

MINUTES OF THE ANNUAL GENERAL MEETING OF BISHOPS CAUNDLE PARISH COUNCIL

HELD ON TUESDAY, MAY 7th, 2019 AT 7.30 P.M. IN THE VILLAGE HALL

1.	<p>Present: A. Jones, A. Tuffin, D. Gardner, P. Blundell, S. Meads, Clerk J. Walsh-Quantick.</p> <p>In attendance: T. Loveless</p>	<u>Action</u>
	<p>Apologies for Absence: C. Mitchell</p>	
2.	<p>Election of Chair and Vice Chair Chair – Alan Jones. Proposed A. Tuffin, seconded P. Blundell Vice Chair – Sophie Meads. Proposed P. Blundell, seconded A. Tuffin.</p>	
3.	<p>Election of Officers</p> <p>SITES & BUILDINGS – A. Tuffin. Proposed S.M., seconded D.G. PLANNING – A. Tuffin. Proposed S.M., seconded D.G. OUTSIDE MEETINGS– A. Jones. Proposed A.T., seconded S. M. RIGHTS OF WAY – S. Meads. Proposed A.J., seconded A.T. VILLAGE HALL LIAISON AND EMERGENCY PLAN – D. Gardner & S. Meads. Proposed A.T, seconded P.B. PRESS LIAISON – C. Mitchell. Proposed D.G., seconded A.T. SOCIAL CLUB LIAISON – A. Jones. Proposed A.T., seconded S.M. PLAY AREA CHECKS – D. Gardner. Proposed A.T., seconded S.M. COMMUNITY SHOP REPRESENTATIVE – P. Blundell. Proposed A.T., seconded S.M.</p>	
4.	<p>To Approve Minutes of the Meeting held on Tuesday, 15th March 2019. The minutes of the meeting were approved and signed by the Chairman. Proposed A Tuffin, seconded P Blundell.</p>	
5.	<p>Matters Arising Therefrom: May Elections 6 people submitted nominations for the Parish Council vacancies, all were accepted. 1 vacancy remains and it is possible to co-opt to fill this. Vacancy to be advertised. The Sherborne Rural Ward Councillor is confirmed as Robin Legg, he will be notified of dates for the meetings for the remainder of the year.</p>	Clk
	<p>Public Transport Meeting Feedback An email was received from Sir Oliver Letwin regarding feedback from local parishes on the bus route who had been approached regarding assistance with funding. Folke has expressed an interest in part funding, Purse Caundle have declined. Other parishes are to be contacted such as Kings Stag and Holwell by Sir. Letwin. The White Hart Magazine contained details of the SCAT bus service which was discussed as a potential alternative provision.</p>	
	<p>Litter Picking Bags received last year have been given to S. Meads.</p>	SM

	This is an ongoing project. Some litter has already been collected and further work is anticipated over the coming months.	
	Village Plan The clerk has been unable to finish work on this due to the merger of the Dorset councils to a unitary authority. It was agreed to put the project on hold until September based on the changes that the mergers will make to paperwork and policies locally.	Clk
	Holt Lane Sign The replacement sign has been ordered by WDDC and will be placed once it has been delivered.	
	Speeding Update/ Community Speed Watch <ul style="list-style-type: none"> - Five names have come forward with interest with CSW. They have been provided with Di Gibbs contact details (Holwell CSW) and are able to arrange a session with them. - It was requested that direct contact was made with the contractors reported as driving at speed though the village. This is not permitted and they need to be formally reported to the police. There will be information included in this for the Parish Council contribution to the WHM. - Radar and other equipment costs are around £450 depending on the equipment purchased. 	Clk
	Closed Graveyard The damaged headstone is now in situ and thanks have been given from the party involved. The general state of the closed graveyard is poor as it is very overgrown and unkempt and this will continue to be monitored. Photographs will be taken at intervals. For info: Plot T2 has been purchased at £517.50, this will be paid into the Natwest savings account.	Clk
	Newsletter / White Hart Magazine A newsletter has been written and will be sent to the editor for inclusion in the next issue.	Clk
<u>6.</u>	Planning Applications After discussion it was agreed that there would be support for one property and not two on the Hill View site reference: WD/D/19/000754 . This was based on the footprint size, encroachment onto the verge, porch overhang and insufficient parking space. This would be added to the planning website comments.	Clk
<u>7.</u>	Audit N. Ladd has indicated that he will be able to complete the internal audit, a second auditor has been sourced if required. The financial records were agreed at the Annual Parish Meeting.	Clk
<u>8.</u>	Playarea Maintenance/Repairs/Work Completed to Date Payment to Carl Thompson is still withheld pending completion of the works. H&S Inspection Audit is to be requested. Tape has been given to D. Gardner. Appendix 1 of the playground risk assessment is to be given to A Jones for review and completion.	Clk Clk
<u>9.</u>	S106 The submitted application has been returned with a request from some amendments to be made. It was stated that the Shop computer and Village Hall fence cannot be covered with this fund and it cannot be used for 'like for like' replacements.	

