

MINUTES OF BISHOPS CAUNDLE PARISH COUNCIL MEETING

HELD ON TUESDAY, MARCH 21st, 2023, AT 7.30 P.M.

1. **Apologies:** A. Coombe,

Attendees: A. Jones, A. Tuffin (Part), K. Adlem, D. Blair, J. Shaw, Cllr R. Legg, J. Walsh-Quantick (Clerk)

Cllr. Tuffin submitted his resignation from the council on 21/03/2023 and was thanked by Cllr. Jones for his support and hard work over the past 12 years.

Members of Public: 2 (Coronation Committee)

2. **Football Club (Public)**

No invited members of the football club attended, to re-invite to May meeting.

CLK

3. **Play Area (Public)**

No members of public attending, to be covered in main meeting.

4. **Coronation Celebrations (Public)**

Sue Phillips and Pete Hobbs updated the Parish Council on the plans for a celebration event for the village community to be held at the school over the coronation weekend. The event will take place on Sunday 7th May at 1-3pm. A request was made for funding towards some commemorative items for resident children aged 0-16 within the village, example coins were shown at the meeting. A donation of £250 was agreed unanimously. Prop Cllr. Shaw, Seconded Cllr. Tuffin.

5. **Previous Meeting Minute Approval**

Minutes of the meeting held on Tuesday 17th January 2023 were agreed with no amendments. Proposed Cllr. Tuffin, Seconded Cllr. Adlem.

6. **Matters Arising:**

- a. **Speeding SID / White Gates / Community Team**

The SID had its electric cable cut and was returned to the county SID team to have a new cable attached. Longer term they will supply a thick gauge wire. The CSW team have kindly agreed to take on the responsibility to move this every 6 weeks.

White Gates – Cllr. Legg to re-follow up with team. The council forwarded a list of restrictions on using a private firm for purchasing gates but have not provided the requested quotes. RL Community Team – Training has been completed. Speeding at or above 35mph is recorded onto a spreadsheet which is then forwarded to the police. They send out letters at the first and second offence then complete a home visit on the third offence.

- b. **Planters**

There are 6 planters remaining, plan now to offer to the garage for their use. Compost for these remains in the village hall carpark.

AJ

- c. **Footpath – Maintenance. Dog and other waste**

Ongoing - Cllr. Shaw will recontact S. Meads for the footpath waymark signs so they can be placed. JS

Ongoing - New dog waste signs to be sited throughout the village once weather improves.

CLK

Mr. Jones
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Dog waste bin to be sited near Brown Street following complaints that dog waste is being bagged up then thrown into hedges in this area. Once sited to notify on Facebook pages its location. CLK

The wheelie bin by the pavilion has gone missing, Clerk to request a replacement. CLK

d. **Manor Farm Pavement**

No current updates. To remain on agenda for next meeting.

e. **Church Green Flooding Update**

No new updates. No reported flooding. Awaiting update from DCC on next steps. RL

f. **Defibrillator**

Grant application has been sent and awaiting an update from the Lions Club. Once grant response is received the unit can be purchased (as agreed in previous meeting). CLK

g. **Community Shop Newsletter**

To remove from agenda as Cllr. Shaw advised that the shop will not be progressing with this. CLK

h. **Residence on A3030**

No further updates. Once an application is submitted it will need review by the Parish Council for comments.

i. **Neighbourhood Plan**

Cllr. Shaw has expressed an interest in identifying the work needed to establish a village plan. She has spoken with Sally-Ann Holt at Holwell as their plan is nearing completion. To feedback to the Parish Council once the preliminary work has been completed. Clerk advised that there is specific training available for this through DAPTC which gives a good grounding in setting up a project and the support that is available. JS

j. **Holt Lane Road Condition**

Stourton Caundle Parish Council forwarded an email from a resident about the ongoing damage to the edges of Holt Lane and subsequent mud and deep ruts either side. Clerk has notified Highways. CLK

7. **Planning Applications**

None.

Holwell Parish Council have forwarded an email about a proposed development in their village adjacent to the Bishops Caundle boundary. Individual comments should be forwarded to them directly.

