

MILBORNE ST ANDREW PARISH COUNCIL - MEETING MINUTES



Held on :04/11/2009

Starting at: 19:30

Location: Milborne St Andrew Village Hall

Present: In the Chair: Cllr Simon Curtis Cllr Marion Regan
Cllr Gill Harvey Cllr Tom Palmer
Cllr David Andrews

Also: Mr M Cox (District Councillor)

In attendance: Mr Colin Fletcher (Parish Clerk)

201 **Apologies:** Cllr Paul Morgan
Mrs H Cox (County Councillor)
Mrs D Jones (District Councillor)

202 **Declarations of Interest:**
Cllrs Regan and Curtis declared an interest in matters relating to the Village Hall.

203 **Minutes:**
The minutes of the previous meeting were accepted as a true and correct record and were signed by the Chairman.

204 **Matters Arising:**

204.1 Arising from minute 185.9 - Cllr Harvey said that she will not be able to attend the new Councillors' course.

204.2 Arising from minute 185.10 - the Clerk is to obtain details of the "Planning Matters" session and pass them to Cllr Andrews.

204.3 Arising from minute 194.3 - Cllr Regan had spoken with Dorset County Council about potholes particularly in The Causeway and will continue to monitor the situation. Cllr Regan had also spoken with operatives cleaning gulleys and the areas she mentioned had been dealt with. Cllr Curtis had attended a meeting about Parish Maintenance Units and mentioned that it is likely that there will be a change to more frequent visits (probably every 2 months) but using one man and a van. He was assured that any items not covered in a visit will stay on the list until they are dealt with. Councillors and members of the public should let the Clerk have details of any weeds/gulley problems/potholes so that he can pass a full list to the PMU.

204.4 Arising from minute 194.4 - Councillors are to give further consideration to ways in which local people who have made major contributions to the community could be given recognition. The Clerk is to look into any financial implications. This to appear as an agenda item for the next meeting.

204.5 Arising from minute 186.5.2 - the Clerk is to write to the Sports Club pointing out that they should seek the Council's approval before allowing tents or caravans to use the playing field area.

204.6 Arising from minute 187.3 - Cllr Curtis has spoken with Mr D Akerly at Dorset County Council who will be looking at the bridleway at the side of the sports field. He asked that the Parish Council write to the land owner and point out his responsibility. It was agreed that the condition of the bridleway has improved recently.

205 **Correspondence:**

205.1 Letter from PCC – regarding Christmas Tree Festival – Cllr Regan confirmed that she had already been in touch about this and undertook to co-ordinate this on the Parish Council's behalf.

205.2 BDO Stoy LLP (External Auditors) – letter pointing out that a Risk Assessment is needed and also adoption of the Publication Scheme for Freedom of Information. The Clerk is already addressing the Risk Assessment and will look into the FoI situation.

205.3 Email from DT11 Forum Office – regarding Community Project Funding Event to be held 17th November 2009 – Cllr Regan will try to attend.

