MILBORNE ST ANDREW PARISH COUNCIL

www.milbornestandrew.org.uk

Dear Councillor,

You are summoned to attend a meeting of the **Parish Council** to be held on **Wednesday 05th July 2023 at 7.00pm** in **Milborne St Andrew Village Hall**.
Absence should be given to the Clerk/Chair prior to the meeting.

Wayne Lewin
Parish Clerk and Responsible Finance Officer

The meeting is open for members of the public and press to attend. Members of the public are invited to ask questions of the Council concerning Agenda items or other matters. During the meeting, with permission of the Chair, any member of the public may comment on an issue being debated by the Council to provide information or clarification. This facility will normally be limited to a maximum of three minutes per person on the subject being debated.

Full Council

1. Apologies for absence
2. Declarations of pecuniary or other interest
3. Minutes of the previous meeting held on 07th June 2023

4. Clerk's report
5. Chair's update
6. Public participation (items on the agenda)
7. Parish Councillors and representatives' reports that effect Parish Council matters
8. Dorset Councillors report
9. Planning

10. Financial matters
    a. Payments for authorisation
    b. Q1 budget report

11. Delegated powers during stand down period
12. Initial discussions on grass cutting contract
13. Pedestrian sign on Dewlish Road
14. Internal audit report
15. Request for Landlords permission to proceed to a planning application for rebound nets on lower pitch
16. Request for Landlords permission to proceed to a planning application for sail shades at the pavilion
17. Conflict of interests with BDO LLP (External Auditor)

18. Public participation (items not on the agenda) – for discussion only
19. Items for the next meeting
20. Date of next meeting — 06th September 2023, Milborne St Andrew Village Hall at 7pm

W LEWIN **Parish Clerk** **28th June 2023**

MILBORNE ST ANDREW PARISH COUNCIL

www.milbornestandrew-pc.org.uk

Minutes of the Full Council held at the Village Hall, Milborne St Andrew on Wednesday 07th June 2023 commencing at 1900 hours

Present:
Cllr's Richard Macnair, Amy Stephens, Caron Redding, Jayne Williams, and Ash Batchelor

7 members of the public
Cllr Emma Parker (Dorset Council)

Full Council

1. Co-option of Parish Councillor for Milborne St Andrew
Mr Rob Greening was proposed, seconded, and unanimously co-opted as member for Milborne St Andrew Parish Council.

2. Apologies for absence
Cllr Macleod sent apologises.

3. Declarations of pecuniary or other interest
Cllr Stephens declared an interest in agenda item 12 but was granted permission to speak.

4. Minutes of the previous meeting held on 03rd May 2023
These were approved as a true and accurate record of the meeting.
Minutes of Annual General Meeting held on 03rd May 2023
These were approved as a true and accurate record of the meeting.

5. Clerk's report
The Clerk updated Council on the previous minutes, correspondence, and other matters.

6. Chair's update
The Chair confirmed a site visit to HiP had been conducted after the rainstorm.
Photos had been sent to the enforcement team.
He would speak to the landowner as to regards fixing the gate on the Tolpuddle route.
Cllr Macnair attended the Bus Back Better webinar. It was stated that the primary focus was maintain the current service.
The £2 per journey scheme had been extended until Halloween, with a view for the foreseeable future.

7. Public participation (items on the agenda)
Concerns were once again raised by one resident about the height of the HiP.
The Chair confirmed that the Parish Council had done everything they could to assist but Dorset Council enforcement team had stated there had been no breech of planning conditions.

The Chair asked the resident was planning condition he thought had been breached.
The answer was the transfer of materials from the Huntley Down site to the HiP.

After lengthy discussion, the Chair concluded by stating that the Parish Council was broadly in agreement with the concerns and asked the resident to forward any evidence he had, and the Parish Council would send on to Dorset Council enforcement team.

8. Parish Councillors and representatives' reports that effect Parish Council matters
Cllr Williams informed Council that the Village Hall defibrillator had acquired two faults.
It had been replaced by a loan defibrillator whilst it was being fixed.

9. Dorset Councillors report
A report had been sent and distributed. There were no matters for the Ward Councillor.

10. Planning
There were no new applications.

11. Financial matters

a. Payments for authorisation

There were **10** payments **(PV 12-21)** totalling **£ 2101.66** that were authorised and approved for payment.

12. Rental charges for Sports Club and Allotments for the financial year 23/24
The Parish Council wished to offer the Allotments a reduction in rent for 10 years to £1 to be reviewed in 2033.

