

**Minutes of the Parish Council meeting held on
Thursday 25th November 2021 at Martinstown village hall**

Councillors Present:A Daw (AD) (*Chairman*)

D Follett (DF)

P Jeffery (PJ)

K Delafield (KD)

M Usherwood (MU)

D Read (DR)

D Wiltshire (DW) (*Vice Chair*)

N Hallett (NH)

M Harding (*Clerk*)

7 members of the public

21/11-1. Welcome and to receive any apologies for absence- apologies received from Tim Bareham and Cllr R Tarr (Dorset Council)

MU commented that TB is unwell and will be tendering his resignation as soon as he able, given his current health. MU explained that TB is unable to deal with the current communications between Councillors at this time.

The order of the agenda will be changed in order to cover as much during the meeting given the budget discussions.

21/11-2. To receive declarations of interest and grants of dispensation- none.

21/11-3. To approve the minutes of the Parish Council meeting held on 28th October 2021

KD requested that the minutes were changed to reflect a vote taken in the democratic forum regarding AD proposing to continue to with the Bus issues in the village. It was noted that no proposal was made, or vote taken. This discussion was to ratify that AD continues to communicate with Cllr Ray Bryan and bring any proposals back to the PC for decision. KD noted that this discussion was a complete reversal of the PC previous policies and is very important. This will be added to the January agenda for further discussion. The minutes proposed as circulated

Proposed DW

Seconded MU

AD noted that he is meeting with the Clerk more regularly to keep up to date with current matters.

21/11-4. Matters arising from the minutes for info only-

The meeting of WW and EA are still being arranged. The letter to the landowners regarding the drying up of the Sheep wash is yet to be drafted.

21/11-5. Democratic forum 15 minutes-

The applicant for the planning at Grove Farm spoke to the meeting on the reasons for the new home in this location.

The applicant for a grant for the V & V spoke on the application for a grant from the PC. He explained that due to covid and the lack of advertising this has meant the PCC have had to support the V & V.

He noted the benefits to the PC of the V & V as noted in the recent parish survey. There are 3 PC's who use the publication, and all have been written to for requests to make donations. The email with the account's details had not arrived in time for the meeting but paper copies had been provided. The PC discussed holding an extraordinary meeting but will try to include it in the budget discussions in the meeting.

DR asked what had been received from the other PC's, it was explained that both Abbas and Steepleton were waiting to see if Martinstown would make a contribution. MU asked if this would be a one off, or it may be a way of purchasing a page on an annual basis. It was confirmed that the PCC pays for the software at a cost of £600 per year.

A resident has asked for one copy of the Bus Back Better consultation for the village and then asked the PC, why were there any objections to get the bus back to the village at the last meeting?

DW responded to this following her comments at the last meeting, the Parish Council had already considered this and surveyed residents to gather support for a bus service at a cost of £3000 per year to the village. Out of the 100 who responded 77 were not in favour so the PC did not support this cost to the taxpayer.

21/11-6. Planning Consultations-

i. To consider any planning applications –

- i. P/MPO/2021/0540-Rew Manor Farm, North Rew Lane- Discharge of planning obligations- MU noted this application had only been received on the day of the meeting and should be put off to the next meeting, KD suggested that the PC are not the best people to make comment on the legal and technical details. The PC will delay this decision and comment on email or zoom if an extension is not possible.
- ii. P/OUT/2021/04125: Erect dwelling for Agricultural worker (outline, all matters reserved)- MU explained that it is not unrepresented to revisit an application, the PC were rushed into a decision to meet the deadline, MU noted that all the documents were available and would like the PC to reconsider the application. MU also commented on the drainage and screening that are all noted in the application documents. It was noted that the document Cllrs had on the night were not on the website as they contained sensitive information.
The Councillors further discussed the application.
MU proposed that the PC rescind the objection and support the application based on the information available. DW seconded this proposal
Votes taken- 5 votes FOR 2 votes against motion carried
KD noted that some residents with concerns regarding flooding had been told the PC would not support the application.

iii. To consider any other planning/enforcement or ongoing issues-none.