Action

Clerk

All Clerk

Clerk

Clerk

MR

Clerk

MR



- 205.4 Homewatch Newsletter from Blandford South Police – no reported crime in Milborne St Andrew in September and October.
 - 205.5 Email from Tony Dyer proposing a draft letter to Dorset County Council regarding additional funding for the Parish Plan. This was discussed and it was agreed that the Clerk should write to Dorset County Council in line with the draft. Clerk
 - 205.6 Letter from the Environment Agency outlining the actions that have been taken with regard to the flood risk in the area.
 - 205.7 Letter from Mr Ferguson at Camelco Ltd. Expressing an interest in purchasing land at the Sports Field. Cllr Andrews felt that this land might be required for allotment use in the future. Cllr Jones suggested that, should the land be sold, there would need to be provision within the documentation to allow the Parish Council to recoup some portion of any increase in value of the land should the planning situation with regard to it change. The clerk is to look into the situation with regard to the outstanding Public Works Loans board debt and any possible penalties for early settlement. The Clerk is to write to Mr Fergusson acknowledging his letter. It was agreed that this matter should be an Agenda item for the next meeting. All Clerk
- 206**
- Reports/Discussion**
- Environment & Transport**
- 206.1 Milton Road corner – a drawing of the proposed improvement was distributed among Councillors and the public present at the meeting showing proposals for planting, a bench, bin and relocation of signage. Dorset County Council Highways will carry out the groundwork. Cllr Regan has spoken with the Milborne St Andrew Horticultural Society about suitable planting – low planting using evergreens and flowering shrubs. The Horticultural Society has agreed to maintain the beds. Cllr Curtis has spoken with a number of local residents who have no objection to the proposals – further consultation will be needed and Cllr Regan agreed to visit the local residents. Timescale – targeted to be completed before the end of March 2010. Cost to Parish Council would be the bench, a smarter bin and possibly the plants. The motion to support this plan was proposed by Cllr Andrews and seconded by Cllr Harvey – all agreed.
 - 206.1.1 206.1.1.1
 - 206.1.2 Repositioning of bus stop – it was agreed to defer discussion on this until the next meeting. Mr Dyer (from the floor) will provide statistics from the Parish Plan survey.
 - 206.1.3 Cllr Curtis has heard from Mrs Snape that she wishes to stand down as Rights of Way officer for the village. He has spoken with Peter Anthony who may possibly take this position on – the Clerk is to write to him. A notice will be placed on the notice board for any volunteers. A unanimous vote of thanks was expressed to Mrs Snape for all the work she has put in – the Clerk will write to her. Clerk
 - 206.1.4 Bins – the additional bin at by the church has been fitted with a new cover. The bin from The Rings can be moved down Blandford Hill but the proposed bin by the telephone exchange may not be possible as it would restrict the footpath – the Clerk to liaise with North Dorset District Council on this and see what can be done. Clerk
- Education & Training**
- 206.2 Cllr Curtis has met with the governors at the school. A copy of the minutes will be emailed to Anne Purdy (Headmistress) at the school after each meeting. The school would like to become more involved with a Youth Council - Cllr Harvey will arrange to meet Ms Purdy. All Councillors agreed with the idea of collaborating with the school. The Clerk will write to the Headmistress. Clerk JH
 - 206.2.1
- Volunteers & Community**
- 206.3 Village Hall - a meeting has been held with representatives of the Village Hall to establish areas where they and the Parish Council could collaborate. It was agreed that all parties wanted to work together for the good of the community. The Clerk is to look again at the possibility of the Parish Council purchasing
 - 206.3.1