	S. Meads will discuss with the village hall the proposed fitness equipment then re-submit the application.	SM																														
10.	Football Club and Ground Thanks goes to the Football Social Club for their continued support in ensuring that the grass cutting is completed on a regular basis. Signage – A number of signs are in disrepair. Photographs of all signs affected have been sent to D. Gardner for costing for replacement. D. Gardner to email PC members with quote once available.	DG																														
11.	Sherborne Transport Action Group (STAG) / Public Transport This was discussed earlier in the meeting and is minuted in section 5. There is no interest in becoming the STAG representative.	Clk																														
12.	Training New Councillor training has been booked for C. Mitchell. Approval was given for the Clerk to attend the Clerks Seminar in September if the date is suitable.																															
13.	Finance State of finances at 07/05/19: The year end accounts for 18-19 were presented in the Annual Parish Meeting and approved. Proposed D. Gardner, seconded P. Blundell. It was agreed unanimously that the Clerks salary should be increased by 1 scale point for the new financial year. Proposed A. Tuffin, seconded D. Gardner. <p style="text-align: center;">STATE OF FINANCES AS AT 07/05/2019</p> <table border="1"> <tr> <td>CURRENT ACCOUNT</td><td>£7793.24</td><td></td></tr> <tr> <td>DEPOSIT ACCOUNT</td><td>£15305.82</td><td></td></tr> <tr> <td>TOTAL</td><td></td><td>£23099.06</td></tr> <tr> <td>TENNIS MONIES</td><td>£733.59</td><td></td></tr> <tr> <td>TOTAL</td><td></td><td>£733.59</td></tr> </table> Approval of Payments: <p style="text-align: center;">CHEQUES APPROVED AND SIGNED BY THE CHAIRMAN SINCE THE LAST MEETING</p> <table border="1"> <tr> <td>001367</td><td>Clerk for stationary (printer ink and folders)</td><td>£76.78</td></tr> <tr> <td>001368</td><td>DCC DWP Purple Waste Bags</td><td>£50.00</td></tr> <tr> <td></td><td></td><td></td></tr> </table> <p style="text-align: center;">OTHER PAYMENTS SINCE PREVIOUS MEETING</p> <table border="1"> <tr> <td>Direct Debit</td><td>Dorset Waste Partnership</td><td>£19.80</td></tr> <tr> <td></td><td></td><td></td></tr> </table>	CURRENT ACCOUNT	£7793.24		DEPOSIT ACCOUNT	£15305.82		TOTAL		£23099.06	TENNIS MONIES	£733.59		TOTAL		£733.59	001367	Clerk for stationary (printer ink and folders)	£76.78	001368	DCC DWP Purple Waste Bags	£50.00				Direct Debit	Dorset Waste Partnership	£19.80				
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CHEQUES TO APPROVE AT THE MEETING		
001369	M Moore Grass Cutting May	£100.00
001370	M Moore Grass Cutting June	£100.00
001371	Mrs. J Walsh-Quantick Clerks Expenses Owing to 07/05/19 (2 months)	£38.55
001372	Mrs. J Walsh-Quantick Tax PAYE Apr-Jun 2019	Approx: £105.20
001373	Village Hall Rent (May Meeting)	£18.00
001374	DAPTC Annual Subscription	£144.23
N.B. PAYE may be slightly higher than the above figure following the salary increase. The pension scheme has not been joined as income is deemed too low.		
14.	Routine Correspondence As all councillors are now on email, it was agreed unanimously that only relevant postal items would be listed here going forward.	Clk
15.	Matters for Further Discussion Insurance review. The Zurich quote remains favourable and it was unanimously agreed to renew with them.	Clk
16.	Time of Closure: The meeting closed at 9.10 p.m.	
17.	Date of Next Meeting: There is no meeting in June Tuesday, July 16th, 2019 at 7.30pm in the Village Hall.	

Future Meeting Dates 2019:

Tuesday, July 16th, 2019
 Tuesday, September 17th, 2019
 Tuesday, November 19th, 2019

