

DALWOOD PARISH COUNCIL

MINUTES OF THE MEETING OF DALWOOD PARISH COUNCIL HELD ON WEDNESDAY 22nd November 2021 Meeting 2021-22.6

PRESENT: Cllr T.M. Hodges (Vice Chair) (who chaired meeting as Chair was not physically present), Cllr P.H. Lawrence, Cllr. A.P. Bengier, Cllr. G.J. Perry, Cllr K.G. Laing (Chairman) (attending via Zoom), Cllr. C. Wyatt, Parish Clerk T.M. Leat, O. Morgan (Parish Paths Officer) and one member of the public.

1. APOLOGIES

Cllr. L.P. White and Dist. Cllr Iain Chubb

The acting chair agreed that Mr Morgan could provide his report before meeting started so he could then leave. Report is as below.

2. MINUTES OF LAST MEETING

Minutes had been circulated. No amendments were necessary. Cllr Lawrence proposed acceptance seconded by Cllr Hodges.

3. MATTERS ARISING FROM MINUTES NOT COVERED BELOW

Due to unavailability of some councillors meeting arranged for 3rd November had to be rearranged and Chair was unable to attend this rearranged meeting as she was isolating. In her absence the Vice Chair ran meeting with Chair being present via Zoom.

4. FINANCIAL MATTERS

4.1. General Financial Matters and budget report

The Clerk circulated a resume of all income and expenditure to date in current year with comparisons with budget and suggestions for budget figures for next year for consideration and discussion at next meeting when budget needs to be agreed and precept fixed. He is yet to submit VAT claim for current financial year to date but will do so as soon as time allows.

4.2 AGAR Report

Final External Report had been received and circulated and now needs to be put onto website and relevant notices placed as regards inspection published. A negative report was received due to delay in additional information asked for being provided within timescale given. The Clerk reported that all information had now been supplied to Littlejohns and apologised for his delay in doing so.

4.3. Expenditure to approve for which bills have been received since last meeting

The Clerk reported on the following

Cheque No/ BACS payment	Parish Business	Total	VAT	Goods
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1140	Allan Bright & Son - deposit for bus shelters required	250.00	41.66	208.34
1038	Dalwood Recreation Trust – room hire for meeting.	12.00	Nil	12.00
BACS	Lawrence Ltd -demolition costs for current bus shelter	2,972.40	495.40	2,477.00
BACS	Dalwood Village Hall – hire for council meeting	9.00	Nil	9.00
BACS	Shaun Burns – P3 second veg cut	160.00		160.00
BACS	PKF Littlejohn LLP	240.00	40.00	200.00
BACS	GJ & PC Perry – drainage of river	90.00	15.00	75.00

Cllr Hodges proposed payment of above seconded by Cllr Bengier

5. PUBLIC FORUM

The one member of public attending had done so to raise concerns on the matter of potholes and quality of repairs within our own and adjoining Parish. During exchange of views the Clerk read section of Cllr Chubbs report which advised that he had had a meeting with Meg Booth the head of highways at DCC to register his own concerns. Certain councillors and the Clerk had meet with Neighbourhood Highways Office and matters discussed at this meeting were referred too.

6. PLANNING MATTERS

6.1 To consider applications received since last meeting

Following planning applications had been circulated prior to meeting and no objections raised

21/2511/CPE – Use of garden and erection of potting shed

21/2562/FUL - Erection of agricultural workers dwelling

21/2586/AGR - Steel framed apex lean-to building

There were no other planning matters to consider and as no objections raised no action was necessary.

6.2 Correspondence

None

6.3 Neighbourhood Plan Update

The Clerk confirmed that Stuart Todds account had been paid as previously agreed and Cllr Hodges advised that he had uploaded examiners report and submitted responses to parish website. In absence of any formal report there were no other matters which required discussion the next stage being for the version of the plan for public consultation to be produced. It was noted that there will be an additional account from Stuart Todd for his work on reformatting of plan following examiners initial report.

7. HIGHWAY MATTERS

The following were all raised during discussion on Highway Matters and Public Forum as being matters of concern both to the Council and residents

- Potholes etc seem to be regularly removed from reporting system before being seen too.
- Quality of repairs undertaken seem at times to be very poor
- It was thought that repairs were being undertaken in an uneconomic way
- It was thought that there was much waste in terms of money and resources at present.

