

# CHESELBOURNE PARISH COUNCIL

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council, which starts at **7.00 pm on Monday 5<sup>th</sup> January 2026** at the Cheselbourne Village Hall for the purpose of considering and resolving the business to be transacted at the Meeting as set out in the agenda. Apologies for absence should be submitted to the Clerk/Chairman prior to the meeting.

**A Crocker**

Amanda Crocker, Clerk

[clerk@cheselbourneparishcouncil.gov.uk](mailto:clerk@cheselbourneparishcouncil.gov.uk)

07855 396070

## **AGENDA**

Members are reminded that the Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

1. Period of public participation
2. To receive apologies for absence
3. To receive declarations of interest and confirm any dispensation requests received
4. Approve minutes of meeting held on 3<sup>rd</sup> November 2025
5. Matters arising for report only – update on purchase of litter picking items and storage boxes
6. To receive the Dorset Councillor's Report - attached
7. To consider the PCSO's report –
8. Finance
  - (a) To approve the payments for December 2025 and January 2026
  - (b) To confirm the reconciliation of accounts and position against budget
  - (c) To agree the budget and precept for 2026/27 - attached
9. Parish Councillors' reports
  - (a) Asset Management
    - To review the Asset Management Report:
      - (i) To consider the quote for repairs/replacement of Drake's Lane fingerpost
      - (ii) To consider the quote received for tree work around the village green
      - (iii) To consider the cost of repairs to the finger post at Dewlish Junction
  - (b) Play Park – update on repairs and maintenance to play equipment
  - (c) Highways
  - (d) Website and IT
    - To review the Bring Your Own Device Policy considered at the November meeting
10. To consider planning applications:
  - P/VOC/2025/07274 Highdon House – Erect front, side and rear extensions & install dormer windows (with variation of condition 2 of permission P/HOU/2024/00455 – to amend approved plans)

11. Date of next meeting

**Report to the parish council 12/12/2025****Cllr Jill Haynes Chalk Valleys Ward**

Dear Clerks, councillors and members of the public please find below my report for November/December 2025

There was an interest webinar at the council last week and I thought the details would be of interest as these are big changes and potentially bring a large cost to the council.

**Renters Rights Act 2025**

The Renters Rights Act 2025 is a major piece of reform committed to strengthening the rights of tenants in private sector housing and imposing greater obligations on landlords on respect of rented homes. The act passed royal assent on 27<sup>th</sup> October 25 and will be introduced in phases.

**Phase 1 – From 1-5-2026**

From this date there will be the removal of section 21 – so called “no fault” evictions. All tenancies will become periodic. There will be reform of possession grounds to make it fairer to both parties.

Reform includes:

Ban on bidding wars for properties.

Landlords cannot discriminate against renters who have children or who are on benefits.

Landlords must consider requests to keep a pet.

Only one rent increase per year will be permitted.

There must be a written tenancy agreement.

Rent cannot be requested in advance.

Two other changes come into force in phase 1 To ensure all notices to quit provide reasonable time to find alternative accommodation, and there will be stronger protection against “back door” evictions. There will be enforcement powers of up to £40K without prosecution and this will be administered by councils housing teams.

Phase 2 of the act is expected to come into force in 2028. This will roll out a compulsory database of all landlords and include contact details, property information and details of safety checks. A new private sector rented housing ombudsman will be appointed.

Phase 3 – no date for implementation as yet but will set out response times for landlords to remedy property condition complaints. It is also expected that Decent Home Standards will be applied to all private rented properties.

It is anticipated that there will be considerable extra workload for the councils housing team to enforce the act but as yet there is no additional funding to deliver the legislation.

