

FRAMPTON PARISH COUNCIL

Wayne Lewin – Clerk to the Parish Council
13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE
Phone: 07419 136735 Email: frampton@dorset-aptc.gov.uk

Dear Councillor,

You are summoned to attend **Full Council** of Frampton Parish Council to be held at **7.00pm on Monday 26th September 2022** in Frampton Village Hall.

Please find a copy of the agenda below.

Councillors:

Charlie Adler (Chair), Andrew Thomson, Sandi Christopher, Patsy Taylor, Paul Mutti, Fiona Sarno and Veronica Antram

FULL COUNCIL

1. Apologises for absence
2. Declarations of pecuniary or other interests
3. To approve the minutes of the Parish Council Meeting held on 27th June 2022
4. Matters from the previous meeting

5. Chair's update
6. Public discussion period
7. To receive a report from the Dorset Council
8. To receive brief holder updates and to agree action(s) in response to proposals and repairs

Allotments

Burial Ground

Play Park

Tibbs Hollow

Planning

SID update

Bus Back better update

9. To receive and approve the financial reports and payments for authorisation
 - a. Payments for authorisation
 - b. Budget update
 - c. Reserves update

FRAMPTON PARISH COUNCIL

10. s106 funding application(s)
11. Future of the bus shelter on Church Lane
12. Traffic review on Church Lane
13. Purchase of litters pickers
14. Purchase of dissolvable paint for marking dog waste
15. Play Park working group
16. Lease agreements at the allotments
17. Memorials in the Burial Ground
18. Purchase of equipment from s106 monies
19. Sourcing of water for the allotments
20. Moving of the Burial Ground bin to Church Lane
21. Review of DAPTC survey on planning letters and notices
22. Terms of use for the VISA card
23. Burial ground charges
24. Position of Parish Clerk and Responsible Finance Officer
25. Initial 23/24 budget review

26. Items for the next meeting

27. Date(s) of next meeting(s)

Full Council

19th December 2022

Frampton Village Hall

Wayne Lewin

Parish Clerk

19th September 2022

FRAMPTON PARISH COUNCIL

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Phone: 07419 136735 Email: frampton@dorset-aptc.gov.uk

Minutes of Full Council held on 27th June 2022 in Frampton Village Hall.
Meeting commenced at 7.00pm.

Councillors in attendance:

Charlie Adler (Chair), Paul Mutti, Andrew Thomson, Sandi Christopher, and Fiona Sarno.

There was 1 member of the public in attendance

FULL COUNCIL

1. Co-option of new Parish Councillor for Frampton

Veronica Antram was proposed, seconded, and unanimously co-opted as a Councillor for Frampton Parish Council.

2. Apologises for absence

Cllr Patsy Taylor sent apologises.

3. Declarations of pecuniary or other interests

Cllr Thomson noted that the applicants at agenda item 9i were well known to him.

Cllr Thomson also declared a financial remuneration at agenda item 10a.

4. To approve the minutes of the Parish Council Meeting held on 16th May 2022

These were approved as a true and accurate record of the meeting.

To approve the minutes of the Annual General Meeting held on 16th May 2022

These were approved as a true and accurate record of the meeting.

5. Matters from the previous meeting

The finger posts had not yet been looked at.

The VISA card had been applied for.

The mailbox had been upgraded.

The upgrade of the cycle path has commenced and was in progress.

6. Chair's update

Cllr Adler thanked Cllr Thomson for his sterling work at Chair over the past 5 years.

In addition, sincere gratitude was passed on to 'Andrew Thomson' for the fantastic burning strawman and firework discuss as part of the jubilee celebrations.

A massive thank you was also given to Victor Pullman for the organisation and coordination of the lunch and jubilee coins.

It was noted that Cllr Taylor, the Ward Councillor for Dorset Council was not contactable.

It was also mentioned that various overgrown footpaths had been reported.

Minor concerns had been raised on how the public are informed of Parish Council matters.

It was confirmed that a report was placed in the village magazine, agendas and minutes were placed on the noticeboard as well as the Parish Council website.

Facebook was also used, but only as a one-way communication (out).

It was agreed to leave as it is.

FRAMPTON PARISH COUNCIL

A concern had been raised as to e-scooters.
All were in agreement this was a police matter.

7. Public discussion period

A big thank you was again given to all involved in the collaborative coordinated approach to the jubilee.

However, it was felt, with the weather how it was, a more proactive approach to opening the Village Hall would have benefited many people.

8. To receive a report from the Dorset Council

No report had been received.

9. To receive brief holder updates and to agree action(s) in response to proposals and repairs Allotments

No report was given.

Burial Ground

There was nothing to report.

Play Park

It was confirmed that the multi-play had been renovated.

The new swings had arrived, but the chains were too short. These were being sent back and new ones delivered.

It was noted that the fencing behind one of the goalposts was in a dilapidated state of repair with broken netting. A plan to replace or remove was being reviewed.

The grass cutting contract was running well.

It was noted that Magna were denying the boundary fencing belonged to them.
Evidence that it was, was being gathered.

Tibbs Hollow

It was noted that one of the picnic tables was in need of refurbishment, replacement or removal.

