

# BUCKLAND NEWTON PARISH COUNCIL

## Minutes of Annual Parish Council Meeting

**Tuesday 9 May 2017 at 7.30 pm in the Parish Room**

**Present:** Chair - Cllr Rodney Cuff (RC), Vice Chair - Cllr Nicki Barker (NB), Cllr Chris Osmond (CO), Cllr Mark Needham (MN), Cllr Jane Collins (JC), Cllr Sam Sowerby (SS), Cllr Lin Townsend (LT), Clerk - Sarah Mitchell (SM)

Item	Detail	Action
<b>1</b>	<b>Election of Officers and signing of Declarations of Acceptance</b>	
1	<p><b>i Chairman</b> <span style="float: right;"><b>Rodney Cuff</b></span>  <i>Proposed Cllr Mark Needham</i> <span style="float: right;"><i>Seconded Cllr Nicki Barker</i></span> <span style="float: right;"><i>AIF</i></span></p> <p><b>ii Vice Chairman</b> <span style="float: right;"><b>Nicki Barker</b></span>  <i>Proposed Cllr Chris Osmond</i> <span style="float: right;"><i>Seconded Cllr Jane Collins</i></span> <span style="float: right;"><i>AIF</i></span></p> <p><b>iii Recreation Officer</b> <span style="float: right;"><b>Chris Osmond</b></span>  <i>Proposed Cllr Jane Collins</i> <span style="float: right;"><i>Seconded Cllr Lin Townsend</i></span> <span style="float: right;"><i>AIF</i></span></p> <p><b>iv Rights of Way Liaison Officer</b> <span style="float: right;"><b>Stephen White</b></span>  <i>Proposed Cllr Nicki Barker</i> <span style="float: right;"><i>Seconded Cllr Sam Sowerby</i></span> <span style="float: right;"><i>AIF</i></span></p> <p><b>v Flood Warden</b> <span style="float: right;"><b>Doug Morse</b></span>  <i>Proposed Cllr Rodney Cuff</i> <span style="float: right;"><i>Seconded Cllr Chris Osmond</i></span> <span style="float: right;"><i>AIF</i></span></p>	
<b>2</b>	<b>Period of Public Questions</b> None	
<b>3</b>	<b>Apologies:</b> Cllr Andy Foot - Working Cllr John Baker - Holiday County Councillor Jill Haynes - Family emergency District Councillor Brian Haynes - Family emergency PSCO - Alison Donnison - Annual leave	
<b>4</b>	<b>Declarations of Interest and grants of dispensations</b> None	
<b>5</b>	<b>Minutes of the last Annual Parish Meeting held Tuesday 10 May 2016, were Passed, Agreed and Signed.</b> <i>Proposed Cllr Nicki Barker, Seconded Cllr Lin Townsend, AIF</i>	
<b>6</b>	<b>Matters Arising</b> None	
<b>7</b>	<b>Chairman's Report</b> Chair Cllr Rodney Cuff read out the 'Chairman's Report For Last Year'. The Parish Council thanked Cllr Rodney Cuff for preparing a thorough report. The report is attached.	
<b>8</b>	<b>County Councillors Report - County Councillor Jill Haynes</b> County Councillor Jill Haynes sent a report which was read at the meeting and is attached. Chair Cllr Rodney Cuff thanked CC Jill Haynes for attending meetings and keeping the Parish Council up to date with County Council news.	
<b>9</b>	<b>District Councillors Report - District Councillor Brian Haynes</b> DC Brian Haynes has been sworn as a Councillor, but has not attended a meeting yet, as there has not been any. An email address should be available shortly.	

