

MINUTES OF BISHOPS CAUNDLE PARISH COUNCIL ANNUAL GENERAL MEETING

HELD ON TUESDAY, MAY 18th 2021 AT 7.30 P.M.

1. Apologies:

C. Mitchell

Attendees: A. Jones, S. Meads, A. Tuffin, D. Gardner, P. Blundell, D. Blair, Cllr. R. Legg (part meeting), J. Walsh-Quantick (Clerk)

2. Election of Chair / Vice Chair

Chair – A. Jones Proposed A. Tuffin, Seconded P. Blundell

Vice Chair – S. Meads Proposed A. Tuffin, Seconded P. Blundell

3. Election of Officers

SITES & BUILDINGS – A. Tuffin. Proposed S.M., seconded D.G.

PLANNING – A. Tuffin. Proposed S.M., seconded D.G.

OUTSIDE MEETINGS – A. Jones. Proposed A.T., seconded S. M.

RIGHTS OF WAY – S. Meads. Proposed A.J., seconded A.T.

VILLAGE HALL LIAISON AND EMERGENCY PLAN – D. Gardner & S. Meads. Proposed A.T, seconded P.B.

PRESS LIAISON – C. Mitchell. Proposed D.G., seconded A.T.

SOCIAL CLUB LIAISON – A. Jones. Proposed A.T., seconded S.M.

PLAY AREA CHECKS/INSPECTION – D. Gardner. Proposed A.T., seconded S.M.

COMMUNITY SHOP REPRESENTATIVE – P. Blundell. Proposed A.T., seconded S.M.

PLAY AREA/CEMETERY WASTE BINS – A. Jones. Proposed A.T., seconded S.M.

WEBSITE – P. Blundell. Proposed A.T., seconded S.M.

CLT – P. Blundell. Proposed A.T., seconded S.M.

4. Parish Councillor Vacancy

Co-option of D. Blair – Proposed A. Tuffin, Seconded S. Meads

5. Previous Meeting Minute Approval

Minutes of the meeting held on Tuesday 16th March were agreed with no amendments. Proposed AT, Seconded PB.

6. Matters Arising:

a. Village Maintenance

A. Tuffin will continue to look for alternative quotes as previous have been over budget. **AT**

b. Village Leaflet Update

S. Meads has been working on the document and will forward once completed for review. To discuss next meeting. **SM**

c. Census 2021

Census is completed with no assistance required from councillors.

d. Speeding Update (Community Team)

Training has been organised with Martha Perry for the beginning of June. There are four residents in the village committed to the CSW team. S. Meads will organise a list of equipment needed for the CSW team to purchase (funds already allocated). **SM**

The new 30 MPH speeding signs are to be installed to cover the extended restricted area boundaries.


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e. Speeding Update SID/Highways/Holwell PC

There are two posts already installed within the village, S. Meads and Cllr. Legg to contact the council to review the need for a survey and to organise next steps. Cost is estimated at £500 for a survey.

CSW feedback will be essential in determining the justification for the high cost of a SID unit and getting the team monitoring traffic and providing feedback is a priority. Continued potential for sharing a SID unit with Holwell PC.

White Gates – to discuss next meeting. Outstanding – S. Meads will photograph areas proposed for the location of the white gates and forward pictures to the clerk prior to contacting Highways. To discuss further at the next meeting. **SM**

f. Flooding Church Green

No flooding has occurred in Church Green in the past few months.

g. Village Plan

Continued postponement due to Covid constraints. To defer to January 2022.

h. Woodland Trust

Approximately 200 trees have been delivered and are with S. Meads with the plan to plant later in the year. Permission from Digby Estate has been gained for planting at the tennis courts (S. Meads to forward email to Clerk). Planting elsewhere in the field needs to be mindful of grass and hedge cutting. Any planned verge planting must have written approval from highways, S. Meads to forward her correspondence. **SM**

i. Dog Bins

C. Mitchell raised that dog poo bags were being chucked into hedges and asked if more would be needed in the village. There are currently 4 bins (3 x playing field, 1 x cemetery), D. Gardner has a spare in work that he is able to donate. Signage on footpaths was discussed, Clerk to contact Digby Estates. **DG**

j. Roadworks

Road closures are planned in the next few weeks for resurfacing work along the A3030, all properties affected have received written notification from Highways. Details have been placed in the noticeboard and notification signs are along the route.

Work at Cornford bridge has been completed. Springs under the road and potholes in Milburn Lane were included in these works. Further related work is needed to the packhorse bridge near the Holwell Church. Holwell PC to contact clerk if they need BCPC to do anything with this.

7. Planning Applications

Currently the applications listed are for tree works only.

8. Financial Audit

The annual audit for 2020-21 was reviewed and approved. To be sent to Nigel Ladd for internal auditing prior to submission.