A few minor litter issues had occurred.

Planning

i. P/FUL/2022/03245

Town Hill Farm, Town Hill, Frampton, Dorset, DT2 9ET

Siting of storage facility for the storage of caravans, motorhomes, and boats (adjacent to existing storage facility)

This application was supported subject to satisfactory discharge of conditions.

ii. P/HOU/2022/03684

29 Dorchester Road, Frampton, Dorchester, DT2 9NF

Proposed internal alterations and replacement and changes to existing windows and doors and installation of an additional window

This application was supported subject to comments from the listed buildings officer.

10. To receive and approve the financial reports and payments for authorisation

a. Payments for authorisation

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There were **9 payments (PV's 9-17)** amounting to **£ 3837.45** that were authorised and approved for payment.

b. Budget update

At the end of Q1, the spend sat at 31.49%.

The RFO had no issues at this point as many budget lines had a full spend and no further expenditure was likely.

c. Reserves update

The General Reserve sat at £ 1214.32, which below the minimum guidance.

However, the RFO was comfortable this would increase throughout the financial year, especially as a large VAT rebate (£ 539.65) was sat as a debtor.

d. Matters from internal audit

Just one matter arose, in that if a Councillor was claiming a reimbursement of expenditure, that the original receipt must be produced.

11. Vandalism of the Speed Indicating Device

It was confirmed that wire had been cut from the solar panels to the battery.

To that end, it was agreed to leave a reserve for the SID for any future maintenance.

12. Assets working group or committee

It was agreed to create an assets working group, the idea for all to meet at the allotments, burial ground, play park, village green and Tibbs Hollow to glean a better understanding of what the brief holder manage.

The working group would meet as and when needed, the first to be on 15th August at 7pm in the allotments.

13. Letter to community allotment holder

This would be discussed further by the working group.

14. Future of the bus shelter on Church Lane

It was agreed this was one time to fully consult with the parishioners.

It was suggested that a letter be written to the village magazine and a social media (Facebook) forum set up.

15. Ideas for projects from s106 monies

The Clerk confirmed that Dorset Council were holding a sum of money amounting to £ 3141.30 from historic s106 funding. This had a finite time to be spent of 6 months.

Initial ideas for spending the monies included:

Adult gym equipment

New picnic bench for Millennium Green

Grant towards a new heating system for the Village Hall

A Lynch gate at the church

New goal posts and netting at the play park

New picnic bench for Tibbs Hollow

It was agreed to bring back a proposal to the next meeting with a few to submitting an application once quotes have been received.

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16. Tree for the jubilee

This would be discussed further by the working group.

17. Dog waste spray

It was agreed to purchase a further four tins of multi coloured spray.

18. Items for the next meeting

To be forwarded to the Clerk.

19. Date(s) of next meeting(s)

**Full Council 19th September 2022
Frampton Village Hall**

There being no further business the meeting closed at **2105 hours**.

Charlie Adler _____ Chair of Frampton Parish Council

Dated _____

Frampton Parish Council Payments 2223																			
Date	Payee Details	Cheque	Service	PV	Amount	Salary	Expenses	Stationery	Insurance	Fees	Grants	Honorium	Training	Grass Cutting	F&E	Playground	Reserves	VAT	Total
16/05/2022	Morelock Signs Ltd	902	Purchase of SID	1	2,994.00												2495.00	499.00	2994.00
16/05/2022	Mr Rory Smith	903	Bus shelter cleaning	2	24.00										24.00				24.00
16/05/2022	Mr Wayne Lewin	904	PAYE rebate	3	329.44												329.44		329.44
16/05/2022	Dorset Council	905	Empting of bins x 3	4	163.20										163.20				163.20
16/05/2022	Mr Victor Pullman	906	Jubilee Coins	5	1,000.00												1000.00		1000.00
16/05/2022	DAPTC	907	Training Course CA	6	25.00								25.00						25.00
16/05/2022	Zurich Municipal	908	Insurance	7	448.56				448.56										448.56
16/05/2022	Tesco	909	AVM Refreshments	8	41.85												34.88	6.97	41.85
27/06/2022	Mr Wayne Lewin	910	Apr-Jun Wages	9	1,070.46	997.50	64.80	8.16											1070.46
27/06/2022	DAPTC	911	Annual Subscriptions	10	178.95					178.95									178.95
27/06/2022	Online Playgrounds	912	Swing Parts	11	202.08												168.40	33.68	202.08
27/06/2022	DAPTC	913	Email upgrade	12	39.00					39.00									39.00
27/06/2022	DAPTC	914	Chair and ROI course	13	20.00								20.00						20.00
27/06/2022	Mr Andrew Thomson	915	Jubilee Fireworks	14	246.96												246.96		246.96
27/06/2022	Parkes and Gardens	916	Grass Cutting	15	875.00									875.00					875.00
27/06/2022	Dorset Home and Gardens	917	Play Park repairs	16	1,135.00											1135.00			1135.00
27/06/2022	J P Consultants	918	Internal Audit	17	70.00					70.00									70.00
19/09/2022	Dorset Council	919	SID solar panels	18	486.00												405.00	81.00	486.00
19/09/2022	Dorset Council	920	Installation of SID post	19	704.40										587.00			117.40	704.40
19/09/2022	Mr Wayne Lewin	921	Jul-Sep Wages	20	1,135.20	1110.00	25.20												1135.20
19/09/2022	St Marys PCC	892	Out of date cheque (PV 31)	21	-314.00												-314.00		-314.00
19/09/2022	Dorset Home and Gardens	922	Playground works	22	210.00											210.00			210.00
19/09/2022	Elite Playground Inspections	923	Inspection	23	48.00											40.00		8.00	48.00
19/09/2022	Rory Smith	924	Cleaning of bus shelter	24	24.00										24.00				24.00
																			0.00
	Totals				11157.10	2107.50	90.00	8.16	448.56	287.95	0.00	0.00	45.00	875.00	798.20	1385.00	4365.68	746.05	11157.10