21/11-7. Highways:

- i. **To receive / report any other highways issues**-the only issue is the road closure due to urgent maintenance works by WW on Bats Lane
- ii. **To receive the Nov SID results-**

Total number of speed readings taken =	63 mph (5/11/2021 16:38)
85,046	62 mph (30/10/2021 21:07)
>30mph = 28,899	60 mph (2/11/2021 17:43)
>40mph = 1,927	58 mph (4/11/2021 22:55)
>50mph = 76	56 mph (6/11/2021 17:28)
Average Recorded Speed = 34mph	56 mph (21/11/2021 16:25)

Top recorded speeds:

n.b.

Number of speed readings does not equal number of vehicles.

Slower moving vehicles record more speed measurements than faster moving vehicles.

A vehicle travelling at 30mph will record 3 or 4 measurements, vs a vehicle moving at 50mph would only record a single measurement.

DW asked if the PC can put a reminder to drivers who use the Milk machine on the speed issues in the village, this was agreed by the landowner.

Action DW

iii. RoW and Footpaths: to receive a report- Usual issues of footpaths that have been ploughed but are not actually footpaths, this is ongoing

21/11-8. To consider all correspondence received for decision, consultation, and information –

- i. The Clerk commented that a meeting with VH committee members had been arranged to discuss the play area and what the VH would like from the PC. PJ is unable to attend so MU will be there.

- ii. The National VIP project had offered a Christmas tree or a hamper, the Cllrs voted in favour of the tree. Also, a table used in the mess room that has a map of the VIP route on it was requested for the village. AD will organise the tree from a local source; the PC will have to buy decorations. MU suggested having a permanent tree slot and using the electrics from the garage. The Landowner would be asked if this is possible. If this were to be considered, then the person who leases the garage would have to be consulted. KD was concerned about the permanent hole, but it was noted that this will have a cover. DF suggested speaking to the National grid project works who could scan the area for any utilities on the green prior to installation.
- iii. Blue Badge policy -KD offered to follow this up.

21/11-9. Parish Council Property/responsibility reports: none

21/11-10. To receive any reports from community groups and reps:

- i. Flood report- KD reported for the second month that the Washing Pool channel was dry. An ecology group had complained to DWT who then arranged a meeting with Flood officers. The flow of the stream is via the Washpool but the arm leading to the washpool has been excavated and this has moved so the full flow is now to the roadside channel. DWT were not happy with the way it had been carried out and DC were looking at activating their policy on this with the landowner. This in turn has had an effect on the west roadside end of the stream which is taking a significantly higher volume of water. A new drain was put in towards the new building site, but this picks up the sand on route and this has silted up the stream, this if it was flowing would then have washed the re and into the stream. DWT had explained that a drain needs to be built, creating a sand pit. This will be followed up with DWT and DC following another meeting.
- ii. DAPTC- DW updated the PC on the AGM and motions voted upon, which had been circulated prior to the meeting. The topics were regarding lobbying NALC regarding the strengthening of the Code of Conduct, the second was the asking the planning department to apply the same planning terms for hedgerows as for TPO's, the 3rd was about Dorset Council planning department's change to neighbour consultations. DW cast the PC's vote on each item as requested. All motions were supported by the majority of the DAPTC AGM.

21/11-11. To consider the responses to the survey and comments for publication

This was circulated to Cllrs for comment, Cllrs were asked to feedback their views for publication in Dec. Some Cllrs felt the responses were too negative and direct. KD offered to re do this work to make add more content to improve the tone. DF was disappointed as many hours of work had been put into the survey and the responses to the feedback was not good enough. Also, some comments had been removed (this was due to the tone and being inappropriate to print) DF would like them redacted instead. This will be arranged.

