MAIDEN NEWTON PARISH COUNCIL

MINUTES OF MEETING HELD ON

THURSDAY 4 JULY 2013

**IN THE COMMUNAL ROOM WEBBERS PIECE**

**CHAIR:** Cllr.Alan Goff(AG) **PRESENT:** Cllr. Cherri Dyke (CD)

Cllr. Sally Falkingham (SF)

 Cllr. Neville Higman (NHi)

Cllr. Norman House (NHo)

Cllr. Diana Padfield (DP)

Cllr. Paul Valinski (PV)

County & District

Cllr. Jill Haynes (JH)

John Ball (Clerk) (JB)

There were two members of the public at the meeting.

JH mentioned the following:-

* Following the County Council elections in May, JH was now responsible for Adult Services and Rebecca Knox for Children’s Services.
* Financially, the next few years would be seriously challenging as a further 10% funding reduction would have to be absorbed on top of cuts already implemented.
* JH hoped that Adult Services would be transformed with the help of a £1.5m grant bid in conjunction with the NHS and joint working with councils in Bournemouth and Poole. A number of residential houses would be sold off as the emphasis moved towards supported living.
* Children’s Services still had no director. The job had shrunk, partly as a result of the move towards academy status for schools which then became centrally funded.
* SF asked whether there was any news on the playschool. JH said that Rebecca Knox was involved in a review of all Surestart buildings but that she was still expecting a planning application to be submitted shortly to extend the Surestart building at Greenford School to accommodate the playschool.
* Subsidised bus services cost DCC £2.8m p.a. and a review was going to be undertaken. This would look at how many people benefited and the cost per head in subsidy. An amount would be kept back to provide better Country Car etc. services.
* At WDDC a large review of officer staffing was underway to save a further £1m.
* The Local Plan consultation period was now over and the final document had gone to the inspector for scrutiny.
* A new housing strategy was being introduced, one element of which was to allow housing to be developed in redundant farm buildings.
* Karin Chandler-Wilson mentioned the problem with rabbits early in the morning at the allotments. Some measures to help this would be discussed at item 6 on the agenda.
* She also asked if the sides of the path on the old Bridport railway line could be strimmed as grass was now bent down across the path. JB agreed to contact the Rights of Way team.

JH left the meeting at this point.

* CD said that she had received a complaint from someone who had rung the Dog Warden about an incident of fouling and subsequently found out that her name had been divulged to the perpetrator. JB said that he would contact the Dog Warden.
* SF thanked JB for finding out the procedure for requesting new traffic management measures in relation to the problem outside 74 Dorchester Road. It was agreed that additional double yellow lines were probably not the solution but that JB would contact DCC’s Traffic Engineering Team to see if they would meet a PC representative on site to discuss.

AG declared the Parish Council meeting open at 7.21 p.m.

 **ACTION**

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| **1** | **There were no apologies for absence.**  |  |
| **2** | **There were no declarations of interest.**  |  |
| **3** | **The minutes of the meeting held on 6 June 2013** were agreed and signed.  |  |
| **4** | **Clerk’s report on points arising/action points not covered elsewhere on the agenda:-** * JB had given Keith Pritchard a copy of the planning consent for the extension at 8 Newton Road to help him in his discussions with the Planning Enforcement Team.
* JB asked the three signatories for the new Barclays Bank accounts to sign in various places on the main application forms. These would now be taken into Barclays for the process to go ahead.
* An initial meeting to discuss Maiden Newton and Frome Vauchurch Neighbourhood Planning would take place on Tuesday 9 July and would be attended by AG, NHi, Darlene Ford and Sally Lloyd-Jacob from WDDC.
* The Annual Accounts had been forwarded to BDO, the external auditors.
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|  **5** | **Reports on meetings attended by councillors:-*** NHi had got 8 volunteers to trial the car sharing iPhone app and had met them to discuss a two week trial during July.
* SF and NHo had attended the launch of the Dorchester Area Community Partnership (DACP) action plan for 2013-16, a copy of which was on circulation.
* SF had attended the DACP CommuniTEA on 13 June. A lunch event would be held on 26 September.
* PV, NHi and NHo had attended the Community Centre AGM.
* AG had attended the DAPTC course for new chairmen. One thing he had picked up was that discussions involving quotes for work required would in future need to be held in closed session.
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|  **6** | **Finance – Internal Audit Report:-**Gary Free (GF) had carried out the Parish Council 2012/13 accounts internal audit and AG thanked him for stepping in at short notice. He had produced a report which had been circulated to councillors. GF explained that what he was required to do was look at internal control procedures rather than checking the figures in detail.Most of his comments concerned small changes/enhancements to JB’s record keeping which would be implemented. The following were discussed in more detail:-* JB would obtain a triplicate book for PV to record any income received from ad hoc use of the MUGA.
* JB would investigate whether there was a standard list of Parish Council objectives (perhaps produced by NALC) which could be adapted to suit Maiden Newton’s circumstances.
* Reserves which had been earmarked for specific purposes would be shown on the quarterly bank reconciliations.
* VAT reclaims would be made quarterly rather than annually so as to minimise the amount owed to the parish.