**Planning Enforcement**

We had a very useful update from the new lead for Planning Enforcement, Aidan Meredeth. Aidan seems to have made big strides in the last few months to control and simplify the system at Dorset Council. In October 2024 there were 900 open enforcement cases. With just six full time and 4 part time staff the workload was crippling and very demoralising for staff. The numbers of enforcement complaints dramatically during Covid lockdowns (people will time on their hands perhaps!) and staff struggled to control this high number many of which are still legacy complaints. When he started in the spring Aidan brought in a number of measures including twice a week the three senior officers reviewing the backlog and the number has now been reduced to 600. Addition money (250K) was provided by Cabinet for 3 additional staff and two of these are now permanent roles which is very helpful as staff recruitment is difficult in this area. It is anticipated that the numbers will be reduced to 500 cases by March next year.

**Layers of bureaucracy**

In recent weeks there has been a lot of talk of devolution and a possible combined authority with Dorset joining Somerset and Wiltshire. There are a number of issues with this situation, firstly Swindon is refusing to join and it wants to be part of a grouping being more London centric, so Central Gov are not happy about a split area. This is one of the reasons that the grouping has not been put forward as one of the combined authorities in the first tranche to be agreed. Secondly the Government are insisting a combined authority would need a directly elected mayor adding another layer of bureaucracy to what is already a top-heavy system. There is also quite a bit of talk at the DAPTC about Dorset Council devolving powers to towns and parishes – for example running the public toilets. I feel that certainly in my smaller parishes there is very little appetite to take on more

commitments and even less for forming local area boards centred around our larger towns. With any funding given to the boards having to be bid for there will definitely be a bias to the larger towns and just another, dare I say, “talking shop” for the smaller parishes to attend.

I held off sending this report as I was hoping to give more information on the council's budget for next year. However, at today's webinar there has been little more information just proposals for cuts. We will not know what the actual government settlement will be to councils until early in January but the predictions for rural councils are very gloomy. So more information to come at the end of January.

Wishing you all a Happy Christmas and a New year that brings what you wish for!! Jill

## Dorchester Rural East Neighbourhood Policing Team Crime Report

November 2025

Below is a breakdown of crimes/incidents that have occurred in your areas during the month of September.

***N.B.*** Any crimes/incidents of a sensitive nature are not in this report, e.g., of a personal nature or which may identify individuals. Road traffic incidents are not included in this report.

- We continue to patrol all areas and are using social media to keep members of the public apprised of our actions.

Dorchester NPT website address is [Dorchester | Your area | Dorset Police | Dorset Police](#)

Our Face Book Page address is: [www.facebook.com/DorchesterPolice/](http://www.facebook.com/DorchesterPolice/)

Our Twitter Page is: <https://twitter.com/DorchesterPolice>

Our Instagram Page is: <https://www.instagram.com/dorchesterpolice/>

Dorset Alert messaging system registration to receive messages is:

<https://www.dorsetalert.co.uk/pages/2451/1/Register.html>

### Contacting Dorset Police (non-emergency)

Do it Online: [Contact us | Dorset Police](#)

Telephone: 101 \*(Calls to the **101** non-emergency number from both landlines and mobiles are free)

To report information to the police with 100% anonymity, contact the independent charity Crimestoppers online at [www.crimestoppers-uk.org](http://www.crimestoppers-uk.org) or call Freephone 0800 555 111

### DFCA

#### **Broadmayne Parish Council:**

No Reports

#### **Knightsford Parish Council (Tincleton/West Knighton/West Stafford/Woodsford):**

11/11/2025 Lewell – vehicle struck in field – potentially linked to poaching.

11/11/2025 Tincleton – suspicious vehicle – Vehicle registration does not match van.

27/11/2025 West Knighton – torchlight seen in church yard at 15:00.

### DFCB

#### **Crossways Parish Council:**

17/11/2025 (occurred on 02/11/2025) theft of £6, which was left out for paper delivery person, from doorstep.

22/11/2025 Abandoned scooter – no number plate – not reported stolen.

22/11/2025 Stolen motorcycle

#### **Osmington Parish Council:**

No Reports

#### **Owermoigne Parish Council:**

06/11/2025 Ringstead - Youths setting off fireworks. Second incident over firework period. One of the cows died from a heart attack.

### DFCC

**Cheselbourne Parish Council:**

26/11/2025 Theft of number plate from truck.

