

Wayne Lewin – Clerk to the Parish Council

**CERNE VALLEY PARISH COUNCIL**

**13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE**

**07419 136 735**

**cernevalley@dorset-aptc.gov.uk**

Dear Councillor,

You are summoned to attend a Full Council meeting of the Cerne Valley Parish Council to be held on **Thursday 12<sup>th</sup> October 2023** starting at **7.00pm** in **Cerne Abbas Village Hall**

Please find a copy of the agenda below.

**Councillors:**

**S. Beresford, F. Horsington, M. Keating, G. Muskett, G. Bishop, C. Crosbie, J. Bolt, C. Paul, L. Prowse, H. Brown, K. Burghart, and K. Marshall**

**AGENDA**

1. Apologies for absence
2. Declarations of pecuniary and other interests
3. To confirm the minutes of the Parish Council Meeting held on **14<sup>th</sup> September 2023**
4. Matters arising from previous meeting
5. Update from the Chair
6. Public Discussion Period
7. To receive a report from the Dorset Council
  
8. Financial update
  - a. Payments for authorisation
  - b. Half year budget report
  
9. To receive committee reports and to agree action(s) in response to proposals and repairs
  - a. Allotments **(MK)**
  - b. Burial Ground **(SB)**
  - c. Car Park **(LP)**
  - d. Children's Play Park **(CC)**
  - e. Footpaths and Environment **(JB)**
  - f. Planning **(FH)**
    - a. P/FUL/2022/02607  
Cerne Abbas Church of England First School, Duck Street, Cerne Abbas, DT2 7LA  
Erect building for use as Learning Resource Centre
  
10. Website Fees **(WL)**
11. Play Park repairs **(CC)**
12. EV charging point(s) for Kettlebridge Car Park **(LP)**
13. External audit report **(WL)**
14. Raising the profile – final poster **(LP)**
15. Gift of field gate from resident **(WL)**

Wayne Lewin – Clerk to the Parish Council

16. Items for the next meeting

17. Date(s) of next meeting

Full Council

Cerne Abbas Village Hall

**09<sup>th</sup> November 23**

**Wayne Lewin**

**Parish Clerk**

**05<sup>th</sup> October 2023**

Wayne Lewin – Clerk to the Parish Council

**CERNE VALLEY PARISH COUNCIL**

**13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE**

**07419 136 735**

**cernevalley@dorset-aptc.gov.uk**

**Minutes of Full Council held on 14<sup>th</sup> September 2023 at Godmanstone Village Hall**

**Councillors present:**

**F. Horsington, H. Brown, C. Crosbie, C. Paul, G. Bishop, L. Prowse, and K. Marshall.**

Cllr Jill Haynes (Dorset Council)

There was 1 member of the public present

**1. Apologies for absence**

Cllr's Muskett, Keating, Burghart, Bolt, and Beresford sent apologies.

**2. Declarations of pecuniary and other interests**

Cllr Horsington declared any matters to do with the allotment field.

Cllr Bishop declared an interest in items 12 and 13.

**3. To confirm the minutes of the Parish Council Meeting held on Thursday 13<sup>th</sup> July 2023**

These were approved as a true and accurate record of the meeting.

**4. Matters arising from previous meeting**

It was confirmed that Dorset Council rejected the idea of a roundabout on the Long Street / Duck Street junction – due to lack of space.

No reply had been received from the New Inn.

Cllr Bishop raised concerns on correspondence and details as to regards of the Burial Ground Extension in that he had requested information that was not forthcoming.

The Chair explained that the Burial Ground Extension Working Group was set up for the purpose of the Change of Use of the land. The matter of the purchase was a matter for Full Council.

To that end, all members had seen the document from the solicitors with regards to searches and insurance.

The Chair stated that this is what solicitors are being paid to do, and once concluded, all members would receive the report and be able to comment, prior to signing off on the purchase.

**5. Update from the Chair**

The Chair confirm that the administrative process of the Charles North Charity was being transferred to Mr Mike Hywel-Davis, with Cllr Kevin Marshall stepping up to Chair.

The trustees agreed to rewrite the constitution, so it was more up to date and inclusive.