**Finance – Annual Review of Standing Orders and Financial Regulations:-**One of GF’s comments had questioned whether the £1,000 figure (shown in the parish Standing Orders) for expenditure above which three quotations needed to be obtained, included or excluded VAT. This was discussed and NHi proposed and SF seconded and all agreed that the figure should be excluding VAT. JB had circulated the Standing Orders and it was agreed that no further amendments were required. JB would amend them accordingly.**Finance – Expenditure Plans:-**At the end of the 2012/13 year the Parish had a total balance of just over £25,000 in their accounts of which £14,000 was earmarked. NALC guidelines recommended that no more than one year’s precept (£18,000 in our case) should be retained. JB had therefore circulated a list of possible items of expenditure (see attached note dated 30 June) which was discussed. The following decisions were made:-* An additional £3,000 would be added to the reserve for MUGA maintenance, bringing the total to £10,000.
* The quotes for work on the surface of The Drift were discussed and it was agreed that the quote of £1,978 from DCC Highways (to resurface the road under the railway bridge and up to the allotment entrance using recycled planings and the excavated material from under the bridge) would be accepted. AG had filled some of the potholes between the village hall and the bridge using bags of quick drying tarmac (around £7 a time from Jewson) and this seemed to have worked. He would do more of these as time permitted.
* In relation to the rabbit problem at the allotments, DP had asked for three quotes to attach rabbit wire to the fence between the sheep field and the allotments, renewing some posts as required. Two had been received and both were around £1,300. The third quote was being sent to JB. Councillors were content to accept a quote for around this sum and DP proposed, seconded by CD that JB be authorised to do this once the third quote was received.
* There was further discussion about fencing at the allotments and NHi proposed that a reserve be started to renew the fencing on the last two sides. It was agreed that £2,000 would initially be earmarked for this.
* NHo said that Rob Buffett had carried out work in the allotments to keep weeds down by spraying and to deal with the rabbit problem. He proposed that a sum should be given to Rob to recompense him for expenditure incurred. After some discussion £50 was agreed. He would be asked to submit bills for future work undertaken.
* There was a discussion about carrying out additional work on the village hall car park. AG said that the work already undertaken should mean that the area did not get as wet as previously and that it would be best to wait to see how it settled before deciding on further work.
* It was agreed that it wasn’t appropriate to employ a lengthsman at present.
* The area outside the village hall recently purchased from Network Rail was discussed. It had been thought that a better entrance into the play area might be able to be created by cutting down some of the hedge. Having looked at the area again, however, this was not now thought to be a viable solution. SF asked if the large pine tree at the far corner of the hedge could be removed. This was agreed and JB was asked to contact Keith Clothier to see if he could carry this out.
* It was agreed that there were no fingerposts in the parish needing repair. NHi mentioned that the bridleway sign at the junction of North Road and The Drift was leaning at an angle. JB would contact the Rights of Way team.
* JB would speak to Green Thumb to arrange for two weed control treatments to be carried out on The Green in Harveys Close.
* It was not the parish council’s responsibility to carry out repairs to the Old Fire House. JB would write to Andy Elliott, one of the tenants.
* AG and his brother would be cleaning the War Memorial.
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|  **7** | **Planning Applications:-**The following application had been refused:- * 1/D/13/00509 – 14 Hill View – construction of two 2 bedroom dwellings.

