

**Donhead St Andrew Parish Council**  
**Minutes Full Meeting - Friday 14th July 2017 at 7:30pm**  
**St Mary's Village Hall, Donhead St Mary, SP7 9DQ**

17.07.06	<p><b>Apologies received and those present:</b>  Present: M. Cullimore (Chairman), S Luck (Vice-Chairman), J. Barton, C. Burrows, Ms P. Maxwell-Arnot, Miss B Miller, S. Pyke, Mrs F. Smart, M. York (until 8:45pm).</p> <p>Also in attendance: W.Cnllr T. Deane; 1 resident; Mrs S. Harry (Clerk).</p> <p>Apologies received and accepted: none.</p>																																																		
17.07.07	<p><b>Declarations and Dispensations</b></p> <p>a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests - none.</p> <p>b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests - none.</p>																																																		
17.07.08	<p><b>Public Participation and Presentations</b> - Questions and/or statements</p> <p>This is an opportunity for residents of Donhead St Andrew Parish to speak, for a maximum of 3 minutes, on any agenda item or other matter of interest - none.</p>																																																		
17.07.09	<p><b>Approval of minutes</b> - P.Cnllrs resolved the following minutes:  Full meeting - 12<sup>th</sup> May 2017; <b>proposed SL / seconded MY / unanimous</b>  Interim meeting - 23<sup>rd</sup> June 2017; <b>proposed PMA / seconded CB / unanimous</b></p>	Clerk																																																	
<b>PLANNING MATTERS</b>																																																			
17.07.10	<p><b>Draft Housing Policy Allocations consultation</b> - P.Cnllrs noted that the local information session is at the Guildhall, Market Place, SP1 1JH - Wednesday 19 July 2017, 12noon -7pm; of interest as Donhead St Mary had 3 large sites (comparatively) at the last consultation. The consultation will run through until the end of September and will be discussed at the September meeting.</p>																																																		
17.07.11	<p><b>Maltings Housing Association letter</b> - P.Cnllrs noted that this further development is taking place but did not think it appropriate to respond.</p>																																																		
17.07.12	<p><b>Applications determined</b> - none.</p>																																																		
<b>FINANCE</b>																																																			
17.07.13	<p><b>Approval of payments information</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: left;"><u>Purpose</u></th> <th style="text-align: left;"><u>Cheque</u></th> <th style="text-align: left;"><u>£ nett</u></th> <th style="text-align: left;"><u>£ vat</u></th> <th style="text-align: left;"><u>£ total</u></th> <th></th> </tr> </thead> <tbody> <tr> <td>J. Garner-Rudman</td> <td>Internal Audit</td> <td style="text-align: center;">501</td> <td style="text-align: right;">50.00</td> <td style="text-align: center;">0</td> <td style="text-align: right;">50.00</td> <td>Budgeted</td> </tr> <tr> <td>Donhead Field Centre</td> <td>Room Hire at Field Centre</td> <td style="text-align: center;">502</td> <td style="text-align: right;">100.00</td> <td style="text-align: center;">0</td> <td style="text-align: right;">100.00</td> <td>Budgeted</td> </tr> <tr> <td>S. Workman</td> <td>Maintenance works in cemetery</td> <td style="text-align: center;">503</td> <td style="text-align: right;">97.75</td> <td style="text-align: center;">0</td> <td style="text-align: right;">97.75</td> <td>Budgeted/ retrospective</td> </tr> <tr> <td>Obo HMRC</td> <td>Tax/NI payment for months 2,3,4</td> <td style="text-align: center;">504</td> <td style="text-align: right;">80.60</td> <td style="text-align: center;">0</td> <td style="text-align: right;">26.80</td> <td>Budgeted</td> </tr> <tr> <td>Clerk</td> <td>Salary for months 2,3,4</td> <td style="text-align: center;">505</td> <td style="text-align: right;">699.40</td> <td style="text-align: center;">0</td> <td style="text-align: right;">233.20</td> <td>Budgeted</td> </tr> <tr> <td>R.Pearce</td> <td>Strimming</td> <td style="text-align: center;">506</td> <td style="text-align: right;">380.00</td> <td style="text-align: center;">0</td> <td style="text-align: right;">380.00</td> <td>Budgeted</td> </tr> </tbody> </table> <p>P.Cnllrs resolved approval of the above transactions</p>	<u>Payee</u>	<u>Purpose</u>	<u>Cheque</u>	<u>£ nett</u>	<u>£ vat</u>	<u>£ total</u>		J. Garner-Rudman	Internal Audit	501	50.00	0	50.00	Budgeted	Donhead Field Centre	Room Hire at Field Centre	502	100.00	0	100.00	Budgeted	S. Workman	Maintenance works in cemetery	503	97.75	0	97.75	Budgeted/ retrospective	Obo HMRC	Tax/NI payment for months 2,3,4	504	80.60	0	26.80	Budgeted	Clerk	Salary for months 2,3,4	505	699.40	0	233.20	Budgeted	R.Pearce	Strimming	506	380.00	0	380.00	Budgeted	
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17.07.14	<p><b>Request for a donation to Citizens Advice Wiltshire</b> - P.Cnllrs considered the request for a donation from the CAB Wiltshire but resolved not to make a donation.</p> <p style="text-align: right;"><b>proposed SL / seconded MY/ unanimous</b></p> <p>Note: the £400 contribution to Sedgell &amp; Semley PC towards the Finger Post at the top of Barker's Hill was no longer required and P.Cnllrs agreed that this should be returned to enable further Finger Posts to be ordered.</p>	
<b>CEMETERY</b>		
17.07.15	<p><b>War memorial</b> grant application - following the specification by Peter Martindale and the approval by the War memorial Trust, a grant application will now be submitted following the approach to 3 contractors for quotes for the work on the inscriptions.</p>	
17.07.16	<p><b>Cemetery Regulations revisions</b> - P.Cnllrs agreed with the suggestions from the Cemetery Working Group, with further minor amendments to clarify intention of the wording before resolving to approve the document previously circulated as an agenda paper.</p> <p style="text-align: right;"><b>proposed SP / seconded MY/ unanimous</b></p> <p>P.Cnllrs agreed that a survey of all headstones should be undertaken to identify those at risk of falling in the near future; also to clarify the plots' numbering/ locations on the current spreadsheet.</p> <p>P.Cnllrs also agreed that the possibility of digital mapping should be investigated.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
17.07.17	<p><b>Cemetery Charges</b> - P.Cnllrs agreed that the current charges would remain until April 2019; with reconsideration in the 2018 budget cycle.</p>	<b>Clerk</b>
<b>HIGHWAYS/Rights of Way</b>		
17.07.18	<p><b>Footpaths</b></p> <p>a. Circular walks - P.Cnllrs noted that Lord Arundel does not want signs on any stiles/posts on estate land, before agreeing to enlarge the circular walk given as an example given at 2km and 5km sizes on an A4 sheet to include the walk through Wardour Woods to Wardour Castle. Revised maps would then be circulated.</p> <p>b. P.Cnllrs asked that the owner of Meadowbank House be contacted about the overgrown hedge on the FP adjacent to the field and also putting up the Dog Fouling signs. A query regarding the extent of conservations areas in the village was made and a map would be circulated.</p>	<p><b>SL/ CB</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
17.07.19	<p><b>Parish Steward System</b> - a verbal update from P.Cnllr Burrows was given and P.Cnllrs noted that the Parish Steward would be in the village on 24<sup>th</sup> July; suggested works included Scott's Hill and Wardour Lane. Thanks had already been relayed to Highways from the Chairman for the work of the Steward and the Clerk would add thanks for the work done on the 2 gulleys on the A30 at the junction with Overway that were now clear.</p>	<b>Clerk</b>
17.07.20	<p><b>Village Speed Limit</b> - P.Cnllrs noted the circulated metrocount data and information on SIDs. It was agreed that a SID would be best placed on New Road and that a request be made to the Area Board to join in the SID scheme for joint working with other parishes; Donhead St Mary and Sedgell in particular.</p> <p>P.Cnllr SL agreed to volunteer as the 'manpower' for the scheme, with others to be found.</p>	<p><b>Clerk</b></p> <p><b>SL</b></p>