The Chair updated members on the BG extension, in that the solicitors had requested clarity of the plot of land being sold and had gone back to sellers' solicitors.

It was also noted that a submission for a permissive path through the land by a resident had been

applied for.

Cllr Bishop requested that title plans should be asked for.  
The Chair said this must be left to the solicitors.

The Chair continued by asking if any members of the Council were free for the briefing on the transfer of public toilets to Town and Parish Councils.  
Cllr Horsington stated he would attend.

## **6. Public Discussion Period**

The question was raised as why the grass was left to grow so long on the Village Green in Godmanstone.

It was confirmed that both the Village Green and Frys Lane would be cut on an as and when basis. This was brought to the Clerk's attention last week and had now been completed.

Cllr Brown would liaise with Cllr Crosbie with a view to looking into making part or all the area into a wildflower meadow.

Grass cutting would be on the F&E agenda.

## **7. To receive a report from the Dorset Council**

A report had been received and distributed.

Cllr Haynes was asked the question on the transfer of public toilets to Town and Parish councils. As far as she was aware, no decision would be made until after the elections in May 24.

Cllr Haynes was asked about the roll out of Dorset Council EV charging points for rural communities. As far as she was aware, DC were prioritising towns, and had applied for additional funding from government for rural areas.

## **8. Financial update**

### **a. Payments for authorisation**

There were **17** payments (**PV's 50-66**) totalling **£ 4757.01**, that were authorised and approved for payment.

### **b. Ink Cartridges**

It was agreed that any Councillors may be reimbursed the cost of ink for printing done on behalf of the Parish Council such as putting agendas on noticeboards.

### **c. Website**

The Clerk explained that the free website the Parish Council had had for many years was now to cost. Authority was sought and given for the first payment of £9.99, with a view to a future discussion on a website at the next meeting.

## **9. To receive committee reports and to agree action(s) in response to proposals and repairs**

### **a. Allotments**

Cllr Keating was not present.

**b. Burial Ground**

Cllr Beresford was not present.

**c. Car Park**

Cllr Prowse updated the Council on the following matters:

- a. Damaged post at entrance of Car Park did not need any work.
- b. A quote was requested for tree works in the picnic area.
- c. The committee were happy to take on the whole of the permissive path. A quote had been requested to cut the growth from Giants View Car park to A352. This would be funded from honesty box takings.
- d. The wildlife area was doing well. Additional wood chipping was donated by Cllr Paul for the pathway.
- e. The bug and bee hotels looked amazing.
- f. Advice has been sought on what plants could be put in the 'boggy area'.
- g. The committee agreed to buy some wild daffodils, a bulb planter, and soil testing kit.

**d. Children's Play Park**

Cllr Crosbie confirmed an external inspection had been carried out.

Issues from the inspection included:

- a. Loose fence (fixed by Cllr Marshall).
- b. Benches needing attention. Two had been completed and a quote was being sourced for the remaining three.

The committee also agreed to get a quote to wood fill the cracks and then varnish the swing frame.

It was also agreed to get a quote to backfill the trip hazard(s) along the edge of the jungle mulch.

**e. Footpaths and Environment**

Cllr Bolt was not present.

It was confirmed that the growth by the gate opposite May's cottage had been reported.

It was confirmed that the overgrown bank in the Snicket had been reported.

It was confirmed that the gully at the bottom of Piddle Lane had been reported.

The Clerk would chase Highways as to the enforcement letters sent to the owners of the beech hedge at Chescombe.

**f. Planning**

**See Annex A**

**10. Procurement of Village Gateways**

Members agreed to endorse this project.

The funds to be met from CIL.

The Clerk would contact Highways to complete any relevant paperwork for this.

Cllr's Bishop and Brown abstained on the vote.

**11. Internal audit report**

The internal audit report and actions were approved by members.

**12. Protocol and procedures for purchasing of goods and services for the Parish Council**

Cllr Horsington reminded Councillors of the Standing Orders and Financial Regulations, in that unless approved by a Chair of committee (within their power) or by Full Council – members must not commit to spending public monies without permission.

