

BUCKLAND NEWTON PARISH COUNCIL

Minutes of Meeting

Tuesday 13 February 2018 at 7.30 pm in the Parish Room

Present: Chair Cllr Nicki Barker (NB), Vice Chair Cllr Jane Collins (JC), Vice Chair Cllr M Needham (MN), Cllr Andy Foot (AF), Cllr John Baker (JB), Cllr R Godwin (RG), Cllr Lin Townsend (LT)

Three parishioners

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
1	Period of Public Questions	
1	<p>Offices at Stevens Walk - Two parishioners spoke about the need for WDDC to make a decision on what is going to happen with these offices, as they are an eyesore. They look abandoned and derelict with paint peeling and weeds growing through the paving stones. The state of the offices are devaluing other properties nearby. Some suggestions were made about the use of them such as - changing them into affordable housing, using them as a mini Doctors surgery, moving the outreach post office into them, or perhaps buildings linked to the school. The PC have been chasing an answer from WDDC. The last correspondence dated October 2017, stated that WDDC were awaiting a report from their legal dept. Parking on this site is only permitted during office hours, therefore WDDC need to negotiate new parking arrangements before any change to buildings can take place. SM to write to WDDC, copying in CC and DC asking for a decision to be made urgently and also requesting a site visit. Also need to clarify/change addresses, as at the moment it is causing confusion. SM to look into.</p>	SM
2	<p>Up-date on Gaggle of Geese - Refurbishment is well underway, but there has been a lot of work to do. There has been good support from the village, which has been greatly appreciated. Would like to open in April, but dependent on Planning Application that has been submitted. It was agreed that PC would write a letter to planning supporting application and stressing the need for it to be fast tracked, as the Gaggle of Geese is an asset to the village and needs to be open as soon as possible. PC to also write a letter of support for a grant application.</p>	SM
3	<p>C Cllr Jill Haynes - apologies sent - report received.</p> <ul style="list-style-type: none"> • We still have not had decision on Local Government Reorganisation and I know the MPs have been working behind the scenes to get things moving and allegedly we are going to get some kind of response by the end of next week. • There has been a decision driven by the District councils to go to a shadow authority, this means that the staff from all the councils will be transferred into the new organisation. In the case of DCC this is some 15000 people including school staff so it is going to involve a huge amount of work to get this done by this time next year. It is about 900 district staff. There are a large number of Councillor work streams on areas like workforce, community engagement, Councillor wards and local area working to name a few. • We have still not heard how we will be expected to work with business rate retention nor what will happen next year when we go to negative equity on the government grant front. You will be aware that the way the grant system has been changed it leaves Dorset as one of the worst off councils in the country and current projection see us paying about £16M back rather than receiving a grant. To put in perspective if we had the same amount of funding as the average shire county we would be £31M better off!!! Not having this information or how Public Health will be funded when their grant runs out next year makes it almost impossible to set a budget for the financial year 2019/20. • We will be looking at full council on Thursday to request the full 2.99% council tax rise as well as the 3% being offered for Adult Social Care. We have been put in a difficult position with this because if we don't take the total offered the government come back and say we don't need better funding 	
4	D Cllr Brian Haynes - apologies sent.	
5	Community Police Officer - PCSO Alison Donnison.	

