

Minutes of Winterborne St Martin Parish Council (V1)

Monday 27 July 2026, 7pm

Martinstown Village Hall

Present: Cllrs, Nuttall (Chair), Fitzgerald, Hutchings, Walker, Pemberton, Marsh & Eversden

Apologies: Cllrs Hosford

No apologies received from Cllr Andrews

Democratic Period:

Cllr Pemberton advised about the Dorset Council public footpath survey. It was noted navigating the form wasn't easy.

It was agreed that Cllr Walker would complete on behalf of the Parish Council.

Cllr Eversden believed that Dorset Council's Rangers team currently has no funding and that an eight-year waiting list for footpath diversion applications.

Cllr Hutchings expressed concern that the early publication of the agenda prevented motions being included which does not align with the standing orders.

The Clerk stated that DAPTC has previously advised that it is not good practice to count Saturday as a clear day.

The agenda was posted online on the Monday, and it was placed in the bus shelter on Tuesday, meeting the legal requirement.

Late motions are difficult to incorporate due to workload and constitutional constraints. Councillors should aim to submit motions at least ten days before the meeting date.

The Clerk has started to update the standing orders for future consideration, and these will include amendments to clarify deadlines.

Cllr Hutchings raised concern regarding the updating of Cllrs Register of Interests which were required by 17 July. Current Cllrs email addresses are not recognised on the Dorset Council system.

Clerk will attempt to register councillors' email addresses manually.

Cllr Hutchings raised concern with the planning application arrangement agreed several months ago is still not live on the website.

The Clerk advised that she has suggested a different method for keeping a record of these and noted that the planning register that was on the website hadn't been updated since 2024. The proposed solution:

- Replace spreadsheet with a simple list of applications.
- Add direct links to Dorset Council's planning portal.
- Create a separate tab for decision notices.

Council agreed this approach.

Cllr Hutchings advised the six-month savings account matures in August.

Council agreed:

- Funds should be reinvested in the highest-interest option available.
- Existing investment policy already authorises this.



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Cllr Hutchings agreed to process this.

53/2026 Declarations of Interest

Cllr Walker declared an interest relating to agenda item 9a.

54/2026 Dorset Cllr Update

None received

55/2026 Police Report

Clerk has circulated latest report. One cold-caller incident was noted: an individual offering small jobs at an elderly resident's home.

56/2026 Minutes of Winterborne St Martin Parish Council meeting on Monday 29 June 2026

It was proposed by Cllr Fitzgerald and seconded by Cllr Eversden that these minutes with the following amendment should be accepted as a true and accurate record of the meeting.

Page 2, 31a)/2026, second sentence should read, Cllr Hutchings has resigned from the Staffing Committee....

All in favour with Cllrs Pemberton and Marsh abstaining.

RESOLVED

57/2026 Action points from last meeting

- a) 262/25 – Staffing Committee to revise procedure and bring recommendations to full Council – Cllr Nuttall advised no meeting has been arranged. Next agenda
- b) ACM04e)/2026 - Data Protection Policy - Clerk to undertake the review and bring revised policy to Council within two months. – AGENDA ITEM
- c) ACM04f)/2026 - Press & Media Policy - Clerk to undertake the review and bring revised policy to Council within two months – AGENDA ITEM
- d) ACM04g)/2026 - Employment Policy & Procedures - Staffing Committee to undertake the review and bring revised policy to Council within six months - Ongoing
- e) ACM05e)/2026 - Chair to pursue reinstatement of read only online banking access. COMPLETE
- f) 15/2026 - Cllr Hutchings agreed to revisit traffic calming options more broadly - Ongoing
- g) 31i)/2026 – Cllr Hutchings to explore provision of dog/waste bin - Ongoing
- h) 24/2026 - Clerk to arrange meeting with Dorset Council Transport Planners regarding footpath – Awaiting to receive dates.
- i) 32j)/2026 – All Cllrs to identify any DAPTC training courses and notify the Clerk – ONGOING
- j) 50a)/2026 – Cllr Nuttall to bring motion for tree works at Blagdon Close – Next agenda
- k) 50b)/2026 – Clerk to contact Hardy Trees regarding the Willow Tree requiring attention – COMPLETE
- l) 37/2026 – Clerk to contact Planning regarding garage works as in conservation area – COMPLETE – Clerk advised response has been received requesting application form to be submitted to determine if any permissions are required. Action: Clerk to send to Cllr Fitzgerald
- m) 49/2026 – Cllrs Nuttall & Hosford to meet with Monitoring Officer. Cllr Nuttall advised a response has been received from the Monitoring Officer stating his role is not to be involved with council decisions. Cllr Nuttall to update at next meeting.

58/2026 Audit & Governance Compliance

- a) To consider and approve the draft Data Protection Policy

It was proposed by Cllr Nuttall and seconded by Cllr Pemberton that with no amendments required this should be approved. All agreed. RESOLVED

- b) To consider and approve the draft revised Privacy Notice

It was proposed by Cllr Hutchings and seconded by Cllr Fitzgerald that subject to the creation of a Document Retention Schedule, this should be approved. All agreed. RESOLVED

- c) To consider and approve the draft Press & Media Policy

It was proposed by Cllr Hutchings and seconded by Cllr Fitzgerald that subject to the following amendments, this should be approved.

