

Minutes of Winterborne St Martin Parish Council

Wednesday 22 October 2025

Magna Community Room

Present: Cllrs, Nuttall (Chair), Walker, Hutchings, Marsh, Eversden, Fitzgerald, Pemberton

Democratic Period:

Cllr Nuttall opened the meeting by making a statement regarding item 8 on the agenda.

This motion failed to receive a seconder and was therefore ineligible under the councils Standing Orders to be included. The Clerk made an error and the Chair failed to spot it and for that the Clerk and Chair apologise. This motion is therefore withdrawn and there will be no further discussion about it.

Cllr Nuttall went on to say that it is important as a council to always act in the best interests of our parishioners, that we do not criticise fellow councillors or the organisation and that differences are resolved as they occur.

It was acknowledged that Cllr Pemberton was disturbed by the motion and considered it a humiliating act, which wasn't intended that way. However, there are issues that we will address outside of the public domain.

A parishioner present at the meeting thanked Cllr Marsh for looking into the churchyard trees. This was discussed as an agenda item.

A parishioner expressed thanks to the Clerk and Chair for recent correspondence regarding the withdrawn item 8 motion.

159/2025 Declarations of Interest

Cllr Marsh, item 19, Memorial Hall

Cllr Fitzgerald, item 22a, Martinstown Cricket Club

160/2025 Dorset Cllr report

Cllr Pemberton spoke with Dorset Cllr Tarr ahead of the meeting and passed some comments to the Chair which included the following.

Parishioners have been critical of the withdrawn item 8 on the agenda; this brings the council in dispute and puts people off joining the council.

Dorset Local Plan – submissions by email to planningpolicyconsult@dorsetcouncil.gov.uk are being received until 31 October 2025.

It was agreed that Cllr Nuttall would add this to the Facebook page and the Clerk to add to the website.

Action: Cllr Nuttall & Clerk

161/2025 Police report

Cllr Fitzgerald advised that he has had a parishioner approach him regarding stones being thrown at windows which was included in the latest Police report.

It was agreed that the Clerk should request monthly reports from the Police as most of the information in the current format is outdated by the time it is received.

Action: Clerk



26/10/2025

162/2025 Minutes of Winterborne St Martin Parish Council May meeting on Wednesday 24 September 2025

It was proposed by Cllr Eversden and seconded by Cllr Walker that these minutes should be accepted as a true record of the meeting. All agreed with 1 abstention from Cllrs Pemberton - Resolved.

163/2025 Minutes of Winterborne St Martin Parish Council Extra-ordinary meeting on Friday 3 October 2025

It was proposed by Cllr Hutchings and seconded by Cllr Marsh that these minutes should be accepted as a true record of the meeting. All agreed with 1 abstention from Cllr Walker - Resolved

164/2025 Action points from last minutes

- a) 105/2025 – Cllr Marsh to obtain quotes for stream clearance – Next agenda, Cllr Marsh to forward a motion. – Agenda item
- b) 129/2025 – Cllr Walker/Clerk to send allotment agreements – Clerk to send covering letter with agreement to all plot holders – Clerk advised these would be sent before the next meeting
- c) 138/2025 – Cllr Marsh to explore options for the trees outside the Church.

Cllr Marsh advised that he has met with tree surgeons and is awaiting quotes. Tree applications for the ones in the church yard have already been submitted to Dorset Council to raise the canopies. As the trees have TPO's on them, this process can take 12 weeks. The trees on the Green have not been included in the applications.

A discussion took place regarding the church yard trees and if this should be the responsibility of the Church. Cllr Marsh would like to see the council working together with the church.

Cllr Nuttall agreed to discuss with the church and then Cllrs Nuttall & Marsh will bring motion to next meeting.

Action: Cllrs Nuttall & Marsh

- d) 145/2025 – Clerk to respond to Rainbarrow Farm – COMPLETE – Clerk to respond to Community meeting invite.
- e) 147/2025 – SID -Cllr Walker to bring motion to next meeting regarding the solar panels and maintenance of vegetation – Agenda item
- f) 147/2025 – Clerk to advise Dorset Council that the licence needs to remain - COMPLETE

165/2025 Finance

- a) Approval of schedule of payments & bank reconciliation

It was proposed by Cllr Marsh and seconded by Cllr Fitzgerald that these payments are approved. All agreed. Resolved.

- b) Scribe access for Cllrs – Cllrs to request access

Cllr Hutchings has requested access and is now set up. Cllr Marsh to be set up.

Action: Cllr Pemberton to set up Cllr Marsh

- c) Bank interest account & debit card

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Cllr Hutchings circulated information on high interest rates prior to the meeting.

The Clerk advised that having a debit card for purchases is included within the Financial Regulations. Clerk to research options and discuss with budget working group.

d) Cllr Pemberton – Concerns regarding RFO responsibilities

Cllr Pemberton expressed concern with some of the financial responsibilities of the Clerk:

- Cllr Pemberton asked when the first and second quarter of the accounts would be issued, being mindful that this should happen in June and September.

The Clerk explained this hasn't happened due to the IT issues and being a new user of Scribe is what has delayed these being issued and confirmed that she is very aware some tasks have not been carried out yet. The Clerk also stated that she had asked Cllr Pemberton for support on these but hadn't received a response. Cllr Pemberton agreed to issue the missing reports.

