MAIDEN NEWTON PARISH COUNCIL

MINUTES OF MEETING HELD ON

THURSDAY 2 OCTOBER 2014

**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)

John Ball (Clerk) (JB)

There were four members of the public at the meeting.

* Rebecca Webb and Tess Cross, mothers of children at Greenford School, reported that following their attendance at the June parish council meeting where road safety issues outside the school had been discussed, they had attended a site meeting with DCC. They had been told that the problem was not severe enough to introduce a school crossing patrol but that there were some improvements to the pavements and kerbs which could make a difference. DCC had produced a plan of the area showing their recommendations which were now in the process of being costed. A copy of the plan was given to the parish council. If introduced, the proposals would also enable the majority of the layby to be used again for parking.
* AG said that he would be laying the hedge on the eastern side of Chilfrome Lane later in the year and that this would considerably increase the width of the pavement.
* CD said that she and DP had recently drafted a Pre-School Travel Plan and offered a copy to the school which might be useful when theirs was updated.
* Sue Hinchley mentioned that the second stile up footpath 29/24 from The Drift needed repairing. JB would report this.

AG declared the meeting open at 7.10 p.m. **ACTION**

|  |  |  |
| --- | --- | --- |
| **1** | **Apologies for absence** had been received fromCounty and District Cllr. Jill Haynes (JH). |  |
| **2** | **There were no declarations of interest** |  |
| **3** | **The minutes of the meeting held on 4 September were agreed and signed.** |  |
| **4** | **Clerk’s report on points arising/action points not covered elsewhere on the agenda:-**   * JB had eventually contacted the WDDC dog warden (who was now Stuart Hendry) to talk about the problems in Frome Lane. He was proposing to do an early morning patrol at some point. He did not advocate the use of specific dog waste bins and agreed that The Waste Partnership should be asked to provide a further general bin in the area. JB would contact them. * The ‘Ask Dorset’ team had written to thank all those who had taken part in the exercise and would be publishing the results on their webpage once the analysis was complete. * SF’s response to WDDC’s consultation on Community Planning Support had been circulated. * JB had had further contact with Highways and had been told that the resurfacing work on Bull Lane was now likely to happen in December/January. Temporary repairs had recently taken place in the worst areas. * CD was still trying to find out who the landlord of 9a Cattistock Road was so that JB could write to him about cutting his hedge which was overgrowing the footpath. * JB had chased Dave Ackerley (DCC Rights of Way) about the quotes he was getting to carry out the work on The Drift. He had apologised for the delay but said that he was just about to send out the paperwork to get them. JB had also mentioned the outstanding repair work on the decking on Footpath 1. * JB had e-mailed the Harlequin Group about the positioning of the proposed Superfast Broadband box in Bull Lane. NHi said that he had also spoken to the DCC team who had told him that, for various reasons, the box could not go anywhere else except the proposed position. * The road surface deterioration on the edge of the A356 opposite The Plot had been dealt with within a couple of days of reporting. * The revarnishing of the 5 parish seats and the noticeboard by the corner shop had been completed. * JB had left a message with Derry Thompson to carry out the service on the Old School clock but this had not yet been done. He would chase. * NHi had applied to WDDC for The Chalk and Cheese to be accepted as an ‘Asset of Community Value’. * No more had been heard from the Bull Lane residents who had complained about the night time railway engineering works. WDDC Environmental Health had agreed to install noise monitoring equipment and it was assumed that this had happened. The works were due to finish the following week. * JB had obtained two quotes for the removal of the trees on the bank between the Community Centre and the Rock Pit Farm car park. The lower of these was from Paul Ferris and SF proposed and PV seconded that it be accepted. * JB asked for councillors’ views on one of the questions in WDDC’s consultation on their support for community and voluntary organisations. He would complete the documentation and submit it by the deadline of 14 November. | JB  CD  JB  JB  JB |
| **5** | **Reports on meetings attended by councillors:-**   * SF reported on meetings she had attended with the Dorchester Area Community Partnership and the Dorchester Area Broadcasting Action Group (DORBAG). * DP and CD had been to the AGM of the Childcare Provision. Both were on the committee and the former had been elected Vice-Chairman. |  |