The Parish Council wished to offer the Sports Club a reduction in rent for 10 years to £1 to be reviewed in 2033. As a condition of this offer, the Parish Council would require the Sports Club to take over full responsibility for the maintenance of the track way.

The Clerk would contact both parties.

13. S106 application for outdoor table tennis tables from the Village Hall
This application was unanimously supported.

14. Closure of Kings Coronation reserve
All members agreed to close this specific reserve and return to the General reserve.
The amount totalled £15.58

15. Widening of pavement on A354 next to public house
Concerns had been expressed throughout the community on the dangers of walking this path, due to the proximity of traffic.
The Chair and Clerk spoke that the Parish Council were continually requesting traffic calming measures – especially those outlined in the Neighbourhood Plan.

Positively, Dorset Council have now conducted a traffic survey requested in September 2021, but the findings had not yet been sent to the PC

16. Outcomes and proposals from speed wires on Causeway
The speed wires statistics had been received and showed that the average traffic speed was under 20mph, thus meeting the criteria for a 20mph limit.
The Chair confirmed that the application had now been sent to Dorset Council and will await the findings from this.

17. Public participation (items not on the agenda) – for discussion only
Cllr Williams confirmed she had reported the overgrown Right of Way, locally known as Coffin Walk.

The Clerk was asked to nudge Dorset Council as to regards if there any movement on the speed signs at Lynch Close.

18. Items for the next meeting

Initial discussion on grass cutting contract

19. Date of next meeting 05th July 2023
Milborne St Andrew Village Hall at 7pm

There being no further business the meeting closed at 2010 hours.

Richard Macnair _____ **Chair to the Milborne St Andrew Parish Council**

Clerks Report – July 2023

Update from the previous meeting

1. Offer to Sports Club on permanent reduction in rent and reply (declined)
2. Offer to Allotments on permanent reduction in rent and reply (accepted)

Correspondence

1. Email from resident with evidence of transfer of spoils to HiP
2. Dorset Council consultation on a Dog related Public Space Protection Order (PSPO)

Other Matters

1. Meeting with EA on complaint about water levels
2. Email to EA as regards transfer of waste permit for Huntley Down
3. Purchase of additional pétanque equipment for Village Hall
4. Reported various overgrown Rights of Way

Milborne St Andrew Parish Council Payments 2324																					26/06/2023
				Chq									Community	Community	Defibrillator			Green			
Date	**Payee Details**	**Item**	**PV**	**no**	**Amount**	**Wages**	**Pension**	**Expenses**	**Administration**	**Insurance**	**Hall Hire**	**Pro fees**	**Fund**	**Asset**	**Fund**	**Training**	**Grants**	**Spaces**	**VAT**	**Reserves**	**Total**
05/04/2023	Dorset Council	New Gates	1	721	1,028.40														171.40	857.00	1028.40
05/04/2023	Displaypro	Coronation Advertising	2	725	54.07															54.07	54.07
05/04/2023	The Ribbon Room	Coronation Decorations	3	723	27.11															27.11	27.11
05/04/2023	DAPTC	Subsciptions	4	724	466.32				45.00			421.32									466.32
03/05/2023	Wayne Lewin	April Wages	5	726	384.29	369.29		15.00													384.29
03/05/2023	Net World Sports	Sports Equipment	6	VISA	82.78									68.98					13.80		82.78
03/05/2023	Paul David	Grass Cutting	7	727	983.00													983.00			983.00
03/05/2023	Tesco	Litter Pick Refreshments	8	VISA	37.30								31.08						6.22		37.30
03/05/2023	MSA Village Hall	Hall Hire	9	728	40.00						40.00										40.00
03/05/2023	Makkah	Coconuts for Coronation	10	729	4.95														0.82	4.13	4.95
03/05/2023	MSA Sports Club	Sports Equipment	11	730	31.02									31.02							31.02
07/06/2023	Wayne Lewin	May Wages	12	731	384.29	369.29		15.00													384.29
07/06/2023	Amazon	Boules Equipment	13	VISA	95.92									79.93					15.99		95.92
07/06/2023	Andy Brown	Punch and Judy	14	CASH	100.00															100.00	100.00
07/06/2023	Kevin Mahon	Coronation Ice Cream	15	732	219.90															219.90	219.90
07/06/2023	Smyths	Prizes for Coronation	16	733	46.99															46.99	46.99
07/06/2023	Range	Coronation Decorations	17	734	32.22															32.22	32.22
07/06/2023	Gallagher	Insurance Premiums	18	735	432.10					432.10											432.10
07/06/2023	Dorset Council	Speed Wires	19	VISA	330.00								275.00						55.00		330.00
05/07/2023	HMRC	PAYE	20	VISA	276.77	276.60			0.17												276.77
05/07/2023	NEST	Pension Contributions	21	DD	413.76	206.88	206.88														413.76
05/07/2023	PC World	Ink Cartridge	22	VISA	33.49				27.91										5.58		33.49
05/07/2023	Wayne Lewin	June Wages	23	736	409.49	369.29		15.00				25.20									409.49
05/07/2023	Amazon	Petanque Equipment	24	VISA	28.98									24.15					4.83		28.98
05/07/2023	Amazon	PRIME	25	VISA	0.49				0.49												0.49
05/07/2023	MSA Village Hall	Hall Hire	26	737	40.00						40.00										40.00
																					0.00
Totals					**5,983.64**	**1,591.35**	**206.88**	**45.00**	**73.57**	**432.10**	**80.00**	**446.52**	**306.08**	**204.08**	**0.00**	**0.00**	**0.00**	**983.00**	**273.64**	**1,341.42**	**5983.64**

