

MILBORNE ST ANDREW PARISH COUNCIL - MEETING MINUTES



Held on :03/03/2010

Starting at: 19:30

Location: Milborne St Andrew Village Hall

Present: In the Chair: Cllr Simon Curtis Cllr Paul Morgan
Cllr Tom Palmer

Also: Mrs D Jones (District Councillor)

In attendance: Mr Colin Fletcher (Parish Clerk)

232 **Apologies:** Cllr Marion Regan Cllr Gill Harvey
Mrs H Cox (County Councillor)
Mr M Cox (District Councillor)

233 **Declarations of Interest:**
Cllr Morgan declared an interest in matters relating to the Sports Club.

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

235 **Matters Arising:**

235.2 Arising from minute 225.2 - The Clerk mentioned that he had not received any reports of pot holes requiring attention in the parish. Councillors mentioned a problem generally with holes that had been mended failing again and also the holes in front of the Village Hall entrance and on the corner of Roke Road. The Clerk will report these. *Clerk*

235.3 Arising from minute 225.3 – Cllr Harvey was not at the meeting and report on her contact with the shop owner in Milton Road regarding a possible seat at the next meeting *JH*

235.4 Arising from minute 225.4 – Cllr Morgan has been in contact with POPP who will agree to give up to £500.00 if a bid is made to them. Cllr Morgan will approach Mr Dave Andrews who originally raised the matter and see where we go from here. *PM*

235.5 Arising from 225.5 – Padlocks for the Sports field – have been purchased and a list of key holders will be created as keys are distributed. *SC*

235.6 Arising from minute 225.6 – Sue Sadler of Dorset County Council has written saying that, as a pavement is being created impart of Lane end, consideration of a reduced speed limit will not be pursued – the Clerk will write to her pointing out that the pavement will serve only part of the road and asking her to reconsider. *Clerk*

235.7 Arising from minute 226.2 – The Clerk has been in contact with Signpost Housing and awaits their comments regarding planting and parking. The Dog Warden has advised that they would need informants to not remain anonymous if they are to act – but, if usual times and locations of dog fouling can be determined, they will try to catch the culprits “in the act” and serve the necessary warnings and notices. *Clerk*

235.8 Arising from minute 228.1.4 – An article will be placed in the Reporter regarding Flood Wardens and inviting enquiries.

236 **Correspondence:**

236.1 Letter from BDO – external auditors – enclosing guidance notes for future audits *Clerk*

236.2 Letter from St John Ambulance – they will be carrying out door to door canvassing over the next six months asking for people to make commitment to regular donations via Direct Debit, etc. – the letter is to make the Parish Council aware of this in case residents enquire about their activity.

236.3 Email from Richard Lock – giving information regarding grit bin prices and availability.

236.4 Letters from two residents regarding positioning of grit bins – this will be considered later in the year. *Clerk*

Action

Clerk

JH

PM

SC

Clerk

Clerk

Clerk

Clerk

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237 **Questions from Members of the Public**

- 237.1 The occupier of the house on the corner of Milton Road (not present at the meeting) has expressed concern about possible damage to their garden wall as work proceed on the junction improvement – Cllr Curtis will pass this concern on to Steve Howard of Dorset County Council Highways who is organising the work.
- 237.2 Some concern was expressed over the possible re-siting of the bus stop in the Blandford Hill bay in that this would mean further to walk for some of the older residents of the village. It was also pointed out that there had been no reported accidents caused by the presence of the bus stop in its present location (where it has been for some 50 years).

SC

238 **Reports/Discussion**

238.1 **Environment & Transport**

- 238.1.1 Corner of Milton Road – The plan for planting, bench and bin will need Dorset County Council Highways final approval. The cost of plants for the scheme is likely to be in the region of £260 plus delivery – other estimates are to be obtained. The costs for the bench and bin were discussed and it was agreed to proceed with a wooden bench up to a maximum cost of £595 and the maximum of £200 for the bin. (There is some suggestion that a sponsor may wish to come forward for the bench – and possibly the bin). The final planting cost was not agreed and will be deferred to the next meeting. The Gardening club asked that it be made clear that the scheme was initiated by the Parish Council and, as such, is to be carried out at the Parish Council's expense – although the Club has said that they would be happy to carry out the initial planting. There was some discussion as to on-going maintenance and watering of the scheme.