8. **Cemetery Charge Review**

To increase all costs by 10%. Proposed Cllr. Blair, Seconded Cllr. Jones.

9. **Risk Assessment Review**

Agreed with current amendments. Once clerk has finished the CILCA qualification these will be re-addressed. Proposed Cllr. Blair, Seconded Cllr. Shaw.


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10. Review of Effectiveness of Internal Control

Internal audit from 2021-22 was completed and signed off within the correct submission period. All documentation legally required has been reviewed, updated as required and agreed within the allocated time scales.

11. Playing Field

Maintenance and repairs/work completed to date.

Awaiting topsoil for the area cleared prior to grass seed sowing. Contact to be made with Sherborne turf regarding seed costs KA

Car park fence – this remains damaged, quotes for repair needed. KA

Verges – a team from the village have volunteered to clear these and have made an amazing job. It was unanimously agreed that the funds allocated from the CIL monies for the verge clearance should be transferred to the play equipment fund.

Hill View 15a CIL monies of £2549.40 was unanimously agreed to transfer to the play equipment fund.

Cllr. Adlem and Cllr. Blair to contact Sovereign and Magna housing to ask for information re grants.

Football Club

Interest from a local club, to be re-invited to next meeting. CLK

Pavilion – Awaiting clearance by the Football Social Club. Once clear the lease agreement will be terminated and it will return back to management by the Parish Council. Question raised over remaining funds from the football social club. Cllr. Jones to discuss with Sarah Martin. AJ

S. Martin has told the clerk that the building will be cleared within the next few weeks.

Grass Cutting / Hedge Cutting

Grass cutting has no funds allocated so any cost will be taken from reserve monies. Cllr. Jones has been approached with an offer for free cutting which was agreed unanimously.

Quotes have been received by M C Landscaping however different quotes have been sent to councillors and the clerk and it is unlikely that this will be progressed. To be rediscussed in the May meeting.

H&S Inspection N/A

Purchases Cllr. Adlem is going to get finalised quotes for benches and two smaller items of play equipment to present at the next meeting.

12. CIL Monies Allocation Update

There is money still allocated from CIL and reserve funds which is ring fenced for: -

White Gates

Verge Clearance (now transferred to play equipment funds)

AED – defibrillator (agreed to purchased once Lions Grants monies has been finalised).

Picnic benches x 3

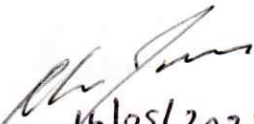
Village benches

Verge Trees

Initial work at the pavilion.

New CIL monies: -

15A Hill View – transferred to play equipment funds.


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13. Training

Provision of training was discussed, councillors to contact the clerk if training is needed.

14. Finance

Cllr. Tuffin is named on all of the Bank accounts as a signatory. It is agreed that until new signatories for the accounts have been arranged, the clerk will be authorised to sign cheques on behalf of the council. All cheques need two signatures.

Bishops Caundle Parish Council - State of Finances to 21/03/2023

Balances:

NatWest Current Account	£7,984.14	
NatWest Grants Account	£5,103.80	
NatWest Savings Account	£19,841.11	
Total		£32,929.05

Income:

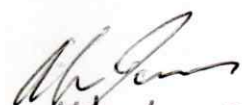
	Date	Amount
Current Account		
Grants Account		
Savings Account		
Interest January	30/11/2022	£12.49
Interest February	30/12/2022	£13.95

Cheques Signed and Approved by Chair Since Previous Meeting

None		

Other Payments Since Previous Meeting

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M Bennett Hedge Cutting	18/01/2023	£300.00
Hall Rent January	18/01/2023	£18.00
Hall Rent CSW Training	18/01/2023	£23.00
Dorset Waste Partnership	18/01/2023	£21.79
White Hart Magazine Donation	24/01/2023	£50.00
M Moore January	25/01/2023	£100.00
Clerk Salary January	31/01/2023	£364.60
Clerk Home Working Allowance January	31/01/2023	£24.00
Clerk HMRC January	31/01/2023	£33.20
Shaw & Sons	31/01/2023	£435.60
Community Speed watch Equipment	31/01/2023	£300.00


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