<p><b>10</b> 1</p>	<p><b>Financial Report</b></p> <p>The Parish Clerk gave the financial report. The accounts for year ending 31.3.17 have had an internal audit. The end of year accounts show a figure of £ 145.42, which shows good budgeting, but highlights the reason for a precept increase. The income figure is about the same as last year, but the expenditure figure has risen.</p> <ul style="list-style-type: none"> <li>• Staff costs - have risen by £466 which were extra hours worked by Parish Clerk, due to increased workload and extra time worked in regard to Hountwell Pump research.</li> <li>• Administration costs - have increased due to legal advice sought and training done by Councillors and Parish Clerk</li> <li>• Repairs and Maintenance - costs have increased as money is being spent on refurbishment of fingerposts</li> <li>• Neighbourhood Plan - ongoing costs - planning consultant and solicitor.</li> <li>• Play area - decrease as there were no upkeep expenses</li> </ul> <p>Reconciled 31.3.17 - Nat west Current = £ 1916.98. Nat west Deposit = £ 8024.39 (Sir William Aykroyd's legacy) £ 1916.98 - Neighbourhood Plan (£ 679.64) - Play Area (£ 1091.92) = £145.42 actual Parish Council funds available in current a/c.</p> <p>Cllr R Cuff asked that a letter of thanks be sent to Jacqui Cuff for doing the internal audit.</p>																													
<p><b>11</b> 1</p>	<p><b>To resolve to reaffirm the BNPC Standing Orders and Financial regulations</b></p> <p>There were no changes/amendments to the standing orders or financial regulations so they were reaffirmed. <i>Proposed Cllr Nicki Barker, Seconded Cllr Lin Townsend AIF</i></p>																													
<p><b>Annual Parish Meeting</b></p>	<p><b>Signed</b> <span style="float: right;"><b>Date</b></span></p>																													
<p><b>12</b></p>	<p><b>To approve the Minutes of the last Parish Council Meeting 11 April 2017</b></p> <p>Were Passed, Agreed and Signed. <i>Proposed Cllr Jane Collins, Seconded Cllr Chris Osmond, AIF</i></p>																													
<p><b>13</b> 1</p>	<p><b>Matters Arising</b></p> <p>None</p>																													
<p><b>14</b> 1</p>	<p><b>Finance</b></p> <p><u>Invoices Paid</u></p> <table border="0"> <tr> <td>Water business</td> <td>-</td> <td>£ 41.08</td> <td>cheque 395</td> </tr> <tr> <td>Clerks Wages + Exps</td> <td>-</td> <td>£ 280.61</td> <td>cheque 393</td> </tr> <tr> <td>SSE</td> <td>-</td> <td>£ 128.90</td> <td>cheque 392</td> </tr> <tr> <td>DAPTC - Budgeting and Precepts</td> <td>-</td> <td>£ 35.00</td> <td>cheque 396</td> </tr> <tr> <td>DAPTC - Annual Conference</td> <td>-</td> <td>£ 60.00</td> <td>cheque 396</td> </tr> <tr> <td>The Dorset Locksmith (Feb)</td> <td>-</td> <td>£ 40.00</td> <td>cheque 394</td> </tr> <tr> <td>The Dorset Locksmith (March)</td> <td>-</td> <td>£ 40.00</td> <td>cheque 394</td> </tr> </table> <p><u>Invoices to be approved</u></p>	Water business	-	£ 41.08	cheque 395	Clerks Wages + Exps	-	£ 280.61	cheque 393	SSE	-	£ 128.90	cheque 392	DAPTC - Budgeting and Precepts	-	£ 35.00	cheque 396	DAPTC - Annual Conference	-	£ 60.00	cheque 396	The Dorset Locksmith (Feb)	-	£ 40.00	cheque 394	The Dorset Locksmith (March)	-	£ 40.00	cheque 394	
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	<p>Clerks Wages + exps - £ 283.10</p> <p>The Dorset Locksmith - cleaning - £ 50.00</p> <p>Studio Print - £ 18.00</p> <p>Sprint - £ 60.00</p> <p><u>Monies Received</u></p> <p>WDDC - 1<sup>st</sup> half precept - £4100.00</p> <p><u>Reconciled Bank Accounts at 30 April 2017</u></p> <p>Nat West Current 5375.39*</p> <p>Nat West Deposit (Balance of Sir William Aykroyd's legacy) 8,024.39</p> <p>Uncleared deposit 25.01</p> <p><b>Total <u>13424.79</u></b></p> <p>Neighbourhood Pan B/F + Income 679.64</p> <p>Less Net Expenses 0.00</p> <p><b>Balance at 30.4.17 <u>679.64</u></b></p> <p>Play area B/F + Income 1091.92</p> <p>Less Net Expenses 0.00</p> <p><b>Balance at 30.4.17 <u>1091.92</u></b></p> <p>Actual Parish Council Funds in current account</p> <p>£ 5375.39 - 679.64 - 1091.92 <b><u>3603.83</u></b></p> <p>2016/2017 Possible expenditure - Reinstating Hountwell Pump</p> <p><i>Proposed Cllr N Barker - Seconded Cllr M Needham - AIF</i></p> <p>2 Section 1 of the Annual Return 2016-17 was approved and signed. <i>Proposed Cllr Nicki Barker, Seconded Cllr Jane Collins, AIF</i></p> <p>3 Section 2 of the Annual Return 2016-17 was approve and signed. <i>Proposed Cllr Lin Townsend, Seconded Cllr Sam Sowerby, AIF</i></p>	
<b>15</b>	<b>Planning</b>	
1	<p><b>WD/D/17/000589 CHURCH OF THE HOLY ROOD, BUCKLAND NEWTON, DORSET, DT2 7BX</b></p> <p>New single storey extension, fuel tank and associated hedge screen. <i>Approval of planning permission.</i></p>	
2	<p><b>WD/D/17/000100 DUNTISH MILL FARM, FACTORY LANE, BUCKLAND NEWTON</b></p> <p>Change of use for remaining brick and clay tiled barns into residential C3 including small extension. <i>Approval of planning permission</i></p>	
<b>16</b>	<b>Highways</b>	