- 238.1.2 Repositioning of the bus stop to Blandford Hill lay-by – the bus company have now said that they would be happy for the move to take place on the basis that the existing location and the bay have similar safety implications. A decision will be made at the next meeting after further consultation with Steve Howard of Highways. 77% of those who responded to the Parish Plan questionnaire indicated they would be in favour of the move.

238.2 **Education & Training**

- 238.2.1 Cllr Harvey and Cllr Morgan had attended the recent New Councillor training session and found it most helpful.

238.3 **Volunteers & Community**

- 238.3.1 Parish Plan update from Tony Dyer – slight delay against proposed timescale but raw data should be on the website by the end of March together with a draft summary.

238.4 **Business & Employers**

Nothing to report

238.5 **Sport & Recreation**

- 238.5.1 Access gateway – now that the new gates are in position, suggested wording for suitable signs has to be decided upon together with signs for the Millennium Walk.

It was agreed that, when the new pavement is created from Blandford Hill to the entrance to the Sports Club, extra metalled surface will be extended through the pedestrian gates for no more than 4 sq m to provided firm access for pedestrians – the cost was agreed at £80.00 per sq m (plus VAT). (Proposed Cllr Palmer, seconded Cllr Morgan).

SC

- 238.5.2 Land between the Sports Field and Blandford Hill – the Clerk will continue investigating letting this area for grazing. An estimate has been received for fencing the land off from the Sports field and re-using the old entrance gate - £620.00 plus VAT from T K Fabrications (who installed the new Sports field

Clerk

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- gates). Further estimates will be obtained.
Confirmation has been obtained from officers of North Dorset District Council that planning permission for this use will not be needed.
- 238.5.3 Telephone call from Roger Harrall regarding camping at the Sports Field during the forthcoming "Roger's Rant" event – it was agreed that up to a maximum of 8 caravans and 15 tents would be permitted subject to the agreement of the Sports Club and liaising with them regarding location within the site – such camping/caravanning to be allowed only on grassed areas. The Clerk will contact Mr Harrall and the Sports Club. Clerk
- 238.6 **Business Plan**
Nothing new to report although this is under constant review.
- 239 Finance**
- 239.1.1 The following payments were agreed and cheques were signed:
£706.01 – representing the Clerk's salary for December, January, February and March plus administrative and Clerk's expenses.
£40.00 – DAPTC training fees.
£11.00 – Milborne St Andrew Village Hall – venue hire.
£26.89 – The Cartridge Family – ink cartridges for printer.
- 239.1.2 Cllr Harvey agreed to become another signatory for the Parish Council's bank account - Clerk is to arrange. Clerk
- 239.1.3 The Council's grant application for CPEND funding for a footpath to provide improved access to the sports pavilion is still pending. The Clerk will report to the next meeting. Clerk
- 239.2 **Grant Administration**
- 239.2.1 An application from the Milborne St Andrew Wednesday Social Club was discussed and it was agreed to make a grant of £72.00 toward the cost of bus hire charges.
- 239.2.2 An application has been received from the Village Hall Trustees for assistance with repairs to existing play equipment. The amount requested exceeds the amount currently available and it was agreed to defer consideration of the application to the next meeting which falls into the new financial year.
- 240 Planning**
- 240.1 A consultation document regarding placing of wind turbines on land at Masters Pit, Puddletown road, Wareham – after consideration, it was agreed that this Parish Clerk had no comments to make on the proposal.
- 241 Risk Assessment, Freedom of Information Act and Internal Auditor**
- 241.1 The Clerk presented the Risk Assessment he had carried out for the year and, after discussion, all agreed with his assessment.
The Clerk had outlined the requirements of the Freedom of Information Act and the steps that the Parish Council is taking to comply with it – after discussion the actions contained in the document were agreed.
The appointment of the Internal Auditor for this year's accounts was agreed – Mrs Lester-Shaw, who carried out last year's internal audit.
- 242 Matters of Interest and/or for Information**
- 242.1 The Clerk will enquire about and confirm a suitable date for the Annual Meetings due in May 2010 – some concern was expressed about the meeting taking place on a Saturday – this may be changed to a weekday evening.

The meeting closed at 21:05

Date and Time of Next Meeting

The next meeting will be on Wednesday 14th May 2010 at 7.30pm at the Village Hall Committee Room.