

# Donhead St Andrew Parish Council

## Full Meeting

Friday 11<sup>th</sup> May 2018 at 7:30pm

Donhead St Mary Village Hall

18.05.01	Apologies received and those present: Present: M. Cullimore (Chairman), J. Barton, C. Burrows, Ms P. Maxwell-Arnot, Miss B Miller, S. Pyke, Mrs F. Smart, M. York. Also in attendance: W.Cnllr T. Deane; up to 2 residents; Mrs S. Harry (Clerk). Apologies received and accepted: P.Cnllr S Luck; residents C. Eves and C. Kilner.																																										
18.05.02	<b>Declarations and Dispensations</b> a. declarations of disclosable pecuniary and non-pecuniary interests already declared in the Register of Interests - none. b. declarations of disclosable pecuniary and non-pecuniary interests not previously declared in the Register of Interests - none.																																										
18.05.03	<b>Public Participation and Presentations</b> - Questions and/or statements 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. A local resident asked that all be made aware that a loose dog or dogs in their family's field had recently mauled and killed one of the lambs. The PC wholeheartedly supported the request for the incident to be publicized and to ask owners of dogs to keep them on a lead when walking in fields with livestock. The PC agreed that this would be highlighted in Donhead digest.																																										
18.05.04	<b>Approval of notes:</b> a. Full meeting - 9 <sup>th</sup> March 2018; <b>proposed CB/seconded MY/unanimous</b> b. Annual Parish Meeting - 9 <sup>th</sup> March 2018; <b>proposed CB/seconded MY/unanimous</b>																																										
<b>PLANNING MATTERS</b>																																											
18.05.05	<b>Applications determined</b> - the listing previously circulated was noted.																																										
18.05.06	<b>Footpath 27 Public Inquiry</b> -duplicate item; see item 13b.																																										
18.05.07	<b>Other planning matters:</b> a. <b>Overway appeal</b> - no further information available at the time of the meeting. b. <b>Milkwell enforcement request</b> - the PC had lodged an official complaint and other local residents were asked to contact Wiltshire Council if they were concerned. c. The Clerk was also asked to contact the owners of Meadowbank House about the planning approval condition relating to hedging on the boundary of the tennis court.							<b>Clerk</b>																																			
<b>FINANCE</b>																																											
18.05.08	<b>Approval of payments information</b> <b>a.</b> <table><tr><td>Payment Date</td><td>Payee</td><td>Budget Head</td><td>Nett amount</td><td>VAT</td><td>Gross amount</td><td></td></tr><tr><td>19/04/2018</td><td>S. Workman</td><td>cemetery maintenance</td><td>87.85</td><td>0.00</td><td>87.85</td><td>budgeted</td></tr><tr><td>19/04/2018</td><td>DSTM Village Hall</td><td>hall hire</td><td>28.00</td><td>0.00</td><td>28.00</td><td>budgeted</td></tr><tr><td>30/04/2018</td><td>D. Malley</td><td>payroll</td><td>81.00</td><td>0.00</td><td>81.00</td><td>budgeted</td></tr><tr><td>30/04/2018</td><td>WALC</td><td>membership</td><td>147.31</td><td>29.46</td><td>176.77</td><td>budgeted</td></tr></table>							Payment Date	Payee	Budget Head	Nett amount	VAT	Gross amount		19/04/2018	S. Workman	cemetery maintenance	87.85	0.00	87.85	budgeted	19/04/2018	DSTM Village Hall	hall hire	28.00	0.00	28.00	budgeted	30/04/2018	D. Malley	payroll	81.00	0.00	81.00	budgeted	30/04/2018	WALC	membership	147.31	29.46	176.77	budgeted	
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**Clerk**

