

## Minutes of the Monthly Meeting of the Parish Council Wednesday 16<sup>th</sup> December 2020

Virtual Zoom Meeting due to Covid-19 regulations

**Present:** Councillors: Philip Bamborough (chairman); David Allen; Barbara Manuel; Andrew Parry (DC);  
Diana Penwill; Lynda Price; Tom Wilson

**In attendance:** Linda Leeding (Clerk)

### 1. APOLOGIES

Cllr; John Barber; Mary Court

### 2. DECLARATIONS OF PECUNIARY INTEREST

None.

### 3. APPROVE THE MINUTES OF THE MONTHLY PARISH COUNCIL MEETING – 18<sup>th</sup> NOVEMBER 2020

The minutes had been circulated prior to the meeting and were accepted as an accurate record (11359-11360).

### 4. DORSET COUNCILLOR REPORT

The report had been circulated to members prior to the meeting and questions were raised and answered.

### 5. CLERK UPDATE

The report had been circulated prior to the meeting and the Chairman thanked the Clerk, Vice Chair and printing firm, for their work on producing the newsletter

## **ITEMS FOR DECISION**

### 6. REVIEW POLICY: Terms and Conditions of use on Parish Council Land.

This was prompted by a request to use the Council's car park. Members were hesitant to change the conditions of use unnecessarily and were conscious that decisions are binding for 6 months. Members felt that under the current pandemic, the review should be postponed until May 2021.

### 7. REQUEST FOR USE BY BUSINESS FOR RECREATIONAL ACTIVITY ON PARISH COUNCIL LAND

Council considered use of car park for recreational business activity however members felt that under the current climate, permission should not be granted and to review the policy in May 2021. **ACTION:** Clerk to inform enquirer.

### 8. AGREE STANCE FOR PARLEY WOOD BOARDWALK

Discussion over land ownership and repairing responsibility. **ACTION:** Clerk to establish land owner opinion on necessary repairs to be completed, unless contrary instruction. **ACTION:** Cllr Wilson to place further closure notice.

### 9. CLIMATE EMERGENCY CONSULTATION

The Clerk asked for authority to be delegated as deadline for response is date of the next meeting.

**ACTION:** Cllr Manuel and DC Cllr Parry given delegated authority to respond on behalf of the Council.

## 10. CONCLUSION OF ANNUAL EXTERNAL AUDIT

The Clerk informed members that the external audit was returned with no issues identified and Council resolved to accept the auditor's findings.

## 11. PLAY AREA INSPECTION REPORT

The report had been circulated prior to the meeting. Known issues were reported and nothing needs immediate attention. The Clerk explained that the project of replacement would need to be progressed and Cllr Wilson kindly agreed to take over the project. **ACTION:** Clerk to send Cllr Wilson the Pocketparksplus application and quotes.

## 12. GRANT APPLICATION : West Parley Residents' Association

The application had been circulated to members prior to the meeting and Council discussed the request, which exceeds to upper limit. It was considered that due to the contribution by the WPRA Volunteers to the appearance of the village, that the grant would be approved. However, it was also noted that the majority of their activities actually create a saving to Dorset Council, but ultimately the whole village benefits.

**ACTION:** Clerk to draw payment. **ACTION:** Clerk to request WPRA accounts reflect the annual WPPC donations. It was also agreed that the limit within the policy be increased to £1000 as no review had been undertaken since inception. **ACTION:** Clerk to update guidelines for application.

## 13. BUDGET 2021/22

The initial budget draft had been circulated prior to the meeting. JPAG regulations state to hold reserves of between 9-12 months of annual precept. Reserves were successfully increased to generate 9 months of reserves. Further consideration will need to be given to increase reserves to 12 months. Members felt a generic inflation should be applied to all expenditure. **ACTION:** Clerk to amend draft and agenda for January.

## 14. LAND AND PROPERTY

The Chairman talked through a document circulated prior to the meeting. Thanks were shown to Cllr Penwill who is regularly emptying buckets from the club's leaking roof and removing rubbish. Council to have a virtual meeting with sports sections. February was suggested. Members agreed to the proposals that the Pre Planning Application be submitted at zero fee. The Clerk had arranged for Building Control visit to assess impact of proposals on the budget. No additional issues were identified. The expected cost of Planning and Building Control requirements is roughly £10,000. As well as the proposed improvements to the building and inclusion of a Council office, clarification will be sought on any possible change of use requirement for the first floor flat.