27/11/2025 Dog bite to human – under investigation.

**Dewlish Parish Council:**

No Reports

**Puddletown/Tolpuddle/Athelhampton/Burleston Parish Council:**

08/11/2025 Slyers Lane – suspicious incident male seen at approximately 11:47 wearing a balaclava – possibly linked to anti-hunt protestor.

**DFCD**

**Buckland Newton Parish Council:**

No Reports

**Melcombe Bingham Parish Council:**

No Reports

**Piddle Valley Parish Council:**

09/11/2025 Piddletrenthide - person in back garden.

18/11/2025 Enterprise Park -overnight break to a unit – lorry taken and driven off site. Abandoned in a damaged state on London Road. Break to secure units and nothing stolen. Another vehicle was “hot-wired” but not stolen.

21/11/2025 Piddletrenthide – gunshots heard – no entry made in the shooting log. Left area prior to officer attendance but cars linked to official shoot.

24/11/2025 E-scooter being ridden in the road.

**MOBILE POLICE STATION**

The mobile police station will be at Cornhill Market Area, Dorchester Town Centre on Tuesday 2<sup>nd</sup> December 2025 @ 11:00 – 13:00

Local Police Community Support Officers (PCSOs) will be available for you to:

- \*Speak face to face about any concerns in your community
- \*Report crimes or issues (in addition to using the 101-phone service or reporting online)
- \*Receive crime prevention advice

This is an opportunity to meet your local neighbourhood policing team and raise matters that are important to you. No appointment is required - simply drop by.

For any other enquiries, please visit a Dorset Police front office counter in Bournemouth, Weymouth, or Blandford - details of these are available on the website.

The Mobile Police Station will continue to tour locations across Dorset each month.

**IMPORTANCE OF REPORTING INCIDENTS**

Please report any incidents either via 101 or online via the Contact Us Section on the Dorset Police Website:

[Contact us | Dorset Police](#)

Dorset Police does not have the ability to monitor Community social media groups and valuable intelligence can be missed. In addition, if there is an ongoing problem, for example anti-social behaviour, I am unable to seek support for additional police resources to address the issues.

Regards

PCSO 6500 Alison Donnison

Dorchester East Rural Neighbourhood Policing Team

## Item 8(a)

### Payments requests - December/January

12.11.25	20276	Hugo Fox	Email hosting - November	20.99
19.11.25	20467	Hugo Fox	Web hosting - November	11.99
04.12.25	Mth 9	A Crocker	December salary + expenses	215.18
04.12.25	Mth 9	HMRC	December PAYE	44.40
10.11.25	471869165	Lloyds Bank	Account charges 10/10 to 9/11/25	4.25
18.12.25	21304	Hugo Fox	Email hosting - December	20.99
23.12.25	21454	Hugo Fox	Web hosting - December	11.99
29.12.25	Mth 10	A Crocker	January 2026 salary + expenses	194.05
29.12.25	Mth10	HMRC	January 2026 PAYE	44.60
12.12.25	5702	A Wallis	Christmas tree	60.00
14.10.25	1801543125	Dorset Council	Grit bin refills - 2024	226.80
				<b>855.24</b>

## Item 8(b)

### Reconciliation of Accounts      Year ending March 2026

Balance b/fwd	From 31.03.25	3725.15
Add:	Income year to date	7744.65
Less:	Expenditure to date	5192.00
<b>Balance as at 5th December 2025</b>		<b>6277.80</b>
<b>Funded by:</b>		
Deposit account	00127318	3125.49
Current account	00335425	3428.19
		6553.68
<b>Add:</b>	Uncleared Income	0.00
<b>Less</b>	<b>Uncleared cheques</b>	
	Account charges 10.10.25 to	
10.11.25	Lloyds Bank 09.11.25	4.25
18.12.25	HugoFox Email hosting December	20.99
23.12.25	HugoFox Web hosting December	11.99
28.12.25	A Crocker January 2026 salary + expenses	194.05
28.12.25	HMRC January 2026 PAYE	44.60
		275.88
<b>Balance as at 5th December 2025</b>		<b>6277.80</b>
	Difference	0.00

