section of wall and fence and planting to provide new access for squirrels' nests.

<https://www.teignbridge.gov.uk/planning/forms/planning-application-details/?Type=Appeal&amp;Refval=23/00025/FAST&amp;MN=Y>

**15. Date of Next Meeting**

Wednesday, 18 October 2023 at 7 p.m.