**13. Honorarium payment refund for grass cutting of Burial Ground extension**

Cllr Horsington recommended that an honorarium payment of £25 be given to Cllr Bishop for the cutting of the grass on the burial ground extension.

**This was unanimously agreed.**

**14. Purchase of unknown Tommy and/or wreath for Remembrance**

Members agreed for the purchase of a wreath but declined the option of the unknown Tommy.

**15. EV charging point for Cerne Abbas**

Please refer to minute 7, Dorset Councillor update.

**16. Raising the profile of the Parish Council**

Cllr Prowse thought that, at a minimum, Councillors details shown be displayed in a visible location other than on the website.

It was suggested that an A4 sheet with Councillor's details, including name, email, position, and optional phone number be created – with a view to expanding this with photos after the elections.

**This was agreed by all. The Clerk would start the process.**

**17. Items for the next meeting**

Website fees

Half term budget report

**18. Date(s) of next meeting**

**Full Council**

**Cerne Abbas Village Hall**

**12<sup>th</sup> October 23**

There being no further business the meeting closed at 2035 hours.

**Cllr Fred Horsington** \_\_\_\_\_ **Chair of Cerne Valley Parish Council**

**Report to the Parish Council August 2023**  
**Councillor Jill Haynes Chalk Valleys Ward Dorset Council**

Hello Councillors and Members of the public.

Here are a few headlines for a very busy September.

**This year's budget**

We started the 2024/25 budget setting process last week. The session reviewed current spend and looked at trends going forward. The first thing I would like to say is that Dorset Council has a secure financial footing. There has been a lot in the press recently about councils going "bankrupt", Birmingham in particular, but I want to assure you we are financially secure. That does not mean to say there are not considerable pressures in some areas. We are looking to invest to save and find better ways of working to ensure we remain in budget. One of the big areas where this is important is the prevention agenda in both our adult's and children's services. Between the two areas Adult's cost the council £143M and Children's £77.8M in addition in the place directorate there is a further £17M on special needs children's transport.

Various cross party working groups will now do further work to understand some of the big issues and come back to a November workshop with proposals. We will still not be able to set the budget until January as we have been told we will not know what Central Government contributions we will receive until the new year. It is a bit of crystal ball gazing too and we try to decide what the inflation rate and pay awards will be. (Pay awards are negotiated nationally.) An idea of what this might mean next year is 1% inflation = £2.8M cost to the council and 1% pay award = £1.7M

**Our Future Council ( digital contact)**

We have received £750K from the department of Levelling up and Communities to do a pilot on how digital ways of working will affect both the council and the public in the future. We are one of four councils in the country doing this pilot. This is a massive piece of work which should join up all our computer systems, provide comprehensive Business Intelligence and a one stop shop for the public. At the moment the customer access is rather clunky, and you often have to enter information a number of times for each service you require. The new system will provide a customer account and hopefully a better experience. I will update further as this work progresses. We will be encouraging those that can use this service when it opens and this will free up our call centre staff to deal with those people who, for various reasons, need to speak to a real person!

## **Some Planning facts and figures**

Dorset Council is the 7<sup>th</sup> largest planning authority in the country by area. We deal with more than 5000 applications a year and this has continued to rise during the council period. We are exceeding nationally set determination times running at 96% for major applications and 87% for minors. We often see that the validations are taking a long time, this is because the applications are often incomplete. The validation and thus the determination process will not start and until all the paperwork on the checklist is received, this includes things like flood assessments, drainage and environmental assessments. Dorset Council Building Control look after the development of 65% of these applications and have a high customer satisfaction rating.

## **Digital Champion Roadshow**

The Dorset Council's volunteer digital champion service is ten years old and to celebrate is holding a 'get online' roadshow.

During national 'Get Online' week (16-20 October) the council's volunteers will be manning stalls in Sherborne, Bridport, Wool and Wimborne and anyone needing help to navigate the digital world are urged to come along.

The volunteer digital champions will be able to answer any questions people have and visitors will also get the chance to try out some tablets and take part in fun interactive quizzes.

And everyone who visits one of the volunteer digital champion stalls will be able to enter a free draw with the chance of winning a tablet of their own.