- Cllr Pemberton asked if the Clerk keeps a separate cash book and how regularly in her opinion should the bank reconciliations happen as recently it happened for a long time.

The Clerk confirmed no duplicate system in form of a cash book is kept as this is unnecessary if a robust system is in place.

The Clerk advised that this question about the frequency of reconciling the accounts had been asked previously and when advising that monthly is adequate, Cllr Nuttall had requested weekly. The Clerk has agreed to this but reminded the council that the activity on the accounts is minimal and weekly reconciliations aren't always beneficial.

- Cllr Pemberton asked if a VAT claim had been submitted since the Clerk started in the role.

The Clerk confirmed that this hasn't been processed yet due to the considerable IT issues she has been faced with but as soon as all those issues are resolved, a claim will be processed.

e) Hugo Fox email accounts

The Clerk circulated information regarding costs associated to .gov accounts provided by Hugo Fox and it was agreed that the Clerk proceed with setting up the main email account.

166/2025 Planning

a) Dorset Local Plan

Retrospective Motion: To approve response to local plan and submit to Dorset Council.
Proposed by Cllr Nuttall & seconded by Cllr Fitzgerald – All agreed

167/2025 Village Green sign renewal

Next agenda



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168/2025 Highways, Rights of Way and SID

- a) Install solar charging to the SID

Motion:

In order to reduce an individual responsibility for charging the village SID we accept the offer from Dorset Council for the adaption to provide solar charging to both post locations at a cost of £250 per post. This will not only be environmentally friendly but will allow the kind parishioner who currently charges it, the ability to step back from the responsibility.

Cllr Hutching questioned the necessity of having two solar charging points and requested further research into this matter.

Proposed by Cllr Walker and seconded by Cllr Fitzgerald. Agreed with 2 abstentions from Cllrs Hutchings & Pemberton. - Resolved

169/2025 Allotments

New contracts/invoices to be sent.

Action: Clerk

170/2025 Flood, Stream & Riverbanks

Retrospective Motion:

To accept Jon Buddle's quote for stream clearance for the value of £2,400 and proceed with the works.

Proposed by Cllr Marsh and Seconded by Cllr Eversden. All agreed – Resolved

Cllr Marsh has been asked if the stream can be cleared towards the Cricket Club.

A discussion took place which included how previous correspondence to riparian owners was carried out and also Highways used to clear. It was suggested that the parishioner approach the farmer.

Concern was raised that if this section is cleared it will push the water on and could cause flooding.

Cllr Marsh agreed to look and report back.

Action: Cllr Marsh

171/2025 Washpool

No update

172/2025 Grounds

No update

173/2025 V & V

It was agreed that Cllr Eversden would provide the next update.

174/2025 Village Hall Trustee

Cllr Pemberton gave an update on recent improvements to the Matthew room which is almost complete, and the Trustees have agreed to use it as a warm room for vulnerable parishioners. A grant will be received to enable this to happen.



20/11/2025

All Agendas & Minutes can be viewed at www.winterbornestmartin-pc.gov.uk

The room is available to hire for £10 for 3hour sessions.

Initiatives taken forward by Trustees include:

Active Martinstown which is an attempt to provide more physical activity including indoor bowls, additional table tennis table and pickle ball.

175/2025 Memorial Hall

Cllr Eversden informed the meeting that the working group are researching ideas to move forward as still unable to access monies from previous trustees. Options being considered are:

- Fence it off with posts/wire – could go to auction
- Develop & sell
- Holiday accommodation

A discussion took place regarding CIL and if any of this could be used towards any costs.

It was agreed that all Cllrs to consider the above and Cllr Nuttall will circulate information regarding these.

Action: Cllr Nuttall/All Cllrs

176/2025 DAPTC

- a) Invitation to Fresh Start event – Devolving Dorset – 30 October 2025

Cllrs Nuttall & Eversden to attend.

Action: Clerk to register Cllrs Nuttall & Eversden

177/2025 Staffing Committee

Cllr Hutchings requested that all Minutes & Agendas are labelled as Version 1 etc. All agreed.

Action: Clerk

178/2025 External correspondence received

- a) Martinstown Cricket Club request for funding

An email has been received asking the council to consider making a contribution to their fundraising page.

A discussion took place regarding how many parishioners use the facility and it was agreed that the Club should use the councils grant application for the Cllrs to consider.

Action: Clerk to respond

- b) Wessex Water – Riverbank and Bridge damage at Martinstown sewerage pumping station

Cllr Marsh has been in communication with Wessex Water regarding this damage and Wessex Water have raised a job to repair.

- c) Armour & Embarkation 2026

An email has been received regarding this event for next year and it was agreed in principal that the event would be welcomed back.

179/2025 Parish Matters

Cllr Hutchings asked if the see-saw was going to be replaced in the playground. Cllr Nuttall confirmed it will not be as too close to other equipment.

as requested by previous Cllr.

20/4/2025

All Agendas & Minutes can be viewed at www.winterbornestmartin-pc.gov.uk

A parishioner expressed concern that the options being discussed for the Memorial Hall were explored in 2024 and still nothing has happened.

Cllr Nuttall responded by stating that progress has been made as the parish council are now the sole trustees and it will take time to progress with any option.

There being no further business the meeting closed at 8.55pm with notice that the next meeting will be the November meeting will be held on Wednesday 26 November 2025, 1900hrs at Magna Community Room.



26/11/2025