# Item 8(b)

## Budget Monitoring for the year ended 31st March 2026

Description	2025/26 Budget	Actual	Balance
<b>Receipts</b>	-		
Account Interest		15.65	15.65
Precept	7,729.00	7,729.00	0.00
Play park income		0.00	0.00
Donations		0.00	0.00
Grants		0.00	0.00
VAT refunded		0.00	0.00
<b>Total receipts</b>	7,729.00	7,744.65	15.65

0.00

### Payments

DAPTC Subs. + other subs	350.00	304.15	45.85
Bank charges	54.00	25.50	28.50
Insurance	630.00	595.04	34.96
Training	400.00	0.00	400.00
Wages - Clerk	3,000.00	2,223.00	777.00
Mileage	100.00	144.72	(44.72)
IT	400.00	428.97	(28.97)
Administration	400.00	230.68	169.32
Internal Audit	80.00	100.00	(20.00)
Venue hire	80.00	60.00	20.00
Grass cutting - village	550.00	0.00	550.00
Play park	750.00	94.95	655.05
Christmas tree	60.00	0.00	60.00
Wreath	25.00	0.00	25.00
Defibrillator	150.00	0.00	150.00
Village maintenance	200.00	495.00	(295.00)
PlusBus	500.00	390.00	110.00
VAT (refundable)		99.99	(99.99)
<b>Total payments</b>	0.00 7,729.00	5,192.00	2,537.00

0.00

Balance b/fwd from 31.03.23	3,725.15	Monies held in bank	6,553.68
Income	7744.65		
	11,469.80		
Earmarked Reserves		Add: Income not cleared	
Climate Action Group	345.90	Less: Chqs not cleared	(275.88)
Play park improvement	1,951.43		
	2,297.33	Earmarked funds	(2,297.33)
Expenses to date	5,192.00		
	5,192.00		
<b>Balance available not yet committed</b>	<b>3,980.47</b>	<b>General Reserve</b>	<b>3,980.47</b>
			0.00

## Budget Proposal for the year ended 31st March 2027

Description	2024/25 Budget	Actual	2025-26 Budget	Actual to date	Forecast	2026/27 Budget Proposal
<b><u>Receipts</u></b>						
Account Interest	60.00	40.10		14.01	19.00	15.00
Precept	5,818.00	5,818.00	7,729.00	7,729.00	7,729.00	
Play park income		85.88				
Donations		358.62				
VAT refunded		1,785.08				
<b>Total receipts</b>	<b>5,878.00</b>	<b>8,087.68</b>	<b>7,729.00</b>	<b>7,743.01</b>	<b>7,748.00</b>	<b>15.00</b>
<b><u>Payments</u></b>						
DAPTC Subs. + other subs	135.00	249.32	350.00	350.00	350.00	400.00
Bank charges			54.00	17.00	38.20	60.00
Insurance	300.00	585.22	630.00	595.04	595.04	650.00
Training	200.00	437.25	400.00		400.00	400.00
Wages - Clerk	2,600.00	2,890.40	3,000.00	1,778.00	3,000.00	3,200.00
Mileage	60.00	107.65	100.00	127.62	200.00	200.00
IT	300.00	371.83	400.00	277.35	400.00	400.00
Administration	150.00	636.85	400.00	194.79	400.00	400.00
Audit			80.00		80.00	100.00
Venue hire	72.00	72.00	80.00	60.00	80.00	80.00
Grass cutting	550.00	250.00	550.00		1,500.00	2,000.00
Play park	500.00	1,170.00	750.00	94.95	750.00	1,500.00
Christmas tree	60.00	50.00	60.00		60.00	75.00
Wreath	25.00	0.00	25.00		30.00	35.00
Defibrillator	126.00	126.00	150.00		150.00	150.00
Village maintenance	200.00	500.30	200.00	495.00	600.00	500.00
Grants	100.00	0.00				
Environmental Services	50.00					
PlusBus			500.00	390.00	390.00	350.00
Contingencies	100.00	633.11				500.00
Election costs	50.00	50.00				
CAG	300.00					
VAT (refundable)		230.05		69.02		
<b>Total payments</b>	<b>5,878.00</b>	<b>8,359.98</b>	<b>7,729.00</b>	<b>4,448.77</b>	<b>9,023.24</b>	<b>11,000.00</b>
	0.00	(272.30)	0.00	3,294.24	(1,275.24)	(10,985.00)
Precept		5,818.00	7,729.00			10,985.00
Increase						3,256.00
Tax base			154.40			155.40
Band D			50.06			70.69