The Clerk explained the consultation process having liaised with other clerks who have undertaken similar projects. A dedicated website page will be created and updated through the project and the newsletter will canvass opinions from residents. The Chairman sought acceptance to meet with the local pre-school who are keen to relocate. Council agreed to note the report, agreed upgrade works to the flat, to instruct surveyor to progress Building Regulation papers and hold meeting with pre-school representatives. **ACTION:** Clerk to arrange meeting on site with the pre school.

## 15. CHEQUE SCHEDULE

The document was circulated prior to the meeting and Cllrs resolved to authorise the payments as detailed.

cheque number	recipient of cheque	amount	more information
Bank Tsfr	PKF Littlejohn LLP	£480.00	Annual External Audit
Bank Tsfr	Kaptive	£468.55	Annual All house newsletter
Bank Tsfr	IMS Ltd	£305.51	Annual Inspection play and gym areas
Bank Tsfr	Greenward Associates	£1,428.00	Pre application enquiry, drawings and meeting
Bank Tsfr	Wentworth Grounds Maintenance Ltd	£153.00	White Lining
Bank Tsfr	RBL Poppy Appeal	£38.00	Poppy donation
2951	Dorset Council	£16.40	Commercial Waste WPCS&SC

cheque number	recipient of cheque	amount	more information
2952	Dorset Council	£129.20	Dog Bins Dec
2953	SSE	£23.08	Standing Charge WPCS&SC
Bank Tsfr	Linda Leeding	£1,247.58	Salary
2954	Dorset County Pension Fund	£421.92	Clerk's Pension (ee - £88.03 / Er £333.89)
Bank Tsfr	Linda Leeding	£42.28	Reimbursement of expenses Nov / Dec- (mileage, stationery, broadband etc)
2955	Diana Penwill	£53.96	Reimbursement for supplies for WPCS*SC
	total	<b>£4,327.48</b>	

		amount	
	<b>Bank Account Balance End Sept</b>	<b>£107,564.77</b>	
	Less Community Fund	£8,404.54	
	Less CIL funds	£12,255.60	
	Less Outstanding Cheques	£1,738.24	
	Less this month's cheques	£4,327.48	
	Less Ringfenced Funds	£25,694.62	
	total	<b>£55,144.29</b>	

## 16. PLANNING MINUTES

It was resolved that the Minutes from the 2<sup>nd</sup> December meeting were an accurate record. (11361)

## 17. PLANNING APPLICATIONS

### 3/20/1599/CLE 355 Christchurch Road, West Parley

Proposal: The use of the site as a farm with associated buildings used for the storage of equipment and machinery associated with an agricultural use

Council discussed the application and believe the site to be too small to be considered a farm (12 hectares) and historically used for grazing. However, Council resolved to offer no specific comment.

### 3/20/1075/HOU 39 Lone Pine Drive, West Parley

2 storey front extension and rear dormer enlarged to create additional first floor accommodation

West Parley Parish Council offer no objection to this proposal.

### 3/20/1019/HOU 14 Burnbrae Road West Parley

Side extension with extended and converted loft space to form two bedrooms. Demolish rear single garage.

West Parley Parish Council offer no objection to this proposal.

### 3/20/1861/FUL 77 New Road, West Parley

Sever land and erect a two bedroom bungalow with parking. Demolish existing garage to 77 New Road. (Revised Scheme)

Members discussed the application and feel that even though an amendment has been made, it is not a sufficient alteration and therefore offer an objection to this proposal. Planning considerations are that it is back land development, overdevelopment of the site, increases the vehicle movements at a dangerous access point near a bend on New Road, it is both out of character with the dwellings on large plots and unneighbourly, the tree T7 is incorrectly positioned on the drawing and the building dominates the site taking about a third of the plot.

## 18. ACTIVITY PLAN

The Clerk talked through the outstanding activities on the plan. **ACTION:** Clerk to follow up with individual Councillors.

## **19. DATE OF NEXT MEETING**

In accordance with Government guidance, all physical meetings have been cancelled for the foreseeable future and the next virtual zoom meeting will be 20<sup>th</sup> January 2021 at 7.30pm.

Planning meeting – 6<sup>th</sup> January 2021 Virtually (if required).

There being no further business the meeting closed at 21.56 hrs.