The Clerk raised the subject of DCC self-help schemes such as the Roadwarden Scheme but there was little interest from those present and the Clerk was not requested to take his research on these matters any further. One matter which does however need to be made more widely known is that ditches are the responsibility of land owner not DCC and land owners should be encouraged to regular clear ditches especially after hedge cutting.

Request was made from member of public that Dalwood Parish Council to do all it can to ensure repairs that were being reported were in fact being done to an acceptable standard. The Clerk advised that his understanding was that Dalwood was not in any worse or better position than any other parish and without some degree of "self-help" by the council and/or residents all that the parish council could do was to keep reporting defects as these were advised to them and encourage all residents to use reporting procedure for which there was a direct link on website. We would all then simply have to wait until funds were allocated to substantive repairs to the roads that the parish council had already identified as being in most need of repair. Advice had been provided that the road to Moorcox Cross had been identified as such a road but major repairs are unlikely to take place in the next financial year unless further funds are allocated to DCC roads budget in next financial year which is very unlikely.

8. PARISH PATHS

Mr Morgan reported on progress made at Ham Lane and requested information concerning this be placed on parish website. There were some issues re footpath 16 (Lower Corry Farm) going into Stockland which were being resolved and steps needed replacing on footpath 5 for which a quote will be obtained and passed to the Clerk. Annual Survey is now to be carried out and request for grant needs to be submitted within given deadline.

9. EMERGENCY PLANNING MATTERS

It was noted that Cllr Lawrence already had contact details as to who to contact for supply of grit required. As regards Climate Change Emergency it was agreed that in principal this would be supported by Dalwood Parish Council more consideration of matter was however needed before a formal declaration could be made.

10. MAINTENANCE MATTERS

10.1 Notice Board

Attention still required.

10.2 General Maintenance

No action currently needed.

10.4 Bus Shelter

The Clerk reported that he had paid deposit to Brights as requested and received a receipt confirming VAT element. Cllrs Bengier and Lawrence confirmed that they will now meet to map

out foundations and liaise with Brights as to construction and erection of shelters. The Clerk offered to provide any assistance required and will settle accounts when work completed from allocated funds.

10.5 Trees, Seats and River

Work had been undertaken on river as usual and Cllr Perry submitted account for this work which was approved.

10.6 Boundary Stone

Arrangements need to be made for commissioning of plaque but at this point there were no firm agreement as to what this should look like. Further consideration is therefore needed.

11. QUEENS PLATINUM JUBILEE 2nd to 5th June 2022

Possibility of new water fountain (or repair to existing one) and/or erection of new benches was discussed. A suitable sum needs to be included in budget for such costs yet to be established. The Chairs understanding was that a party was due to take place in the Jubilee field so there was no need for any application for road closure etc at this stage.

12. RISK ASSEMENT

The Clerk advised that he is still working on assessment and still does not yet have a version he is happy to share at this stage. Nothing arising from this meeting led to any necessary alteration to current draft being worked on.

12. ADMINISTRATION MATTERS and CORRESPONDENCE

The Clerk circulated Dist. Cllr Chubbs report prior to meeting.

Action points for Clerk and Councillors updated as follows

VAT paid to date to be reclaimed		
Liaise with Auditor re Risk Assessment and audit		
Community Emergency Plan		
Budget Report for next meeting		on going
To arrange to go onto Website		
<ul style="list-style-type: none"> • AGAR Report 		
<ul style="list-style-type: none"> • Info re work on Zig Zag 		done
<ul style="list-style-type: none"> • Info re Ditch Maintenance 		

Councillors and officers action points revised as follows

Cllr Lawrence	Notice board interior work Collection of sandbags and grit	
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Cllr Benger and Cllr Lawrence	Liaising re replacement bus shelter	
All Councillors	To put forward ideas for Platinum Jubilee celebrations and take necessary action.	
Cllr Laing	To put forward ideas for wording of plaque etc so contact can then be made with other parishes to progress idea.	

13. DATE OF NEXT MEETING

Wednesday 10th January 7.30 Village Hall

Signed

Dated.....

DRAFT