Milborne St Andrew Parish Council Receipts 2324

Date	Received from	RV	Precept	Rent	Donation	VAT Refund
30/04/2023	Dorset Council	1	6600.00			
30/04/2023	HMRC	2				1059.55
30/04/2023	Environment Agency	3		110.00		
30/04/2023	Dorset Council	4			511.87	
15/06/2023	Milborne St Andrew Allotments	5		1.00		
	Totals		6600.00	111.00	511.87	1059.55

Milborne St Andrew Parish Council					
	Receipts	**Current**	**Budget**	**Percentage**	**Difference**
		£	**£**		
	Precept	6,600.00	13,150	50.19	6550.00
	Rent	111.00	307	36.16	196.00
	Grants	511.87	512	100.00	0.00
	VAT	1,059.55	373	283.70	-686.07
	Total Receipts	**8,282.42**	**14,342**	57.75	6059.93
	Payments	**£**	**£**		
LGA 1972 s112	Salaries	1,591.35	6800.00	23.40	5208.65
	Pension	206.88	884.00	23.40	677.12
	Expenses	45.00	200.00	22.50	155.00
LGA 1972 s111	Administration	73.57	200.00	36.79	126.43
	Insurance	432.10	500.00	86.42	67.90
	Hall Hire	80.00	200.00	40.00	120.00
LGA 1972 s111	Professional Fees	446.52	650.00	68.70	203.48
	Community Fund	306.08	200.00	153.04	-106.08
	Community Asset Fund	204.08	200.00	102.04	-4.08
LGA 1972 s137	Defibrillator Fund	0.00	450.00	0.00	450.00
PCA 1957 Section 3	Training	0.00	200.00	0.00	200.00
LGA 1972 s137	Grants	0.00	400.00	0.00	400.00
	Green Spaces	983.00	4000.00	24.58	3017.00
		4,368.58			
	VAT	273.64	0.00		
	Reserves	1,341.42	0.00		
	Total Payments	**5,983.64**	**14,884.00**	**29.35**	**10,515.42**

RESERVES as at 05th July 2023

Current account		17003.87	
Defibrillator Fund		1037.00	
Community Assets Fund		3860.01	
Community Fund		1127.51	
Green Spaces Fund		1880.00	
Annual Operating Costs		**3300.00**	
General Reserve		**5799.35**	
	VAT rebate due		273.64
			6072.99
General Reserve Guidence			
Between 50% of Precept		6575.00	

MILBORNE ST ANDREW PARISH COUNCIL

RECONCILIATION FOR THE YEAR 2022-23

A	
OPENING BALANCE	
Carried forward 01-Apr-23	14705.09
TOTAL	**14705.09**

B	
BANK DETAILS	
BANK ACCOUNT	**BALANCE**
Lloyds Current	17757.12
TOTAL	**17757.12**

C	
INCOME	
INCOME	AMOUNT
See Receipts Ledger	
TOTAL	**8282.42**
EXPENDITURE	AMOUNT
See Payments Ledger	
TOTAL	**5983.64**