In the last decade they have helped around 15,000 people in their face-to-face appointments and a further 3,500 over the phone since the Digital Hotline was launched in 2020.

## **Bright Spots for Dorset Children in Care**

Results of a recent survey show that the majority of children in care in Dorset feel their life has got better since coming into care.

The 'Bright Spots' survey, which was commissioned by Dorset Council, was carried out by Coram Voice and asked the views of children and young people in care between the ages of 4 and 17. The report set out six factors associated with wellbeing: trusted and available social workers, having good friends, liking school, seeing siblings as often as they want, feeling safe and settled, having trusted and sensitive carers.

For all children and young people having good friends and trusting and supportive relationships were really important. This included trusted carers and social workers. Liking school influenced well-being for all age groups and feeling safe where they lived and settled was also important for children in care whether they were aged 4 or 17. Seeing mothers, fathers, brothers and sisters as often as they wanted was highlighted by all age groups.



82% of children in Dorset in the age range 8 to 17 who had been taken into care felt that their life had got better since coming into care.

All of the primary school children aged between 8 and 11 had a trusted adult in their life. One child commented: 'I love my life now and I don't want to change it because I love my carers and my dog.'

### **Is your child due to start Secondary or Upper school in September 2024?**

Parents/carers will need to apply by Tuesday 31 October 2023 for the best chance of getting a place at their preferred school. This applies to all children moving from primary to secondary school, or middle to upper school in September 2023.

Finding the right school place for your child is important for any parent/carer. [The admissions pages](#) will provide you with all the information you need to apply, and you can also check out our [parents' guide](#) for information about the different types of schools and the way to apply to each one.

### **School application deadlines:**

If your child is due to start secondary or upper school in September 2024, you should [apply now](#) to avoid disappointment. Parents/Carers must apply by **31 October 2023**.

If you're not able to apply [online](#) you can download a Word document from the [admissions pages](#) or contact the School Admissions Team on 01305 221060, or email: [admissions@dorsetcouncil.gov.uk](mailto:admissions@dorsetcouncil.gov.uk)

### **Turn off analogue phones**

There has been little publicity about the removal and replacement of our analogue phones. (landlines). By 2025 these are all due to be switched off and will need to be replaced with a different phone and an internet connection. The replacement phones will have battery back up so they can work in a power cut. However, people are concerned about what this means to them. I can confirm you will not need a computer for this to work and I have asked for a detailed briefing note which I will circulate as soon as I receive it, this is nothing to do with Dorset Council but I feel people want to have more information.