Action

KD/AD

21/11-12. Finance

i. To consider the finance report of payments and receipts for November

Payee	Detail	Amount
Payments		
Jon Buddle	Veg clear	300.00
D Wiltshire	RBL donation	38.00
Clerk	Salary/expenses	248.80
HMRC	PAYE	56.20
M Usherwood	Snowcrete	18.73
Receipts		
none		

All payments were made in line with internal controls. Bank balances as at 31st October 21 £29,772.49

Proposed DR

Seconded DF

Chairman's signature

Date 25th November 2021

ii. To consider the budget for 2022-23 and precept

The budget group (AD and DW) had met to carry out the Clerk’s appraisal, there were some aims, and objectives agreed for the coming year.

The following documents were considered as part of the budget considerations:

- 1) Statement of assurance a document stating our internal and auditor details.
- 2) Asset register, it was that assets are never written down they stay on the asset list until disposed of. The waste bins will be removed and gifted to the waste watch group.
- 3) Financial risk register- this was updated an action from this list is to try to get the title deeds found or recorded, all GDPR documents to be updated in May 22.
- 4) The current budget was a report showing the net position to date details available on the website.
- 5) **Budget agreed for 2022-23-** see details and table below of agreed budget
- 6) **Request for funds for the V & V-** The PC had received a grant form.

DW asked how much and how many have donated to the V & V so far, approx. 70 people have donated so far. DW also noted that as a PC we have very few powers, but we have the power to raise a precept which we take from people, so we are looking to contribute to something that people could make a donation to for organisations that may not be supported it by all of the community. However, looking at this as a community publication it could be supported. DW asked, has everything been explored as noted in the letter from the other local Parish Council’s? Is it online, have the printing costs been considered, to possibly reduce them and asking for a small subscription? If that take up was so small, then why should we pay taxpayers money on something that may not have a good business model.

It was noted that it is online, and that the PC contribute to the magazine because people have asked the PC to do so. The fear is there if there is a cost some may not take it up and those advertising are expecting this to go to all households, even if some do not read it. Some residents see the V & V as the highlight of their month.

DR reminded Cllrs that it is the valley magazine not the Martinstown magazine and he would like to see other villages contribute as well. Other voluntary groups have been asked for contributions

Proposal to donate the remainder of the donation budget of £162 for this year 2021-22
 Proposed AD Seconded MU 4 votes FOR 2 votes against motion carried

KD proposed that the PC take out an advert for a whole year of £350 for 2022-23 following the clear indication from the survey that this is what people want.

MU seconded this motion 3 Votes FOR- 2 votes against - 1 abstention motion carried

7) Report supplied by MU for Highways costs in the budget discussions:

MU noted that there is £2500 in this year’s budget for traffic calming and with this amount the PC could do the Dragons Teeth and Slow underlining. VAT needs to be added but can be reclaimed.

KD commented that DC didn’t support this measure but to highlight the entrances to the village’s, quotes are still being collated. Cllrs raised concerns about the road being resurfaced but then these road marks will be replaced. Also, we have done something at one end of the village and not the other, but if we can get the CSW up and running then we will cover the other end of the village.

MU noted that there is CIL money in the bank, but this needs further discussions. To note there will be 3 sets of Dragons teeth.

Proposed MU Seconded DW All agreed

8) Report supplied by KD for budget discussions:

1. Organise a clearance of stream silt banks every two years, estimate £2000 every 2-3 years, rather than annual removal of debris- KD suggested that we put £700 per year into the budget, the PC suggested putting nothing in the budget for the coming year and putting more pressure on Dorset Council in the future. The PC agreed not to put anything in the budget for the coming year for the stream clear.
2. Permanent Christmas Tree on the Village Green. The PC will take the funds from the village green fund should this be agreed for the coming year. Permissions to be confirmed with the landowner.
3. Locate village boundary signs in sight of the village with planting and mown verge. Capital £3000 for new signs, £1000 for planting bed construction beneath signs, annual expenditure £210 for regular grass cutting around signs- the PC will consider this when the PC considers for CIL expenditure.
4. Cut the village southern verge shorter to give a sense of place and make stream gully trip hazards visible. 4 cuts pa £160 pa- at the Annual Parish meeting the Countryside Ranger explained that this would go against DC policy. The proposal would be to put in £260 to include item 4 and 7 of the report.

