

MINUTES OF BISHOPS CAUNDLE PARISH COUNCIL MEETING

HELD ON TUESDAY, JULY 18th, 2023, AT 7.30 P.M.

1. **Apologies:** None

Attendees: A. Jones, K. Adlem, D. Blair, J. Shaw, J. Walsh-Quantick (Clerk)

Members of Public: R. Paull.

2. **Previous Meeting Minute Approval**

Minutes of the meeting held on Tuesday 16th May 2023 were agreed with no amendments. Proposed Cllr. Shaw, Seconded Cllr. Adlem.

3. **White Hart Planning – Access**

Access to the new development at the White Hart has been reviewed and a request for the pull in opposite the Manor Farm development to be adopted was made. This had been reviewed by the Highways team and identified as an unofficial layby which can be closed as not utilised and transferred to Mr. Paull for a visibility splay. Mr. Paull attended to meeting to discuss the adoption of the layby. No objections were raised by councillors providing it is not a legal layby, other utilised pull ins are nearby.

4. **Matters Arising:**

- a. **Speeding SID / White Gates / Community Team/Crossing**

The SID is kindly being moved every six weeks by the CSW team, there has been no further reported damage.

White Gates allocated monies has been transferred to the play area equipment account.

The CSW team continue to monitor speed levels within the village. They will start to analyse vehicle numbers through the village on monitoring sessions.

A request has been made for a crossing to be installed close to the bus stop. The CSW team counted vehicle numbers the previous day between 3 and 4pm and 250 cars passed through in both directions. This will need to be monitored regularly to identify if there is a justifiable need for a crossing to be proposed to the road safety team.

- b. **Planters**

The remainder of the planters will go to the playing area, compost for these remains in the village hall carpark. There are some residual CIL monies allocated for plants, and it was discussed that perennials and shrubs would be the most appropriate to use but responsibility for watering will need to be determined.

- c. **Footpath – Maintenance. Dog and other waste**

Ongoing - Cllr. Shaw will recontact S. Meads for the footpath waymark signs so they can be placed. JS

Ongoing - New dog waste signs to be sited throughout the village. JS/CLK

School field footpath needs some maintenance, Cllr. Jones to discuss with N. Payne. AJ

- d. **Church Green Flooding Update**

No new updates. No reported flooding. Awaiting update from DCC on next steps. RL

e. **Defibrillator**

Ongoing, awaiting SWAST

CLK

f. **Neighbourhood Plan**

CLlr Shaw is awaiting the DAPTC training to become available. Powerpoints from the Clerks training have been forwarded.

g. **Grass Cutting Playing Field**

Will be completed voluntarily with a donation of £500 per annum for equipment fuel and maintenance to be given every April (to be backdated for this year). Unanimously agreed.

Verges and hedges along the external playing field adjacent to the A3030 were discussed, CLlr. Jones will contact N. Payne to arrange cutting these.

AJ

h. **Talk Talk**

Talk Talk are insistent that the full year is payable on the outstanding invoice despite asking to cancel in advance of this. Unanimous agreement made to pay the invoice so the account can be finalised.

CLK

i. **Vacancies**

We currently have three vacancies on the council. Discussion was held over what the barriers to becoming a councillor may be and how best to advertise vacancies once the official posters have been placed. A targeted entry for the White Hart Magazine was discussed for inclusion into a future copy. All councillors to discuss with local residents who may express some interest. Consider other methods of advertising if word of mouth isn't effective.

ALL

j. **Register of Interests**

All councillors were reminded that the Register of Interest online needs to be completed and should be reviewed regularly to ensure it remains current.

ALL

5. **Planning Applications P/FUL/2023/03321**

The Cow Shed – new property.

This application is for a property following a prior approval application at the site for a building conversion.

Comments:

- Materials to be in keeping with local properties.
- Consideration to be made to environmentally conscious materials and items including solar/PV/heat pumps. Addition of EV charging points.
- Future extensions – size of property already reduced by the planning team, future extensions to not later increase the property to the size of the original plan.
- Outside of the planning boundary.

6. **Playing Field**

Maintenance and repairs/work completed to date.

Unanimous agreement made to pay deposit and later settle invoice to Sovereign for new equipment.

Approximately 10 tonnes of topsoil will be needed for the area of the old play equipment.

Motorbike – a minibike is owned by one of the properties adjacent to the field. A letter has been sent to remind the owner that bikes are not permitted in the field.