	play equipment on behalf of the Village Hall so that VAT may be re-claimed - the Clerk has already received advice from DAPTC that this would not be possible but will re-visit the question and report back at the next meeting. Cllr Curtis proposed that "The Parish Council would, in principle, be prepared to collaborate in an effort to save the VAT on this if it can be done legally". All Councillors supported this - if it would be legal to do so. Future maintenance of the equipment needs to be considered. Any financial implication will have to factored in to the Budget calculation for next year.	Clerk All
206.3.2	Cllr Regan mentioned that the village now has a Social Justice Group trying to make local people more aware of Fair Trade issues. The Group is looking for volunteers - details will appear in The Reporter.	
206.4	Business & Employers	
206.4.1	Cllr Harvey and Cllr Andrews will look into the possibility of white lining the car park at the shop in Milton Road - the owner has indicated that they would be happy for this to be done.	
206.5	Sport & Recreation	
206.5.1	Access - The contractors are hoping to start work next week. Cllr Jones suggested that reflectors should be placed at the entrance so that it can be more easily located on dark evenings. Signage will also need to be considered.	
206.5.2	Disabled access and lighting to Sports Club - The Parish Council has applied for CPEND funding for a footpath link to the pavilion. The Sports Club wants to install some low level lighting in the car park and a disabled parking bay with slope and rail to the pavilion. In principle it was agreed that the Parish Council was in support of the Sports Club improving facilities subject to them providing a plan and keeping the Council informed as the work progresses. Should the Sports Club need additional funding, they should apply to the Parish Council for s137 assistance in the normal way. Clerk to write to the Club.	Clerk
206.5.3	Cllr Andrews has been keeping an eye on the stone picking and work in the training area at the Sports Field. It is unlikely that seeding will take place before the spring. The portable dug outs are now ready and it was agreed that advertising on them would be acceptable - it was underlined that the dug outs are portable and, as such, should not be left in position. Clerk to write.	Clerk
206.5.4	Rent - it had previously been agreed that the rent for this year would be waived and the money used for seed. As the seeding is not happening, the rent will be requested - all agreed. Clerk to write.	Clerk
206.5.5	See minute 205.7 above regarding land at rear of site.	
206.5.6	Pavement link along Lane End - Cllr Curtis said that Dorset County Council are re-thinking this and have said that it will happen although the timing may change.	
206.6	Business Plan Nothing to report.	
207	Open Half Hour	
207.1	Village Plan - Mr Dyer (from the floor) update the position regarding additional funding - see minute 205.5 above.	
207.2	The Clerk had written to Dorset County Council regarding the SID devices and the possibility of them being connected to mains electricity. He is to chase this up as they already working only intermittently in consequence of the reduced hours of daylight.	Clerk
197.3	The footpath link that is blocked between St Andrews View – Cllr Curtis has spoken with Dave Ackerly (RoW Officer) who is keen to see this opened. The Clerk is to investigate the planning permission further to check what was originally agreed.	Clerk
207.4	Hedges and verges on Dorchester Hill - cutting needed urgently.	Clerk
207.5	Mr Dyer pointed out that the minutes and agenda on the village website have not been updated. The Clerk will supply the necessary information	Clerk
207.6	There was considerable discussion on the offer received for the land at the Sports Field and the possibility of the value of the land increasing in future years.	

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207.7 Mr Locke (from the floor) asked what was being done to promote the logo that the Parish Council had adopted. Cllr Curtis pointed out that the logo was designed for the Parish Council to use and if other organisations within the village wanted to adopt it they would be welcome to do so.

208

Finance

208.1 Five payments were agreed and cheques signed
£172.50 to BDO LLP - external audit fee
£57.36 to DAPTC - Arnold Baker publication
£390.26 to Clerk - salary Sept, Oct, Nov and reimbursement for secure box
£20.00 to Sports Club for venue hire
£900.00 to village Hall - s137 grant - see minute 208.2.1 below

208.2 **Grant Administration**

208.2.1 Application from Village Hall for £900.00 toward the cost of grass cutting and general maintenance /replacement of children's play equipment - proposed Cllr Andrews, seconded Cllr Palmer - all agreed.

208.2.2 Budget - the Clerk provided a draft Budget for 2010-2011. A special meeting will be arranged to discuss the Budget in detail.

All

209

Planning

209.1 2009/0867 - 29 Wetherby Close - two storey and single storey extension - no objection but point out that there is no window in the single storey extension

Clerk

209.2 Goulds Farm - the Clerk reported responses from North Dorset District Council regarding the safety and visual appearance of this site. He will respond to the letter received from Dr Parkinson about the site and will also write to the owner.

Clerk

200

Matters of Interest and/or for Information

210.1 The Clerk is continuing with the Risk Assessment and will report to the next meeting.

Clerk

210.2 The Clerk is reviewing the Standing Orders and Financial regulations of the Council and will distribute copies to all Councillors for consideration and discussion at the next meeting.

Clerk

The meeting closed at 22:10

Date and Time of Next Meeting

The next meeting will be on Wednesday 9th December 2009 at 7.30pm at the Village Hall Committee Room.