Proposed KD Seconded DF 3 votes FOR 2 votes against 1 abstention motion carried

5. Add Blagdon close regular grass cut to village green contract (as per the requirements of lease) £140 pa- currently 2 cuts per year- The current contract with our contractor is in place until 2023 but this has been planted by Green Martinstown. The PC will let it run for this year and see how it goes.
6. Repair post and rail fence plus hedges at Blagdon Close (as per the requirements of lease) £500-£1000 one-off- not part of the lease- no action
7. Add two extra north verge cuts to village green contract £100 pa- as per item 4 above
8. Ask DC to provide two extra chargeable bridleway cuts per year £300 pa-the PC will see how it goes and report as needed -no action
9. If sufficient volunteers formally commit to fund CSW equipment £400- agreed in 2021-22 to be organised when volunteer comes forward this will be discussed at the Jan meeting. PC to let those who volunteered know the situation.
10. Put aside £1000 for possible additions to highway resurfacing- no action for this budget

Recommendations from the budget group not to increase the precept for 2022-23 based on the current budget and agree to £8700 precept.

Proposed MU Seconded DW All agreed

See agreed budget for 2022-23 following decisions made at the PC meeting

Detail	Amount	Comment/Notes
Precept	8700	No change in Precept
Garage and parking space	1120	Contract not up for renewal this was agreed in 2014 rents increased in last year's budget to be sent out Dec 21
Grants		Grants received if any

Other Income		Allotment or interest if due
Vat		Vat reclaimed on business expenditure
CIL Monies		Funds due in April 2022-TBC (£12184.13 rec'd in 2020-21)
Total	9820	
Expenditure	Amount	Comment/Notes
Salary/PAYE	3520	Staff costs- increased in line with NALC
Audit fee	60	Internal auditor agreed
Office Stationery, mileage, allowance	450	Admin costs
Website	170	Domain costs-website to be separated from office costs
Training	200	Cllrs & Clerk training
Hall hire	150	To include zoom if required
Grass contract	700	Grass contract including additional cuts at SID site and Blagdon area- to be renewed April 2023
Bench Maintenance	600	Concrete bench to be removed (as cost of wood is £450 for materials) this could be replaced with a memorial bench with a maintenance figure included if one was to come forward.
Traffic Calming/Highways	0	Works agree for 2020-21 budget to be carried out
Council property, garage, green	500	Further £500 to be taken from reserves if required- a suggestion of surfacing to stop parking at the church damaging the grass. The green needs to be available for those using the Church
Professional fees	400	DAPTC, ICO, SLCC subs
Insurance	550	Annual fee
Donations	200	RBL Wreath- 38 (all were recycled, and a donation was made) V & V- £162 (paid in 2020-21)
CIL expenditure		TBC at a future meeting
V & V advert	350	Annual fee for whole page
Stream Clear		none
Additional Verge clearance	260	Southern verge 160 and extra verge cuts 100
CSW	0	To be taken from 2021-22 budget
Total	8100	

21/11-13. To consider the date for the next PC meeting- The next meeting will be Thursday 27th January at the village hall at 7.45pm

21/11-14. Democratic forum 15 minutes –

A resident commented on the parking at the new houses before Mallards Green and can we use this as a future comment from the PC in planning applications, this being dangerous and has been brought up before, but this is also a positive traffic calming measure as it slows traffic down.

A resident commented on agenda setting and items, and how long prior to a meeting this needs to be added, the agenda is published 3 clear days prior to the meeting and the agenda is set by the Clerk and councillors so items to be included need to be in 7 days before the meeting.

A resident asked where they can access the Cllrs email addresses. It was noted that only one Cllr was happy to publish their email address on the website. All PC correspondence should be directed to the Clerk on the official email address. clerk@winterbornestmartin-pc.gov.uk. The resident asked if this could be noted on the website.

All were thanked for their patience and the meeting closed at 10.45pm