

Minutes of the Monthly Meeting of the Parish Council
Wednesday 20th March 2018
Main Hall, MS Centre, Church Lane, West Parley.

Present: Councillors: Philip Bamborough (Chair); John Dinsdale (Vice); David Allen; John Barber; Mary Court; Matt Curley; Diana Penwill; Lynn Wilson

In attendance: 3 members of the public; Linda Leeding (Clerk);

The meeting was opened at 19:26 hrs.

1. APOLOGIES FOR ABSENCE Cllrs: Barbara Manuel (District); District & DCC Cllr Parry.

2. DECLARATIONS OF PECUNIARY INTEREST None.

3. MINUTES OF THE MEETING HELD ON 20th MARCH 2018

The minutes had been circulated prior to the meeting and were accepted as an accurate record (11243-11245).

4. MATTERS ARISING

All actions carried forward from last month actioned, with the exception of completing documentation on the Tesco portal and arranging the dedication plaque (logos now authorised).

5. PRESENTATIONS FROM MEMBERS OF THE PUBLIC - None

6. REPORTS BY DISTRICT AND COUNTY COUNCILLORS

Cllr Parry circulated a report to Councillors ahead of the meetings, and no questions were raised.

7. CLERKS REPORT

This had been circulated prior to the meeting and the Chairman asked for questions. The Clerk explained that the WP Memorial Hall had a consultation on applying to alter their charity status, and provided a copy of their constitution. Council delegated powers to Cllr Bamborough, to review the document to ensure the Parish Council's position was not impacted. **ACTION:** Chairman to review constitution and provide feedback to Council.

ITEMS FOR DECISION

8. FOOTPATH 9 – Consultation on the Proposed Diversion

The Chairman asked Councillors to comment on the footpath and Cllr Dinsdale explained that the footpath goes directly across the Guide Camp and believed they had requested to divert the footpath at the time of applying for the roundhouse. The Chairman invited residents to speak on the proposed diversion, who were strongly against the diversion to the Stour Valley Way, which has been in place for decades and cause damage to the ancient monument. They had concern that the proposed path is currently clear however gorse, brambles and bracken (which emits carcinogenic spores) are dormant, would block the new footpath and cause the path to be abandoned. The Clerk read out additional correspondence of objection. It appears that waymarker signage has been altered (contrary to the Highways Act) and fencing has already commenced to divert the footpath ahead of any formal diversion. Councillors discussed the proposed diversion and wish to object to the proposal due to the damage additional footfall could cause to the historic ancient monument; the impact to the Stour Valley Walk; the effect on the heritage of the ancient site and

the reduced access to the roundhouse built as a tourist attraction; the path being closer to the river bank and fenced with barbed wire; the footpath traversing carcinogenic growth and general restricting access for the public. **ACTION:** Clerk to review previous diversion and respond to consultation within deadline of 4th May 2018.

3 members of the public left the meeting at 19:48 hrs

9. DONATIONS – MS Centre & WP Gardening Club

The Clerk explained that the MS Centre was stopped from charging for rooms due to EDDC Council Tax implications and asked that the £365 funds from ‘room hire’ in the budget be moved to donations (approved). Council discussed the room hire fee, the additional room usage this year and passed a motion for a donation of £500.

The Clerk explained that the Council has been members of CPRE for a number of years, and asked if Council wished continued membership for £36. Council agreed unanimously. Finally, the Clerk read out a letter received from the WP Gardening Club, seeking costs to cover increased room costs due to a change in venue. Councillors discussed the situation and the precedent this would set for other organisations who used the alternative venue, and therefore passed a motion to reject the Gardening Club’s application for a donation at this time. The Council is currently under budgetary pressure and may consider another application in 6 month time. **ACTION:** Clerk to write to all 3 parties.

