

Winterborne St Martin Parish Council V1

Dear Councillor

You are hereby summonsed to attend the **September** meeting of the Winterborne St Martin Parish Council to be held on **Monday 28 September 2026 at 7pm, Martinstown Village Hall.**

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. Apologies received – Clerk
2. Declarations of Interest
3. Dorset Cllr report
4. Police report
5. Minutes of Winterborne St Martin August Parish Council meeting on Monday 24 August 2026
6. Action points from last minutes
 - a) 262/25 – Staffing Committee to revise procedure and bring recommendations to full Council
 - b) ACM04g)/2026 - Employment Policy & Procedures - Staffing Committee to undertake the review and bring revised policy to Council within six months
 - c) 15/2026 - Cllr Hutchings agreed to revisit traffic calming options more broadly
 - d) 31i)/2026 – Cllr Hutchings to explore provision of dog/waste bin
 - e) 50a)/2026 – Cllr Nuttall to bring motion for tree works at Blagdon Close
 - f) 61/2026 – Cllr Nuttall to bring motion for additional stream clearance
 - g) 69/2026 – Cllr Walker to send information regarding barking dogs to Clerk for referral to dog warden
 - h) 77h)/2026 – Clerk & Cllr Pemberton to resolve VAT entries in Scribe – Clerk has attempted to resolve by amending the VAT type to Refund but this hasn't resolved the issue. Next agenda.
 - i) 78b)/2026 – Clerk to book Cllr Eversden onto Planning event – COMPLETED
 - j) 79/2026 – Cllr Nuttall to contact homeowner, landlord & contractor
 - k) 88/2026 – Cllr Nuttall to close Cllr Pemberton's complain in accordance with policy
 - l) 89c)/2026 – Clerk to respond to Parishioner – COMPLETE
7. Audit & Governance Compliance
8. Finance
 - a) Approval of schedule of payments & bank reconciliation

9. Planning

- a) Dorset Council Planning and Building Control Town and Parish Council Forum – Tuesday 8 September 2026 – Feedback from Cllr Eversden

10. Updates on: Highways, ROW and SID/Allotments/Flood, Stream and Riverbanks/Washpool/Grounds

- a) Update on proposed footway meeting with Transport Planner – Cllrs Hosford/Nuttall

11. Update on Wessex Water/Green Martinstown liaison group from Cllr's Walker/Hutchings

12. V & V

13. Village Hall Trustee

14. Memorial Hall

a) **Motion:**

That Cllr Eversden be elected to be a member of the Memorial Hall Working Group.

Proposed by Cllr Nuttall and seconded by Cllr Hosford

15. Dorset Cllr boundary changes – Cllr Pemberton

16. **Motion:**

That the Parish Council agrees in principle to replacement signs in Village on the Washpool area and the Green. That these are made from durable material and enclosed in suitable structures. Subject to cost and suitable design.

Proposed by Cllr Nuttall and seconded by Cllr Fitzgerald

17. **Motion:**

That the council agrees in principle to new notice boards in the Bus shelter subject to design and cost agreement.

Proposed by Cllr Nuttall and seconded by Cllr Fitzgerald

18. Parish Council Contribution Towards Village Play Area Inspection Costs

Motion:

That Winterborne St Martin Parish Council recognises the village play area as an important community asset which provides recreational, social and wellbeing benefits for local children, families and visitors.

The Council further recognises the importance of regular independent inspections in ensuring that the play area remains safe, well maintained and fit for public use. In support of this valued community facility, the Parish Council agrees to make an annual contribution of approximately £200 per annum towards the cost of the play area inspection, such contribution to be funded from the Parish Precept.

The Council further resolves that this annual contribution be incorporated into future budget setting and precept calculations, subject to periodic review by the Council as part of the annual budgeting process.

Proposed Resolution

Winterborne St Martin Parish Council resolves to allocate £200 per annum from the Parish Precept towards the cost of the village play area inspection and to include this provision within future annual budgets, subject to review as part of the Council's budget-setting process.

Supporting Statement

The village play area is a valued community facility used by local families and visitors throughout the year. Regular independent inspections are essential to maintain safety standards and identify any maintenance requirements. A modest annual contribution from the Parish Council demonstrates support for an important local amenity and helps ensure that the costs of maintaining a safe play environment are shared for the benefit of the wider community.

Proposed by Cllr Hutchings and seconded by Cllr Walker

19. DAPTC

20. Staffing Committee

a) **Motion:**

To approve the increase in pay of the clerk due to increase in National Rate and backdate to 1 April 2026.

Proposed by Cllr Andrews

b) **Motion:**

To increase Clerk's contracted hours by 5pcm. This is based on verbal assurance from Cllrs Hutchings, Marsh and Walker that this was agreed at her most recent appraisal meeting (May 2026 - date needs to be confirmed please)

21. Cllr Pemberton complaint to Council

22. External correspondence received

a) Green area for ball games – Parishioner to attend meeting to discuss

23. Parish Matters

24. Notice of next meeting

October Parish Council meeting to be held on 26 October 2026.

Clerk to Winterborne St Martin Parish Council – 21 September 2026

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