| **6** | **Planning Applications:-**  The following application had been given listed building consent:-   * WD/D/14/001648 – Dairy Cottage, Cruxton Lane – internal and external alterations.   The following application was being considered for permitted development:-   * WD/D/14/002263 – Hog Cliff Farm, Long Ash Lane – erect barn.   JB had circulated copies of various e-mails between Mr Mark Butcher of 14b Cattistock Road, the Parish Council, and Sean Williams, WDDC’s Senior Planning Enforcement Officer. These concerned Mr Butcher’s and WDDC’s opposing views on whether the alterations to his garage could legally be considered to be ‘permitted development’. Mr Butcher disputed WDDC’s allegation that the development was unlawful and would be applying for a Lawful Development Certificate. |  |
| **7** | **Allotments:-**   * Chris Slade had now vacated plot 23b and Joe Dittrich had taken it over. It seemed unlikely that Chris would take up the option of using a small area at the top of the plots which AG had offered him to keep his bees. * DP and JB had received an e-mail from Charles Le Vay about bonfires. Although the new tenancy agreement stated that fast-burn contained units should be used and that bonfires should not be left unattended, one tenant had ignored this guidance and, in the process, had set fire to trees on the railway embankment. The tenant concerned had been spoken to and JB would put a reminder in The Herald and on the noticeboard. * Paddy Kerr (tenant of allotments 61b and 62a) had spoken to JB as he had recently put 13 turkeys on his plot and had realised that he was not allowed to have them there without permission from the parish council. There had also been some complaints about the small size of the pen they were being kept in. He was currently in the process of fencing off a larger area to keep them in and was not proposing to keep any after they had been used this Christmas. In the circumstances it was agreed that this would be allowed provided they were soon housed in the larger area. * Clare McCarthy (tenant of plots 56b, 57 and 58a) had e-mailed JB about taking on plot 56a in addition. This was the half plot in the top corner which was currently covered in tree branches etc. from the clearance work on the railway embankment. It was agreed that Clare first had to prove that she could manage the two additional half plots she had only recently taken on. The position would be reconsidered in due course. JB would advise her accordingly. * JB reported that there were still eight tenants who had not yet paid their 1 September rent. He would remind them. * As a result of the renewal invitations, two tenants had decided to give up part of their holdings – Keith Clothier had given up plot 5 and Adrian and Sara Clarke half of plot 28. Bryan and Yoka Ward had decided to move to the latter from plot 20b. Two other halves (36a and 60a) had been let, leaving one whole and one half plot currently available for tenancy. | JB  JB  JB |
| **8** | **Play Area:-**   * CD reported that she had contacted Dorchester Town Council about the wetpour problems and they had similar issues. She had managed to get the local rep for Wicksteed’s to agree to come to site the following Monday to look at whether they could help.   At this point Jane Goodwin, our PCSO, arrived and AG suspended the meeting.  Jane asked whether we had encountered any problems with tenants of the plots of land on the left of the A356 just before Frampton. It was explained to her that the border between Frampton parish and Maiden Newton parish ran across these plots and that only a few at the near end were in Maiden Newton. Jane said that there appeared to be someone living in a caravan on one of the plots and that issues had arisen with the residents of Hyde House, the property just past the area concerned. AG said that he was aware of the plot concerned but that it was not in Maiden Newton parish. PV mentioned that he had also heard that there were problems with electric fences across the access paths in the area. JB told Jane that he had in the past spoken to Stephen Hebb, Chairman of Frampton Parish Council, about this land and offered him help if he required it.  Whilst Jane was present, PV took the opportunity to thank her for attending the Youth Club from time to time – her input had been very useful  Jane then left and AG reconvened the meeting | CD |
| **9** | **Playing field and MUGA:-**   * PV reported that Ian Hewitt had marked out the pitches and that the Football Club had agreed to keep the lines up to date. |  |
| **10** | **The Old Fire Station**   * JB had circulated a paper on this subject (see attached) setting out the background to the lease and the current situation. He suggested that Andy Elliott be asked to attend a future meeting to discuss the issues. * AG said that he had sat on the working group which had convened under Andrew Williams’ chairmanship in 2011 to look at what was required to get the building into shape. He saw little point in trying to get the lessees to fully comply with the terms of the lease as there was no money available for them to do so. This was agreed. It was also agreed that the Parish Council would not seek reimbursement for the building’s annual insurance premium. |  |
| **11** | **Dorset Waste Partnership – stakeholder consultation questionnaire**   * The Dorset Waste Partnership had circulated a questionnaire on street cleaning and litter. JB had completed the majority of the answers but needed councillors’ views on a couple of the questions. A short discussion ensued and JB agreed to complete it accordingly. * There was a section on litter bins and JB would incorporate in his response a request for one to be placed in Frome Lane for dog waste. | JB |
