

DEWLISH PARISH COUNCIL

MINUTES OF THE DEWLISH PARISH COUNCIL AGM HELD ON TUESDAY 8TH MAY 2019 AT DEWLISH VILLAGE HALL, COMMENCING 6.45PM

Present: Cllrs F Ross, B Ross, C Uden, S Crabb, A Fisher, S Clitherow.

Chair: Mr B Hyams

Clerk: Mrs A Crocker

Also present: No members of the public present

1. To receive apologies for absence

19.01 Apologies have been received from Dorset Councillor Jill Hayes.

2. To receive the Chairman's Report for the year 2018/19

19.02 Cllr Brian Hyams read his report to the members. A full copy of the report is available on request and can be found on the Parish Council web site.

3. Election of Officers for the coming year

19.03 Election of Chairman

Cllr Barbara Ross proposed Cllr Hyams be nominated as Chairman. This was seconded by Cllr Crabb and agreed unanimously. Cllr Hyams signed his Acceptance of Office in the presence of the meeting.

19.04 Election of Vice Chairman

Cllr Barbara Ross proposed Cllr Crabb be nominated as Vice Chairman. This was seconded by Cllr Hyams and agreed unanimously. Cllr Crabb signed the Acceptance of Office in the presence of the meeting.

19.05 Appointment of Officers

Rights of Way Officer: Cllr Crabb

Flood Liaison Officer: Cllr Fisher

DAPTC representative: Cllr Hyams

Tree Officer: Cllr F Ross

Highways Officer: Cllr Clitherow

Planning Officer: Cllr Uden

19.21 Cllr Fisher arrived.

Dewlish Village Hall Management Committee representative: Cllr Hyams

Internal Auditor: Mrs Paula Harding was approved.

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4. To consider the co-option of a new Parish Councillor

- 19.06 Cllr Barbara Ross proposed Sarah Clitherow is co-opted to stand as a Parish Councillor. This was seconded by Cllr Uden and agreed unanimously. Cllr Clitherow was invited to join the Parish Council.

5. To receive the Dorset Councillor's Report

- 19.07 Dorset Councillor Hayes was unable to attend the meeting.

6. To confirm the minutes of the meeting held on the 28th March 2019

- 19.08 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Barbara Ross proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Uden and agreed unanimously. The Chairman signed the minutes in the presence of the meeting.

7. Matters arising from the minutes

- 19.09 Instigation of a PAYE scheme – this has now been set up and the activation codes are awaited.

Pension scheme – this will be set up as soon as the PAYE scheme is finalised.

Village Hall rental - £120 was paid at the end of March. Invoices will be submitted for future hall usage.

8. To receive declarations of interest and review dispensations received

- 19.10 No interests were declared and no dispensations had been received.

9. Finance

- 19.11 To consider applying for Exemption from the Annual External Audit

The Clerk explained that in order to certify the Parish Council as exempt from a limited assurance review, certain criteria must be met. These are:

- gross annual income or gross annual expenditure did not exceed £25,000
- the authority has been in existence since before 1st April 2015
- in relation to the preceding financial year, the external audit has not issued a public interest report or made a statutory recommendation
- no item of account has been declared unlawful

The Parish Council fits all these criteria and so is able to certify itself exempt. Cllr Crabb proposed this is carried out. This was seconded by Cllr Fisher and agreed unanimously. The Certification of Exemption was signed by the Chairman and Clerk as RFO in the presence of the meeting. Crabb/Fisher

The Clerk reminded members that it is still a legal requirement for an audit to be undertaken and Mrs Harding will be instructed accordingly.

- 19.12 To confirm the Standing Orders

A copy of the Standing Orders had been issued to all members prior to the start of the meeting. Cllr Aiden proposed they are accepted This was seconded by Cllr Crabb and agreed unanimously.

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19.13 To confirm the Financial Regulations

A copy of the Financial Regulations had been issued to all members prior to the start of the meeting. It was noted that the amended proposed at the May 2018 meeting had not been undertaken. The Clerk will update the Regulations and they will be reviewed at the July meeting.

19.14 To confirm the Risk Assessment

A copy of the Risk Assessment had been issued to all members prior to the start of the meeting. Cllr Ross proposed they are accepted with no amendments. This was seconded by Cllr Clitherow and agreed unanimously.

19.15 To confirm the insurance for the coming year.

The renewal had been recently received and the premium set at £340.58.

19.16 To approve monthly expenditure

The following payments had been requested:

DAPTC	Annual subscription	393	81.11
Came & Co	Insurance renewal	394	340.58

A total of £421.69 from the Precept.

Cllr Crabb proposed the cheques are signed. This was seconded by Cllr Fisher and agreed unanimously.

10. To consider planning applications received

19.17 At this time, there were no planning applications or tree works to discuss.

11. To receive Parish Reports

19.18 Highways Matters

2 Potholes outside the pub. Cllr Crabb will report this on Dorset for You.

19.19 Footpaths and environmental matters

One style still has a board preventing dogs going through. The style is owned by the landowner and it would be up to him to have this altered. It would be useful to have the style outside the pub changed to a kissing gate but, again, this would be the responsibility of the landowner.

19.20 Village Hall

There was a successful fund-raising meal earlier in the year which raised about £350. There is a race night coming up on Saturday 18th May - £7.50 a ticket.

Cllr B Ross commented that the village hall people should give a thought to the pub. Although they do lovely meals in the hall, they should perhaps try to hold some functions in the pub. If the pub is not supported by residents, the village is in danger of losing it.

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19.21 Dewlish in Bloom – 22nd and 23rd June 2019

15 gardens are booked to take part. The advertising is now going out on Facebook and the concerts are organised for the evening. Is there any provision for parking? – it is understood that a field will be set aside.

To consider a donation to assist with the payment of the string quartet. This had been discussed at the March meeting, but any decision was held over to this meeting. Cllr B Ross proposed that a donation £200 is made. This was seconded by Cllr Clitherow and agreed unanimously. A cheque will be raised for signing at the July meeting.

12. To consider any correspondence received since the agenda was set

19.22 Nothing has been received.

13. Items for the July agenda

19.23 Councillors are reminded to pass any items for inclusion on the July agenda to the Clerk by the 15th July.

14. Date of the next meeting

19.24 25th July at 7.30pm.

There being no further business the meeting closed at 20:08.