

Toller Porcorum Parish Council

Minutes of the Parish Council meeting held on 12th January 2022 7pm, Toller Porcorum Village Hall

Present:

Cllr N Farmer (Chair)
Cllr P Crabbe
Cllr D Ennals

Cllr J Stavenhagen
Cllr C Wardle

Cllr J Miller
Cllr H Jones

In attendance:

Mrs K Sheehan (Clerk), Dorset Councillor Tony Alford

Public Democratic Forum

No issues raised.

807. Apologies for absence

None.

808. Declarations of interests and grants of dispensations

Cllrs Farmer, Miller and Ennals declared an interest in the item relating to the grant to TPRAA and stated that they would not participate or vote in this item. Additionally, a dispensation was applied for budget setting and raising the precept in order to transact business.

809. Chairman's Announcements

Cllr Farmer reported that:

- he had received two expressions of interest in the position of Parish Clerk;
- no further update on the Toller Times at this point in time.

The Councillors presented the Clerk with flowers, thanking her for her service over the past six years

810. To approve the minutes of the Parish Council meeting held on 24th November 2022

The minutes of the previous meeting of the Parish Council were proposed and duly accepted as a true and accurate record of the meeting.

Proposed: Cllr J Stavenhagen

Seconded: Cllr J Miller

RESOLVED

810 Matters arising

Cllr Ennals reported that some environmental assessments would be carried out on the Hooke chalk stream as well as some works designed to return the river to its natural state.

811. Reports from Outside Bodies

i. Dorset Council

Cllr Alford reported that recent rises locally in Covid-19 cases were significant. Dorset Waste Partnership has hit targets of 60% recycling, noting that 65% was the top figure reached nationwide. Work on the new Local Plan was continuing. He had visited the village to look at the drains at Barton Close, which had now been listed for jetting by Dorset Council. There may be some structural damage to the drain which would require further attention. Cllr Alford agreed to follow up on some planning enforcement issues with DC officers.

Cllr Alford left the meeting at this point and did not return.

ii. TPRAA

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Cllr Farmer reported that a delivery of young trees from the Woodland Trust was expected end Feb/start March. A planting scheme was being devised. Quotes were being sought for a possible boules court. Hedge laying will take place between the allotments and the recreation ground.

iii. DAPTC

None.

iv. Village Hall Committee

A response to the PC's letter had been received. The VHC would also be contacting Dorset Council about the EV charging scheme.

v. Digital

Cllr Crabbe to place an article in Toller Times.

812. To receive the first draft of the updated Emergency Plan

Councillors considered the updated EP, which had been circulated, comments were collated and Cllr Crabbe to then reissue final version to be adopted and published.

813. Finance & Procedure

i. To consider the receipts and payments due, note bank reconciliation and budget/spend update

Payment		Voucher#	Chq No/BACS	
HMRC	PAYE Dec21/Jan22	308	BACS	3.80
Dorset LGPS	Pension EE and ER Contribs	309	BACS	92.72
K Sheehan	Salary/Expenses Dec/Jan	310	BACS	403.61
C Burt	Defib consumables	311	BACS	59.94

				560.07

Proposed: Cllr C Wardle

Seconded: Cllr H Jones

RESOLVED for payment

Bank reconciliation noted with no questions.

ii. To receive and consider the recommendations of the Finance Working Group regarding budget and precept 2022/23

Following some discussion about grants and procedures, the proposed 2022/23 precept and budget were adopted without change, an increase of £2.57 per year per Band D household equivalent.

Proposed: Cllr C Wardle

Seconded: Cllr J Stavenhagen

RESOLVED

iii. To consider the process for the recruitment of a Parish Clerk and approve job description and person specification

Timeline, JD and PS all agreed without change.

Proposed: Cllr H Jones

Seconded: Cllr J Stavenhagen

RESOLVED

iv. To review Risk and Asset Registers

Both reviewed and agreed as circulated, subject to the addition of the laptop and printer to the asset register.

Proposed: Cllr C Wardle

Seconded: Cllr J Stavenhagen

RESOLVED

v. To consider the appointment of an internal auditor for 21/22

Agreed to appoint R. Keylock.

Proposed: Cllr P Crabbe

Seconded: Cllr H Jones

RESOLVED

vi. To resolve to remove the outgoing Clerk from the bank mandate

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Proposed: Cllr H Jones

Seconded: Cllr J Miller

RESOLVED

vii. To consider a grant request from TPRAA
Cllr Crabbe in the Chair, Cllrs Farmer, Ennals and Miller not participating or voting in this item.
Councillors considered a grant request from TPRAA for the sum of £750 to assist with costs of remedial safety work and hedgelaying. After some discussion this was agreed.

Proposed: Cllr C Wardle

Seconded: Cllr J Stavenhagen

RESOLVED

viii. To consider possible asset transfers from Dorset Council

Cllr Farmer reported that DC is preparing to release some freehold and leasehold assets to town and parish councils. Councillors considered that there were no assets they would be interested in pursuing and no further action on this item was required.

814. Planning

Neighbouring parish application P/FUL/2021/02817 at Higher Kingcombe Barn in Rampisham was noted, no comments offered.

815. Highways and Footpaths

Cllr Farmer reported that he had received correspondence regarding parking around the entrance to Hereward Close and had attended a site meeting with residents and representatives of the Housing Association. Some concerns had been raised about emergency vehicle access, and one resident had enquired about installing a dropped kerb to enable off road parking. Cllr Farmer reported that he had contacted the CLT about a small land parcel and would also make enquiries with local landowners to try and find a solution.

Cllr Wardle stated that there were no known footpath issues currently.

816. Future Agenda Items

It was noted that all items for future agendas should be submitted to the Chair seven days in advance of the meeting date.

817. Notable correspondence not previously circulated

None.

818. Date and items for the next meeting

March Parish Council meeting – Wednesday 9th March 2022.