

Toller Porcorum Parish Council

Minutes of the Parish Council meeting held on 15th May 2019 At Toller Porcorum Village Hall

Present:

Cllr D Ennals (Chair)

Cllr P Crabbe

Cllr J Stavenhagen

Cllr J Miller

Cllr H Jones

Cllr C Wardle

Cllr N Farmer

In attendance:

Mrs K Sheehan (Clerk), Cllr Anthony Alford (County Councillor), Tara Hansford (Dorset Council Rights of Way)

Cllr Ennals welcomed everyone to the meeting.

635. Election of the Chairman and signing of the Declaration of Acceptance of Office

A proposal that Cllr Ennals be elected Chair was received.

Proposed: Cllr Farmer

Seconded: Cllr Miller

RESOLVED

636. Election of the Vice Chairman and signing of the Declaration of Acceptance of Office

A proposal that Cllr Farmer be elected Vice Chair was received.

Proposed: Cllr Ennals

Seconded: Cllr Wardle

RESOLVED

637. Apologies for absence

None.

638. Declarations of interests and grants of dispensations

Cllr Ennals declared an interest in correspondence relating to a Beech hedge in Frogmore Lane by virtue of being contracted for gardening works at the property in question.

639. To approve the minutes of the Parish Council meeting held on 13th March 2019

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 D Ennals

Seconded: Cllr N Farmer

RESOLVED

640. Matters Arising

The following matters arising were discussed/noted:

- A response from Highways regarding the determination of the edge of the highway was noted; Cllr Alford noted the issue of the beech hedge which had been passed to him by Cllr Roberts and there would likely be a site meeting in due course;
- The Clerk updated members on actions she had taken in conjunction with Peter Davies to bring the website in line with new accessibility regulations

641. To confirm that TPPC meets the criteria for the General Power of Competence and resolve to adopt and exercise the GPC

Proposed: Cllr P Crabbe

Seconded: Cllr J Miller

RESOLVED

Toller Porcorum Parish Council

642. To appoint the following representatives:

- i. **DAPTC Area Rep** – Clerk to keep eye on paperwork for relevant issues in absence of a volunteer
- ii. **Village Hall Committee Rep** – Cllr Miller
- iii. **RoW Liaison Officer** – Cllr Wardle
- iv. **Recreation Ground Liaison** – Cllrs Ennals and Farmer

643. Reports from Outside Bodies

i. Dorset Council

Cllr Alford reported that:

- The new Dorset Council had yet to meet so no committees/roles had been determined;
- Staff reductions are ongoing as due process is followed;
- In response to a query from Cllr Farmer, Cllr Alford agreed to investigate progress on proposed speed limit for the village. Clerk to send background information and correspondence to Cllr Alford to assist.

Cllr Ennals thanked Cllr Alford for his time.

ii. DAPTC

None.

iii. Playing Fields Association

Cllr Ennals reported that:

- Purchase of a triple swing set and safety surfacing had been agreed;
- A new footpath and noticeboard were being considered.

iv. Rights of Way Officer

Tara Hansford, Rights of Way Officer at the new Dorset Council, updated members on the gate project. Five replacement gates had been ordered and permissions were required from the relevant landowners. The new gates would be 1.2m wide galvanised 'Marlow' H frames. The division of costs 50:50 between Dorset Council and TPPC had been agreed. Forms for the landowners to sign were left with Cllrs Wardle, Stavenhagen and Ennals. Tara agreeing to liaise with the landowner of one site.

In response to a request for an update on the Trailway project, Tara informed members that sensitive stages had been reached with some landowners which had slowed progress. There had also been an issue relating to badger setts and capital had been raised for consultants to be employed to speed up the legal orders process.

Some ongoing issues were raised with Tara:

- Badger Lane – this is with the Definitive Map team for determination of status;
- Culvert issues had been referred to the Senior Ranger
- Broken stiles and other footpath issues could be reported on DorsetForYou online system which would ensure they got to the correct officer

Cllr Ennals thanked Tara for her time. (TH left the meeting).

Cllr Wardle reported that he had no additional comments other than a fallen tree on the old railway line which had been reported to the landowner.

Toller Porcorum Parish Council

644. To resolve to reaffirm Standing Orders and Financial Regulations

Core documents were duly reaffirmed. Agreed to look in more detail at July's meeting to enable new councillors to be able to familiarise themselves with documents.

Action: Clerk to redraft section 29 Standing Orders for July, Code of Conduct for September meeting.

645. Finance & Procedure

i. To consider the receipts and payments due

Receipts

April-May 2019

WDDC	Precept	01-05-19	2980.00
Toller Porcorum CLT	Grant for fingerpost	02-04-19	600.00
Dorset CPRE	Grant for fingerpost	02-04-19	200.00
Total			<u>3580.00</u>

Payments

Voucher Chq no

N Phillips	Fingerpost misc	229	BACS	8.00
Normtec	Fingerpost materials	230	BACS	840.57
Staffing	Salary/expenses	231	BACS	369.19
HMRC	PAYE	232	BACS	6.20
M Harding	Internal Audit	233	BACS	30.00
Dorset Council	Dumpy Bag grit	234	BACS	72.00
Came & Company	Insurance renewal	235	BACS	218.00
C Baker	Mileage - DAPTC	236	125	9.00
DAPTC	Annual Subscription	237	BACS	127.23
				<u>1680.19</u>

Additional payment reimbursing APA expenses to D Ennals was agreed.

Proposed: Cllr N Farmer Seconded: Cllr C Wardle RESOLVED for payment

ii. To note conclusion of internal audit and internal auditor's report

Members noted the report of the internal auditor, which stated the accounts 2018/19 were in excellent order.

iii. To approve Annual Governance Statements 2018/19

Proposed: Cllr J Stavenhagen Seconded: Cllr J Miller RESOLVED

iv. To approve the 2018/19 Accounts and End of Year Bank Reconciliation

Proposed: Cllr J Stavenhagen Seconded: Cllr J Miller RESOLVED

v. To approve the Accounting Statements 2018/19

Proposed: Cllr J Stavenhagen Seconded: Cllr J Miller RESOLVED

vi. To review bank mandate

No changes.

vii. To consider a response to DAPTC letter re community projects/outstanding issues from previous councils

Clerk was asked to highlight speed limit as an outstanding issue.

Toller Porcorum Parish Council

646. Planning

i. To consider any applications currently in circulation

Cllr Farmer noted that the planning application relating to Poor End had been approved.

ii. Farm Buildings

Concerns were raised about the poor condition of certain farm buildings. Previous representations had been made to the land agent, but no actions seemed to have been taken. The Clerk confirmed that she had again chased the agent but not yet received a response.

647. Highways and Footpaths

i. To receive a Highways update

Cllr Stavenhagen reported that verge cutting at the Toller Lane junction would be undertaken very soon. Potholes and passing places along Barrowlands were being 'marked out' earlier in the day.

648. Correspondence

Noted. Some discussion took place about the procedure for raising complaints and the correct forum for dealing with them. Members felt that a formal discussion about changing standing orders regarding formal council/casework correspondence and processes would be merited at a future meeting. In relation to fireworks, the Clerk was asked to research up to date guidance on fireworks etc for July's meeting.

649. Date and items for the next meeting – and Wednesday 10th July 2019

- Items for the agenda to be notified to Clerk 7 days in advance of the meeting.