<b>Other Matters</b>		
17.07.21 (8:45pm)	<p><b>Defibrillator for the village</b> - P.Cnllrs noted that the owner of The Forester had indicated that he did not want a Defibrillator on the premises, but a nearby resident had agreed in principle. However, after further discussion on possibly making a contribution to Amity Club and heeding other past advice on limitations such as the nature of the village layout and varying mobile 'phone signals, P.Cnllrs finally resolved that further First Aid courses would be a better option; to be investigated.</p> <p style="text-align: right;"><b>Proposed Miss BM / seconded Miss PMA / unanimous</b></p>	<b>Clerk</b>
17.07.22	<p><b>Transparency Fund</b> - P.Cnllrs agreed unanimously that a further application to the Transparency Fund for a new hosted website design would be made; noting that packages specifically developed for parish councils were available.</p> <p style="text-align: right;"><b>Proposed SL / seconded Miss BM / unanimous</b></p>	<b>Clerk</b>
17.07.23	<p><b>WALC Autumn Training Programme</b> - having noted the courses available, no reservations were requested.</p>	
17.07.24	<p><b>Dementia Awareness and Strategy</b> - P.Cnllr Miss B. Miller updated the meeting on the very positive impact that dementia awareness can have on those that suffer. P.Cnllr Miss B. Miller agreed to contact Ansty Farm shop and also The Forester as potential 'Safe Places' and the notes of the meeting would be circulated to everyone.</p>	<b>BM Clerk</b>
<b>Reports</b>		
17.07.25	<p>W. Cnllr Tony Deane - WCnllr Deane updated everyone on the Area Board initiative regarding local affordable housing for local people by involving Estate Managers and using exception sites.</p>	
17.07.26	<p>Other reports:</p> <ol style="list-style-type: none"> <li>a. Chairman - the Chairman thanked everyone for the continued good work and involvement of the Councillors.</li> <li>b. Clerk - the meeting was informed that Michael Neal from Tisbury was willing to act as the Community Safety Partnership representative for Donhead St Andrew and would feed back relevant information when appropriate; planning documents would no longer be sent out as hard copies.</li> </ol>	
17.07.27	<p>Correspondence - P.Cnllrs were referred to the attached listing and in particular the email concerning picking of wild flowers. The email referred to Southern Marsh orchids, but noted that no flowers should be picked without landowners' permission and that there were various 'schedules' listing those flowers that should not be picked, lifted etc.</p> <p>This would be highlighted next spring by way of an article submitted to the Donhead Digest.</p>	
17.07.28	<p><b>Public participation</b> - for comments relating to the evening's agenda items and discussion - none.</p>	
17.07.29	<p><b>Date and time of next meeting:</b></p> <p style="padding-left: 40px;">Full Council Meeting - 15th September 2017 at 7:30pm - Charlton Committee Room</p> <p style="padding-left: 40px;">Full Council Meeting - 17th November 2017 at 7:30pm - DStMary Village Hall</p> <p style="padding-left: 40px;">Plus interim planning meetings as required.</p>	