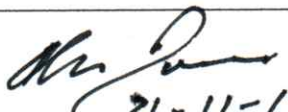


MINUTES OF A MEETING OF BISHOPS CAUNDLE PARISH COUNCIL

HELD ON TUESDAY, SEPTEMBER 19TH 2017 AT 7.30 P.M. IN THE VILLAGE HALL

	<p>Present: Chairman A. Jones, P. Blundell, D. Gardner, T. Loveless, A. Tuffin, Clerk J. Walsh-Quantick, Ex. Clerk S. Harris.</p> <p>In attendance: District Councillor Gould</p>	Action
	<p>Apologies for Absence: L. Lyon, County Councillor Penfold</p>	
2.	<p>To Approve Minutes of the Meeting held on Tuesday, 18th July 2017. The minutes of the meeting were approved and signed by the Chairman with no amendments having been circulated previously. Proposed by P. Blundell, seconded by T. Loveless.</p>	
3.	<p>Matters Arising Therefrom:</p> <p>Village Hall. A. Jones confirmed that he has resigned as chair of the village hall committee but will assist with the handover for the next 6 months. Colin West has been appointed treasurer and secretary.</p> <p>Contact to be made with Colin West re. change in clerk details.</p>	<p>Clk Done 26/09/17</p>
	<p>'Little Thatch'. Request to purchase a strip of land at the rear of the cottage; part of the new cemetery. As referred to in the previous minutes, the new owner of Little Thatch has asked if it would be possible to buy a strip of the land behind the cottage. A. Tuffin has visited the owner but has been unsuccessful in a meeting. There has been no contact made in the previous 2 month period and it is agreed that the Parish Council should await further contact from the owner before any further action.</p>	
	<p>Vacancy for Parish Councillor due to resignation of Lynne Coombe. The post has been advertised with a closure date of 20/09. At the time of the meeting there were no applicants or expression of interest. In line with standard procedure, WDDC will advise when co-option can take place.</p> <p><i>* An email was received by the Clerk on 20/09 expressing interest in the post and has been directed (by agreement) to A. Tuffin for more information regarding the role.</i></p>	A.T.
	<p>Highway Maintenance Cllr. Penfold has passed on a message regarding the cleaning of the drains in Holt Lane as she is of the understanding that this has now been completed. T. Loveless confirmed that some of the gulleys are still blocked and need attention. T. Loveless has contacted the department on two occasions and has commented that he is happy to meet with the relevant parties to show the area of concern out of working hours, A. Jones and P. Blundell will act in his absence if in working hours.</p> <p>T. Loveless to meet with A. Jones and P. Blundell to show them the affected gully's.</p>	<p>T.L / A.J. / P.B.</p>