| **12** | **DAPTC AGM Motions**   * JB had circulated an e-mail from DAPTC attaching the two resolutions which would be discussed at their AGM on 8 November. JB read out the wordings and, after some discussion, it was agreed that both would be supported. SF would be attending. |  |
| **13** | **Finance**   1. **Accounts for payment:-**  * DAPTC – clerks’ seminar - £50 (093) * St Mary’s Church – grant for cemetery maintenance - £650 (094) * BDO – audit fee - £240 (095) * John Ball – salary for October including extra hours for attendance at Clerks’ seminar – £406.41 (096) * John Ball – annual payment for use of home as workplace - £100 (097) * The Post Office – PAYE October - £101.60 (098) * John Ball – petty cash top up - £180 (099) * Jess Carver – grass cutting contract - £325.00 (100) * Magna Housing Association – room hire for October - £12.00 (101) * Lawrie Goff – revarnishing of seats and noticeboard - £150 (102)   SF suggested to councillors that they should have a discussion on the clerk’s salary point on his completion of three years’ service. AG agreed that this would happen after the November meeting with any increase being backdated to 1 October.   1. **Audit completed**  * BDO had completed the external audit and had sent back the annual return duly signed. The completion of audit certificate had been put on the noticeboards for the statutory two weeks. * The annual return was presented to the council and AG proposed and SF seconded that it be approved and accepted.  1. **Annual review of Standing Orders and Financial Regulations**  * JB had circulated the Standing Orders and Financial Regulations and was proposing one small amendment to reflect the number of signatories. He explained that the question of introducing online banking (which was now an option for parish councils) had been discussed at the clerks’ seminar. Only one parish had adopted it, most agreeing that it was not currently required for the small number of payments made. It may of course be necessary to introduce it at some point in the future. He also mentioned that a number of other parishes now allowed the Clerk to be a signatory on their accounts. This was discussed but it was agreed that it was not necessary at present. * SF proposed and AG seconded that the slightly revised Standing Orders and Financial Regulations be adopted. All agreed.      1. **Bank accounts as at 30 September**  * JB reported that he had successfully reconciled the bank accounts to the parish records as at 30 September. He gave NHi the appropriate paperwork. The balances were healthy but there were a number of committed projects to be paid for later in the year. He would provide more detailed figures against budget at a future meeting. |  |
| **14** | **Risk Assessment monthly condition reports:-**  The inspection checking sheets had been completed for each risk. There were no matters arising. |  |
| **15** | **Any Other Correspondence:-**   * Two letters had been received from Mr Christopher Amos of 35 Bull Lane complaining about bonfire smoke on the evening of 19 September. He had ascertained that it had come from the west side of the valley and not from the allotments but may have been from more than one source. It had managed to get right into his house and had affected his breathing. It was agreed that there was little that could be directly done without a more specific site identification but JB would put something in The Herald and on the noticeboards. JB would reply to him accordingly. * Dorset Fire Authority – consultation – circulated. JB would complete. * WDDC – proposed removal of BT telephone box in Church Road – circulated. By 12 December the parish had to decide whether it would accept the closure and removal proposal, fight for retention or bid to adopt the box for other uses. There was no support for retention as a phone box but strong feeling that adoption would be best. JB was asked to put something in The Herald and put the subject on the agenda for the November meeting. * Local Government Boundary Commission – Electoral boundary review of Dorset – circulated. JB was asked to respond making the point that it made no sense for Frome Vauchurch to be in a different constituency to Maiden Newton. * WDDC – Offer of a free top up to the community sandbag store – circulated. After consultation with AG, JB had ordered 75 new bags – there was still plenty of sand from last year. * Dorset Important Geological Sites Group – letter re contact details for their website in respect of Rock Pit Farm Car Park. JB had responded. JB also mentioned that DIGS had been in touch about providing a new onsite information board which may be able to incorporate parish council information on, for example, footpaths. * DAPTC – thoughts on encouraging community interest in parish elections – circulated. * Dorset Community Action – e-bulletin 4 September – circulated. * Healthwatch Dorset – recruiting volunteers to be healthwatch champions – circulated. * North Dorset District Council – gypsy and traveller site consultation – circulated. * Department for Work and Pensions – Accessible Britain Challenge – circulated. * Dorset Fingerposts – newsletter – circulated. | JB  JB  JB  JB |
|  | Meeting closed at 8.49 p.m. Date of next meeting 6 November 2014 at 7.00 p.m. |  |