**ASSET MANAGEMENT REPORT**

**PARISH COUNCIL MEETING ON MONDAY 5th JANUARY 2026**

**PLAYPARK**

I have spoken to Steve Camm about removing the rust from the frame of the swings and repainting it. Steve will contact me when he's able to provide a quote and I will meet him at the playpark to discuss further.

**NEW SIGNPOST AT THE BOTTOM OF "CARDIAC HILL"**

John Lilley has quoted a cost of £165 to replace the rotten footpath sign at the bottom of "Cardiac Hill". The design of the sign is the same as the one Mr Lilley installed at the bottom of Streetway Lane.

**FINGERPOST AT THE DEWLISH JUNCTION**

In the last few weeks, the fingerpost at the Dewlish junction has been damaged - the "arm" pointing towards Cheselbourne has "disappeared". The remainder of the fingerpost appears to be in good order. Cllr Searle is of the opinion that the "Cheselbourne arm" was irreparably damaged possibly when the hedge was being cut but there is no evidence either way to support this view. Cllr Searle will investigate the cost of replacing the missing "arm".

# **Bring Your Own Device**

## **Introduction**

In summary, this policy defines acceptable use by Parish Councillors whilst using their own devices, systems, and applications, for accessing, viewing, modifying, and deleting of Parish Council held data and accessing its systems. This policy document applies to all Parish Council employees and Councillors.

Cheselbourne Parish Council is a data controller, for the purposes of the Data Protection Act 2018. It is assumed that all staff and Councillors have an awareness of the Act and the General Data Protection Regulation, and that they understand the consequences of the loss of Parish Council owned personal data.

## **Definitions**

Bring Your Own Device (BYOD) refers to users using their own device or systems (which are not owned or provided to you by the Parish Council) or applications, to access and store Parish Council information.

The Data Controller is a person, group or organisation (in this case the Parish Council), who determines the purposes for which and the manner in which any personal data is, or are to be, processed.

A user is a member of staff, Councillor, contractor, visitor, or another person authorised to access and use the Parish Council's systems.

## **The Policy**

### **Introduction**

This policy covers the use of non-Parish Council owned/issued electronic devices which could be used to access Parish Council systems and store information, alongside their own data. Such devices include, but are not limited to, smart phones, tablets, laptops and similar technologies. This is commonly known as 'Bring Your Own Device' or BYOD. If you wish to BYOD to access Parish Council systems, data and information you may do so, provided that you follow the provisions of this policy. It is the Parish Council's intention to place as few technical and policy restrictions as possible on BYOD subject to the Parish Council meeting its legal and duty of care obligations.

The Parish Council, as the Data Controller, remains in control of the data regardless of the ownership of the device. As a user, you are required to keep Parish Council information and data securely. This applies to information held on your own device, as well as on Parish Council systems. You are required to assist and support the Parish Council in carrying out its legal and operational obligations, including co-operating with Information Systems should it be necessary to access or inspect works data stored on your personal device.

The Parish Council reserves the right to refuse, prevent or withdraw access to Users and/or particular devices or software where it considers that there are unacceptable security, or other, risks to its staff, residents, business, reputation, systems or infrastructure.

