

Minutes of the Monthly Meeting of the Parish Council
Wednesday 12th December 2018
Main Hall, MS Centre, Church Lane, West Parley.

Present: Councillors: Philip Bamborough (Chair), David Allen, Mary Court; Matt Curley; Barbara Manuel (District); Diana Penwill

In attendance: 9 members of the public; District & DCC Cllr Parry; Linda Leeding (Clerk);

The meeting was opened at 19:30.

1. **APOLOGIES.** Cllr John Barber; County Cllr Mike Parkes.
2. **DECLARATIONS OF PECUNIARY INTEREST.** None. Non Pecuniary Interest – Cllr Manuel (planning).
3. **APPROVE THE MINUTES OF THE MONTHLY PARISH COUNCIL MEETING – 21st NOV 2018.**
The minutes had been circulated prior to the meeting and were accepted as an accurate record (11278-11281).

4. **MATTERS ARISING**

All actions carried forward from last month actioned or to be discussed on the agenda, with the exception of producing the APM minutes. **ACTION:** Clerk to complete outstanding activities as soon as time permits.

The Chairman confirmed that 1 resident was present to talk about items 12 & 17 and requested the Planning Chair allow 1 planning application to be brought forward, this was agreed & Cllr Manuel left the table.

3/18/2904/FUL 1 Ebor Close, West Parley

The demolition of the existing bungalow at 1 Ebor Close and provision of a car park ancillary to the car sales rooms and car repair garage (Sui Generis Use) at **Porsche Bournemouth, 280-284 New Road**, with associated landscaping.

Members of the public were invited to make comment and District / County Cllr Parry clarified some areas of confusion in the proposal. Residents felt it confusing that the report refers to development for the Porsche garage and yet Porsche have an application on Ferndown Industrial Estate and hope to relocate there by the end of 2019. Cllr Manuel added that only Planning considerations should be taken into account in any response. Residents were extremely concerned about the change of use which would have a detrimental effect on the character of their small residential cul-de-sac. They added that in 2008 280 New Road was demolished to provide staff & visitor parking and yet was never used for this purpose, instead this permitted increased stock levels. However there is a significant difference between a property on New Road and 1 of only 8 properties in the cul-de-sac. Residents also raised concern regarding noise, light and pollution emissions, hours of operation, overspill parking in numerous neighbouring roads already, access from Ebor Close onto 40mph New Road, safety on a fast bend that has seen 4 accidents and countless near misses in the vicinity in just recent months. They added that in a time where there is housing shortage in Dorset, it is unreasonable to demolish a property to change the use to parking. Likewise they disagree with comment that the garage is a service amenity to the area which may be true of Ferndown Town but not of a semi-rural village. The Planning Chair thanked residents for their thoughts and encouraged them to share their views with EDDC Planning. Cllr Court asked Councillors for their thoughts and they fully support residents' frustrations and find the supporting paperwork confusing given the imminent move of Porsche. The Chairman proposed Council submit a strong objection to the proposal as it is unneighbourly, completely out of character for the small village cul-de-sac; it would have a negative impact on residents through noise & light disturbance and emission pollution. In addition it would increase traffic on an already dangerous stretch of road, result in yet more cars parked in the neighbouring roads and the previously demolished bungalow was not used for the purpose intended in the application in 2008. Cllrs were all in agreement (4 in favour, 1 abstention) and ask that it is referred to Planning Committee if the Case Officer is minded to approve. **8 members of the public left at 20:03hrs and Cllr Manuel returned to the table.**

Items 12 & 17 were brought forward by the Chairman.

12. Volunteers working on Parish Council land (Policy & Disclaimer)

The clerk explained that the Policy, Risk Assessment and Disclaimer is required for volunteers working on Parish Council owned land, so that appropriate steps can be evidenced to the Council's Insurers. Regrettably society is a blame culture and the Clerk's role is to protect the Parish Council. The Chairman suggested Council speak with the Volunteers as the Volunteer representative said he did not know what was in the policy. Likewise he recognized that risk assessments are required and that the volunteers undertake the work at their own risk. The Clerk explained that the proposed documents were the views of other Councils who have volunteers but that they could be fine-tuned. Cllr Penwill asked whether there was a problem with the concepts and the representative said there was none. Defer decision to January meeting. **ACTION:** Clerk to email draft policy to volunteer rep. and to arrange a meeting

