

Dewlish Parish Council

Minutes of the meeting held on Thursday 25th November 2021, commencing 7.30pm at Dewlish Village Hall

Present: Cllrs S Crabb, A Fisher, C Uden, B Ross

Chair: Cllr B Hyams

Also present: 2 members of the public

Public Participation

It was noted that minutes of the meetings were not being put in the Village News. This will be rectified in future.

1. Apologies for absence

21.44 Apologies have been received from Dorset Cllr Jill Haynes (illness) and Cllr Sarah Clitherow (illness).

2. Declaration of pecuniary and other interests

21.45 No interests were declared.

3. Minutes of previous meeting dated 13th October 2021

21.46 A copy of the minutes had been issued to members prior to the start of the meeting. Cllr Fisher proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Crabb and agreed unanimously. The minutes were signed by the Chair in the presence of the meeting.

4. Matters Arising from previous minutes

21.47 Books in the bus shelter – the mouldy books have been removed.

5. Chairman's report

21.48 This will be removed from future meetings. Thanks were extended to Christine for delivering the leaflets advertising the Parish Council vacancy.

Remembrance Sunday went well with about 30 people in attendance. The bugler was very well received, and thanks are extended to her.

7. To receive the Dorset Councillor's report

21.49 Cllr Haynes was unable to attend the meeting but copies of her report had been issued to all members as they were received.

8. To receive reports on the following matters and to agree actions

21.50 **Planning**

| | |
|----------------------------------------------------------------------------------------|---------------|
| - P/HOU/2021/04240 | Dewlish House |
| Excavations to form below ground extension to outbuilding, housing proposed plant room | |
| -P/LBC/2021/04241 | Dewlish House |
| Refurbishment & internal alterations of Grade 1 listed house | |

This is a listed building and the majority of the work is taking place internally. It is clear from the documentation that a great deal of scrutiny has been undertaken. Members have no objection to the proposals.

- **Highways** Nothing to report. The gullies have been cleared again.
- **Footpaths** – a couple of styles need to be repaired – opposite the pub and the one by the barn. They have both been reported to the landowner.

9. To agree the payments and review the reconciliation of accounts and position against budget

21.51 A copy of the reports had been issued to all members prior to the meeting. The following payments were requested:

| | | | |
|-------------------|----------------------------------|-----|--------|
| Hampshire Flag Co | Union Jack | 503 | 71.93 |
| C Uden | Materials re Pound Green upgrade | 504 | 192.78 |
| C Haskett | Grass cutting | 505 | 30.00 |
| DAPTC | Code of Conduct training | 506 | 30.00 |
| C Haskett | Grass cutting | 507 | 60.00 |
| A Crocker | Wages August & September | 508 | 195.52 |
| HMRC | PAYE August & September | 509 | 44.40 |
| Barker Fox | Internal audit Ye 31.03.21 | 510 | 32.00 |
| A Crocker | Wages October & November | 511 | 189.80 |
| HMRC | PAYE October & November | 512 | 45.20 |
| John Seymour | Remembrance Day wreath | 513 | 21.99 |

The total amount payable from the Precept is £913.62

Cllr Crabb proposed the payments were made. This was seconded by Cllr Fisher and unanimously agreed.

21.52 A copy of the reconciliation of accounts and position against budget had been issued to all members prior to the start of the meeting. No comments were made or questions raised.

10. To accept the Internal Auditor's Report for accounts for the year ended 31st March 2021

21.53 A copy of the Internal Auditor's report had been issued to all members prior to the start of the meeting. The full report is available on the Parish Council website. The auditor made the following three recommendations:

1. That payments are only made to the name and address details produced on the invoice. The only exception to this is the case of a reimbursement for an expense paid on behalf of the Parish Council. In this case, the recipient should formally request that it is sent back to them, and this be attached to the invoice.

2. Amendments are required to the Financial Statement and final bank reconciliation. The overall totals are correct but some of the figures making up that total are incorrect and compensating errors.

3. The overpayment to the Clerk of £3.60 created by the hourly rate being shown as £11.30 and it should be £11, should be corrected. This was subsequently corrected in October.

Cllr Fisher proposed the Internal Auditor's comments are accepted. This was seconded by Cllr Crabb and agreed unanimously.

11. To agree the asset register

- 21.54 A copy of the current asset register was issued to all members prior to the start of the meeting. It was agreed that the replacement cost of the benches is increased to £1,200 and the insurance company informed accordingly. No other amendments were necessary at this time.

Cllr Ross proposed, with this amendment, the Asset Register is accepted. This was seconded by Cllr Uden and agreed unanimously.

12. To consider the adoption of the new Code of Conduct

- 21.55 Several councillors had attended the training course. Cllr Crabb proposed the new Code of Conduct is adopted. This was seconded by Cllr Uden and agreed unanimously.

13. To agree the budget for the year 2022 to 2023

- 21.56 A draft budget had been issued to all members prior to the start of the meeting. Cllr Hyams proposed that the budget remain at £4620. This was seconded by Cllr Fisher and agreed unanimously. A full breakdown of the budget is available on the Parish Council website.

14. To receive an update of the Pound Lane Green works

- 21.57 Cllr Uden reported that Mark Farrell has delivered the topsoil which volunteers have now put in place. This is settling nicely and firming up. It will need to be destoned. After this, where the tarmac meets the timber and where the timber has broken away, this will be filled. The area will then be raked and graded, which will remove the weeds. It can then be made up with topsoil and can be either sown or turfed.

It was noted that there are a lot of weeds growing in the stream. These will be cleared.

Cllr Ross requested that the stones alongside the road are cleared. This had been discussed but residents did not want these cleared at the time. The weeds are growing through the cracks so there would be a deal of work necessary to clear them. This is something that could be looked at in the future.

15. To consider events for the Queen's Platinum Jubilee celebrations and the Queen's Green Canopy

- 21.58 It was suggested that a couple of small trees could be planted on the Pound Green site as part of the Queen's Green Canopy initiative.

Jubilee – the bonfire night raised over £4,000, the majority of which will be going to the Jubilee Celebration Fund. It was noted that the bonfire does cause concern for the local farmyard animals which do not take kindly to the fireworks. Should there be a bonfire in future years, consultation will be undertaken with local farmers. The event will not be held at Parsonage in future.

Events – barn dance in April in Milborne; auction of promises for the end of February; bands, etc are being booked for the day. Beacon lighting on the 2nd June. 4th June - day of events. 5th June - celebratory church service and a bring and share lunch.

16. To consider the co-option of a new councillor

21.29 There is currently one vacancy on the Parish Council. The co-option will take place in January.

17. Agenda items for the next meeting

21.60 - Co-option of a new councillor
 - Pound Lane work

18 Date of new meeting

21.61 The next meeting will take place on Thursday 27th January 2022.

There being no further business, the meeting closed at 9.15pm.

Merry Christmas and a Happy and Peaceful New Year