

Donhead St Andrew Parish Council

Minutes of Full Meeting

Friday 18th November 2016 at 7:30pm

Henrietta Barnett Field Centre

16.11.06	<p>Apologies received and those present: Present: M. Cullimore (Chairman), S Luck (Vice-Chairman), Lady Cooper, Ms P. Maxwell-Arnot, S. Pyke, Mrs F. Smart, M. York. Also in attendance: W.Cnllr T. Deane; 2 residents; Apologies received / accepted: P.Cnllrs J. Barton, Miss B Miller; Mrs S. Harry (Clerk).</p>	
16.11.07	<p>Declarations and Dispensations 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.</p>	
16.11.08	<p>Public Participation and Presentations - Questions and/or statements A comment was made regarding the objections to the Recommendation of WC to add FP DStA27 to the definitive map; can only relate to mapping list and usage.</p>	
16.11.09	<p>Approval of minutes: Full meeting - 16th September 2016; proposed Mrs FS / seconded SP / unanimous of those present (4) Interim meeting - 29th October 2016; proposer Mrs FS / seconder SP/ unanimous of those present (7)</p>	
PLANNING MATTERS		
16.11.10	<p>a. Planning Applications; Cnllrs noted the previously circulated papers before resolving to support / not object to the following: 16/10157/FUL - Sparrow Cottage Lower Street Donhead St Andrew SP7 9EE - Raising height of existing brick chimney (23.11.16) Proposed SL / seconded Mrs FS / unanimous 16/10451/FUL - 4, West End Lane Donhead St Andrew SP7 9DY - Erection of a two storey side extension (01.12.16) Resolved to support at the earlier site meeting 16/11029/TCA - Donhead House, Donhead St Andrew, SP7 9EB - Horse Chestnut tree – fell (09.12.16) Proposed Lady C / seconded Miss PMA / unanimous 16/10985/TPO - Paines Hill, Green Lane, Donhead St Andrew - SP7 9EA - T1 - Oak tree crown raise by approx 0.5m by removing 4 small laterals (08.12.16) Proposed SL / seconded SP / unanimous b.. Applications determined - none.</p>	Clerk

FINANCE																																																																						
16.11.11	Approval of payments information <table><tr><th><u>Payee</u></th><th><u>Purpose</u></th><th><u>Cheque</u></th><th><u>£ nett</u></th><th><u>£ vat</u></th><th><u>£ total</u></th><th></th></tr><tr><td>Mrs S Harry</td><td>Salary for Aug & September</td><td>474</td><td>449.60</td><td>0</td><td>449.60</td><td>Budgeted/ retrospective</td></tr><tr><td>Obo HMRC</td><td>Tax/NI payment for Aug &Sept</td><td>475</td><td>70.40</td><td>0</td><td>70.40</td><td>Budgeted/ retrospective</td></tr><tr><td>Donhead Digest</td><td>Donation</td><td>476</td><td>25.00</td><td>0</td><td>25.00</td><td>Budgeted/ retrospective</td></tr><tr><td>Tisbus</td><td>Donation</td><td>477</td><td>50.00</td><td>0</td><td>50.00</td><td>Budgeted/ retrospective</td></tr><tr><td>Bobby Van Trust</td><td>Donation</td><td>478</td><td>50.00</td><td>0</td><td>50.00</td><td>Budgeted/ retrospective</td></tr><tr><td>Poppy Appeal</td><td>Donation</td><td>479</td><td>50.00</td><td>0</td><td>50.00</td><td>Budgeted/ retrospective</td></tr><tr><td>R. Pearce</td><td>Grass cutting</td><td>480</td><td>380.00</td><td>0</td><td>380.00</td><td>Budgeted/ retrospective</td></tr><tr><td>WALC</td><td>Cnllr information booklets</td><td>481</td><td>24.00</td><td>0</td><td>24.00</td><td>Budgeted/ retrospective</td></tr></table> <p>P.Cnllrs resolved to approve the retrospective payments. Proposed SL / seconded SP / unanimous</p>						<u>Payee</u>	<u>Purpose</u>	<u>Cheque</u>	<u>£ nett</u>	<u>£ vat</u>	<u>£ total</u>		Mrs S Harry	Salary for Aug & September	474	449.60	0	449.60	Budgeted/ retrospective	Obo HMRC	Tax/NI payment for Aug &Sept	475	70.40	0	70.40	Budgeted/ retrospective	Donhead Digest	Donation	476	25.00	0	25.00	Budgeted/ retrospective	Tisbus	Donation	477	50.00	0	50.00	Budgeted/ retrospective	Bobby Van Trust	Donation	478	50.00	0	50.00	Budgeted/ retrospective	Poppy Appeal	Donation	479	50.00	0	50.00	Budgeted/ retrospective	R. Pearce	Grass cutting	480	380.00	0	380.00	Budgeted/ retrospective	WALC	Cnllr information booklets	481	24.00	0	24.00	Budgeted/ retrospective	
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16.11.12	Budget monitoring/ Precept consideration – Known additional expenditure for the remainder of the financial year includes: <ul style="list-style-type: none">a. spending on footpath directional posts (including those for a circular walk around the village) - £500,b. signage for dog fouling - £50,c. further planting in the cemetery and other cemetery works relating to plantings, composting and a clear definition of the cremated ashes area - £700.d. War Memorial mounting pin - £1000 (£840 estimate)e. Potential CATG spending in 2017/18 - see 16.11.13 - £2000 P.Cnllrs noted the above payments and in view of the proposed capping of parish and town councils resolved to keep the precept at the same level as 2016/17 - £8,000. <p>Proposed SP / seconded SL / unanimous</p> A discussion on item d. ensued, and further enquiries would be made.						Clerk SP																																																															
16.11.13	Annual Return 2015/16 - P.Cnllrs noted the previously circulated documents documents that showed that there were no issues raised by the external auditors Grant Thornton, before resolving to accept the report. <p>Proposed SL / seconded SP / unanimous</p>																																																																					
CEMETERY																																																																						
16.11.14	War memorial – P.Cnllrs noted that a listed building consent would probably be necessary for the works described by HJ; also that the Clerk would consult with Jocelyn Sage (Conservation Officer) on this.						Clerk																																																															
16.11.15	Cemetery general maintenance and upkeep <ul style="list-style-type: none">a. War Memorials Condition Survey Workshop - noted that this was an excellent course and that the Clerk would update the entry for the DStA memorial; to be further discussed at the January meeting.b. The initial gardener approached will be leaving the area shortly, so an alternative gardener has been approached: Cnllrs were informed that costs would be in the region of £120 per day (or £18/hour) and that this work would be further debated at a site meeting.c. Update on separation of the area designated for interment of ashes from the rest of the cemetery; Cnllrs noted that if P.Cnllrs undertook this work, only costs relating to materials purchased would be refunded, i.e. no labour costs.d. A cemetery rota to be agreed at the January 2017 meeting.						Clerk Clerk Clerk																																																															

