

Winterborne St Martin Parish Council V1

Dear Councillor

You are hereby summonsed to attend the **January** meeting of the Winterborne St Martin Parish Council to be held on Wednesday 28 January 2026 at 7pm, Magna Community Room.

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. Community involvement with ongoing Wessex Water concerns – Green Martinstown to attend.
2. Apologies received – Cllr Marsh
3. Declarations of Interest
4. Dorset Cllr report
5. Police report
6. Minutes of Winterborne St Martin Parish Council meeting on Wednesday 26 November 2025
7. Minutes of Winterborne St Martin Parish Council Extra-ordinary meeting on 8 December 2025
8. Minutes of Winterborne St Martin Parish Council Extra-ordinary meeting on Monday 12 January 2026
9. Action points from last minutes
 - a) Democratic Period – Regarding the willow tree next to Brewers Arms, Clerk will ask Dorset Council to confirm the land is unregistered. Cllr Nuttall will bring a motion to the next meeting regarding the costs and agreement to carry out work.
 - b) Democratic Period – Regarding the proposal of having a footway between Fairfield & East House. Clerk to request land ownership from Dorset Council.
 - c) 186b)/2025 – Clerk to open new Lloyds account with debit card – To be discussed under Finance
 - d) 186g)/2025 – Clerk to arrange for 4 x Cllr email addresses to be created including one for chair@ to provide resilience – COMPLETE
 - e) 187/2025 – Clerk to forward response from planning regarding application received for information purposes only – COMPLETE
 - f) 192/2025 – Clerk to check with Planning if fence around Memorial Hall would be affected by being in a conservation area
 - g) 193/2025 – Cllr Nuttall to share response of DAPTC survey if possible

10. Finance

- a) Approval of schedule of payments & bank reconciliation
- b) Review of Q3 budget & consider adjustment to some cost codes
- c) Bank interest account
- d) Approval of Investment Policy

Motion:

To approve the Investment Policy Document

Proposed by Cllr Nuttall and Seconded by Cllr Fitzgerald

- e) Adjustments to budgets within Scribe

Motion:

To move money within accounting records to cover potential shortfall in Wages budget.

Motion:

Increase Wages budget by £2,000

Both motions Proposed by Cllr Nuttall and Seconded by Cllr Fitzgerald

- f) Invest CIL monies in high interest account

Motion:

To move CIL monies into high interest account. £25,000 on 6-month notice.

Proposed by Cllr Hutchings and Seconded by Cllr Nuttall.

- g) Increase to S137 budget

Motion:

Propose to increase the s137 grant budget to £2500 this should be enough to cover the Cricket Club, the willow tree and the WI grant.

Proposed by Cllr Hutchings and seconded by Cllr Walker

- h) CIL contribution to Martinstown Cricket Club

Motion:

Approve the S137 grant of £500 applied for by the Martinstown Cricket Club.

Proposed by Cllr Hutchings and Seconded by Cllr Eversden

Motion:

Approve the donation of £2500 of CIL money toward the Martinstown Cricket Club upgrade.

Proposed by Cllr Hutchings and Seconded by Cllr Walker.

- i) Grant application received from Martinstown Women's Institute & circulated to all Cllrs to be considered.

Motion:

Propose to approve application.

Proposed by Cllr Hutchings and Seconded by Cllr Fitzgerald

- j) Cllr Nuttall to bring motion for willow tree works

Motion:

That the Council should authorise Hardy Tree surgeons to carry out Tree Pollarding on the willow tree near the Brewers Arms for reasons of safety. Approximate cost £1200

Proposed by Cllr Nuttall and Seconded by Cllr Fitzgerald.

- k) Debit card account

Clerk to update

- l) Confirmation of the Role of Bankers in approving payments – Cllr Pemberton
- m) S137 budget

11. Planning

- a) Planning consultations

P/HOU/2025/07216 – 28 Cowleaze, Martinstown - Demolish garage and porch. Erect rear extension, new porch and car port. Erect retaining wall and landscaping works

P/FUL/2025/07358 – Ballarat Farm, Martinstown - Demolish existing building and construct new storage barn

- b) Decision Notices – For Information

P/PABA/2025/06604 - Land off Dukes Close Martinstown - Erect agricultural steel frame building
Decision: Prior Approval Not PD - Decision Date: 26/11/2025

P/TRC/2025/06490 - The Smithy Church Farm Access Road Martinstown - Beech (T1) - Fell
Sycamore (T2) – Fell - Decision: Tree Works - CA – Acceptable - Decision Date: 02/12/2025

P/TRC/2025/06176 - 1 Grove Barn Grove Hill Martinstown - T1 Willow - Reduce limbs that extend towards the road by 2.5m, re-reduce the remaining tree back to historic pruning points removing approximately 2/2.5m T2 Field Maple - Prune a 2m clearance between tree and neighbours house removing only secondary and tertiary branches. reduce extension growth on northern side of canopy by up to 2m creating a more rounded shape - Decision: Tree Works - CA - No Objection - Decision Date: 12/11/2025

P/TRC/2025/06095 - The Chantry Main Street Martinstown - T1 Liquid Amber - Pollard to a height of 4m to prune back to sound wood - Decision: Tree Works - CA - No Objection - Decision Date: 06/11/2025

P/TRT/2025/05948 - 2 Alington Place Monkey Jump Roundabout To Junction Below Alington Place Martinstown - T1 Horse chestnut - Reduce top by 20ft (40%) & blend in sides by approx 5-10ft - Decision: Tree Works - TPO – Split - Decision Date: 14/11/2025

c) Digital Planning Register

Motion: Creation of a Digital Planning Register

That the Council resolves to create and maintain a digital version of the statutory planning applications register, to be published on the Council's official website. The digital register shall include details of all planning applications notified to the Council and the Council's responses to the local planning authority. This initiative aims to improve transparency, accessibility, and public engagement by ensuring that residents can easily view planning matters online. In accordance with Standing Order 15(xiv), the Clerk shall publish the Council's responses to planning applications on the Council's website and ensure that the register is kept up to date.

Proposed by Cllr Hutchings and Seconded by Cllr Pemberton

12. Updates on: Highways, ROW and SID/Allotments/Flood, Stream and Riverbanks/Washpool/Grounds
13. V & V
14. Village Hall Trustee
15. Memorial Hall

To note the minutes of the MH working group meeting held on 19th January 2026

Motion:

That a simple two strand wire fence be erected around the Memorial Hall with a locked gate and a sign indicating Parish Council controlled. Sandbags to be stored outside the area.

Proposed by Cllr Nuttall and Seconded by Cllr Fitzgerald

Motion:

That the lock is changed such that two keys exist one held by the Clerk and one by the Chair.

Proposed by Cllr Nuttall and Seconded by Cllr Fitzgerald.

Motion:

That Winterborne St Martin Parish Council authorises the Memorial Hall Working Group to seek appropriate legal advice regarding the recovery of monies owed to the Memorial Hall. The Working Group shall:

1. Identify and engage a suitable legal advisor or firm to provide guidance on the matter.
2. Report back to the Parish Council with recommendations and potential costs before any legal proceedings are initiated.

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

Proposed by Cllr Hutchings and Seconded by Cllr Pemberton.

16. DAPTC

17. Staffing Committee

18. External correspondence received

- a) EV Charging points
- b) Parishioner enquiry regarding missing minutes on the website
- c) Town & Parish Council Forums invite from Dorset Council

19. Parish Matters

20. Notice of next meeting

February Parish Council meeting to be held on Wednesday 25 February 2026, 7pm at Magna Community Room

Clerk to Winterborne St Martin Parish Council – 18 January 2026