Frampton Receipts 2223

Date	Received from	Precept	Burial	Allotments	VAT	Donations	Total
19/04/2022	HMRC (VAT rebate)				258.62		258.62
30/04/2022	Dorset Council (Precept)	6430.00					6430.00
16/05/2022	Allotments rent x 6			100.00			100.00
22/08/2022	Dorset Council (s106)					540.41	540.41
01/09/2022	Grassbys		300.00				300.00
		6430.00	300.00	100.00	258.62	540.41	7629.03

Receipts	Actual	Budget		Difference
	£	£		
Precept	6,430.00	12860.00		-6430.00
Burial	300.00	0.00		300.00
Donations	100.00	0.00		100.00
VAT	258.62	0.00		258.62
Total Receipts	7,088.62	12860.00		-5771.38
Payments	£	£		
Salaries	2,107.50	6000.00	35.13	3892.50
Expenses	90.00	300.00	30.00	210.00
Stationary	8.16	100.00	8.16	91.84
Insurance	448.56	500.00	89.71	51.44
Fees	287.95	400.00	71.99	112.05
Donations	0.00	400.00	0.00	400.00
Honourium	0.00	100.00	0.00	100.00
Training	45.00	100.00	45.00	55.00
Grass Cutting	875.00	2160.00	40.51	1285.00
Footpaths and Enviroment	798.20	800.00	99.78	1.80
Playground	1,385.00	2000.00	69.25	615.00
Precept	6,045.37	12860.00	47.01	6,814.63
Reserves	4,365.68			
VAT	746.05			
Total Payments	11,157.10			

FRAMPTON PARISH COUNCIL

RECONCILIATION FOR THE YEAR 2022-23

A		E		CURRENT BALANCE	
OPENING BALANCE		UNPRESENTED CHEQUES		OPENING BALANCE	11313.00
Carried forward	11313.00	PV	AMOUNT	PLUS INCOME	7629.03
01-Apr-22		18	486.00	SUB TOTAL	18942.03
TOTAL	11313.00	19	704.40		
		20	1135.20	LESS EXPENDITURE	11157.10
		23	48.00	TOTAL	7784.93
		24	24.00		
BANK DETAILS				CUMULATIVE BALANCE	
BANK ACCOUNT	BALANCE			TOTAL BANK BALANCES	10182.53
Lloyds Bank	10182.53				
				LESS U/P CHEQUES	2397.60
TOTAL	10182.53			TOTAL	7784.93
C				CHECK BALANCE	0.00
INCOME					
INCOME TO DATE	AMOUNT			INCOME	7629.03
See Receipts Ledger				EXPENDITURE	11157.10
				TOTAL	-3528.07
TOTAL	7629.03				
EXPENDITURE TO DATE	AMOUNT				
See Payments Ledger					
TOTAL	11157.10				
		TOTAL	2397.60		

RECONCILIATION

RESERVES RECONCILIATION
26th September 2022

Main account		7784.93	
Waste Paper Account		2226.09	
Play Area Equipment Fund		1058.62	
Play Area Maintenance Fund		568.09	
Allotments		165	
Burial Ground		1086	
s106 Funds		540.41	
Annual Operational Costs		0	
General Reserve		2140.72	746.05
			2886.77
General Reserve Guideline	25-75 % Precept	3217 - 9652	

PRECEPT PROPOSAL 2022/23

Annex A to Frampton Parish Council minutes

Dated

Expenditure Item	Precept 2020/21	Precept 2021/22	Precept 2022/23	Precept 2023/24
Clerk Salary	2800	3000	6000	6100
Clerk Expenses	300	300	300	200
Stationary	100	100	100	150
Insurance	500	500	500	500
Professional fees	400	400	400	400
Grants	500	400	400	400
Honorarium	100	100	100	0
Training	100	100	100	0
Grass cutting	1200	1700	2160	1900
Footpaths and Environment	1200	800	800	1000
Playground	1600	1900	2000	2200
Totals	8800	9300	12860	12850

Tax Base 20/21 211 8800/211 = £ 41.71

Tax Base 21/22 208.6 9300/208.6 = £ 44.58

Tax Base 22/23 209 12860/209 = £ 61.53

Tax Base 23/24 209 12850/209 = £ 61.48