17. Parley Wood – Tree Management Plan

The Clerk explained that as a SSSI, approval from Natural England (NE) has to be sought and they have confirmed that Assent is necessary. The Clerk has provided NE with an amended draft Plan, altering from renovation to maintenance and is awaiting feedback. The Chairman explained that the Council as a public body is bound by the strict rules and are obtaining an agreed written way forward with NE. The Volunteer Rep. explained his reasons why he feels the woodland should not be SSSI, however the Chairman explained that it is and we have to work with that. He added that it would be for the Council to decide whether to declassify the woodland, and establish work involved. The Clerk is hoping to meeting with NE and the Volunteer Rep and Cllr Parry asked to be present. **ACTION:** Clerk to progress meeting with NE in the new year. **1 member of the public left at 20:12hrs**

5. REPORTS BY DISTRICT AND COUNTY COUNCILLORS

District Cllr Manuel updated Council on recent grant allocations, travel token scheme, A338, Airport Consultative Committee, Planning the forthcoming Full Council meeting. **ACTION:** Cllr Manuel to circulate Airport meeting minutes to members. The Clerk asked if WPPC could benefit from a grant for the play area. **ACTION:** Clerk to provide Cllr Manuel with quote for repairs and level of match funding available in reserves by end January.

District / County Cllr Parry updated Council on a number of resident concerns regarding the construction of the Gospel Hall on Christchurch Road, the loss of mature trees in the village, the condition of some roads in the village and an outstanding Planning Application. Cllr Parry will continue to push for road surface improvements in the village. He added that the bus shelter near Ebor Clsoe on New Road has been removed following the collision and is in the hands of the insurance company to replace. Regarding LGR, Cllr Parry confirmed that the structure continues to be decided ahead of the deadline. **ACTION:** Cllr Parry to send list of Committee meetings to the Clerk for information.

6. CLERKS REPORT & CORRESPONDENCE

This had been circulated prior to the meeting and included actions taken regarding Ellesfield Road sign damage, communication updates and receipt of a Thank you from Macmillan Caring Locally for the recent donation.

ITEMS FOR DECISION

7. COUNCILLOR VACANCY

The Clerk informed Council of the correct procedure following Cllr Wilson's resignation after the November meeting. Cllrs acknowledge the vacancy generated and as there is less than 6 months to an election voted to not advertise the vacancy. There remains 2 vacancies which have previously been advertised so co-option of 2 posts is still possible ahead of the 2019 elections. The Clerk informed Council that Cllr Dinsdale had also sadly resigned. The Chairman asked for a record of Thanks to both Lynn and John, for their hard work over many years and wished them well in the future. The Clerk added that appearance lead area and the post of Vice Chairman needs to be filled and Councillors asked to give consideration ahead of January meeting. **ACTION:** Vice Chair / appearance on January Agenda.

8. INTERNAL AUDIT – Half Year

The Clerk explained that the auditor had asked the bank reconciliation monthly sign off to be minuted, to amend and initial an incorrect date on the October minutes and to specify the reason for Standing Order extensions. **ACTION:** Clerk to place amended October minutes on the website and update minutes monthly.

9. CLERK'S APPRAISAL

The Chairman explained that the Clerk's Appraisal was due in November, to assist with budget setting. However the Clerk wishes to meet a fellow Clerk to assess the current NALC SCP potential to ascertain whether the top level has been achieved or whether there is potential for a pay increase. **ACTION:** Clerk to give feedback following meeting. Chairman and 1 other to undertake Appraisal prior to January meeting.

10. BUDGET 2019/20

The Clerk explained that the initial budget proposal was amended following the last meeting's comments and an updated version was circulated prior to the meeting. Councillors were invited to comment and the Clerk added that Elections funds need to be set aside at £1000 pa for the elections in 5 years. Sufficient funds are already ringfenced for May 2019. EDDC will not inform Councils of their Tax Base until 22/12/18, therefore the decision be delayed until January when the Tax base is known and Clerk's Appraisal completed.. **ACTION:** Clerk to add to January Agenda.

11. COMMUNITY CONSULTATION & BI ANNUAL NEWSLETTER

The Clerk amended the consultation following suggestions at last month's meeting and that the Newsletter needs to be written early in the new year. The Chairman offered to assist with writing the newsletter and all contributions welcomed. **ACTION:** Clerk to inform printer/distributors of timescale. Clerk/Chair to produce newsletter.

12. VOLUNTEERS WORKING ON PARISH COUNCIL LAND (Policy & Disclaimer) - See Above.

13. CHEQUE SCHEDULE (circulated at the meeting)

Cllrs invited to comment prior to authorisation on both the cheques and monthly bank reconciliation. Both approved unanimously and reconciliation signed off by Cllr Penwill.