HIGHWAYS/Rights of Way		
16.11.16	Footpaths <ol style="list-style-type: none"> a. update on FP27- P.Cnllrs noted the previously circulated letter from WC WC and a brief discussion took place on the objections raised. b. Additional litter bins on footpaths - P.Cnllrs discussed this issue raised by a resident that was really related to residents being disillusioned by dog walkers failing to pick up /bag / dispose of dog poo; the potential (prohibitive) costs of using a contractor were discussed and 2 actions were agreed: <ol style="list-style-type: none"> i. An article in Donhead Digest would, once again, detail the potential fines that could be levied for not properly disposing of dog poo. ii. the WCnllr would explore the potential use of the Parish Steward for this work. 	WCnllr TD
16.11.17	Parish Steward System - all reported works have been passed on to the PS Co-ordinator; work carried out in September was noted and appreciated by councillors. P.Cnllrs were reminded that a village resident/councillor was required to be the local contact for the Parish Steward.	
16.11.18	Village Speed Limit - P.Cnllrs noted that a request could be forwarded to CATG, but would require substantial funding from the PC; possibly up to £2,000 for this work. P.Cnllrs resolved to request a speed limit (30mph in first instance) by raising an Area Board issue; also advisory signs to drive carefully through the village etc. Proposed SL / seconded Mrs FS / unanimous	Clerk
16.11.19	CATG funding for current schemes <ol style="list-style-type: none"> a. new finger post at Barkers Hill- previously agreed for joint project with Sedgemoor and Semley b. new scheme for width restriction signs on Berrywood Lane; agreed at CATG with funding of approx. £200 expected from this council Proposed Miss PMA / seconded SL / unanimous	
OTHER MATTERS REQUIRING CONSIDERATION and/or RESOLUTION		
16.11.20	Meeting Dates for 2017 - P.Cnllrs noted the following Dates: January 13 th , March 17 th , May 12 th , July 14 th , September 15 th , November 17 th .	
16.11.21	Appointment of replacement Clerk - P.Cnllrs noted that although 2 information packs were requested, no applications were returned. P.Cnllrs discussed the potential for contributing towards the cost of travelling for the present Clerk if necessary/requested.	
Reports		
16.11.22	W. Cnllr Tony Deane - 2 matters were brought to the attention of P.Cnllrs: a. CATG - PCs must contribute to CATG requests for any subsequent returns. Additionally, CATG had agreed to fund white lining requests with a potential budget of £10k - using additional contractors if required. Also, essential to have good relations with Parish Stewards.	
16.11.23	Other reports: <ol style="list-style-type: none"> a. Chairman - thanks to all P.Cnllrs for their support / hard work; suggested flowers to be sent to the Clerk due to the Clerk being absent with a broken arm. b. Clerk - P.Cnllrs noted a burial being conducted on Thursday 24th at noon of Mr Mcmillan; the green form would be collected by a Cnllr if attending; otherwise the Clerk would arrange for the Rev Warhurst to collect and pass to Chairman. 	Clerk

16.11.24	Correspondence - P.Cnllrs noted the absence of the correspondence listing that would be circulated at a later date.	
16.11.25	Public participation: i. Concern was expressed on various stiles in the parish; land owners would be approached.	Miss PMA MC
16.11.26	Date and time of next meeting: Full Council Meeting - 13 th January 2017 at 7:30pm Interim planning meetings as required.	