



# MILBORNE ST ANDREW PARISH COUNCIL

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Minutes of the Full council held at the Village Hall, Milborne St Andrew  
On Wednesday 02<sup>nd</sup> March 2022 commencing at 1900 hours

## Present:

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

4 members of the public

## Full Council

### 1. Apologies for absence

Cllr Witherden and Cllr Parker (DC) sent apologies.

### 2. Declarations of pecuniary or other interest

No declarations were made by members.

### 3. Minutes of the previous meeting held on 05<sup>th</sup> February 2022

These were agreed by all councillors as a true and accurate record of the meeting.

The request for an addition by Mr Lock was declined as the matter was discussed under planning.

### 4. Clerk's report

The Clerk's report is attached as an annexe to these minutes.

### 5. Chair's update

The Chair confirm that nobody had come forward via the election route to replace Cllr Tanya Churchill, so members were now allowed to co-opt a new councillor.

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

There were no matters from the public.

### 7. Parish Councillors and representatives' reports

#### a. Milborne Jubilee Jamboree

Cllr Stephens confirmed that a timetable had now been drafted and would be advertised across all platforms in due course, which would include a mail drop.

It was requested that the allocated funds from the Parish Council (£1500.00), could be spent without having to seek prior approval from Full Council.

**Members were confident that adequate processes were in place, authorised the above request and also the use of the council VISA card if needed.**

#### b. Neighbourhood Plan review

Cllr Macnair confirmed the consultation period ends on 05<sup>th</sup> March. The Neighbourhood Plan Working Group intend to bring the review findings to the May meeting.

### 8. Dorset Councillors report

A report had been received and distributed.

Cllr Macnair provided a summary of the report.

There were no matters for the Ward Councillor.

### 9. Planning matters

There were no new applications and no update on the Camelco application.

## **10. Financial matters**

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

There were **8 payments (PV 45-52)** totalling **£ 1199.14** that were approved and authorised for payment.

### **b. Provisional end of year accounts**

The income and expenditure were briefed by the Clerk.

Councillors were content with the figures.

These would be ratified at the next meeting.

### **c. Transfer to reserves**

The Clerk spoke on all annual budgetary cost centres and the recommended reserves to transfer to.

Members agreed on most but requested that the defibrillator excess be transferred to the defibrillator reserve and the green spaces excess be transferred to the Community Asset Fund (as this was earmarked for the waste bin).

Final totals would be ratified at the next meeting.

## **11. Speed Indicating Device**

Members were all in agreement to continue with this project on Milton Road, even with the elevated costs.

The Clerk would inform Dorset Council Highways.

## **12. Milborne St Andrew 'spring litter pick' – 06<sup>th</sup> March 2022**

This was confirmed to go ahead.

All materials and refreshments had been purchased.

Dorset Waste Partnership would deliver bags and gloves and collect the waste on 07<sup>th</sup> March.

## **13. Representative to Village Hall management committee**

Cllr Stephens volunteered for this appointment.

## **14. Appointment of new internal auditor**

The Clerk was requested at the previous meeting to conduct further due diligence.

The findings showed that JP Consultants were suitably qualified, charge a fixed fee, and had availability.

**It was unanimously agreed to appoint JP Consultants as the internal auditor on a rolling annual basis.**

## **15. Grass cutting contract – sign off work completed in 21/22**

Members were satisfied to the quality of work completed by the contractor. Cllr Redding requested that, once again, cutting be kept to a minimum on the junction of Lane End and the road to Bere Regis to allow the growth of wildflowers present on the verge.

## **16. Tree for the Jubilee**

Cllr Williams had conducted extensive research and believed the project a great idea.

It was confirmed that the tree must be planted during 2022 to qualify and be part of the Queens Jubilee Green Canopy.

The initial discussion brought the following ideas:

Location: Milton Road / Stileham Bank / Hopsfield green space

Type: Mature Wild Cherry

Plaque: Royal British Legion

Guard: Local Blacksmith

**Actions:**

**Cllr's Williams and Stephens would conduct a site survey and speak to residents close to the proposed locations.**

**The Clerk would speak to Dorset Council and establish any legal requirements that need to be completed prior to planting.**

**17. Annual Parish meeting items**

Members were asked if any guest speakers should be invited and if refreshments could be provided.

This will be discussed at a later date.

It was requested that the meeting be widely advertised on social media, noticeboards and in the Reporter.

**18. Public participation (items not on the agenda)**

Cllr Stephens (as a member of the public) confirmed that a community café would be established on the second Saturday of each month.

**19. Items for the next meeting**

Tree for the jubilee

**20. Date of next meeting**

02<sup>nd</sup> May 2022

Annual Village Meeting

Annual General Meeting

Full Council

Milborne St Andrew Village Hall at 7pm

**There being no further business the meeting closed at 2009 hours.**

**Richard Macnair**

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