21-11-17

	<p>Clerk to pass on A. Jones contact details to Cllr. Penfold so a meeting can be arranged.</p> <p>The hedge at Cornford Bridge was badly overgrown and affecting visibility. Some work has been done here, to continue to monitor.</p>	<p>Clk Done 26/09/17</p>
	<p>Motorbike Noise at Caundle Wake</p> <p>An email dated 22/08 has been received from the police stating that if the noise is causing an issue it should be reported to them although as the motorbikes are on public land there is little that can be done in reasonable hours. Environmental Health would need to be contacted to monitor noise levels if deemed to be excessive. Cllr. Gould confirmed that he had not received any complaints in the last 3 months and he has passed on the initial details to the enforcement officer. No further action to be taken unless another complaint is made.</p>	
4.	<p>New Parish Clerk and Associated Items</p> <p>Jo Walsh-Quantick has replaced S. Harris as clerk as from 01/09/17. S. Harris has agreed to a short handover period to assist with the transition and to provide advice as needed. The Contract of Employment was agreed and signed.</p> <p>J. Walsh-Quantick has attended an induction course for new clerks and will be attending the clerk seminar on 21/09/17. An online induction course with SLCC has been signed up to.</p> <p>Currently office broadband is shared with Stourton Caundle Parish Council which will stop and a replacement will be required. J. Walsh-Quantick to investigate HMRC monthly allowances for office use to include broadband and report back.</p> <p>The printer is not working properly and needs replacing. P. Blundell and J. Walsh-Quantick will source a new one. Agreement to purchase was proposed by P. Blundell and seconded by T. Loveless.</p> <p>Bank accounts need to be amended to show the new clerk details, forms have been completed by the Ex. Clerk. Clerk to arrange to visit banks to complete the change overs.</p>	<p>Clk Done 30/09/17</p> <p>P.B. / Clk Ongoing</p> <p>Clk Natwest Done 06/11/17 Barclays TBC</p>
5.	<p>Play area - Maintenance and Repairs.</p> <p>D. Gardner has sourced free bark from Westree in Henstridge if collection can be arranged. A. Tuffin and D. Gardner will visit to check the suitability of the bark. Quotes for purchased bark have ranged between £2783 and £4836 for the 80m³ required.</p> <p>T. Loveless has sprayed the area with weed killer and repaired the gate, D. Gardner proposed that payment for the materials used by T. Loveless should be made and this was seconded by A. Tuffin.</p> <p>The woodstaining has been completed by S. Bingham.</p> <p>As discussed at the previous meeting, the clerk has received a message about Tesco Bags of Help which may provide some help with funding.</p>	<p>D.G / A.T.</p> <p>Clk Ongoing</p>

	Councillors agreed there is a need for equipment suitable for older children which would prevent damage by older children playing on the equipment designed for younger children. The new Clerk will find out more information.																			
6.	<p>Noticeboard</p> <p>P. Blundell has offered to make a replacement noticeboard for the Parish Council. It was discussed that it needed to be suitably large to hold 6-8 A4 sheets of paper in portrait orientation based on the items currently displayed. P. Blundell and D. Gardner will liaise re suitable materials for the backing and 'glass' front. It was proposed that P. Blundell should make the noticeboard by A. Jones and seconded by A. Tuffin.</p> <p>Clerk to update paperwork in the noticeboard that has faded with laminated copies.</p>	<p>P.B.</p> <p>Clk</p>																		
7	<p>Signage (Dogs)</p> <p>Signs have been ordered and will need to be in place by 18/10 in all relevant locations. Any spare will be retained for future use.</p> <p>An Order was emailed detailing the new restrictions on 31/08, Clerk to forward to P. Blundell to put onto the website.</p>	<p>Clk / P.B. Done 21/09/17</p>																		
8	<p>Playing Field Hedge Trimming</p> <p>The hedge at 'Windy Ridge' adjacent to the playing field is overgrown, A. Tuffin will contact the owner and report back to the clerk if this also needs to be cut back by Mr. Bennett.</p> <p>Clerk to phone Mr. Bennett to arrange for hedge trimming to be completed on both sides once a decision on 'Windy Ridge; has been agreed.</p>	<p>A.T.</p> <p>Clk Hedge Cut Nov.</p>																		
9	<p>Cemetery Hedge Laying</p> <p>The hedge in this area is predominantly brambles and although it is thought to be unlikely, the Clerk will ask Mr. Bennett if it is possible to reach using the hedge trimmer.</p> <p>It was proposed by A. Tuffin that the Clerk would approach WDDC and ask for costs of hedge cutting and cutting removal in the new cemetery area as they already hedge trim in the old cemetery.</p> <p>A tree branch is overhanging the new cemetery from an adjoining property 'New Windy Ridge', P. Blundell will ask the owners about removal.</p>	<p>Clk Not possible</p> <p>Clk Awaiting reply</p> <p>P.B.</p>																		
10	<p>Finance</p> <p style="text-align: center;">STATE OF FINANCES AS AT 19.09.2017</p> <table border="1"> <tr> <td>CURRENT ACCOUNT</td><td>2453.86</td><td></td></tr> <tr> <td>DEPOSIT ACCOUNT</td><td>15280.69</td><td></td></tr> <tr> <td>TOTAL</td><td></td><td>17734.55</td></tr> <tr> <td>TENNIS MONIES</td><td>3324 45</td><td></td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </table>	CURRENT ACCOUNT	2453.86		DEPOSIT ACCOUNT	15280.69		TOTAL		17734.55	TENNIS MONIES	3324 45								
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CHEQUES APPROVED AND SIGNED BY THE CHAIRMAN SINCE THE LAST MEETING