	07/05/2018 HMRC tax 42.00 0.00 42.00 budgeted	
	07/05/2018 Clerk salary 478.00 0.00 478.00 budgeted	
	<p>P.Cnllrs resolved retrospective approval of the payments above for payment by bank transfer</p> <p><b>Proposed MY / seconded CB / unanimous</b></p> <p><b>b. Other payments requiring individual approval due to Payee responsibilities</b></p> <p>Payment to M. Cullimore for work on sign post - £82.80 for materials only</p> <p><b>Proposed BM / seconded PMA / unanimous</b></p> <p>Payment to Tisbury PC for printer inks debited to TPC a/c in error - £58.50 for materials only</p> <p><b>Proposed SP / seconded FS / unanimous</b></p>	
18.05.09	<b>Annual Return 2017.18</b> <ul style="list-style-type: none"> <li><b>Declaration of exemption</b> - completed following approval by Parish Councillors</li> <li><b>Section 1 Annual Governance Statement</b> - completed in draft subject to confirmation of internal audit process with respect to timing.</li> <li><b>Section 2 - Accounting Statements 2017/18</b> - completed in draft subject to confirmation of internal audit process with respect to timing.</li> </ul>	<b>Clerk</b>
18.05.10	<b>Rialtas Accounting Software package</b> - P.Cnllrs were referred to the attached agenda papers for a quote and examples of reports necessary. Following a brief discussion, highlighting the decreased time and simplicity of financial data handling, together with the reporting formats available, P.Cnllrs resolved to purchase the Rialtas software for use in the current financial year. <b>Proposed SP / seconded FS / unanimous</b>	<b>Clerk</b>
<b>CEMETERY</b>		
18.05.11	<b>War memorial maintenance</b> - being progressed.	<b>MC/ SP</b>
18.05.12	<b>Cemetery</b> <ul style="list-style-type: none"> <li>a. Cemetery plots mapping - for completion by next meeting.</li> <li>b. Grounds Maintenance - ongoing; P.Cnllrs were shown details of a commemorative seat for the end of the First World War that would be suitable for the cemetery. P.Cnllrs briefly discussed this, but decided that the 2 seats currently in place were sufficient.</li> </ul>	<b>Clerk</b>
<b>HIGHWAYS/Rights of Way</b>		
18.05.13	<b>Footpaths:</b> <ul style="list-style-type: none"> <li>a. Update on any footpath matters from P.Cnllr PMA: <ul style="list-style-type: none"> <li>to avoid any doubt on the position of the footpath running from the Church to Kelloway's Mill (past the rear entrance to Meadowbank House), the owner of Meadowbank House would be asked for permission to place FP 'pointers' on convenient posts and/or gates.</li> <li>A gate on Lord Talbot's land would be highlighted for attention.</li> </ul> </li> <li>b. Footpath 27 Inquiry - P.Cnllrs noted that both Mrs Collyer and P.Cnllr Ms Maxwell-Arnott would prefer to speak on the first day and the Clerk would approach WC Officer Janice Green for advice on this.</li> </ul>	<b>PMA</b>
18.05.14	<b>Parish Steward Reports</b> - any suggestions for work should be forwarded to P.Cnllr CB; P.Cnllrs were reminded that May was dedicated to grass cutting and that the majority of potholes were now dealt with.	<b>ALL</b>
<b>Other Matters</b>		
18.05.15	<b>Proposal for a AED from a village resident</b> - P.Cnllrs were referred to the paper previously circulated with the agenda prepared by a resident supporting the installation of an (defibrillator); also articles from the SLCC Clerk magazine for further background information.	

	<p>The Chairman first of all thanked the resident (Mr Eves) for the considerable work in compiling the paper before asking each P.Cnllr for their opinion. Although the P.Cnllrs supported the proposal in principle, they felt that the geography of the village meant that at least 4 units would be required in order to benefit the majority of the village residents - this was due to the procedure employed by 999 operators not to direct anyone over 200m from a defibrillator to a unit; the suggested site was a private residence that may be sold to someone not willing to host the unit; the onus for ongoing maintenance and compliance with the accreditation scheme was not demonstrated and was likely to fall back to the Parish Councillors; the total cost to fund a unit was not proportionate to the number of residents that would benefit; finally, that the weight of opinion from local medical professionals was that funding a first aid course would be more appropriate and open to all residents.</p> <p>P.Cnllrs therefore agreed not to proceed with the proposal at this time and to fund a first aid course as an alternative.</p>	
18.05.16	<p><b>First Aid Course</b> - following the agreement to provide a first aid course the Clerk was asked to book a course in the village to cover essential emergency first aid during a half day session towards the end of September/early October.</p>	<b>Clerk</b>
18.05.17	<p><b>Any other matters of an urgent nature; at the discretion of the Chairman</b> - none.</p>	
<b>Reports</b>		
18.05.18	<p><b>W. Cnllr Tony Deane</b> spoke on 8 issue:</p> <ul style="list-style-type: none"> <li>i. Cut-backs on WC expenditure will include the deletion of 2 Community Engagement Managers.</li> <li>ii. Following moves by most authorities to limit use of waste and recycling centres to their 'own' residents, there was a call some discussion on cross-border arrangements.</li> <li>iii. Constituency borders and Councillor numbers were being considered for a more effective and economic use.</li> <li>iv. WC currently supporting Salisbury by encouraging visitors with cutting car parking charges, holding special events, waiving business rates etc.</li> <li>v. The 'pothole policy' is being balanced by some rebuilding of roads.</li> <li>vi. Health and Wellbeing is a primary objective with emphasis on children, the elderly and for those with dementia, the Dementia Friend scheme.</li> <li>vii. The potential for a modified SID on Brookhill for use as a warning of road width and a sharp bend.</li> <li>viii. Latest figures reveal that the WC pension scheme is 92.5% funded.</li> </ul>	
18.05.19	<p>Other reports:</p> <ul style="list-style-type: none"> <li>a. Chairman - the Chairman thanked all Councillors and Clerk for their work since the last meeting.</li> <li>b. Clerk - amendment to route of Tisbury 56/DStA 7 junction; a recent letter from the Footpath Team had asked for any further comments on this proposal that had been previously agreed by Councillors - as there had been no change to the proposal, no further comments were offered.</li> </ul>	
18.05.20	<p>Correspondence - lists to be circulated.</p>	<b>Clerk</b>
18.05.21	<p><b>Public participation</b> - for comments relating to the evening's agenda items and discussion none.</p>	
18.05.22	<p><b>Date and time of next meeting:</b></p> <p>Full Council Meeting - 13<sup>th</sup> July 2018 at 7:30pm; Donhead St Mary's Village Hall</p> <p>Interim planning meetings as required.</p> <p>There being no other business, the meeting closed at 8:37pm.</p>	