# ***Winterborne St Martin Parish Council V1***

Dear Councillor

You are hereby summonsed to attend the **November** meeting of the Winterborne St Martin Parish Council to be held on **Monday 23 November 2026 at 7pm, Martinstown Village Hall**.

Yours faithfully

Samantha Paulley, Clerk

**All are welcome to attend the meeting, please note the meeting will be recorded.**

Members of the public are invited to speak before the meeting commences, limited to 5 minutes per person.

1. Apologies received – Cllrs Walker, Fitzgerald
2. Declarations of Interest
3. Dorset Cllr report
4. Police report
5. Minutes of Winterborne St Martin October Parish Council meeting on Monday 26 October 2026
6. Action points from last minutes

    a) ACM04g)/2026 - Employment Policy & Procedures - Staffing Committee to undertake the review and bring revised policy to Council within six months - Ongoing
    b) 15/2026 - Cllr Hutchings agreed to revisit traffic calming options more broadly
    c) 31i)/2026 – Cllr Hutchings to explore provision of dog/waste bin
    d) 77h)/2026 – Clerk & Cllr Pemberton to resolve VAT entries in Scribe – Clerk has attempted to resolve by amending the VAT type to Refund but this hasn't resolved the issue. Cllr Pemberton to liaise with Scribe to try and resolve.
    e) 97/2026 – Clerk to advise those Cllrs who have not managed to complete their new Register of Interests
    f) 101/2026 – Cllr Marsh to add parishioner to WhatsApp water pressure group
    g) 108/2026 – Cllr Hutchings to write to Village Hall committee
    h) 112/2026 – Cllr Nuttall to write to Highways requesting electric charging bay is marked out – Clerk has requested, awaiting a response
    i) 118f)/2026 – Clerk to contact Environment Agency for advice on stream clearance with machinery or hand – Request sent, awaiting response from local office.
    j) 119c)/2026 – Clerk to arrange for .gov emails for Cllrs Marsh and Eversden – COMPLETE

7. Audit & Governance Compliance

    a) Review & approve updated Standing Orders
    b) Review & approve updated Financial Regulations

8. Finance

   a) Approval of schedule of payments & bank reconciliation
   b) **Motion:**

      To consider 2027/28 Budget proposal and approval

      Proposed by Cllr Nuttall and seconded by Cllr Andrews

9. Planning

10. Updates on: Highways, ROW and SID/Allotments/Flood, Stream and Riverbanks/Washpool/Grounds

    a) Update on Washpool lease – Cllr Nuttall

    b) **Motion (1):**

       That the Parish Council confirms its desire to take formal responsibility for the Washpool and surrounding area.

       Proposed by Cllr Pemberton and seconded by Cllr Hutchings.

    c) **Motion (2):**

       The Parish Council appoints the Chair to act on behalf of the Parish Council in delivery of the objective of above motion.

       Proposed by Cllr Pemberton and seconded by Cllr Hutchings.

    d) **Motion (3):**

       The Parish Council confirms that the decision at 256/2025 is extant.

       Proposed by Cllr Pemberton and seconded by Cllr Hutchings.

    e) **Motion (4):**

       The Parish Council earmarks up to £2500 for legal or similar fees required to deliver the objective. This amount to include the payment required by (3). I propose that this money be earmarked from the general reserve.

       Proposed by Cllr Pemberton and seconded by Cllr Hutchings.

    f) **Motion:**

       That the Parish Council approve a village survey to test support for a 20mph speed limit in the village.

       Proposed by Cllr Nuttall and seconded by Cllr Hosford

11. Vehicle use and parking on the Village Green discussion – Cllr Nuttall

12. **Motion:**

    That the Parish Council approve the sum of £3000 from CIL to change the signs on the Village Green and washpool to permanent displays.

    Proposed by Cllr Nuttall and seconded by Cllr Hosford

13. **Motion:**

    That the Parish Council approve the sum of £500 for new waterproof notice boards for Parish Council use only and located on the side of the garage with LED lighting. From reserve maintenance.

    Proposed by Cllr Nuttall and seconded by Cllr Hosford

14. **Motion:**

    That the Parish Council approves up to £3000 from CIL to refurbish the bus shelter including lighting.

    Proposed by Cllr Nuttall and seconded by Cllr Hosford

15. To agree a Cllr to lead on the Memorial using the donation from the Armour & Embarkation organisers

16. Update on Wessex Water/Green Martinstown liaison group from Cllr's Walker/Hutchings

17. Resilience planning

18. V & V

19. Village Hall Trustee

20. Memorial Hall

21. DAPTC

22. Staffing Committee

23. External correspondence received

    a) Concerns regarding rubbish outside property

24. Parish Matters

25. Notice of next meeting

    January Parish Council meeting to be held on 25 January 2027.

Clerk to Winterborne St Martin Parish Council – 15 November 2026

All Agendas & Minutes can be viewed at www.winterbornestmartin-pc.gov.uk