

Minutes of the Monthly Meeting of the Parish Council
Wednesday 21st November 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; Barbara Manuel (District); Diana Penwill

In attendance: Linda Leeding (Clerk);

The meeting was opened at 19:30.

1. APOLOGIES. Cllr Wilson and District & DCC Cllr Parry.

2. DECLARATIONS OF PECUNIARY INTEREST. None.

3. APPROVE THE MINUTES OF THE MONTHLY PARISH COUNCIL MEETING - 17th OCT 2018.
The minutes had been circulated prior to the meeting and were accepted as an accurate record (11275-11277).

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.

5. PRESENTATIONS FROM MEMBERS OF THE PUBLIC

Representatives for Dorset Girl Guiding spoke to Councillors about the challenges they are facing regarding the construction of the replica roundhouse. The roof struts proved not to be strong enough to take the weight of the thatched roof, which has now been removed. It is anticipated to start to repair the roof in the spring. They were keen to point out that this is private land. They then moved on to discuss the proposed footpath diversion to steer walkers away from crossing the centre of the grounds, as there is no obvious route and they must consider the safeguarding of the girls present. The proposed route follows the ramparts of the former hill fort, which will satisfy their need as landowner, and which they feel aids the fluidity of the walk. They explained previous steps taken which included being granted lottery funding, seeking advice from an ex-DCC member, roundhouse specialist, thatchers etc The Clerk pointed out that the footpath diversion is yet to be sanctioned by Dorset County Council and Council will be consulted at the appropriate time. The Chairman thanked the representatives for attending and giving us so much information,
1 member of the public arrived at 20:43hrs and 2 others left at 20:00hrs

The Chairman asked if item 12 could be brought forward to discuss to allow resident to leave earlier, cllrs agreed.

12. PETANQUE

The Clerk reminded Council of the request received last month and the need to obtain permission from the current tenant of Parley Sports Club (PSC). This was received pending the Council's approval. The request is for a green metal shed for storage for the Petanque section of PSC. The land is owned by the Parish Council but leased until 31 July 2019. Council agreed for the shed to be installed on a temporary basis until the end of the lease (31st July 2019), on condition that it is sited in the suggested location, on a temporary base of concrete slabs, with consideration to surrounding protected trees and the dimensions stated. After 31st July 2019, the Council will give further consideration to the storage required. (vote 7 in favour, 1 abstention). **ACTION:** Clerk to inform Petanque Chairman.

1 member of the public left at 20:10hrs

6. REPORTS BY DISTRICT AND COUNTY COUNCILLORS

Cllr Manuel updated Council on the EDDC meetings, including the Community Safety Partnership within the Scrutiny and Development Meeting. **ACTION:** Clerk to Circulate link to members. The possibility of EDDC grants was discussed and the Clerk suggested applying for the Play Area which is now 7 years old. **ACTION:** Clerk to obtain outline cost for replacement and Cllr Manuel to submit a grant application request. Moors Valley Golf Course has had a change around to include the Health Activity Centre in the Club House rather than in the Country Park Welcome Centre. With the huge task of LGR, staff are now aware of where they are going in the restructure. The police merger was not progressed. The A338 meeting minutes will be available and regular meetings continue. The recent public meeting at the Beacon in Ferndown saw Simon Trueick, EDDC, inform residents that the funding for the highway on the West development was withdrawn by Government. However DCC are appealing to Homes England because the items not provided were not criteria when the application was submitted. Cllr Manuel concluded that the NPPF has been changed, with a bias away from building around communities and moving more towards new towns.

7. CLERKS REPORT

This had been circulated prior to the meeting and included actions taken regarding Risk Assessment, damaged road signs, overgrown hedges, communication updates and any resident concerns. The Remembrance event was discussed and Cllr Allen, on behalf of Parley Rotary, confirmed that they were adding £100 to both charities so in addition to a local business contributing a similar amount, they will receive £300 each. Cllr Dinsdale suggested the silhouettes stay in place until the end of the year and the Clerk confirmed a request received by Parley First School asking if they could keep theirs in place indefinitely as they wish to make a feature of it. Council approved the request. **ACTION:** Clerk to inform school of decision and recommend that it is properly cemented into place. The Clerk also added that a donation request was received from CAB, with previous payments of £250 in 2012 and £500 in December 2017. Council agreed to delay consideration of a donation until the end of the financial year.