	<p>No crimes to report.</p> <p>Dorset Police has launched a new online knowledgebase designed to help the public find answers to common enquiries and guide them to the right agencies.</p> <p>"AskNED" offers help and advice around a whole host of topics such as civil matters including landlord and tenant disputes, as well as criminal matters including burglary and assault. AskNED provides advice and information about what you should do and who can help.</p> <p>The online service is quick and easy to use. It is an alphabetical list of topics the police commonly receive enquiries about, along with details of the agencies who can help you.</p> <p>Head of Contact Management for Dorset Police, Superintendent Steve Lyne said: AskNED is a useful resource for the public, providing information on topics we are most commonly asked about.</p> <p>"It is an alphabetical list of topics that hold information and signposting details for that subject. "Ultimately, I hope that AskNED will assist the public with questions they may have and divert people away from the 101 non-emergency number which will in turn provide further improvements to our service."</p> <p>To access the AskNED knowledgebase visit www.dorset.police.uk/askNED. Remember, it is quicker and easier to report online, however the 101 non-emergency service is available should you wish to speak to someone. If a crime is in progress or life in danger always dial 999.</p> <p>SM to send info to LVN and village website.</p>	SM																								
2	<p>Apologies</p> <p>C Cllr Jill Haynes - CC Business</p> <p>D Cllr B Haynes - WDDC Business</p> <p>Cllr Chris Osmond (CO) - Family commitment</p>																									
3	<p>Registers of Interest</p> <p>None</p>																									
4	<p>Minutes of Last Meeting held Tuesday 9 January were Passed, Agreed and signed.</p> <p><i>Proposed JC, Seconded JB AIF</i></p>																									
5	<p>Matters Arising</p> <p>1 Cllr Godwin signed his Declaration of Acceptance of Office of Councillor.</p> <p>2 BNH and Gregorys are happy to quote for refurbishment of path on parish field. Cllr Godwin to meet them on site and discuss.</p> <p>3 Handyperson - No response from advert. SM to put in the LVN again, adding that it is a paid position and that the jobs would include, strimming and hedge cutting.</p>	SM																								
6	<p>Planning Matters</p> <p>1 None</p> <p>2 Parish Clerk had noticed that there was an application for tree works on 'dorsetforyou' and asked planning why PC had not received a letter of consultation. The response was that as it was tree works PC would not be consulted.</p>																									
7	<p>FINANCIAL MATTERS</p> <p>1 <u>Invoices Paid</u></p> <table border="0"> <tr> <td>Clerks Wages & Expenses</td> <td>-</td> <td>£266.63</td> <td>cheque 428</td> </tr> </table> <p>2 <u>Invoices to be approved</u></p> <table border="0"> <tr> <td>Clerks Wages & Expenses</td> <td>-</td> <td>£266.63</td> <td></td> </tr> <tr> <td>Countryside Services</td> <td>-</td> <td>£ 325.00</td> <td></td> </tr> <tr> <td>ICO</td> <td>-</td> <td>£ 35.00</td> <td></td> </tr> <tr> <td>Buckland Newton Village Hall</td> <td>-</td> <td>£ 150.00</td> <td></td> </tr> <tr> <td>Battens - Hountwell Pump</td> <td>-</td> <td>£ 780.00</td> <td></td> </tr> </table>	Clerks Wages & Expenses	-	£266.63	cheque 428	Clerks Wages & Expenses	-	£266.63		Countryside Services	-	£ 325.00		ICO	-	£ 35.00		Buckland Newton Village Hall	-	£ 150.00		Battens - Hountwell Pump	-	£ 780.00		
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	Studio Print - N Plan	-	£ 11.00	
	Clerks Wages + Exps	-	£ 289.58	
3	<u>Monies Received</u>			
	None			
4	<u>Reconciled Bank Accounts at 31 January 2018</u>			
	Nat West Current	4852.76*		
	Nat West Deposit (Balance of Sir William Aykroyd's legacy)	8,025.46		
	Total	12878.22		
	Neighbourhood Pan B/F + Income	679.64		
	Less Net Expenses	246.49		
	Balance at 31.01.18	433.15		
	Play area B/F + Income	1091.92		
	Less Net Expenses	70.00		
	Balance at 31.01.18	1021.92		
	Actual Parish Council Funds in current account			
	£ 4852.76 - 433.15 - 1091.92	3397.69		
	2017/2018 Possible expenditure - Reinstating Hountwell Pump			
	<i>Financial Report Proposed Cllr Needham, Seconded Cllr Baker, AIF</i>			
5	External Audit Update - Parish Clerk went on training organised by DAPTC, which covered the changes to the external audit this year. Same audit form is filled out, but if your Income and Expenditure is under 25K, you can fill out an exemption form and send in to Audit Company. As a Parish Council you can decide that you wish to have an external audit which would cost £250.00. It was proposed that the PC would not do an external audit. <i>Proposed Cllr Foot, Seconded Cllr Needham, AIF</i>			
6	Appoint Internal Auditor - The Parish Council decided to ask Mrs J Cuff to do the internal audit again this year, as she has an understanding of the PC and is very experienced. SM to contact her. <i>Proposed Cllr Foot, Seconded Cllr Townsend, AIF</i>			SM
8	Highways			
1	The Parish Council had received a letter of concern from a parishioner about unsafe driving in the village and damage to verges. The matter was discussed with input from PCSO Alison Donnison. It was decided that:- <ul style="list-style-type: none"> Parish Clerk should reply to parishioner explaining what action has been taken A request to be put in the LVN that drivers of large vehicles, such as tractors, lorries and vans drive with care and attention. Ask the Rural Crime Team to put out a bulletin via Farmwatch Ask the NFU to put out a bulletin The Parish Council to write to all farmers in the Parish. 			
2	Enquiry number 1092425 - Dirty signs - Highways notes = Some signs have been cleaned, the rest are clearly visible and do not meet DCC intervention level.			
3	Enquiry number 1092423 - Cover Broken at Woolfords Water - Highways notes = This is a Wessex Water cover and they are aware of the situation.			
9	Archive Storage of Minutes			
1	The PC discussed the best way of storing historic minutes. It was decided that minutes should be bound in a book, so that pages could not be removed or lost. Minutes to be bound every five years and taken to the Dorset History Centre for safe keeping. SM to get quotes for binding. Minutes to also be backed up on memory stick.			SM

<p>10 1</p>	<p>Parish Matters Hountwell Pump The Tenancy Agreement between the Parish Council and D and M Higgs of Hountwell house, covering the track leading to the well, was signed on the 22nd January and is awaiting first payment of £1 annual peppercorn rent. The transfer of parish land to D and M Higgs of the roadway leading to their field (previously coloured brown on the Title Deeds) has been lodged with the Land Registry by Battens solicitors. Erection of a fence around the well, for safety reasons, is planned for drier weather in late spring. The fencer to be advised.</p> <p>2 Parish Field/Play Area Bark needs to be raked in the play area. SM to ask Cllr Osmond if he would do this.</p> <p>3 Parish Room Have had some replies from parishioners in response to article in the LVN and letters sent out to village clubs/groups. All ideas are being collated and will be discussed at the next meeting.</p>	<p>SM</p>
<p>11</p>	<p>Correspondence <u>Emails received.</u></p> <ul style="list-style-type: none"> • RE: Information note about Dorset Care Record to parish councils • Views on your Landscape - Dorset AONB Annual Forum 2018 • DAPTC Newsletter 04 includes Nomination forms for Buckingham Palace Garden Party • Invitation _ Parish and Town Planning Session at South Walks House - <i>Cllr Godwin to attend</i> • UK Government Smart Meters Rollout 2020 - <i>put on village website and LVN</i> • DAPTC newsletter - updates on local government and highways • Peer Power - Community Energy network building meeting - 7 February • Latest travel and transport e-newsletter 	
<p>12 1</p>	<p>Other Matters/Items for Agenda of Next Meeting The fete committee have asked whether the Parish room and field could be used for the fete again this year. Parish Council have agreed that this was ok.</p>	

Next Meeting - Tuesday 13 March 2018 - 7.30 pm, Parish Room
The meeting concluded at 9.45 pm

Signed: _____

Date: _____