1	Job number 14081002 - white lines at junctions in village - permanently done	
2	Job number 14080968 - pot hole at Junction, Factory Lane - permanently fixed.	
3	Manhole cover on B3143 - when lorries and big vehicles drive over this it is very noisy and makes the houses shake. CO to look into it and contact SM, so that she can report it.	CO
4	Thank you to Cllr S Sowerby who has mown the grass opposite the junction at factory lane.	
<b>17</b>	<b>Correspondence</b> <u>Emails received</u>	
1	<ul style="list-style-type: none"> <li>FW: Request To Respond &amp; To Encourage Responses To Housing White Paper Consultation, Pse.</li> <li>IRONMAN Weymouth - Bike Course Impact</li> <li>VILLAGE OF THE YEAR 2017</li> </ul>	
2	<u>Post received</u> <ul style="list-style-type: none"> <li>AON insurance renewal details - after discussion it was decided that the PC would renew their insurance with AON. Proposed NB, Seconded LT, AIF</li> </ul>	
<b>19</b>	<b>Other Parish Matters</b>	
1	<u>Neighbourhood Plan</u> -The Independent Examiner has sent a report stating that all requirements have been met for stage 1. Stage 2 will now commence.	
2	<u>Hountwell Pump</u> - The Parish Council discussed the tribunal and negotiation routes. The PC now have proof that the Title Deed produced by Mogers Drewit on 31.1.17 has no validity. It was decided that the PC should seek legal advice and will then proceed on either tribunal or negotiation depending on advice.	SM
3	<u>Fingerposts</u> - Three ovens have been offered to the Parish Council. SM to reply.	
4	<u>Play Area</u> - Annual Inspection will be carried out in May.	SM
5	<u>Parish Field</u> - the school are holding their annual fete and have asked if they can do pony rides again on the Parish Field. It was agreed that this was ok, providing they keep to the footpath and clear up any droppings.	

**Next Meeting - Tuesday 13 June - 7.30 pm, Parish Room**  
The meeting concluded at 8.45 pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_