

Minutes of the Winterborne St Martin Parish Council Meeting held in the Parish Office, Winterborne St Martin on Monday 22<sup>nd</sup> October 2018.

Present: -

Parish councillors, Mrs D. Wiltshire, Mr M. Usherwood, Mrs A. Bennett, Mr D. Read, and Mr S. Slade (Clerk).

Mr R. Freeman (West Dorset District Councillor), Mrs J. Dunseith (County Councillor) together with five members of the public.

#### **Democratic Period commenced at 7.00pm**

Matters raised and responses given were:-

- i. The Chairman answered a question regarding the way in which the balances in the accounts were recorded in the minutes.
- ii. A question regarding quotations for work to be undertaken by the Parish Council was raised. The chairman informed that quotations were obtained when necessary.
- iii. In response to a question seeking information when the SID would be returned the Chairman stated that it had to be sent to Germany for repair which work had now been completed and the sign would shortly be returned.
- iv. When will the gully opposite Lane End be repaired. DCC are aware of the damage and <sup>will</sup> take appropriate action.
- v. The latest position of the bus service for the village was reported. In spite of much effort it was unlikely that at the present time an improved service will be provided to serve the village.

#### **The Parish Council meeting commenced at 7.34 pm.**

Parish councillors present as recorded for the Democratic Period above.

Apologies tendered on behalf of: Mr P. Jeffery.

#### **Declaration of interests**

Members were reminded that it was their responsibility to declare any interests, personal or prejudicial, in items set out on the agenda and to disclose pecuniary or non-pecuniary interests in accordance with appendix A and Appendix B of the register of members interests in accordance with the Council's Code of the members registration of interests on any items set out on the agenda

#### **1. MINUTES**

The minutes of the Parish Council meeting held in the Parish Office, Winterborne St Martin on Monday 24<sup>th</sup> September 2018 had been circulated to all members.

Proposed by Mr D. Read and seconded by Mr M. Usherwood

**Resolved**

That the minutes be signed as a true and correct record.

#### **2. MATTERS ARISING FROM THESE MINUTES**

The clerk will again contact a representative from Magna Housing regarding damage being caused to the river-bank along the frontage of Manor Grove by a dog owned by the tenant of one of their properties. This problem had been reported previously and had been dealt with but had arisen again.

#### **4. FINANCIAL MATTERS.**

*a. The Council approved the following payment: -*

K. Damen... grass cutting .....	£ 50.00
HMRC..... PAYE.....	£120.40
S.Slade ..... Salary .....	£482.10

*b. Receipts since the last meeting: -*

WDDC ..... 2 <sup>nd</sup> instalment of precept .....	£2750.00
Best Village competition.....prize money .....	£ 100.00

*Handwritten signature*

**c. Funds in the Parish Council Account.**

The clerk reported that the balance of £15,196.34, after the transactions at a and b above, was held in the Parish Council Account and reconciled to bank statement No 14 dated 9<sup>th</sup> October 2018).

**d. Expenditure and Income Statement.**

The expenditure and income statement of the Parish Council since the last meeting was noted.

**e. Book of Martinstown.**

Estimates had been received for the production and sale cost of a revised "Book of Martinstown". A request for financial help in the sum of £1600.00 towards these costs was requested which would produce 200 copies. The matter was discussed following which it was

**Proposed by Mr M. Usherwood and seconded by Mr D. Read**

**Resolved**

That an interest free loan in the sum of £900.00 be offered towards these costs subject to a detailed agreement. This will include the period for the re-payment of the loan which is to be in two instalments not exceeding 18 months.

**f. Use of Parish Office.**

Arising from the Internal Audit Report it was necessary that the Parish Council rent the Reading Room and no longer pay outgoings such as insurance for the building. After due consideration it was

**Proposed by Mrs A. Bennett and seconded by Mr M. Usherwood**

**Resolved**

That the Parish Council will pay £30.00 per meeting for the use of the building. This will include the storage of files.

**5. PLANNING MATTERS****A. Comments made on Planning Applications during the interim period since the last meeting.**

None reported.

**B. Matters considered at the meeting.**

WD/D/18/001797. Demolish dwelling and outbuildings and erect replacement dwelling Rew Manor Farm, North Rew Lane, Martinstown. The location is wrongly described on the application. Notwithstanding, no objection in principle. Materials used in the construction must be carefully selected so as not to be detrimental to the visual amenities of this prominent site. Any damage to Lower Rew Lane caused by large vehicles accessing the site during the course of the work must be made good.

WD/D/18/002184. Convert garage to bedroom and erect new carport/workshop. Lane End, Martinstown. No objections. (The work appears to be already completed).

**C. Matters considered by WDDC.**

WD/D/18/001215. Erect extension at Goldcombe Farm Cottages. Application withdrawn.

**D. Matters considered by Planning Inspectorate.**

None reported.

**6. PERSONNEL COMMITTEE**

The Chairman introduced the issue of forming a Personnel Committee following which debate on the need for such a committee ensued. The matter had been considered at a previous meeting when it was agreed that such a committee was unnecessary. However it was now considered that such a committee might be the way forward to deal with matters of employment etc should such arise.

**It was proposed by Mr D. Read and seconded by Mr M. Usherwood**

**Resolved**

That a Personnel Committee be formed consisting of three members being the ~~Chairman~~ <sup>D. Wiltshaw</sup>, ~~Vice-Chairman~~ <sup>A. Bennett</sup> and Mr M. Usherwood. ~~Mr Usherwood to be the chairman of the Committee~~ and external advice may be obtained if necessary.