### **System, Device and Information Security**

The use of your own device MUST adhere to the Parish Council's Privacy Notice and Privacy Policy. In particular, when using your own device as a work tool, you MUST maintain the security of the information you handle (which includes but is not limited to viewing, accessing, storing or otherwise processing). From time

to time, the Parish Council may require that you install or update approved device management software on your own device. It is your responsibility to familiarise yourself with the device sufficiently to keep data secure. In practice this means:

- Preventing theft and loss of data (using Biometric/PIN/Password/Passphrase lock)
- Keeping information confidential, where appropriate.
- Maintaining the integrity of data and information.

Where practicable, you must avoid retaining personal data from Parish Council systems on your own device. If you are in any doubt as to whether particular data can be stored on your device, you are required to err on the side of caution and consult with the Parish Clerk.

You MUST:

- use the device's security features, such as a Biometric, PIN, Password/Passphrase and automatic lock to help protect the device when not in use.
- keep the device software up to date, for example using Windows Update or Software Update services.
- activate and use encryption services and anti-virus protection if your device features such services.
- remove any Parish Council information stored on your device once you have finished with it including deleting copies of attachments to emails, such as documents, spreadsheets and data sets, as soon as you have finished using them.
- limit the number of emails and other information that you are syncing to your device to the minimum required.
- Remove all Parish Council information from your device and return it to the manufacturers' settings before you sell, exchange or dispose of your device.

In the event that your device is lost or stolen, or its security is compromised, you MUST promptly report this to the Parish Clerk.

## **Monitoring of User Owned Devices**

The Parish Council will not monitor the content of your personal devices, however it reserves the right to monitor and log data traffic transferred between your device and Parish Council systems. In exceptional circumstances, for instance where the only copy of a Parish Council document resides on a personal device, or where it requires access in order to comply with its legal obligations the Parish Council will require access to Parish Council data and information stored on your personal device. Under these circumstances all reasonable efforts will be made to ensure that the Parish Council does not access your private information. Under some circumstances, for example where you legitimately need to access or store certain types of information, such as financial records on your own device, you must seek authority from the Clerk. The Parish Council may then need to monitor the device at a level which may impact your privacy by logging all activity on the machine. This is to ensure the privacy, integrity and confidentiality of that data.

## **Support**

Where possible the Parish Council supports all devices, but you have a responsibility to learn how to use and manage your device effectively in the context of this policy. The Parish Council takes no responsibility for supporting, maintaining, repairing, insuring or otherwise funding employee-owned devices, or for any loss or damage resulting from support and advice provided.

## **Use of Personal Cloud Services**

Personal data as defined by the Data Protection Act 2018, and Parish Council confidential information, may not be stored on personal cloud services. The [bereregisparishcouncil.gov.uk](mailto:bereregisparishcouncil.gov.uk) email accounts are stored in business cloud services, not personal cloud services.

### **a) Protection of Data at Rest**

- Data stored needs to be protected against online and offline attacks when in its 'rest' state. For BYOD where work and private data may coexist on the same device, protection of data-at-rest has additional risks. To mitigate the risks the below **shall** be followed:
  - Strong passcodes (for device authentication) – at least 6-character PIN

- Cloud storage **shall** be disabled; only local back-up **shall** be configured, unless the cloud is managed and controlled by known encrypted cloud providers (Samsung, Google, Microsoft, Apple, etc.).

#### **b) Protection of Data in Transit**

- Connection from remote devices will likely be via untrusted networks such as 3G/4G and/or Wi-Fi. To mitigate this risk one of the following mechanisms **should** be utilised for the BYOD:
  - An IPsec VPN established between software on the device and a gateway within the organisation.
  - An SSL/TLS VPN established between software on the device and a gateway within the organisation.
  - An HTTPS (TLS) session between the BYOD product and the application gateway within the organisation.

#### **Compliance Sanctions and Disciplinary Matters**

Compliance with this policy forms part of the employee's contract of employment and failure to comply may constitute grounds for action, under the Parish Council's disciplinary policy. Councillors must adhere to the Code of Conduct and the Parish Council's Privacy Policy and Privacy Notice at all times when handling personal data.

**Other Supporting Documents:** Privacy Notice and Privacy Policy.