

MILBORNE ST ANDREW ANNUAL PARISH COUNCIL - MEETING MINUTES



Held on: 20/05/2015

at: 19:30

Location: Milborne St Andrew Village Hall

Present: Cllr Jenny Balcon (Chairman)
Cllr Sarah Fox (Vice Chairman)
Cllr Karen Park
Cllr Joy Robinson

Members present signed their Acceptance of Office forms, which were duly counter-signed by the Clerk, after which members present took their seats on the Parish Council. The three co-opted members not present will sign their Acceptance of Office forms at the next meeting attended.

In attendance: Mr Colin Hampton (Parish Clerk)
3 members of the public

001 Election of Chairman 2015-16

Nominee – Cllr J Balcon
Nominator – Cllr J Robinson
Second – Cllr S Fox

RESOLVED that Cllr J Balcon continues as Chairman of the Council for the 2015-16 municipal year.

002 Election of Vice-Chairman 2015-16

Nominee – Cllr S Fox
Nominator – Cllr J Balcon
Second – Cllr J Robinson

RESOLVED that Cllr S Fox be elected Vice-Chairman of the Council for the 2015-16 municipal year.

003 Apologies

Cllr Emma Parker (NDDC)
Cllr Jane Somper (NDDC)
Mrs Sue Cherry
Mr Philip Smith
Mr Simon Thompson

004 Declarations of Interest

None declared.

005 Minutes of the Parish Council Meeting held 18th March 2015

RESOLVED that the Minutes of the meeting be confirmed and signed as a correct record.

006 Co-option of Mrs Karen Park to the Parish Council

The Chairman introduced Mrs Karen Park and read a short biography of her life in the village. There being no objections Mrs Park was then invited to join the Parish Council.

007 County & District Councillors' Reports

The Chairman read a short update from Cllr Somper, a copy of which appears as Appendix A of the Minute Book.



008 Parish Council Representatives' Reports

Mr Michael Hopper, Chairman of the Neighbourhood Planning Group reported on the 3rd open meeting held at the school May Fair. A lot of interest was shown in the work of the group and the displays on their stand. Cllr Balcon congratulated Mr Hopper on the work that has been done by the group and the quality of their displays, to which Mr Hopper replied that much of the work on the display material was done by Cllr Sue Cherry. He also reported that an NPG Facebook page is now active. Mr Hopper added that the first phase of consultation is now concluded, the work now is to analyse people's comments and using the results refine and compile the questionnaires for the next round. In response to a question he was advised by the Clerk that if the group is seeking further grant money to fund their activities then the Community Development Fund should be approached first, before coming to the Parish Council to release the ring-fenced fund.

Cllr Balcon reported on a County Division meeting held in Milton Abbas by DCC Cllr Cox 27th April, which she had attended together with the Clerk. She outlined a briefing given at the meeting on changes to Care in Dorset, as well as various highway issues fielded by Mr Paul Eastwood.

The Clerk announced that the Parish Council now has an active website at www.milbornestandrew-pc.org.uk which he will be editing and keeping up to date. Cllr Fox was encouraged to pursue reactivating the council's Facebook page.

Cllr Fox delivered a report on the MSA First School, which now has academy status and is part of the Greenwood Tree Trust. The school raised in excess of £2000 at its recent very successful May Fair.

Cllr Robinson reported on the Allotment Society and announced that it would be part of the Village Open Gardens event being held in June. She also forwarded a request from the society that dogs be allowed on to the allotments site, under strict control, for a 6 month trial period. The Clerk is to check the terms of the lease and Cllr Balcon will liaise with the Sports Club on the matter.

Cllr Robinson also reported that take-up of the Homewatch scheme is very low, despite there being advantages to home insurance if a member of such a scheme. She also reported that there had been little interest expressed in joining a Community Speedwatch Scheme, following the presentation on the scheme at the Annual Parish meeting in April.

009 Correspondence

A report by the Clerk, a copy of which appears as Appendix B of the Minute Book, was noted. Disappointment was expressed that an opportunity to apply for a community grant from central government had been missed due to the late notice.

