

# Draft Minutes

## WINTERBORNE ST MARTIN PARISH COUNCIL

22<sup>nd</sup> June 2023 - 7.00pm at St Martin's Church

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### Present:

Mark Pemberton (Chair), Dave Hutchings, Dave Read, Richard Eversden, Martin Usherwood, Clerk.  
1 member of the public.

No recording was made of the meeting due to the microphone not working.

### Preliminaries:

Public period for comments on issues on the agenda – 5 minutes per speaker - None

### Report from Dorset Council Councillor

No report or communication received from Councillor Tarr

MU advised that he had emailed Councillor Roland Tarr on the 19<sup>th</sup> of June but had not received a response.

MP advised that he was also waiting for a response with regards to council business

Report from Police Liaison – None received.

### 22/6 - 1 To receive apologies for absence.

Apologies received from Raphaella Rookes, Karen Delafield, Andy Daw.

### 22/6 – 2 To receive declarations of personal and pecuniary interests or grants of dispensation.

None Received

### 22/6 - 3 To approve the minutes of the Parish Council meeting held on 25/05/2023

Proposed by MU, seconded by DR – all voted in favour – minutes approved.

### 22/6 – 4 Matters arising from the minutes that are not covered on this Agenda.

MU advised that with reference to the grant application (refused at May Meeting) from the WI he had sent them two sources of potential funding for this project.

MP advised that he had written to the WI with an explanation regarding the council's decision.

### 22/6 – 5 Finance: -

#### 5.1 To approve the schedule of payments and bank reconciliation.

MU confirmed that he had checked the bank balance and the reconciliation was correct.

#### 5.2 Update on the Annual Insurance for 2023-2022

The clerk confirmed that this year's insurance was in place, and we had received a slight reduction on our premium of £63.80 due to the change in assets which would be credited back to our account in due course.

**5.3 To approve Internal Audit Report and accept findings.**

MP provided an explanation of the internal audit.

Proposed by MU, seconded by DH – all voted in favour.

**5.4 To approve Annual Governance Statements (AGAR Section 1).**

Clerk read out all statements for consideration and the form was completed.

Proposed MU seconded DR -all voted in favour.

**5.5 To approve Accounting Statements (AGAR Section 2).**

4 voted in favour 1 Abstained (MP) – Motion to approve carried.

**5.6 To accept that we make a declaration of exemption from external audit.**

All voted in favour.

**5.7 To approve a credit of £68.08 to bring the account back into balance.**

Proposed DR seconded DH -All voted in favour.

**5.8 To agree a date for Exercise of Public Rights**

Clerk suggested this is posted on 30<sup>th</sup> June 2023

All voted in favour.

**22/6 – 6 Planning Consultations: -**

**6.1 To consider any current planning applications in circulation**

Clerk advised that all responses had been posted on the planning portal by the relevant dates.

P/PAEW/2023/03057 Proposal: Construct slurry storage lagoon Location: Church Farm remains outstanding as not all councillors have commented.

Action – Clerk will chase for outstanding responses.

**6.2 To consider any other planning/enforcement or ongoing issues**

None

**22/6 – 7 Risk Register**

To review and approve Risk register for 23/4.

5 votes in favour.

**22/6 – 8 Reading Room / Memorial Hall**

An Update was given by the working group (WG) and DR advised that they had made good progress. The WG now had received the keys and documents but did not accept the cheque book or any financial documents at this stage as there may well be outstanding invoices to pay. The Chair pointed out that they might have, but that the Council had not agreed anything and that he felt that they would not do so until clear legal advice had been obtained.

DR contacted trustees' solicitors and advised that an indemnity had not been signed.

A conversation took place with regards to the legal position of becoming trustees and what this involved. DR advised that all members of the WG had agreed to take possession of the keys etc and that nobody was disputing the council taking the Reading Room back for public use.

It was agreed that the next step was to enlist the services of a solicitor to ensure that council do have a legal right to take possession. RE recommended a solicitor from Humphries Kirk who had specialised knowledge in this area, and all agreed that RE would make contact and progress with this. MP would hand over any paperwork to the WG which would be useful to the solicitor, it was suggested that a list of questions be prepared in advance of the meeting with the solicitor. It was noted that we would need some building quotes for tender to address the necessary repairs.

The WG stated that if the council take over full responsibility/procession at this stage then any current insurance in place will become null and void.

A question was raised about whether the Reading Room was now under the New Conservation Area.  
Action – Clerk to confirm.

### **22/6 – 9 Highways and Rights of Way**

Update by Exception - DR

### **22/6 – 10 Flood and Riverbanks**

Update by Exception - RR

### **22/6 – 11 Washpool**

AD had provided a new quote for repairs which was much more acceptable. RR explained in detail the work needed and how it would progress. It was agreed that AD would ensure that the conservation office approved of these repairs before voting on spending the money.

### **22/7 – 12 Grounds**

**Motion:** That the PC pays the outstanding invoice to provide Cllr Daw with a basis to move forwards in managing the contract.

***Proposed AD Seconded MP – all voted in favour.***

AD had met up with the contractor (Luke) and would arrange a walk around the village with him to check that the correct areas were being maintained (including Blagdon Close).

### **22/6 – 13 Benches**

**Motion:** Amendment to last month's motion allowing replacement of the "Concrete Bench" with a Coronation Bench if this is considered a more attractive option.

*Notes: "Attractive" in this case to include cost considerations and work required to repair etc. Debate on replacement to include recycled Plastic v Hard Wood.*

It was agreed that MP and MU would consider if the repair of the concrete one was viable and if not, the council would provide a coronation bench.

The Clerk reminded the council that they had received several requests from parishioners for a Coronation bench to be purchased for the village.

A discussion took place with regards to what material should be used for a Coronation Bench and Teak was suggested as a good option. It was acknowledged however that some people may prefer a recycled plastic.

***Proposed MP Seconded DH – all voted in favour.***

**22/6 – 14 Correspondence to be discussed and noted.**

**14.1 – Chair’s communication with Cllr Tarr (Content Confidential).**

MP provided an update on the concerns he had raised with Cllr Tarr and advised that as yet no response has been received.

**22/6 – 15 To consider urgent matters to report from members and items for the next meeting. To include an open forum 10 minutes.**

The member of the public present at the meeting advised that they were very pleased to hear about the progress on the Memorial Hall/Reading Room and the Memorial Bench. A question was raised regarding the status on the Jubilee tree. It was confirmed that the Jubilee Tree was still going ahead, and that RR had kindly agreed to provide this but not until the Autumn as this was the best time to plant.

A general discussion took place with regards to the type of tree (pine) and the location (next to the garage as lights could then be used for Christmas etc.).

**22/6 – 16 The next meeting will take place at 7pm on Thursday 27<sup>th</sup> July 2023 at St Martin’s Church**

Signed by The Clerk

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