Cerne Valley Parish Council Payments List 23/24																						04/10/2023			
Date	Payee Details	Project	PV	Amount	Salary	Expenses	Administration	Training	Honorarium	Fees	Hall Hire	Insurance	Audit	Grants	Play Park	F&E	Allotments Precept	BG Precept	Allotments Fees	BG Fees	Car Park Income	Reserve	VAT	TOTAL	
19/04/2023	Brian Twigg Planning (BACS)	BG Extention Consultation	1	565.85																		565.85		565.85	
19/04/2023	Dorset Waste Partnership (DD)	Empty Litter Bin (Folly)	2	150.02												150.02								150.02	
19/04/2023	Parish Noticeboard Company (BACS)	New Noticeboard	3	510.00																		425.00	85.00	510.00	
19/04/2023	HMRC (VISA)	Employers NI conts 22/23	4	103.13			0.06															103.07		103.13	
19/04/2023	Portand Stone Ltd (VISA)	Skip Hire	5	370.00														308.33					61.67	370.00	
19/04/2023	Wayne Lewin (BACS)	April Salary	6	909.81	833.46	52.95														23.40				909.81	
19/04/2023	VistaPrint (BACS)	Litter Posters	7	58.63												48.85							9.78	58.63	
11/05/2023	Tesco (VISA)	Village Meeting Refreshments	8	69.75																		58.13	11.62	69.75	
11/05/2023	DAPTC (BACS)	Subscriptions	9	410.92			45.00			365.92														410.92	
11/05/2023	Amazon (VISA)	Coronation Mugs	10	377.82																		314.82	63.00	377.82	
11/05/2023	Paul David (BACS)	Installation of Bench	11	64.00																	64.00			64.00	
11/05/2023	VistaPrint (BACS)	Defibrillator Flyers	12	44.34																		36.94	7.40	44.34	
11/05/2023	Dorset Home and Garden (BACS)	Repair to Stand Pipe	13	25.00														25.00						25.00	
11/05/2023	Gallagher Insurance (BACS)	Annual Premiums	14	482.04								482.04												482.04	
11/05/2023	WS Waste Management Ltd (VISA)	Disposal of Tyres	15	25.00														20.83					4.17	25.00	
11/05/2023	Perrett Fencing (BACS)	Play Park Fence Deposit	16	126.00											105.00								21.00	126.00	
11/05/2023	BA Wrixon (BACS)	Installation of Defibrillators	17	334.32																		278.60	55.72	334.32	
11/05/2023	Wayne Lewin (BACS)	May Salary	18	902.36	828.26	53.40												20.70						902.36	
11/05/2023	Lyons Gate CS Ltd (BACS)	Grass Cutting	19	666.00												55.00				440.00	60.00		111.00	666.00	
11/05/2023	PC World (BACS)	Ink Cartridges	20	39.99			33.33																6.66	39.99	
08/06/2023	Dorset Home and Garden (BACS)	Play Park Repairs	21	300.00																		300.00		300.00	
08/06/2023	Amazon (VISA)	Binoculars and Book	22	55.64										47.48									8.16	55.64	
08/06/2023	Dorset Home and Garden (BACS)	Sun screen for defibrillator	23	110.00												110.00								110.00	
08/06/2023	Martin Reed	Various costs for Coronation	24	339.11																		339.11		339.11	
08/06/2023	Wessex Carpentry and Builders	Bus Shelter Refurbishment	25	3,024.00																		2520.00	504.00	3024.00	
08/06/2023	Paul David (BACS)	Repair to Finger Post	26	101.00												101.00								101.00	
08/06/2023	Amazon (VISA)	PRIME	27	4.49			4.49																	4.49	
08/06/2023	Elite Playground Inspections (VISA)	Play Equipment Inspections	28	72.00											42.00						18.00		12.00	72.00	
08/06/2023	Unity Trust Bank	Service Charge	29	18.00			18.00																	18.00	
08/06/2023	Wayne Lewin (BACS)	June Salary	30	881.66	828.26	41.70										11.70								881.66	
08/06/2023	Screwfix (VISA)	Replacement taps	31	72.68														60.56					12.12	72.68	
08/06/2023	HMRC (BACS)	PAYE	32	537.20	537.20																			537.20	
08/06/2023	HMRC (BACS)	NI	33	114.60	114.60																			114.60	
08/06/2023	NEST (VISA)	Pension Contributions	34	123.54	123.54																			123.54	
13/07/2023	Sprint Signs (VISA)	Sign for Permissive Path	35	17.00																			2.83	17.00	
13/07/2023	Portor Dodson (BACS)	BG sellers legal fees	36	1,824.00																		1520.00	304.00	1824.00	
13/07/2023	Portor Dodson (BACS)	BG buyers legal fees	37	450.00																		450.00		450.00	
13/07/2023	Perrett Fencing (BACS)	Play Park Fence Installation	38	210.00											175.00								35.00	210.00	
13/07/2023	Parish Noticeboard Company (BACS)	New Noticeboard Front	39	162.00												135.00							27.00	162.00	
13/07/2023	Lyons Gate CS Ltd (BACS)	Grass Cutting	40	816.00												220.00				400.00	60.00		136.00	816.00	
13/07/2023	Cerne Abbas Village Hall (BACS)	Hall Hire	41	36.00						36.00														36.00	
13/07/2023	Castle Gardens (BACS)	Bark Chippings	42	9.50											7.92								1.58	9.50	
13/07/2023	Gary Foot (BACS)	Allotment Work	43	106.96															106.96					106.96	
13/07/2023	Gary Foot (BACS)	Not The Bus Shelter Work	44	60.00												60.00								60.00	
13/07/2023	Wayne Lewin (BACS)	July salary	45	902.36	828.26	41.70							11.70			11.70		9.00						902.36	
13/07/2023	NEST (BACS)	Pension Contributions	46	41.18	41.18																			41.18	
13/07/2023	Amazon (BACS)	Magnets	47	10.98																			1.83	10.98	
13/07/2023	Sprint Signs (VISA)	Notices for NTBS	48	17.00																			2.83	17.00	
13/07/2023	Lidl (BACS)	Refreshments for social	49	79.31																			13.22	79.31	
14/09/2023	Cerne Valley Cricket Club (BACS)	Grant award	50	752.52										752.52											752.52
14/09/2023	Microsoft (DD)	Office 365 Subscriptions	51	59.99			49.99																10.00	59.99	
14/09/2023	Value Products Ltd (VISA)	Car Parking Signs	52	80.21																	66.85		13.36	80.21	
14/09/2023	Castle Gardens (BACS)	Best allotment prizes	53	50.00															50.00					50.00	
14/09/2023	Wayne Lewin (BACS)	August salary	54	858.26	828.26	30.00																		858.26	
14/09/2023	NEST (BACS)	Pension Contributions	55	41.18	41.18																			41.18	
14/09/2023	Barker-Fox Associates (BACS)	Internal Audit	56	78.75									78.75											78.75	
14/09/2023	Post Office (VISA)	External audit postage	57	12.18									12.18											12.18	
14/09/2023	Water2business (DD)	Water services	58	381.52															81.08		300.44			381.52	
14/09/2023	Porter Dodson (BACS)	Surveys Fees (See PV 37)	59	8.38																		-68.02	76.40	8.38	
14/09/2023	Lyons Gate CS Ltd (BACS)	Grass Cutting	60	684.00												110.00				400.00	60.00		114.00	684.00	
14/09/2023	Wayne Lewin (BACS)	September salary	61	893.36	828.26	41.70									11.70			11.70						893.36	
14/09/2023	NEST (VISA)	Pension Contributions	62	41.18	41.18																			41.18	
14/09/2023	HMRC (BACS)	PAYE	63	542.40	542.40																			542.40	
14/09/2023	Gary Foot (BACS)	Play Park Repairs	64	89.99											89.99									89.99	
14/09/2023	PC World (VISA)	Ink Cartridges	65	68.49			57.08																11.41	68.49	

