

Minutes of the Monthly Meeting of the Parish Council
Wednesday 16th January 2019
Main Hall, MS Centre, Church Lane, West Parley.

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

In attendance: District & DCC Cllr Parry; Linda Leeding (Clerk);

The meeting was opened at 19:30.

1. **APOLOGIES.** Cllr Mary Court; 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 – 12th DEC 2018.**
The minutes had been circulated prior to the meeting and were accepted as an accurate record (11282-11285).

4. **MATTERS ARISING**

A number of the actions carried forward from last month actions are outstanding due to the Christmas break but are in the process of being progressed. **ACTION:** Clerk to complete outstanding activities as soon as time permits.

5. **PRESENTATIONS BY MEMBERS OF THE PUBLIC.** None Present.

6. **REPORTS BY DISTRICT AND COUNTY COUNCILLORS**

Cllr Manuel talked through her report, which was circulated to Councillors at the meeting. **Cllr Parry arrived at 19:34hrs** Included were reference to the Police Crime & Commissioner online survey, current planning applications and recycling centres. Cllr Parry talked through his report, which was circulated to Councillors at the meeting, including an update on an EDDC planning committee decision & A338 roadwork update. Cllr Parry met with concerned residents of Ebor Close regarding the proposed garage extension on New Road. An update on LGR was provided and a request for members to email any questions to obtain answers for Council. **ACTION:** All to Email Cllr Parry.

7. **CLERKS REPORT & CORRESPONDENCE**

This had been circulated prior to the meeting. The Clerk asked to ratify the 5th March 19 APM date (avoiding Purdah) which was resolved by Council. Correspondence: Approached by DAPTC to hold Eastern Meeting in April (18th agreed) & by Development Company asking to meet members regarding a potential care home on Christchurch Road.

ITEMS FOR DECISION

8. **DRAFT MINERALS SITE PLAN**

The Chairman suggested support of EDEPs recommendation (previously circulated). Whilst not impacting West Parley, members resolved to support EDEPs recommendation and Knowlton PCs objection. Council agreed for the Chairman to word the response on behalf of Council. **ACTION:** Cllr Bamborough to produce reply. Clerk to submit.

9. **ELECTION OF VICE CHAIRMAN**

The Chairman invited members to step into the role, following Mr Dinsdale's resignation. Cllr Penwill offered her support to the Chairman for the remainder of the Council year by taking post on a temporary basis. **ACTION:** Clerk to update website and noticeboards.

10. BUDGET 2019/20

The Chairman asked to defer this discussion until after items 18 & 19, members agreed.

11. PRECEPT

The Chairman asked to defer this discussion until after items 18 & 19, members agreed.

12. VOLUNTEERS WORKING ON PARISH COUNCIL LAND (Policy & Disclaimer) & PARLEY WOOD UPDATE.

The Chairman, Vice and Clerk will meet with the WPRA Chairman and 1 member, following correspondence today, to explain the need for the policy, risk assessments and disclaimer. Council resolved to protect the Clerk and appropriate measures to be introduced. **ACTION:** Clerk to co-ordinate meeting. District Cllrs to consider Ward budget allocation. Parley Wood (SSSI) requires Natural England permission to continue works. **ACTION:** Clerk to arrange meeting.

13. TREES – Enhancement & Planning Impact

District & County Cllr Parry reported that residents had identified sites for additional trees, and a bench, and asked members for agreement to progress (including DCC Highways and Arborculturalist liaison); resolved.

14. FOOTPATH 9 - Diversion

The Clerk explained that DCC approached to ask WPPC to consider withdrawing the objection to the diversion. Members discussed and voted on the decision and resolved not to withdraw the previous objection. (5 in favour, 1 against). **ACTION:** Clerk to notify DCC.

15. 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 Bamborough.