Comments had been passed to WDDC on the following applications:-* 1/D/13/00438 – Faunbank Stables, Crockway Farm - conversion of barn to agricultural tied dwelling.
* 1/D/13/000701 – Altro Resins, Station Road Industrial Estate – extension to link up units 3&4 to provide an additional warehouse.
* 1/D/13/000775 – Hog Cliffe Bottom, Long Ash Lane – building of agricultural barn for the storage of small tractor, hay, straw and feeds.
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| **8** | **Allotments:-*** DP and NHo had carried out a further inspection of the allotments and were content that two of the three tenants who had been written to the previous month had now done sufficient work to take them off the problem list. The third tenant (Ann Fuller, plot 36a) had decided to relinquish her lease.
* JB also confirmed that Joanne Clifford (plot 41a) had given up her lease.
* Tony Padfield had agreed to take on plot 36a and give up 53b on 1 September when Pete Elliott would take it over.
* At the request of DP, JB had written to a mini plot holder about keeping her dog under control whilst at the allotments. It was agreed that this was an ongoing problem and that a notice would be put up on the MNAA noticeboard at the entrance reminding tenants that dogs had to be kept on a lead. This would also be mentioned in the 1 September tenancy renewal letters.
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| **9** | **Play Area:-** * CD had written to Ian Sargeant thanking him for his donation.
* SutcliffePlay would be installing the new play equipment beginning on 11 July and an official opening would take place at a fun day on 17 August. JB would inform WDDC.
* CD mentioned a problem with the wetpour surfaces where they had shrunk back leaving a small gap between them and the concrete edging. This had happened before and the wetpour contractors had infilled. There was also a potential problem with the seesaw seats which might need replacing. SutcliffePlay would be asked for their advice.
* Further fouling had taken place in the tunnel and Andy Elliott and his team had hosed the area down. JB would write to thank them.
* SF mentioned that provision of some adult fitness equipment had been mentioned in the past and that there was the possibility of obtaining a grant from the Health Authority. AG had run off some sheets from the internet showing possible items. JB would circulate these to see what councillors thought. Similar equipment had been installed in the Borough Gardens in Dorchester and at Poundbury.

  | JBCDJBJB |
| **10** | **Playing field and MUGA:-*** The junior football tournament held on 15 June had been a great success and funds had been raised for the Junior Football Club.
* The Junior Football Club had also received some funding from Maiden Newton at War and had been granted permission from the Community Centre to erect a storage shed for their equipment. A fence belonging to the parish would need adapting to accommodate this.
* PV had arranged the weekly programme of children’s sports activities every Friday during the summer holidays. In addition, Footie for Dorset (previously called Teamtheme) would be running a two day course on 31 July/1 August. PV had alerted Fields in Trust to the activities and they were likely to get involved under their ‘Have a field day’ programme on 26 July.
* SF mentioned that Jess Carver was not cutting brambles etc. from one corner of the playing field. JB would speak to him.
 | JB |
| **11** | **Accounts for payment:-*** Post Office – PAYE (July) - £85.45 (762)
* DAPTC – annual subscription - £334.52 (763)
* S.C.Marsh Ltd. – work on village hall car park and play area - £2083.92 (764)
* Jess Carver – grass cutting (June) - £300 (765)
* DAPTC - training costs - £25 (767)
* Magna Housing Association – room hire for July - £12 (768)
* Rob Buffett – spraying and pest control at allotments - £50 (769)
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| **12** | **Risk Assessment monthly condition reports:-**The inspection checking sheets had been completed for each property risk. CD reiterated her points about the problems with the wetpour surfaces and the seesaw seats at the play area which were being addressed. No other action was required.  |  |
| **13** | **Any Other Correspondence:-*** Local Government Boundary Commission – Electoral Review of West Dorset – circulated - JB would précis comments and respond.
* Dorchester Area Community Partnership – Action Plan Summary 2013-2016 – circulated.
* DAPTC – Chief Executive’s Circular re 2013 AGM – circulated.
* Dorset Community Action – Funding Fair on 11 July – circulated.
* WDDC – Community Infrastructure Levy – modification of draft charging schedule and submission to examiner – circulated.
* DAPTC – new courses – circulated.
* WDDC – Pest Control and Dog Warden Services – circulated.
* WDDC – Joint Local Plan Submission – circulated.
* Dorset Cultural Partnership – June 2013 Bulletin – circulated.
 | JB |
|  | Meeting closed at 9:05 p.m. Date of next meeting 1 August 2013 at 7.00 p.m. |  |