- Add explicit requirement that councillors must refer official media enquiries to Clerk.
- Replace "chairman" with "chair".

All agreed. RESOLVED

59/2026 Finance

- a) Approval of schedule of payments & bank reconciliation

These were checked and signed by Cllr Marsh

60/2026 Planning

- a) Planning Consultations

P/VOC/2026/03621 – Rylstone, Main Street, Martinstown - Demolish single storey lean-to & construct single storey extension. Construct open porch. Demolish detached garage & construct outbuilding to provide car port, garden store, green house & changing room. Install slate roof to existing conservatory. Reposition Pool (Amended Scheme of approval WD/D/20/003120 (with variation of condition 1 of planning permission P/HOU/2022/06005) - to amend plans.

P/VOL/2026/03622 – Rylstone, Main Street, Martinstown - Demolish single storey lean-to & construct single storey extension. Construct open porch. Demolish detached garage & construct outbuilding to provide car port, garden store, green house & changing room. Install slate roof to existing conservatory. Reposition Pool. Carry out internal and external alterations (Amended Scheme of approval WD/D/20/003125) (with variation of condition 2 of planning permission P/LBC/2022/06006) - to amend plans.

It was proposed by Cllr Nuttall and seconded by Cllr Pemberton that the parish council has no comments. Agreed with Cllr Walker abstaining. RESOLVED

- b) Decision Notices

P/TRD/2026/03680 - Land Opposite the Brewers Arms Martinstown - T1 Willow - Make large split lateral safe under Regulation 14 (S198) - Decision: Tree Works - Reg 14 - Does not require consent - Decision Date: 08/07/2026

P/TRT/2026/02921 - 1 Blagdon Close Martinstown - T2 Ash - Reduce the overall crown by approximately 3–4m, pruning back to suitable growth points throughout the crown & remove dead, dying and diseased branches as part of the reduction works - Decision: Tree Works - TPO – Consent - Decision Date: 24/06/2026

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P/FUL/2026/00478 - West End House Road Past Blagdon Hill Martinstown - Installation of a tennis court and associated change of use to a small part of the adjacent field to ancillary residential, extending the curtilage of West End House - Decision: Granted - Decision Date: 24/06/2026

61/2026 Updates on: Highways, ROW and SID/Allotments/Flood, Stream and Riverbanks/Washpool/Grounds

Cllr Walker advised drainage issues logged with Dorset Council, no response yet.

Council previously discussed stream clearance contract being extended to include:

- Wash pool
- Area opposite Silva's house
- Contract believed to be a three-year term.

Action: Chair to bring motion to next meeting once costs confirmed.

Clerk advised that potential allotment holder would like to meet with someone to view available plot.

Action: Clerk to respond copying in Cllr Walker to arrange viewing.

62/2026 Update on Wessex Water/Green Martinstown liaison group from Cllr's Walker/Hutchings

A meeting with Wessex Water has been arranged and Cllr Eversden will represent the Parish Council.

63/2026 Valley & Valence Magazine

Cllr Fitzgerald is preparing the next article to be included in September edition.

64/2026 Village Hall

No updates.

65/2026 Memorial Hall

Cllr Nuttall gave the following update.

- A surveyor will visit to provide a quote for a full structural survey.
- Council discussed whether multiple quotes are required; agreed to seek three if possible.
- Cllr Eversden requested to meet surveyor; Cllr Nuttall declined to avoid influencing assessment.
- New lock installed; only two keys exist. Cllr Nuttall has both; one will be issued to Clerk.
- Cllr Eversden suggested requesting Wessex Water to sponsor reconnection of water (estimated £6,000). It was agreed this may be considered later but not immediately.

It was agreed that clear trustee-level financial procedures for Memorial Hall expenditure must be produced.

Action: Cllr Nuttall to bring proposal to next meeting.

66/2026 DAPTC

- a) Register of Interests (RoI) Process Change

Discussed and resolved during democratic period.

67/2026 Staffing Committee

No meeting held.

68/2026 External correspondence received

a) Amour and Embarkation donation.

An email has been received from the organisers of this event who would like to make a contribution to the Parish for hosting them. It was agreed to accept and ringfence the monies, a memorial for D-Day was suggested and this was supported.

Action: Cllr Nuttall to respond and add motion to next agenda

b) Waste Disposal Warning

It was noted Dorset Council's advice regarding rogue waste collectors dumping rubbish illegally.

69/2026 Parish Matters

Cllr Eversden asked if any update regarding the Washpool lease. Cllr Nuttall confirmed there has been no update and the Parish Council will appoint its own solicitor once draft lease received.

Cllr Walker reported multiple complaints of barking dogs. Information to be sent to Clerk for referral to Dorset Council's dog warden.

Action: Cllr Walker to send information to Clerk/Clerk to refer to dog warden

Cllr Eversden raised worsening condition of North Rew Lane. Cllr Nuttall advised that CIL funds cannot be used for private roads. Dorset Council previously stated lane meets minimum standard for a bridleway.

It was suggested that residents should also report concerns to Dorset Council.

Action: Clerk to report again to Dorset Council raising emergency access concerns.

70/2026 Notice of next Meeting

The August Parish Council meeting to be held on Monday 24 August 2026, 7pm at the Village Hall.

There being no further business the meeting closed at 8.10pm.