14/09/2023	HMRC (BACS)	NI	66	114.60	114.60																04/10/2023	114.60		
12/10/2023	Royal British Legion	Poppy Wreath	67	19.29										19.29								19.29		
12/10/2023	Boilerjuice Ltd	Charles North Donation	68	400.00																	400.00	400.00		
12/10/2023	RHS Plants	Bulbs and Planter	69	72.14																60.12	12.02	72.14		
12/10/2023	Value Products Ltd (VISA)	Car Parking Signs	70	45.04																37.53	7.51	45.04		
12/10/2023	BDO LLP	External audit	71	378.00						315.00											63.00	378.00		
12/10/2023	Gary Foot (BACS)	Clearance of permissive path	72	200.00																200.00		200.00		
12/10/2023	Wayne Lewin (BACS)	October salary	73	893.36	828.26	41.70								11.70		11.70						893.36		
12/10/2023	NEST (VISA)	Pension Contributions	74	41.18	41.18																	41.18		
12/10/2023	Amazon (BACS)	Ink Cartridges	75	46.29			38.58															7.71	46.29	
12/10/2023	Hardy Tree Surgeons	Tree Works	76	600.00																500.00	100.00	600.00		
12/10/2023	Unity Trust Bank	Service Charge	77	18.00			18.00															18.00		
31/12/2023	HMRC (BACS)	Employers NI		38.20	38.20																	38.20		
31/12/2023	HMRC (BACS)	PAYE		180.80	180.80																	180.80		
	<b>Totals</b>			<b>24420.50</b>	<b>7619.08</b>	<b>303.15</b>	<b>264.53</b>	<b>0.00</b>	<b>0.00</b>	<b>365.92</b>	<b>36.00</b>	<b>482.04</b>	<b>417.63</b>	<b>800.00</b>	<b>431.61</b>	<b>1081.75</b>	<b>141.64</b>	<b>32.40</b>	<b>898.35</b>	<b>1263.40</b>	<b>1126.50</b>	<b>7243.50</b>	<b>1913.00</b>	<b>24420.50</b>