E	
UNPRESENTED CHEQUES	
PV	AMOUNT
21	413.76
23	409.49
26	40.00
3	-110.00

CURRENT BALANCE	
OPENING BALANCE	14705.09
PLUS INCOME	8282.42
LESS EXPENDITURE	5983.64
TOTAL	**17003.87**

CUMULATIVE BALANCE	
TOTAL BANK BALANCES	17757.12
LESS U/P CHEQUES	753.25
TOTAL	**17003.87**
	0.00
INCOME	8282.42
EXPENDITURE	5983.64
TOTAL	**2298.78**

TOTAL **753.25**

RECONCILIATION

MILBORNE ST ANDREW SPORTS CLUB
Registered Charity No. 1091790

Richard Lock
Chair of Trustees
16 Huntley Down
Milborne St Andrew
Dorset
DT11 0LN

Wayne Lewin
Clerk to the Council
Milborne St Andrew Parish Council

21st June 2023

Dear Wayne,

Landlord's Consent to apply for Planning Permissions

In accordance with the terms of the lease the trustees make an application to the Parish Council to apply for Planning Permissions on the following matters of permitted use:

1. Ball Rebound Safety fencing to parts of the eastern and southern boundaries for the purpose keeping the football pitch safe and secure for play. In addition, the Football Foundation also requires written consent from the Landlord.

2. The provision of a Sail Shade immediately adjacent to the pavilion for the purpose of extending the area of shade provided by the Pavilion veranda providing protection from the harmful effects of the sun to the wide range of community users, but in particular, the Busy Bees and the Beavers.

Supporting Information.

1. Planning permission for rebound netting under Application No: 2/2019/1415/FUL Date Registered: 11 November 2019 included the eastern boundary but has not been undertaken on that boundary to date. What is being proposed is more of the same but with a reduction in the previous height for the eastern (now pitch-side) boundary.
2. The Milborne Cricket Club (MCC) is being formally registered with the Dorset Cricket league and the plan is to commence Dorset league cricket in 2024. Local members of the community are already part of the team, and more are to be encouraged to sign up. With the introduction of cricket and the need to meet the design requirements of both football and cricket it is necessary to reorientate the football to the position shown on the attached plan and to place the cricket wicket roughly along the centre line of the existing pitch. This necessitates changes to the ball rebound requirements.
3. The advice of the Planning Officer that dealt with the previous application is that although the fencing on the eastern boundary would be lower the Planners would require it to be included as part of the new application for ball retention fencing on the southern boundary behind the goal.
4. 75% Funding is available from the Football Foundation but that is subject to (a) written consent from the Landlord to allow such works and (b) Planning Consent is available.

5. The original grant offer of £256,927 from the Football Foundation was conditional on the provision of a Pavilion, a senior pitch, and junior pitches. What is being proposed will provide a senior pitch on the upper level, a pitch meeting the requirements for up to 11 x 11 U16 grassroots matches and a mini pitch between the cricket wicket and the Pavilion bank. Mini or tiny tots cricket can also be undertaken in this area.

For the avoidance of any doubt or confusion the application for the Sail Shade has nothing whatsoever to do with the proposed open sided canopy that was last discussed by Council at the September 2022 meeting. Although both provide shade and protection from the harmful effects of skin cancer, which is a key factor in the trustees thinking, but that is where the comparison ends.

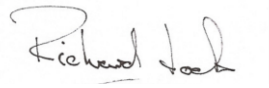
6. The sail shade would provide an extension to the limited shaded area provided under the veranda. This will allow users, either formal or casual (*those members of the community taking advantage of the recreational play equipment part provided and funded by the Parish Council*) to do so with some form of protection from the harmful effect of the sun. The shape, size or even whether such a structure can be installed is of course, totally dependent on the Planning Process.
7. In response to our users concerns parasols are also being provided for use with the picnic tables. This will save groups like the two wellbeing groups from the Doctors surgery asking whether they have to bring their own but a sail shade of 9m x 9m would be as beneficial as the one currently installed at the 1st School.

In making these requests we are mindful that the Council does not meet in August and there is a need on our part to make "good progress" with the Planning Application process.

We look forward to your active support on these matters.

As always, our objective remains to improve the accessibility and inclusiveness of our local amenity for the enjoyment of ALL members of the community.

Signed on behalf of and with the authority of the Trustees of the Sports Club



Richard Lock

Supporting documents are attached to assist:

1. Site Plan
2. Football Foundation Grant requirements
3. Options of sails shades that will form the basis of a design statement for the Planning Process