ITEMS FOR DECISION

8. HIGHWAYS MATTERS – Glenmoor Road yellow line extension

Following submission of a request for a Traffic Road Order on the junction of Ellesfield Drive and Glenmoor Road in 2014, an amendment was submitted by Council to include yellow lines on the opposite side of the junction (or an extension of the line currently in place). DCC confirm that this amendment cannot be included and would therefore need to either be withdrawn or progress it on the current basis. Councillors discussed the matter and chose to progress on the current basis due to the time elapsed to get to this point. Council to consider at a future date whether the yellow line opposite is required, once the current proposal has been completed.

9. GDPR PRIVACY NOTICES

The 2 privacy notices (Public & Staff) from the NALC templates were circulated prior to the meeting. Both documents were approved with a unanimous vote by members. **ACTION:** Clerk to place Notices on the website.

10. RECREATION GROUND TREE WORK – Phase 3

Cllr Dinsdale reported on phase 1 & 2 of the works undertaken. Phase 3 quotes now received, with some responsibility resting with WPMH for trees on leased land. For 36 trees on the recreation ground and footpath into the woods, the 3 quotes were discussed and preferred contractor chosen. Work to progress between now and April 2020; Phase 4 only requires minor work on 8 trees. **ACTION:** Cllr Dinsdale to forward Tree Report to WPMH committee.

11. GRANT DONATION REQUEST (EDEP)

The Clerk explained the benefit of the East Dorset Environment Partnership and how West Parley has / will benefit from their support. Cllrs talked through aspects of the Grant form and were unanimous to support a grant of £100. **ACTION:** Clerk to draw cheque and reply.

12. PETANQUE – see after item 5

13. VOLUNTEERS WORKING ON PARISH COUNCIL LAND (Policy & Disclaimer)

The Clerk devised the policy and disclaimer, which were circulated prior to the meeting, after speaking with Council insurer and other experienced Clerks, because the Parish Council must protect itself for any activity on its land, with Risk Assessment and policies. In the event of an accident, the Council would be required to evidence appropriate steps taken. Cllr Dinsdale, Vice Chair of the Parish Council but also head of the team of WPRA Volunteers who work in the woods, felt that if the policy was to be accepted the Parish Council should pay for 2 volunteers to receive training

(£465 per person) and all necessary equipment and protective clothing. Cllr Penwill estimated the cost to be about £1500 and questioned how that would compare to a contractor for occasional chainsaw needs. Cllr Bamborough felt that if the Council are supporting the Volunteer's work, the Council should pay the costs. The activities in the Wood are currently suspended due to expiry of the current Tree Management Plan, so Cllr Dinsdale asked to postpone the decision until the December meeting. **ACTION:** Clerk to establish activity permitted by Natural England as SSSI, and add to December agenda.

14. APPROVE ANNUAL PLAY AREA INSPECTION & GYM INSPECTION

The report of the Annual Rospa inspection had been circulated to Cllrs prior to the meeting. The motion to accept the Inspection was passed with a unanimous vote. Cllrs discussed the repairs highlighted and the need to set aside future funds to remedy its deterioration or replacement. **ACTION:** Clerk to obtain quotes for repairs. Cllr Barber suggested seeking sponsorship for equipment pieces from local shops however the chairman explained that recent attempts were not very successful by the WPMH for sponsorship for their patio which is a much smaller expenditure but it's always worth asking.

15. CHEQUE SCHEDULE (circulated at the meeting)

Cllrs invited to comment prior to authorisation. Approved unanimously.