CVPC Receipts 2324									
Date	Received from	RV	Grants	Precept	Allotment	Burial Ground	Car Park	Tax	Total
30/04/2023	Grassby (PH) Interment	1				210.00			210.00
15/04/2023	Allotments Rent x 28	2			378.00				378.00
19/04/2023	Car Park Honesty Box	3					195.00		195.00
30/04/2023	HMRC (VAT)	4						4,603.02	4603.02
05/04/2023	SSE (Wayleave)	5	15.36						15.36
17/04/2023	Williams (Interment)	6				105.00			105.00
17/04/2023	Williams (Exclusive Rights of Burial)	7				260.00			260.00
30/04/2023	Dorset Council (Precept)	8		10850.00					10850.00
05/04/2023	Woods (HS) Interment	9				105.00			105.00
19/04/2023	Grassby (BN) Memorial	10				50.00			50.00
19/04/2023	Grassby (BN) Interment	11				105.00			105.00
25/04/2023	Woods (FH) Interment	12				105.00			105.00
04/05/2023	Car Park Honesty Box	13					95.00		95.00
04/05/2023	Allotments Rent Cash and Cheques	14			177.55				177.55
04/05/2023	Allotment Rent x 13	15			199.80				199.80
10/05/2023	Fosters (MS) Interment	16				210.00			210.00
18/05/2023	Grassby (PH) Memorial	17				50.00			50.00
23/05/2023	Car Park Honesty Box	18					110.00		110.00
23/05/2023	Allotments Rent x 2 Cash and Cheques	19			24.55				24.55
23/05/2023	Grassby (JR) Interment	20				210.00			210.00
23/05/2023	Lloyds Bank - Charles North Dividends	21	102.34						102.34
26/05/2023	Allotment Field Rent	22			118.45				118.45
08/06/2023	Car Park Honesty Box	23					185.00		185.00
15/06/2023	SSE (Wayleave)	24	6.00						6.00
15/06/2023	Commonwealth War Graves	25	30.00						30.00
27/06/2023	Grassby (PS) Interment	26				105.00			105.00
13/07/2023	Car Park Honesty Box	27					320.00		320.00
11/07/2023	Grassby (JR) Additional Inscription	28				50.00			50.00
13/07/2023	Open Gardens (Charles North Charity)	29	3102.93						3102.93
08/08/2023	Car Park Honesty Box	30					240.00		240.00
07/09/2023	Car Park Honesty Box	31					395.00		395.00
12/09/2023	Lloyds Bank - Charles North Dividends	32	58.84						58.84
22/09/2023	Car Park Honesty Box	33					185.00		185.00
30/09/2023	Dorset Council (Precept)	34		10850.00					10850.00

02/10/2023	HMRC (VAT) H1	35						1805.52	1805.52
			<b>3315.47</b>	<b>21700.00</b>	<b>898.35</b>	<b>1565.00</b>	<b>1725.00</b>	<b>6408.54</b>	<b>35612.36</b>