Proposed A. Jones, seconded A. Tuffin



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9. **Play Area:**

a. **Maintenance and Repairs / Work to Date**

D. Gardner has kindly removed the posts and cleared the remaining area. A copy of the Inspection Report is to be forwarded to D. Gardner from the clerk to ensure that new equipment is sited correctly. Assistance has been offered from 3 village residents and contact details passed to D. Gardener. CLK

S. Meads is investigating other grant bids towards a Trim Track and other play equipment. SM

b. **Surface**

D. Gardner has suggested setting an area around equipment only for woodchip and the remainder to be grassed. To be discussed next meeting. DG

c. **H&S Inspection**

To be booked pending work completion.

10. **S106 Application**

Spinning Bikes/Yoga Equipment Ownership and Use

Items have been formally handed over to the hall. Seven bikes and assorted yoga equipment is now held within the hall for public use. Classes are planned once covid restrictions permit.

Other purchases to date.

Caloo equipment is with D. Gardner whilst the play area site is made ready. Remining monies need to be spent by AUGUST to include benches around the village.

11. **Football Social Club and Ground**

The Parish council lease the playing field and as such have responsibility for the buildings within it including the social club. The future of the social club is uncertain and this needs full discussion at the next meeting. ALL

12. **Training**

All councillors were reminded that training is available and to send requests to the clerk if required. D. Blair was notified of new councillor specific courses.

13. **Finances**

a). State of finances as at 18/05/2021

NATWEST CURRENT ACCOUNT	£11288.66	
NATWEST DEPOSIT ACCOUNT	£11163.11	
NATWEST GRANT ACCOUNT	£6235.32	
BARCLAYS TENNIS MONIES	£0.00	
TOTAL		<u>£28,687.09</u>



PAYMENTS IN

08/04/2021	VAT Refund	£220.57
28/04/2021	CIL Levy 1	£4919.20
30/04/2021	Precept Payment 1	£3876.00
31/03/2021	Natwest Deposit Account Interest March	£0.10
09/04/2021	Burial Interment Fee	£106.25
30/04/2021	Natwest Deposit Account Interest April	£0.09
17/05/2021	CIL Levy 1 Transfer from Current to Grants Account	£4919.20

CHEQUES APPROVED AND SIGNED BY THE CHAIRMAN SINCE THE LAST MEETING

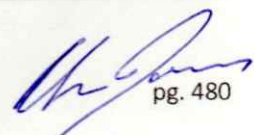
001425	M Moore Grass Cutting February	£100.00
001426	Sherborne Castle Estates	£25.00
001424	Re-written cheque for Football Social Club as previous years lost	£150.00

OTHER PAYMENTS SINCE PREVIOUS MEETING

001423	Football Social Club Donation (replacement cheque)	£150.00
Online transfer	Clerk Salary Jan-March	£483.27
Online transfer	HMRC Cumbernauld	£120.80
001426	Digby Estate Playing Field Rent	£25.00
Online Transfer	M Moore Grass Cutting March	£100.00
Online Transfer	Clerk refund for web domain	£28.78
Online Transfer	Clerk expenses	£19.85
001428	Village Hall Rental April	£20.00
Online Transfer	Dorset Waste Partnership	£21.00
Online Transfer	M Moore Grass Cutting April	£200.00
001427	WHM Donation	£50.00
Online Transfer	Clerk – repayment for purple bags	£120.00
27/04/2021	Caloo Equipment Payment Balance	£7966.80

CHEQUES/INVOICES/FUTURE PAYMENTS TO APPROVE AT THE MEETING

Online Transfer	M Moore Grass Cutting May	£100.00
Online Transfer	M Moore Grass Cutting June	£100.00
Online Transfer	Zurich Insurance	£425.22
001429	N Ladd Internal Audit	£50.00
001430	Village Hall Rent May	£18.00
Online Transfer	DAPTC Subscription	£150.80
BACS	J Walsh-Quantick – HMRC April June	Approx £125.00
Online Transfer	Clerks Salary April – June SALARY SCALE 22/12-13 Annual April scale point increase	Approx £500.00


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Online Transfer	Clerks home working April-June @£6/week via salary	£78.00
Online Transfer	Clerk over time 8 hours @ SALARY SCALE 22/12-13 annual April salary scale point increase Prince Philip condolence) via salary	TBC
Online Transfer	Clerk mileage 160 miles (2 x trips home to BC) @45p/mile (Prince Phillip condolence)	£72.00
Online Transfer	Flowers for Prince Phillip condolence	£15.00
Direct Debit	Dorset Waste Partnership	£25.00

Proposed by: A. Tuffin

Seconded by: S. Meads

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

14. Routine Correspondence

None via post, emails as forwarded to councillors.

15. Matters for Further Discussion / Next Agenda

- White Gates
- Holwell Packhorse Bridge Repairs – Clerk to contact council. Holwell PC also are in correspondence with Dorset Council.

16. Members of the Public Questions

None.

17. Time of Closure

9.45pm.

Date of Next Meeting

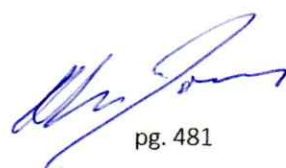
Tuesday July 20th 2021, 7.30pm. Location tbc depending on Covid-19 restrictions.

Future Planned Meeting Dates:

2021

September 21st 7.30pm

November 16th 7.30pm



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