

SHIPTON GORGE PARISH COUNCIL

A Meeting of the Shipton Gorge Parish Council will be held

**7.00pm on Thursday 11th September 2025
at Shipton Gorge Village Hall**

AGENDA

1. To Receive apologies for absence
2. To Receive Declarations of interest and requests for dispensations
3. Democratic Time
4. Approval of minutes of Parish Council meeting held on 10th July 2025.
6. Matters arising since the previous meeting not part of this Agenda.
7. Dorset Council Overview: Ward Councillor for Chesil Bank: Cllr Sally Holland
8. Chairman's Report
9. Clerk/RFO's Report including correspondence
 - 9.1 Approval of invoices for payment – shown below.
 - 9.2 To note and approve the Schedule of Regular Payments (inc Salary payments) - to be confirmed prior to the meeting.
 - 9.3 To note the Clerk's salary increase in line with the National Pay Award and to note the Clerk's pay increase to be backdated to April 2025.
10. Parish Council Survey – Discuss and agree on DAPTC Smaller Parish Council survey responses.
Deadline for parish council responses is 31st October 2025.
11. Dorset Council Local Plan Options Consultation – Discuss and agree on the Council's responses.
Deadline for responses 13th October 2025.
12. Dorset Council Local Transport Plan Consultation – Discuss and agree on the Council's responses.
Deadline for responses 13th October 2025.
13. Policy Review
 - 13.1 HR Policies – Review and adopt the following new policies (required as referenced in the Clerk's Contract):
 - a) Grievance Policy
 - b) Disciplinary Policy
 - c) Equality and Diversity Policy
 - d) Sickness Absence Policy
 - e) Health and Safety Policy
 - f) Expenses Policy - Staff
 - g) Whistleblowing Policy
 - 13.2 Existing Council policies - Review and adopt new/reformatted policies:
 - a) Data Protection Policy – new version recommended taken from NALC model template

- b) Social Media Policy – new version recommended taken from a good example from Charminster Parish Council
- c) Co-option Policy – new version recommended taken from NALC model template
- d) Records Retention Guidelines (to replace Retention and Disposal Policy) – new version recommended taken from Dorset Council & NALC model template
- e) Publication Scheme – new version recommended taken from NALC model template

13. Councillors' Portfolios:

13.1 Planning: Cllr Crafter

13.2 Defibrillator: Clerk

13.2.1 Update on Defibrillator Training to be held in the village

13.3 Highways/Transport: Cllr Forte

13.3.1 Update on parish council Finger Posts, including funds available to help with refurbishment costs.

13.3.2 Consider the quote for the refurbishment of Finger Posts from Roger Bond at Normtec.

13.3.3 Update on parish council Grit Bins.

13.4 Playground/ Playing Field: Cllr Thimont

13.4.1 Update on playing field equipment and assets

13.4.2 To consider the quote received from Townsends regarding the refurbishment of the following playground equipment and playing field assets:

- a. Exercise bike and goal posts £450 plus VAT
- b. Basketball post and frame £380 plus VAT
- c. Entrance Gates £510 plus VAT

13.4.3 To consider the refurbishment of the wooden sections of the roundabout in the playing field.

13.4.4 To consider quotes for the repair of the damaged soft play surface adjacent to the roundabout.

- i. Redlynch Play Specialist £950 plus VAT
- ii. Purchase of repair kit £76.80 inc VAT (work to be carried out by
councillors)
- iii. Primer for repair £26.40 inc VAT (work to be carried out by
councillors)

13.4.5 To consider the purchase of a new rubbish bin for the playing field. (See report from Clerk)

- a. Similar to existing bin cost - £294.45
- b. Inexpensive priced bin cost - £136.70
- c. Traditional bin cost - £252.60

13.5 Countryside Matters/Footpaths/Rights of Way: Cllr Forte

13.5.1 Update on the Village Pump.

13.6 Climate and resilience: Cllr Simmonds

13.6.1 Update on Emergency Resilience Planning.

13.7 IT/Website: Cllr Crafter

13.8 Phone Box/Bookstore/Seed Swap: Cllr Forte

14. To consider moving to Closed session to consider Staff matters - Public and press will be excluded from this part of the meeting.

15. Clerk's Employment

15.1 Clerk's Probationary Review

15.2 Review and agree the Clerk's Contract.

16. Date of next meeting: 7pm on Thursday 13th November 2025

17. Meeting close.

Debbie Hollings

Clerk/RFO

Tel: 07840 401786

		INVOICES DUE 11 th September 2025			
To	For	Total	Of which VAT		
Debbie Hollings	2 x Travel Expense Claims	£32.40			