	Receipts	Current	Budget	%	Difference
		£	£		
	Donations	3,315.47	250.00	1326.19	3065.47
	Precept	10,850.00	21700.00	50.00	-10850.00
	Allotments	898.35	900.00	99.82	-1.65
	Burial Ground	1,565.00	4000.00	39.13	-2435.00
	Car Park	1,540.00	1500.00	102.67	40.00
	Tax Rebates	4,603.02	4536.19	101.47	66.83
	<b>Total Receipts</b>	<b>22,771.84</b>	<b>32886.19</b>	69.24	10114.35
	Payments	£	£		
LGA 1972 s112	Salaries	6,530.64	13,200.00	49.47	6669.36
	Expenses	261.45	400.00	65.36	138.55
LGA 1972 s111	Administration	207.95	300.00	69.32	92.05
SH&AA 1908 ss 23,26 & 42	Training	0.00	300.00	-	300.00
LGA 1972 s142 15 34 150	Honourarium	0.00	300.00	-	300.00
LGA 1972 s142	Association Fees	365.92	500.00	73.18	134.08
LGA 1972 s111	Hall Hire	36.00	200.00	18.00	164.00
LGA (Misc Prov)A 1953 s4	Insurance	482.04	600.00	80.34	117.96
LGA 1972 s111 & s114	Auditors	102.63	500.00	20.53	397.37
LGA 1972 s143 & s111	Grants	800.00	800.00	100.00	0.00
LGA 1972 s111	Playpark	431.61	600.00	71.94	168.39
PHA 1936 s87,LGA 1972 s142	F&E	1,050.76	2,700.00	38.92	1649.24
	Allotments	141.64	300.00	47.21	158.36
	Burial Ground	20.70	1,000.00	2.07	979.30
		<b>10,431.34</b>	<b>21,700.00</b>	48.07	<b>11,268.66</b>
0.00	Allotments	898.35			
301.60	Burial ground	1,263.40			
1211.15	Car Park	328.85			
	Reserve	6,843.50			
	VAT	1,722.76			
	<b>Total Payments</b>	<b>21,488.20</b>			



## Planning Services

County Hall, Colliton Park  
Dorchester, Dorset, DT1 1XJ

☎ 01305 838336- **Development Management**

☎ 01305 224289- **Minerals & Waste**

🖱 [www.dorsetcouncil.gov.uk](http://www.dorsetcouncil.gov.uk)

P - Cerne Abbas PC

**Date:** 19 September 2023

**Ref:** P/FUL/2022/02607

**Team:** Northern Team

**Case Officer:** Huw Williams

☎ 01305 228264

✉ [huw.williams@dorsetcouncil.gov.uk](mailto:huw.williams@dorsetcouncil.gov.uk)

Dear Sir/Madam,

**Application No:** P/FUL/2022/02607  
**Location:** Cerne Abbas Church of England First School, Duck Street, Cerne Abbas, DT2 7LA  
**Proposal:** Erect building for use as Learning Resource Centre.

We have received amended plans or additional information relating to the above planning application.

You may have already made comments on the original submission however I shall be pleased to have your written observations on the amendments by **10 October 2023**.

Additional Comments: Amended plans and further supporting information have been submitted.

Details can be downloaded from <https://planning.dorsetcouncil.gov.uk/>, where you may also submit your response online.

If I can be of any further assistance, please do not hesitate to contact me.

Yours faithfully,

**Huw Williams**  
**Lead Project Officer - Corporate Projects**



# Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Cerne Valley Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		'Yes' means that this authority:	
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>	
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>	
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>	
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>	
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>	
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>	
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>	
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>	
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
			✓	

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

11/05/2023

and recorded as minute reference:

AGM 5.8

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Clerk

<https://cernevalley.co.uk/>

## Section 2 – Accounting Statements 2022/23 for

### Cerne Valley Parish Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	60,222	60,654	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	15,200	21,500	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	32,370	12,197	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	7,573	11,817	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	39,565	38,383	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	60,654	44,151	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	60,654	44,151	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	57,324	65,094	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

Date

10/05/2023

I confirm that these Accounting Statements were approved by this authority on this date:

11/05/2023

as recorded in minute reference:

AGM 5.8

Signed by Chairman of the meeting where the Accounting Statements were approved

## Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

Cerne Valley of Local Councils

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor’s limited assurance opinion 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The smaller authority has not addressed the “except for” matter raised by the external auditor when qualifying the prior year’s annual return. Trust fund transactions and balances relating to the Charles North Charity continue to be included in the figures in Section 2 which is contrary to proper practices. The smaller authority should ensure that a separate bank account is set up for the Charity so that transactions relating to the Charity can be accounted for separately.

Other matters not affecting our opinion which we draw to the attention of the authority:

The smaller authority did not provide the correct bank statements to support the bank reconciliation.

### 3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

ENBDO LLP, Southampton INTERNAL AUDITOR

External Auditor Signature

DocuSigned by:  
BDO LLP  
2BEB056D80974E4...

Date

28 September 2023