2694	Ideverde	£233.76	Grass contractor (Sep)
Bank Tsfr	Plants for Trade	£60.48	compost
2695	MS Society	£35.00	Room Hire (Nov)
2696	War on Waste	£178.50	Dog bins contractor (Oct) + annual payment
2697	Ideverde	£292.20	Grass contractor (Oct)
2698	The Play Inspection Company Ltd	£162.00	Annual ROSPA Play inspection & annual RPII Gym inspection
			Winter planting, compost, bulbs, wood, bolts, Sand paper,
2699	John Dinsdale	£522.51	wood stain, Printer cartridge
Petty Cash	Diana Penwill	£1.77	Reimbursement for postage cost
2700	Linda Leeding	£1,179.96	Salary
2701	Dorset County Pension Fund	£395.37	Clerk's Pension Nov & adjustment Apr-Nov
			Reimbursement of expenses Oct (mileage, stationery, anti
2702	Linda Leeding	£223.64	virus, PFS Books, broadband etc)
Bank Tsfr	Plants for Trade	£17.28	compost
total		£2,990.95	
Bank Account Balance End October		£78,054.23	
Less Community Fund		£11,404.54	
Less CIL funds		£5,547.38	
Less Outstanding Cheques		£3,855.92	
Less this month's cheques		£2,990.95	
Less Ringfenced Funds		£28,500.00	
		£36,850.20	

16. 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.

3/18/2524/HOU 189 New Road, West Parley

Single storey rear/side extension and internal alterations

West Parley Parish Council discussed the application and wish to offer no objection to the proposal. (4 in favour, 2 abstention)

3/18/2835/FUL 38 Church Lane, West Parley

Sever land and erect 1 no. 3 bedroom chalet bungalow (revised scheme)

Councillors reviewed the comments in the Design Access Statement detailing the amendments made, however do not feel that the plans have changed significantly to to remedy the concerns previously made regarding the relationship of the new dwelling to the parent building, the absence of garages, the unneighbourly proximity of the proposed dwelling to the neighbouring bungalow and would set a precedent as back land development in this quiet lane. Therefore the Parish Council wish to maintain its objection, previously submitted. (4 in favour, 2 abstention)

District Cllr Manuel confirmed that she would request this be brought to EDDC Planning Committee.

The meeting was handed back to the Chairman & Cllr Manuel rejoined members at the table. A motion to extend Standing Order 3w (meetings to be 2 hours) was passed at 21:30hrs.

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

18. PARLEY SPORTS CLUB Confidential minutes from 17th October 2018 were approved as an accurate record. Current matters were discussed and confidential minutes taken.

ITEMS FOR CONSIDERATION AND INFORMATION

19. PARLEY WOOD

Last month the Clerk explained the situation with work in Parley Wood following the expiry of the Tree Management Plan (TMP) originally created with EDDC and Natural England. A revised document is to be created to alter it from regeneration of the ancient woodland, to ongoing maintenance. Clarification of the Natural England permissions is being sought (decision outstanding). The Clerk just received an electronic version of the TMP to be updated and then seek approval from EDDC CMT and Natural England. It continues that until authorities are obtained, all activity to be suspended in the woods.

20. COMMUNITY CONSULTATION

The Chairman spoke about the paper, which had been circulated prior to the meeting, asking for any additional input. Cllr Manuel asked if a question about whether there are sufficient facilities for the disabled could be included, along with finding out about residents' understanding on the defibrillator location. It was also suggested to ask if people can assist with village events. **ACTION:** All Cllrs to inform Clerk before next meeting of any additional subjects.

21. ACTIVITY PLAN

The document was circulated prior to the meeting and the Clerk talked through the outstanding items; including tree works phase 3, Christmas decorations, playground and gym inspections, Clerk's appraisal and imminent newsletter.

22. BUDGET 2019/20

The Clerk produced an initial proposal for the budget, which was circulated prior to the meeting, and Councillors were invited to comment. Discussion took place about level of expenditure; additional feedback to Clerk before December meeting (approval). **ACTION:** Clerk to add to December Agenda.

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

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

24. DATE OF NEXT MEETING

The Chairman explained that when the meeting falls close to Christmas (19th), historically Cllrs have chosen to move the meeting forward 1 week, to allow time for actions to be processed before the Christmas holidays. December meeting does require discussion and agreement about the budget for the coming financial year, which in turn determines the precept asked from residents. The clerk suggested combining the Planning Committee meeting and Full Council meeting on 12th, and Councillors were in agreement. **ACTION:** Cllrs to update their diaries and Clerk to Update website.

The date of the next Full Council meeting was set as Wednesday 12th December 2018 at 19:30 hrs (7.30pm), the Main Hall, MS Centre, Church Lane, West Parley.

There being no further business the meeting closed at 22.38 hrs.