*D. Read*

*D. Wiltshaw*

**7. VICE-CHAIRMAN**

The need to appoint a vice-chairman was discussed following which it was Proposed by Mrs A. Bennett and seconded by Mr M. Usherwood

Resolved

That due to there being a short period until the next Parish Council election no vice-chairman will be appointed. Should the need arise a chairman for a particular meeting will be appointed from members present at that meeting.

**8. CO-OPTION OF MEMBERS**

There are three vacancies on the Parish Council following resignations and death of a member. The present members could now if they wished appoint qualified persons to fill these vacancies. After due consideration it was

Proposed by Mr M. Usherwood and seconded by Mrs A. Bennett

Resolved

That the vacancies be advertised with a view to appointing new people to fill the positions.

**9. EXTRAORDINARY PARISH COUNCIL MEETING HELD ON 8<sup>th</sup> OCTOBER 2018.**

The Chairman informed that the outcome of a complaint considered at this meeting was that the complaint was not up-held.

**10. SILENT SOLDIERS.**

It had been informally agreed that three "Silent Soldiers" could be erected on the Village Green during the Centenary Commemorations of Armistice Day.

The approval was now formally agreed.

**11. FOOTPATH REPORT.**

Footpaths are generally in a reasonable condition.

**12. PCSO MATTERS.**

The PCSO was not always able to meet in the village as she was the only such officer filling this role for the area.

**13. WASTE WATCH.**

More volunteers are always required to collect the newspapers from the bins and take them to the garage store at Church Farm.

**14 VILLAGE HALL**

No report.

**15. BLANCHARD CHARITY.**

No report.

**16. COMMUNITY SPEED WATCH.**

No recent local speed watch exercise had taken place.

**17. DAPTC MATTERS.**

DAPTC are endeavouring to seek information on matters that will be transferred to Parish Councils when the new Unitary Authorities for Dorset are formed in 2019. The cost of Parish Council elections will be one such matter. More information will be available in due course.

**18. AMENITY MATTERS.**

i. Mr Read attended the Best Village Competition presentation evening on 25<sup>th</sup> September 2018. The village had won first prize in the previous winner class. This was a sum of £100.00.

*2/10/18*

- ii The clerk reported receipt of an estimate for work to be carried out to level and generally tidy the parking area opposite Chantry Cottage. The estimate was considered but before proceeding with the work a site visit will be made.
- iii. A working party will be arranged to tidy the parking area south of St Martins Field when most of the leaves have fallen from the trees that overhang the area.
- iv. The elder tree at the Washing Pool has been partially cut down and the branches removed. The information sign will be erected in the near future.
- v. A second estimate for tree work to the trees on the Village Green will be obtained.

#### 19. FLOOD WARDEN MATTERS.

The mechanical clearing of the South Winterbourne stream is scheduled to start on 23<sup>rd</sup> October 2018.

#### 20. TRAFFIC MOVEMENTS.

The Chairman reported on a meeting with Oliver Letwin MP and representatives from Parish Councils in the area at which discussion took place about the problem of large vehicles travelling along roads in the area. These vehicles were generally transporting slurry and feedstuff to and from farms in the area. The meeting held in Steepleton Manor Care Home was productive and concluded that the matter would be best progressed with local farmers being invited to put their point of view on the issue. In this regard another meeting will be arranged when it might be possible to agree an informal Code-of-Conduct concerning the use of heavy vehicles transporting feedstuff etc through the villages. The matter is on-going.

#### 21. NEXT PARISH COUNCIL MEETING

The next monthly meeting will be held on 26<sup>th</sup> November 2018 in the Parish Office starting at

**7.00pm.**

#### 22. CLOSURE OF MEETING.

The meeting was closed at 20.31 pm.

*David*

26 NOV 2018

EXPENDITURE

<u>ITEM</u>	<u>BUDGET</u>	<u>SPEND TO DATE</u>	<u>APPROVED AT MEETING 22/10/18.</u>
DAPTC (Membership)	£ 300.00	£238.54	
DAPTC (Training)	£ 500.00	£110.00	
Grass Cutting	£ 600.00	£225.00	£50.00 Grass cutting
Insurance	£ 600.00	£570.40	
Clerk/HMRC	£2410.00	£602.50	£602.50 Clerk/HMRC
Internal audit	-	£440.30 + £88.06 (VAT).	
Electric	£ 150.00		
Maintenance/W.pool	£ 500.00		
SID Sign	£ 200.00		
River	£ 900.00		
Amenity	£ 100.00	£15.00 + £3.00 (VAT).	
Contingency	£ 200.00		
Communications	£ 300.00		

INCOME

<u>ITEM</u>	<u>BUDGET</u>	<u>REC'D TO DATE</u>	<u>REPORTED AT MEETING 22/10/18</u>
B/fwd	£ 10900.75*	£ 10909.45*	
Precept	£ 5500.00	£ 2750.00	£2750.00 (2 <sup>nd</sup> pt precept)
Hire Room	£ 400.00	£ 678.00	
VAT (to date)	£ 88.06	£ 903.89 (from last year).	
Rent/parking	£ 880.00		
Best Village	£ ———	£ ———	£ 100.00 (Prize money).

\* Includes £5000.00 ring-fenced for Village Green work and £1000.00 for election costs.

*DA-200*  
26/10/18