

## MINUTES OF BISHOPS CAUNDLE PARISH COUNCIL MEETING

HELD ON TUESDAY, MARCH 17<sup>th</sup> 2026, AT 7.30 P.M.

1. **Apologies:** Cllrs. Richards (Chair), Wookey (deployment). Cllr. Legg.  
**Attendees:** Cllrs. Blair (Vice Chair), Adlem, Shaw, J. Walsh-Quantick (Clerk).

**Members of Public:** One

**Councillor Blair acted as chair for the meeting.**

### 2. **Previous Meeting Minute Approval**

Minutes of the meeting held on Tuesday 20<sup>th</sup> January 2026 were agreed as accurate. Proposed Cllr. Blair, Seconded Cllr. Adlem.

### 3. **Matters Arising:**

#### a. **Lions Club Half Marathon**

The half marathon was postponed due to poor weather conditions. Tim Otter has confirmed via email that the revised date will be July 12<sup>th</sup>. Cllr. Adlem confirmed that she will be able to open the gate prior to the event.

**Acn: Cllr. Adlem**

#### b. **Pavillion Update**

No further damage is reported, to continue to monitor. Agreement that the pavilion will need to be revisited later in the year.

#### c. **Fly tipping**

Fly tipping continues to be occasional within the village boundaries. Any fly tipping that the parish council have been made aware of is being reported to Dorset Council. In all cases waste has been removed by a member of the public and thanks is passed on for their time and help. All fly tipping on public land may be reported to Dorset Council via their website.

#### d. **20MPH Discussion**

The clerk provided an overview of the information needed to apply for a 20MPH restriction which includes public support for the proposal, collision history and commissioned speed surveys. To raise again later this year for discussion with all councillors present.

**Acn: Clerk**

#### e. **School Speeding Signs**

Children at the school are working on the project and feedback will be given later this term.

**Acn: Clerk**

#### f. **Councillor Vacancies**

Two vacancies remain, all councillors present to highlight the role of the Parish Council within the village.

**Acn: All**

#### g. **Bank Accounts**

Agreement for one further attempt to update the bank accounts with Natwest via Mandate before moving to another bank. Unanimous agreement that Cllr. Richards and Cllr. Blair in role as Chair and Vice Chair are to be signatories as currently only the Clerk is authorised due to resignations. Prop Cllr. Shaw, Seconded Cllr. Adlem. Mandate to be generated once minutes signed at May meeting.

**Acn: Clerk**

h. **Assertion 10**

A data protection officer is needed, it was unanimously agreed that this should fall under the Clerks remit. PC specific email addresses are agreed and will be set up after the AGM when councillor roles have been decided. Most councillors have data protection training as part of their job roles, advised that council provided training is available if required.

4. **Councillor Legg Updates**

A number of forms have been completed and are with Cllr. Richards, to bring to next meeting for review. **Acn: Clerk**

5. **Village Updates**

**Community Speed Watch** – Cllr. Shaw provided an update. Last session was two weeks ago when 24 vehicles were identified as speeding in the lower end of the village at between 35 and 51mph. Volunteers are needed to help support sessions.

**Community events** – No update

**Church** – No update

**Play Area and Inspection** – No update however it is reported that the play area is well used.

**Playing field / Pavillion** – Cllr. Adlem provided some example strimmers and it was discussed about the need for one for entrances to the playing field and around some of the equipment. To gain formal agreement for a higher specification strimmer at the next meeting. Storage for the mower will be needed in the next few months as it will not be able to remain in its current temporary location.

6. **Planning Applications**

None

7. **Policy Review**

To postpone to the annual meeting. The IT policy needs review by all councillors before approval can be given however it is noted that needs to be approved by end March 2026.

8. **Risk Assessment Review**

To postpone to the annual meeting due to no Chair.

9. **Training**

No training completed between meetings, councillors reminded to contact the Clerk if training is required. The clerk will be completing some IT and Data Protection related e-learning and Internal Auditing training.

10. **Finance – At 17/03/2026**

**Bishops Caundle Parish Council - State of Finances to 17/03/2026 (since previous meeting) - prepared 12/03/2026.**

**Balances:**

Natwest Current Account		£2,465.84
Natwest Grants Account		£2,991.16
Natwest Savings Account		£16,475.77
Total		£21,932.77

<b>Income:</b>	<b>Date</b>	<b>Amount</b>
<b><u>Current Account</u></b>		
<b><u>Grants Account</u></b>		
<b><u>Savings Account</u></b>		
Interest January	30/01/2026	£12.84
Interest February	27/02/2026	£12.00

**Cheques Signed and Approved by Chair Since Previous Meeting**


**Other Payments Since Previous Meeting**

<b><u>Current Account</u></b>		
Hugofox email (clerk only)	20/01/2026	£2.99
Clerk Salary January	02/02/2026	£469.30
Clerk HWA January	02/02/2026	£26.00
HMRC January	02/02/2026	£20.80
Village Hall Rent January meeting	02/02/2026	£18.00
M Moore Grass Cutting January	02/02/2026	£100.00
Hugofox website	10/02/2026	£11.99
Hugofox email (clerk only)	20/02/2026	£2.99
M Moore Grass Cutting February	26/02/2026	£100.00
Clerk HWA February	02/03/2026	£26.00
Clerk Salary February	02/03/2026	£469.30
HMRC February	02/03/2026	£20.80
J Wingfield Digby Field Rent	06/03/2026	£33.00
C Adlem Mower Fuel	09/03/2026	£17.28
Hugofox website	10/03/2026	£11.99
ICO Data protection	12/03/2026	£47.00
Microsoft (Via clerk)	12/03/2026	£84.99
<b><u>Savings Account</u></b>		
<b><u>Grants Account</u></b>		

### **Payments Requiring Authorisation**

	<b><u>Comments</u></b>	
M Moore Grass Cutting March	-	£100.00
M Moore Grass Cutting April	-	£100.00
Clerk Salary / HMRC / Expenses March	Approx	£536.00
Clerk Salary / HMRC / Expenses April	Approx	£536.00
Hugofox new gov.uk email monthly March/April	£2.99/month	£5.98
Hugofox Website March/April	£11.99/month	£23.98
Hall rent March		£18.00
DAPTC Subs and Mailbox	Estimated	£250.00
AED batteries and pads (replacement)		£252.00

### **Approval of Payments**

Agreement in meeting that payments expected between now and the next meeting are routine expenses and should be made. Prop Cllr. Adlem, seconded Cllr. Shaw.

A £50 donation to the White Hart Vale Magazine was unanimously agreed.

### **11. Routine correspondence.**

None via post, emails as forwarded to councillors.

### **12. Matters for Discussion Next Agenda / AOB.**

- Cllr. Shaw has given apologies for the May meetings.
- Jim Phillips has kindly agreed to install dog waste signs around the village.
- Bus Service options.

### **13. Members of the Public Questions**

None raised.

### **14. Time of Closure**

8:27pm

### **Date of Next Meeting**

May 19th 2026 Annual Parish and Annual Parish Council Meetings from 7pm

### **Future Planned Meeting Dates: All 7.30pm Village Hall unless otherwise stated.**

**2026:** July 21<sup>st</sup>, September 15<sup>th</sup>, November 17<sup>th</sup>.

**2027:** January 19<sup>th</sup>, March 16<sup>th</sup>.