2703	East Dorset Environment Partnership	£100.00	Donation Request s137
2704	Ms Society	£35.00	Room Hire (Dec)
2705	War on Waste	£118.80	Dog bins contractor (Nov)
2706	Diana Penwill	£150.00	Reimbursement for purchase of poppies for school donation.
2707	Nicholas hancox Solicitors Ltd	£1,440.00	legal advice
2708	Malcolm Plascott	£138.48	Reimbursement for Christmas decorations
2709	Linda Leeding	£1,028.00	Salary
2710	Dorset County Pension Fund	£328.31	Clerk's Pension (ee - £65.66 / Er £262.65)
			Reimbursement of expenses Oct (mileage, stationery, broadband etc)
2711	Linda Leeding	£50.69	
2712	HMRC	£599.92	quarterly NI (434.72) and quarterly tax (165.20).
	total	£3,338.59	
	Bank Account Balance End Nov	£77,311.37	
	Less Community Fund	£11,404.54	
	Less CIL funds	£5,547.38	
	Less Outstanding Cheques	£1,034.57	
	Less this month's cheques	£3,338.59	
	Less Ringfenced Funds	£0.00	
		£67,081.05	

14. PLANNING MATTERS

The Chairman handed the meeting to the Planning Chairman, Cllr Court and Cllr Manuel abstained from conversations for the duration of the planning element of the meeting.

3/18/2848/FUL Apple Home Improvements, 171 New Road, West Parley

Part of existing display conservatory to be removed, new display conservatory units to be erected.

Councillors discussed the application and wish to offer no objection to the proposal. (4 in favour, 1 abstention)

3/18/3105/FUL 39-41 Dudsbury Road, West Parley

Variation of condition - Single storey extension to existing approved application 3/18/2310/CONDR. To include removal of approved roof windows and existing chimney.

Councillors discussed the proposal and offer no objection to the proposal however if the case officer is minded to approve, Council wish a condition that no balcony or second floor be built now or in the future. (3 in favour, 1 against, 1 abstention)

3/18/3035/HOU 27 Lone Pine Drive, West Parley

Single storey front extension, rear sun canopy, removal of front area of integral garage. Proposed detached double garage.
West Parley Parish Council discussed the application and wish to offer no objection to the proposal. (4 in favour, 1 abstention)

3/18/3150/ADV The Horns Inn, 182 Christchurch Road, West Parley

3 sets of externally illuminated sign written text 1 non illuminated sign written graphic to wall
West Parley Parish Council discussed the application and wish to offer no objection to the proposal. (4 in favour, 1 abstention)

3/18/2936/HOU 5 Burnbrae Road, West Parley

Two Storey side extension, first floor extension, new porch and re-model of front elevation.
West Parley Parish Council discussed the application and wish to object to the proposal on the grounds of overdevelopment of the site and the potential adverse impact on the protected tree. (4 in favour, 1 abstention)

18/3193/HOU 56 Glenmoor Road, Ferndown

Single storey rear Extension
West Parley Parish Council discussed the application and wish to offer no objection to the proposal. (4 in favour, 1 abstention)

The meeting was handed back to the Chairman & Cllr Manuel rejoined members at the table.

15. To exclude the Press and Public in accordance with Section 1, subsection (2) of the Public Bodies (Admissions to Meetings) Act 1960. District & County Cllr Parry left the meeting at 21:29hrs.
A motion to extend Standing Order 3w (meetings to be 2 hours) was passed at 21:30hrs.

16. PARLEY SPORTS CLUB Confidential minutes from 21st November 2018 were approved as an accurate record. Current matters were discussed and confidential minutes taken.

ITEMS FOR CONSIDERATION AND INFORMATION

17. PARLEY WOOD – Tree Management Plan - See Above.

18. ACTIVITY PLAN

The document was circulated prior to the meeting and the Clerk talked through the outstanding items; including tree works phase 3 scheduled for January, playground repairs, Clerk's appraisal and imminent newsletter. The Clerk asked if Council wish to devise a plan of community events for the coming financial year but it was agreed that no event would be scheduled due to current demands. **ACTION:** Clerk to amend activity plan deadline to Dec 2019.

19. COUNCILLORS LEAD AREAS (Report circulated prior to the meeting)

This month there were reports from the Chair, ex-Vice Chair, Cllr Barber & Cllr Penwill. No questions were raised.

20. DATE OF NEXT MEETING

The date of the next Full Council meeting was set as Wednesday 16th January 2019 at 19:30 hrs (7.30pm), the Main Hall, MS Centre, Church Lane, West Parley. The Planning Committee scheduled for 2nd January 2019 was postponed with the Clerk to obtain extensions to 16th meeting, alternatively a committee meeting may be required on 9th January.

There being no further business the meeting closed at 22.08 hrs.