Contact to be made with Sherborne turf regarding seed costs KA
 Car park fence – this remains damaged, quotes for repair needed. KA
 Cllr. Adlem and Cllr. Blair to contact Sovereign and Magna housing to ask for information re grants.

Football Club

Pavilion – Ongoing. Awaiting clearance by the Football Social Club. Once clear the lease agreement will be terminated and it will return back to management by the Parish Council. Question raised over remaining funds from the football social club. Cllr. Jones to discuss with Sarah Martin. AJ
 Damage to the building is reported and will need to be monitored.

Grass Cutting / Hedge Cutting

As above, will be completed voluntarily with a donation of £500 per annum for equipment fuel and maintenance to be given every April (to be backdated for this year). N. Payne to be contacted for hedges.

The Wessex Internet installation has left damage to the field where cables have been laid, backfill has left large and sharp stones on the surface. Bare areas will need seeding. Cables have been left along the playing field side of Hill View fences (to be used to install the superfast broadband to properties). A complaint has been made regarding the offensive language used by workers and lack of notification that part of the road would be closed with barriers. Wessex Internet are aware, to review once remedial work is completed.

H&S Inspection N/A

7. CIL Monies Allocation Update

There is money still allocated from CIL and reserve funds which is ring fenced for: -
 AED – defibrillator (agreement to purchase – with SWAST).

Picnic benches x 3

Village benches x 3

Verge Trees

Initial work at the pavilion.

Planter plant donation.

Play area equipment.

New CIL monies: -

None

8. Training

Provision of training was discussed, councillors to contact the clerk if training is needed.

9. Finance

Bishops Caundle Parish Council - State of Finances to 18/07/2023

Balances:

Natwest Current Account		£9,644.50
Natwest Grants Account		£9,644.50
Natwest Savings Account		£14,332.27
Total		£33,621.27

<u>Income:</u>	Date	Amount
<u>Current Account</u>		
<u>Grants Account</u>		
<u>Savings Account</u>		
Savings Account Interest May	31/05/2023	£15.18
Savings Account Interest June	30/06/2023	£14.46
Grave Purchase via Merefield and Henstridge	10/07/2023	£173.25

Cheques Signed and Approved by Chair Since Previous Meeting

None		

Other Payments Since Previous Meeting

<u>Current Account</u>		
BC Village Hall Rent May	19/05/2023	£18.00
Clerk Expenses May	24/05/2023	£24.00
Clerk Salary May	24/05/2023	£326.02
HMRC June	24/05/2023	£81.40
M Moore Grass Cutting May	26/05/2023	£100.00
SLCC Training Guidance Texts	02/06/2023	£52.30
N A Ladd Internal Audit	05/06/2023	£25.00
Zurich Insurance	09/06/2023	£494.56
SLCC Membership	22/06/2023	£112.00
Clerk Expenses June	23/06/2023	£30.00
Clerk Salary June	23/06/2023	£325.82
HMRC June	23/06/2023	£81.60
Talk Talk Business	03/07/2023	£53.40
<u>Savings Account</u>		
<u>Grants Account</u>		
Sovereign Play Deposit	10/07/2023	£2,618.70

Payments Requiring Authorisation

	<u>Comments</u>	
M Moore Grass Cutting July	-	£100.00
M Moore Grass Cutting August	-	£100.00
Clerk Salary / HMRC / Expenses July	Approx	£432.00

Clerk Salary / HMRC / Expenses August	Approx	£432.00
Village Hall Rent July		£18.00
Sovereign Play Balance* (agreed)		£8,256.30
Donation for grass cutting		£500.00
<i>Benches</i>		<i>Prior approval given</i>
<i>Picnic Benches</i>		<i>Prior approval given</i>

Proposed By:

Seconded By:

N.b. Pension scheme for Clerk has not been joined as annual income is low.

10. Routine Correspondence

None via post, emails as forwarded to councillors.

11. Matters for discussion next agenda.

- Councillor vacancies.

12. Members of the Public Questions

None.

13. Time of Closure

9.15pm

Date of Next Meeting

Tuesday September 19th, 2023, 7.30pm.

Future Planned Meeting Dates:

2023 Meeting dates – all 7.30pm Village Hall unless otherwise stated.

September 19th

November 21st

2024 Meeting Dates

January 16th

March 19th

May 21st

July 16th

September 17th

November 19th