10. APPROVE BENCH AUDIT

The Bench Audit is undertaken by members of the West Parley Residents’ Association Volunteers on behalf of the Parish Council. The document had been circulated prior to the meeting. It was noted that the application of ‘sadin’ was in 2016, not 2017 as stated. The document was annotated and acceptance of the document was passed in resolution with a unanimous vote.

11. APPROVE FIXED ASSET REGISTER

The Fixed Asset Register had been circulated prior to the meeting and is an annual requirement of the external audit. Cllrs were invited to comment and acceptance of the document was passed in resolution with a unanimous vote.

12. APPROVE RISK ASSESSMENT

The Risk Assessment had been circulated prior to the meeting and adapted and enhanced following recent training by Zurich Insurance. Cllrs were invited to comment and acceptance of the document was passed in resolution with a unanimous vote.

13. POLICY – Disability Discrimination

The policy had been circulated to Cllrs in advance of the meeting. The motion to adopt the policy was passed unanimously. **ACTION:** Clerk to arrange for policy to be put onto the website.

14. CHEQUE SCHEDULE (circulated prior to the meeting)

Cllrs invited to comment prior to authorisation. Approved unanimously.

2606	Idverde	£270.00	Grass cutting (Aug)
2607	Zurich Municipal	£186.44	Insurance - additional requirements
2608	The Society of Local Council Clerks	£147.00	Annual renewal - SLCC membership
2609	MS Society	£500.00	Room Hire (£35 paid - £350 for 10 months)
2610	Information Commissioner	£35.00	Annual renewal 2/4/18
2611	War on Waste Ltd	£118.80	Dog bins (Feb)
2612	Idverde	£315.00	Tree Survey (recreation Ground)
2613	Fence Stores Ltd	£9.00	Post x 3
2614	Scott Tree Services Ltd	£210.00	Chipper in Parley Wood
2615	Mary Court	£27.89	FOE kit and Printer cartridge
2616	John Dinsdale	£44.39	Wooden pole and screws to repair play area boundary.
2617	Zurich Management Services Ltd	£36.00	Training (Clerk - Risk Assessment)
2618	Staff	£750.24	Salary
2619	Dorset County Council Pension Fund - Fund A/c	£222.89	Clerk's Pension
2620	HMRC	£273.90	Quarterly Ni Contributions
2621	Staff	£61.35	Reimbursement of expenses
2622	CPRE	£36.00	Annual renewal - membership

total **£3,243.90**

Bank Account Balance End Jan	£57,492.01
Less Community Fund	£13,954.54
Less Outstanding Cheques	£1,338.21
Less this month's cheques	£3,243.90
Less Ringfenced Funds	£17,948.00
	£21,007.36

The Clerk provided an overview of the year-end financial position, taking into account known costs due, and outstanding activities and associated costs to be ring-fenced from this year's budget. The following ringfenced amounts were agreed. Streetlighting £500, Parley Wood tree care £3000, Verge maintenance £500, Recreation Ground tree care £2650, Christmas decorations £400, Land Registry fees £400.

15. PLANNING MATTERS

The Chairman handed the meeting to the Planning Chairman, Cllr Court. The minutes of the Planning Committee date 7th March, which had been circulated prior to the meeting, were approved as an accurate record of the meeting.

3/18/0416/FUL 129-131 Christchurch Road, West Parley

Demolition of no.129 Christchurch Road and construction of four homes with associated parking, access and landscaping, and extension and refurbishment of no.131.

Cllr Court informed Council that the response to the previous application had been no objection however all proposed properties were 2 storey, however the application was withdrawn. Councillors discussed the application, its proximity to the public right of way, Poor Common and neighbouring properties. Councillors wish to object to the proposed plans as the 3 storey houses are completely out of character with the area in West Parley, seeing a predominance of bungalows, which would be overlooked in Linden Road. Councillors also had concern for the increased vehicular access onto the busy Christchurch Road on a hill and near to the junction with Linden Road. Councillors are also concerned about the potential loss of trees as a result of the proposal.

