



# MILBORNE ST ANDREW PARISH COUNCIL

[www.milbornestandrew-pc.org.uk](http://www.milbornestandrew-pc.org.uk)

Minutes of the Full council held at the Village Hall, Milborne St Andrew  
On Wednesday 05<sup>th</sup> January 2022 commencing at 1900 hours

## Present:

Cllr's Macnair, Redding, Witherden, Williams, Stephens, and Cherry.

7 members of the public

## Full Council

### 1. Apologies for absence

All members were present.

Cllr Parker (DC) had notified that she may be late.

### 2. Declarations of pecuniary or other interest

There were no declarations made.

### 3. Minutes of the previous meeting held on 01<sup>st</sup> December 2021

This were signed as a true and accurate record of the meeting.

### 4. Clerk's report

The report is attached at Annex A to these minutes.

### 5. Chair's update

There were no matters from the Chair.

### 6. Public participation (items on the agenda)

There where no matters from the public at this time.

The Chair confirmed that participation would be allowed at relevant agenda items.

### 7. Parish Councillors and representatives' reports

#### a. Milborne Jubilee Jamboree

Cllr Stephens did not have an update, other to say that the working group where likely to meet again around the 18<sup>th</sup> of January.

It was requested that an invoice of £800 be raised against Wyatt Homes for the donation of £800 to the event.

**The Clerk was content to do this, and hold the funds, as this was a one-off event with a finite closure date.**

### 8. Dorset Councillors report

No report had been received.

### 9. Planning matters

No new planning applications had been received.

### 10. Financial matters

#### a. Payments for authorisation

A total of **4 payments (PV's 36-39)**, totalling **£ 2168.21**, were approved, and authorised for payment.



**b. 3<sup>rd</sup> quarter budget report**

Budgets were on target for year end, with the only exception being professional fees which has been well documented in previous minutes.

**c. Renumeration of allowances**

**i. Councillors' allowances**

Members agreed not to draw an allowance.

**ii. Mileage allowance payment (MAP)**

It was agreed that MAP be maintained at the HMRC recommend rate of 0.45p per mile for both staff and Councillors undertaking official business in private vehicles.

**iii. Working from home allowance (WFH)**

It was agreed to continue to £10 per month for staff who are WFH.

**11. Sports Club presentation and update on camping and toilet facilities**

The Chair confirmed that each area would be discussed in turn - camping application, external toilets facilities and the external gates. Advance material had been forwarded to councillors. A collective resolution would be made at the end.

Mr Lock spoke on the draft planning application for camping at the Sports Club. It was confirmed that:

- It would be for up to 3 caravan and 5 tent pitches.
- Pitches would be limited in size.
- The Sports Club site would be available for casual community use.
- Camping would be blocked out for community events.
- Camping would provide an income stream for the Sports Club.
- The site would conform with regulations as set out by Dorset Council with an inspection certificate provided.

On the external toilet, Mr Lock stated that there was a need for community use, with access being managed by a PIN, which would be issued on request.

To conclude, Mr Lock had sought further advice on the external gates.

It was deemed that shortening the length of the gates was a more appropriate way of ensuring that access by unauthorised large vehicles was prevented.

Mr Lock took various questions on all three matters.

**Resolution 1**

**The Parish Council were supportive of all three initiatives, subject to the following:**

*Camping application*

**A site map is provided showing the preferred locations of the pitches.**

*External Toilet*

**That this is freely open to all during daylight hours.**

*Front gate*

**That one gate is open at all times during daylight hours.**



## **Resolution 2**

**That if confirmation is given out of council, that members can sign off these projects via electronic methods, in order to allow the Sports Club to move it on.**

### **12. Discussion on Village Hall funding request**

The debate started on how the Parish Council could, looking forward, support the Village Hall financially with maintaining and upgrading the access to all outside facilities within the boundary of the Village Hall grounds.

The initial thought process was to fund via the Precept; however, it was suggested by Cllr Witherden that s106 funds from the Huntley Down development, allocated for 'Play Facilities Maintenance Contribution' totalling £ 8984.00 would be a more appropriate source of funds.

The Clerk preferred a more internal control as s106 monies were procedurally difficult to obtain and only released when certain criteria were met. This means that a large degree of forward planning will be needed in this area.

**Council agreed to allocate the s106 to the maintenance of the outside areas of the Village Hall. This would ensure that the Precept increase would be kept to a minimum.**

**The Village Hall committee must liaise with the Parish Clerk in relation to projects in advance to allow the Clerk apply to Dorset Council for the funds.**

**It was requested that the Clerk request that the funds in advance from Dorset Council, and if released, allocate to a new specific reserve called "s106 Village Hall".**

**It was also recommended, by councillors, that the Village Hall look at other methods of increasing income such as hall hire rates, fundraisers, and other grant funding.**

### **13. Setting the Precept**

The Precept was set at £13150.00, which equates to £30.33 per band D tax base.

In addition to the budget working document, an additional 5% (current rate of inflation) was added to each budget line that did not have a fixed financial agreement.

### **14. Public participation (items not on the agenda)**

There were no further matters from the public.

### **15. Items for the next meeting**

None at present.

### **16. Date of next meeting**

**02<sup>nd</sup> February 2022**

**Milborne St Andrew Village Hall at 7pm**

**There being no further business the meeting closed at 2043 hours.**

**Richard Macnair**

**Chair to the Milborne St Andrew Parish Council**