001266	Shaun Bingham Play Area Repairs	339.75
001267	Talk Talk Annual Mail Box Fee	53.40

CHEQUES TO APPROVE AT THE MEETING

001268	M Moore Grass Cutting September	100.00
001269	M Moore Grass Cutting October	100.00
001270	Mrs. S J Harris Clerks Pay to Sept. and Expenses Owing	475.87
001271	Mrs S.J Harris PAYE to Sept.	108.60
001272	Sherborne Castle Estate Car Park Rent	5.00
001273	Annual Broadband Charges to March 2017 (Stourton Caundle Parish Council)	104.86
001274	Village Hall Rent (Meeting)	16.00
001275	T. Loveless Play area maintenance equipment.	55.00
001276	DAPTC Clerks Seminar (Sept. 17)	60.00
001277	DATPC New Clerks Induction Course (Sept. 17)	35.00

Proposed by: D. Gardner

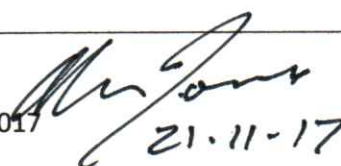
Seconded by: A Jones

Audit

The annual audit was signed off with no issues raised by the external auditor.

11 Routine Correspondence

Circulated e-mails since the last meeting in July
 08.08.2017 Community and school transport update
 08.08.2017 Highways working together sharepoint. Log in and password sent to councillors



21.11.17

	<p>21.08.17 DAPTC Annual report – Photographers invited to contribute</p> <p>23.08.2017 Updated Dorset Waste Partnership information</p> <p>29.08.2017 Superfast Broadband leaflets (displayed around village)</p> <p>31.08.2017 Jane Williams WDDC Re dog signage (signs now on order)</p> <p>01.09.2017 Marc Cutler, Ironman information re roads closed (noticeboards)</p> <p>06.09.2017 Invitation to AOND Conference 26th September in Dorchester</p> <p>14.09.2017 Safewise advance driver training</p> <p>16.09.2017 Dorset Police thefts of oil at Bradford Abbas and tools at North Wootton</p> <p>18.09.2017 Government Consultation re housing 'Planning for the right homes in the right places'</p> <p>Post Audit, no issues raised</p> <p>Clerks and Councils Direct Magazine</p> <p>NALC Magazine</p>	
12	<p>Matters for Further Discussion</p> <p>Signage in the village such as for the play area is to be checked prior to the next meeting to identify if the Clerks details such as contact number are present and report back as these may need correcting.</p> <p>The Emergency plan needs review and updating, to be circulated and feedback requested on amends needed.</p> <p>It was reported on 05/09 that posts in the play area are being removed to allow access for 2 vehicles to the rear of their property and that the vehicles are remaining parked. A request has been made by T. Loveless to stop doing this. Vehicles seen on the field without permission for access may be reported as this is deemed as trespass. To continue to monitor this.</p> <p>A query was raised about why cycling is not permitted on the playing field, Clerk to check the records to see when this was agreed.</p> <p>The village leaflet updated by L. Lyon has not printed correctly. The Clerk will realign some sections which overlap the fold lines and re-print a number of copies.</p>	<p>Clk Review 21/11</p> <p>Clk / All Circulated 09/11</p> <p>Clk To discuss next meeting</p> <p>Clk Completed</p>
13	<p>Time of Closure:</p> <p>The meeting closed at 9.30p.m.</p>	
14	<p>Date of Next Meeting:</p> <p>There is no meeting in October</p> <p>Tuesday, November 21st, 2017 at 7.30 in the Village Hall</p>	


12-11-17