(7 in favour)

3/18/0497/HOU 218 New Road, West Parley

First floor rear extension to form bedrooms.

The Parish Council discussed the application and wish to offer no objection to the proposed application. (7 in favour)

8/18/0467/FUL Longcroft, Barrack Road, West Parley

Demolish steel clad dwelling and retain brick built dwelling.

Cllr Court read out an email from a resident and informed Council that a planning application was never determined in February 2017, despite consultation. The Clerk read out the comments from the 2017 application and Council felt that no significant change has been made, therefore the comments from February 2017 still stand. "Councillors discussed the application and wish to object to the proposed development on the grounds that it is in Greenbelt and within 400 metres of Dorset Heathland SSSI. Council also wished to raise concern over the height and size of property and that the applicant obviously has abused the rules and the Parish Council does not want a precedent set". (7 in favour)

The meeting was handed back to the Chairman.

16. To exclude the Press and Public in accordance with Section 1, subsection (2) of the Public Bodies (Admissions to Meetings) Act 1960. None present.

17. APPROVE MINUTES FROM 7th March Extra-Ordinary Meeting of the Parish Council.

The minutes were circulated and read and Councillors accepted them as an accurate record (11246-11248).

18. PARLEY SPORTS CLUB Matters were discussed and confidential minutes approved and taken.

ITEMS FOR CONSIDERATION AND INFORMATION

19. WEST PARLEY PLAY AREA

Cllr Dinsdale provided a quick update on the outside Gym which is awaiting additional matting once ground levelled and dry, amended signage due to wording/curved edges and dedication sign. Opening ceremony was discussed; the Clerk suggested that Council approach the Steve Bernard Foundation to open the gym formally. Councillors were in agreement and Cllr Penwill suggested inviting the Stour & Avon. **ACTION:** Clerk to invite Mr Bernard, arrange dedication sign, input details to Tesco Portal and contact the press.

This item was requested by Cllr Barber, who provided an overview of the costings collated for the wooden seesaw, following a successful bid from Tesco Bags of Help. The quotes were discussed, along with the post installation inspection costs. Cllr Penwill questioned an alternative source of a cheaper seesaw, however Cllr Barber had been unable to obtain 'installation only'. The Clerk offered to collate a summary of costings and what they include however the additional cost on top of the Tesco award was £70. Therefore a motion was passed to order the Seesaw of choice in order to progress for summer installation. (vote 6 in favour, 2 abstentions). The position was discussed which can be formally agreed when ordering. **ACTION:** Clerk to order seesaw; Cllr Barber to inform unsuccessful companies.

20. ACTIVITY PLAN

The document had been circulated prior to the meeting and the Clerk talked through the outstanding items. Councillors were happy with the document and the following alterations were agreed for the new financial year: remove donations to local community groups as never taken up and running for many years; alter hedge cutting to Sept. **ACTION:** Clerk and Cllr Dinsdale to review internal controls prior to month end. **ACTION:** Clerk to amend Activity report for 2018/9 Financial year and reclaim VAT prior to month end.

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

This month there were reports from the Chair, Vice Chair, Cllr Penwill, Cllr Court, Cllr Barber.

Cllr Bamborough confirmed that he would review the WPMH constitution on behalf of Council and ensure the WPPC rights were maintained in accordance with the current arrangement.

Cllr Dinsdale asked if Council were in agreement for him to apply to EDDC Tree Department for a blanket tree application affecting all trees on the Recreation Ground. This would be valid for 2 years and would encapsulate all the tree works following the survey on the trees on the land. Councillors were in agreement.

22. DATE OF NEXT MEETING

The dates of the next Planning Committee meeting is 4th April at 19.30 hrs (7.30pm). The next Full Council meeting was set as Wednesday 18th April 2018 at 19:30 hrs (7.30pm). All at the Main Hall, MS Centre, Church Lane, West Parley.

There being no further business the meeting closed at 21.59 hrs.