2713	Ms Society	£35.00	Room Hire (Jan)
2714	War on Waste	£148.50	Dog bins contractor (Dec)
2715	Town & Country Landscapes	£594.00	Playground repairs following ROSPA inspection
2716	Paul Heaslip	£500.00	Website (webmaster)
2717	Shore Electrical Contractors Ltd	£312.00	Electrrical inspection
2718	Peter Walker	£150.00	Internal Audit (half yearly inspection)
2719	Linda Leeding	£1,028.00	Salary
2720	Dorset County Pension Fund	£328.31	Clerk's Pension (ee - £65.66 / Er £262.65)
			Reimbursement of expenses Nov (mileage, stationery, broadband etc)
2721	Linda Leeding	£72.90	
	total	£3,168.71	
	Bank Account Balance End December	£73,037.52	
	Less Community Fund	£11,404.54	
	Less CIL funds	£5,547.38	
	Less Outstanding Cheques	£749.92	
	Less this month's cheques	£3,168.71	
	Less Ringfenced Funds	£0.00	
		£63,261.73	

16. PLANNING MATTERS

The Chairman continued the meeting in the absence of the Planning Chairman. Cllr Manuel abstained from conversations for the duration of the planning element of the meeting.

3/18/2999/HOU 66 Dudsbury Road, West Parley

Front extension and raise and extend roof to provide accommodation in the roof space served by dormers. Flat roof to existing rear conservatory.

The Parish Council discussed the application and noted that many other properties along the road were undergoing development and therefore wish to offer no objection to the proposal.

3/18/2991/HOU 32 Gallows Drive, West Parley

Remove existing garage door & replace with a window.

The Parish Council discussed the application and wish to offer no objection to the proposal

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17. 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 20:56hrs.

18. JOB EVALUATION : Clerk / Responsible Financial Officer

The Clerk explained the report, circulated prior to the meeting, and stressed this is the determination of the role against the NALC and SLCC National Agreement 2004 with specific criteria per profile. Council resolved to adopt the recommendation on the report. **ACTION:** Clerk to amend contract to reflect profile change and Chairman to sign.

19. CLERK's APPRAISAL (the clerk left the room at 21:07 hrs and returned at 21:22hrs).

Council discussed the appraisal undertaken earlier that week by the Chair and Vice Chair, circulated prior to the meeting and resolved a single SCP point increase effective 1st April 2019, along with an industry wide 2% increase.

20. PARLEY SPORTS CLUB

Confidential minutes from 12th December 2018 were approved as an accurate record. Current matters were discussed and confidential minutes taken. Council resolved to extend Standing Order 3w (meetings to be 2 hours) at 21:30hrs.

The chairman acknowledged the meeting as being open to the public once more.

10. BUDGET 2019/20

The Clerk began by explaining the position of the 3rd Quarter accounts and made recommendations for movement of current budget underspends to support the recreation ground tree works. Council resolved to agree recommendations. **ACTION:** Clerk to update current expenditure cash book. The Clerk then talked through the draft Budget, circulated to Council prior to the meeting, and amended following the Clerk's appraisal discussion and role evaluation. Council resolved to accept the amended Budget. **ACTION:** Clerk to update to reflect amendments.

11. PRECEPT

The Clerk talked through the report circulated prior to the meeting, of how the precept could be achieved to meet the approved budget. Councillors resolved to request a 15% increase on the annual precept. In financial terms, this is 8.5p per week per household increase. **ACTION:** Clerk to submit request to EDDC.

ITEMS FOR CONSIDERATION AND INFORMATION

21. 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 and the imminent newsletter. The website is scheduled for review and Cllr Curley agreed to undertake this. **ACTION:** Clerk to update activity plan monthly.

22. COUNCILLORS LEAD AREAS : allocation of Appearance

Due to the Christmas break, there were no reports from members. Lead area of Appearance was not allocated pending discussions with volunteers.

23. DATE OF NEXT MEETING

The date of the next Full Council meeting was set as Wednesday 20th February 2019 at 19:30 hrs (7.30pm), the Main Hall, MS Centre, Church Lane, West Parley. The Planning Committee scheduled for 6th February 2019.

There being no further business the meeting closed at 22.22 hrs.