010 Appointment of Specific Posts for 2015-16

RESOLVED that the Parish Council's holders of Specific Posts for 2015-16 will be as follows:-

Flood Warden	Mr S Lord
Tree Warden	Mrs S Cawley
Footpaths Representative	Mr A Hodges
Homewatch Co-ordinator	Cllr J Robinson

It was agreed to suspend the post of Ancient Monuments Liaison Officer until such time as it may be needed again.

011 Appointment of Representatives to Outside Organisations for 2015-16

RESOLVED that the Parish Council's Representatives for 2015-16 will be as follows:-

DAPTC	Cllr J Balcon
MSA Village Hall	Cllr S Cherry
MSA Sports Club	Cllr J Balcon

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MSA First School
MSA Allotment Society
DT11

Cllr S Fox
Cllr J Robinson
Cllr K Park

012 Planning Applications

2/2015/06/LBC

Proposal: carry out repairs to internal beams and joists and reinstate ceilings.

Location: Manor Farmhouse, access to Manor Farm, Milborne St Andrew.

RESOLVED that the Council has no objection to the application.

013 Internal Audit Report for 2014-15

RESOLVED to accept the report from the council's Internal Auditor, Paul Reynolds of Fair Account, a copy of which appears as Appendix C of the Minute Book

014 Final Accounts 2014-15

RESOLVED to approve the final accounts for 2014-15 audited by the Internal Auditor, a copy of which appears as Appendix D of the Minute Book.

015 Annual Return

RESOLVED that the Annual Return 2014-15, including the Accounting Statement and the Annual Governance Statement, a copy of which appears as Appendix E of the Minute Book, be approved, signed and forwarded to the External Auditor.

016 Appointment of Internal Auditor

RESOLVED to confirm that Paul Reynolds of Fair Account act as the council's Internal Auditor for the final year of a three year contract.

017 Review of Insurance Policy

The Clerk submitted a copy of the Parish Council Insurance Scheme quotation from brokers Came & Company dated 27th April 2015, of copy of which appears as Appendix F of the Minute Book.

The document included a précis of the core sections of the insurance cover. The Clerk reminded members that the Council had entered into a long term agreement with the insurers which expires in June 2016.

RESOLVED that the Parish Council's insurance has been reviewed for 2015-16 and should be renewed as recommended.

018 Review of Membership of Other Bodies

The Chairman reported that the Parish Council is currently a member of the DAPTC and requested confirmation that the Parish Council wished to continue with this membership.

RESOLVED that the Parish Council has reviewed its membership of other bodies and will remain a member of the DAPTC for 2015-16.

019 Review Proposed Dates for Parish Council Meetings 2015-16

The 2015-16 dates for council meetings proposed by the Clerk, a copy of which appears as Appendix G of the Minute Book, were considered by members. It was suggested by Cllr Fox that the December meeting should only be held if there were planning applications to be discussed. There was unanimous support for this idea.

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RESOLVED that the proposed dates for meetings are agreed and that the December meeting should be plans only, like August.

020 Incremental Increase in Clerk's Salary

Members were invited to approve an incremental scale point increase in the Clerk's salary to SCP17 in accordance with the terms of his contract.

RESOLVED that the incremental increase in the Clerk's salary be approved.

021 Cheque Schedule

The Cheque Schedule for May was circulated, a copy of which appears as Appendix H of the Minute Book.

RESOLVED that the Cheque Schedule for May totalling £2791.81 be approved and the cheques signed.

The meeting closed at 20:45 hrs.

Signed :

Chairman of the Council

Dated : 17. 6. 15

PUBLIC PARTICIPATION NOTES

Action

A question was raised regarding the extent and speed of the broadband coverage in the village once BT's programme of work in the area is completed.

Clerk to investigate.

Concern was expressed regarding the changes being considered to services provided by Dorchester Hospital. It is understood that a consultation process will begin soon.

Cllr Park to investigate.