

SHIPTON GORGE PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING held on Wednesday 9th March 2022

Open Forum - One parishioner present – see below

Item		Action
21.68	<p>Present: Cllr Hilary Cunningham (HC), Cllr Christine Huxtable (CH), Cllr Diane James (DJ) and Cllr Andrew Fry (AF). One member of public attended, Tony Mallett, and Dorset Councillor Mark Roberts.</p>	
	<p>Concerns expressed in E mail received by Councillors before the meeting, from Tony Mallett and item 21.81 also brought forward:</p> <p>Tony expressed the following concerns:</p> <p>Some residents are being told by their telephone provider that they will be moved to a “digital phone service” in the near future. This is part of a national programme to upgrade telephone exchanges which will eventually affect all households with a landline. Every home will get a free router (irrespective of whether or not they use broadband) that the phone will operate directly from this.</p> <p>The service will not function during a power cut, leaving properties without mobile coverage no means of reaching the emergency services. Affected households should be offered a basic battery back-up system to cover them until the power returns but will need to apply for this.</p> <p>Setting up the service also be challenging for vulnerable residents unfamiliar with the equipment required (router, battery back-ups, phone adapter etc), or knowledge to get it to work an emergency “call button”, health monitoring equipment etc.</p> <p>After much discussion it was agreed that the Council should send a letter to MP Chris Loder, expressing and flagging up their concerns. The main issue was that a large proportion of the properties in Shipton Gorge are in a mobile phone blind spot, and therefore receive NO mobile phone signal. This means that in the event of a power cut there is no way to call emergency services etc.</p> <p>It was felt extremely important that the elderly and vulnerable in the village should get all help needed and this was something that would need to be done by those with the specific expertise, not just the Councillors. Resilience was also a major worry.</p> <p>The village’s Gigabit community voucher application, submitted on 1 February, was acknowledged by Openreach 2 March; no further information has been forthcoming.</p> <p>Tony Mallett was thanked for his involvement with the Gigabit scheme and for raising concerns over the digital phone service.</p>	<p align="center">MB/Clerk</p> <p align="center">TM</p>
21.69	<p>Councillor Mark Roberts (MR) Report – Adult Services Budget is a third higher in Dorset than the rest of the country and a top-up had been requested and received. This means no services will be cut and there should be some money left as a contingency. Allowance of back-dated pay increases would, however, have to be taken into consideration.</p>	

Signed.....Chair.....Date.....

	Dorset had been instructed to seize any vessels, including cruise liners in their harbours that it was felt might be Russian owned. HC expressed concerns about rural expenses/ lack of a bus service etc. MR confirmed a meeting to be held very soon about this.	Mark Roberts
21.70	Apologies were received from Chairman Cllr Mary Boughton, Cllr John Porter and Cllr David Bass	
21.71	Declaration of Interests: CH – Trustee of Shipton Gorge Heritage. Item 21.82	
21.72	Minutes of January Meeting – These were unanimously agreed as correct. Pro CH, sec DJ and signed by the Vice Chairman HC	
21.73	Matters arising that are not covered by the agenda: <ul style="list-style-type: none"> a. Arrangements for Parish Assembly 27th April. CH and DB to organize b. Litter pick. Pack ordered from Council c. Request by Councillor MR that survey be done in Shipton to discover needs – to be organised. 	CH and DB MB and Clerk
21.74	Chairman’s Report – received by all Councillors I am sorry that I can’t be at the March meeting but have briefed the vice-chairman on a whole range of issues that have arisen since January. It has indeed been a busy time – firstly our clerk has just moved to a new home in Bridport, and I am sure you will all join with me in hoping she will be very happy there. She will be informing councillors of her new contact details, although of course her email remains the same. As a result of her move, she has had no internet access and so I have been in preparation for her move myself and Christine spent two afternoons going through all the council paperwork and sorting them into those that can be disposed of, those that have to be archived and sent to the Dorset History Centre and other papers including financial records that have to be kept for the statutory six years. Files that may be needed by the council in the short term and all the records and files of issues that are currently being dealt with by the council need to be kept for on-going use. We managed to reduce the amount that Paula had to move with her and deposited much of the rest in the filing cabinet in the village hall office. She now has a key for the hall and the filing cabinet, provided by the village hall trust, so she can access papers as needed. A printer belonging to the council that is not needed at present has also been placed in the hall office. A very old laptop that we no longer have the password for, was taken to PC Repairs in Bridport who transferred the contents to a memory stick, removed the hard disk for destruction and are disposing of the laptop itself, hopefully to a local school who may be able to make use of it. I have been liaising between the clerk, our insurers and the parish church’s insurers regarding the possibility of erecting the gas beacon for the Queen’s Platinum Jubilee on the church tower, and also been involved in meetings with other village organisations who are organising a day-long event to commemorate the occasion on June 2 nd . I apologise that I have not had time to do anything on the Village Appraisal. The survey data is collated, and it is putting this into the document that is in the process of being done. We still expect to have the survey data available in a	

	<p>readable way and hopefully a preliminary draft of the final document in time for the Parish Assembly.</p> <p>I have contacted the owners of properties that use Bonscombe Lane to inform them that there may be some disruption on Tuesday 8th March when the ash tree is felled.</p> <p>I have had no time to do anything on resilience and so this is still in abeyance.</p> <p>I would like to thank Andrew Fry for collecting the 135 sapling trees supplied by the NFU and stored them. Also, thanks to both him and Helen for dealing with the people who have collected trees from them to plant this month. The clerk is keeping a list of the number of trees, from all sources, that have been planted in the parish and by whom and where planted. This will form a record of the parish's contribution to the Queen's Green Canopy.</p> <p>Mary Boughton, Chairman 4th March 2022</p>	
21.75	<p>Clerk's Report</p> <ol style="list-style-type: none"> 1. Continued to forward/delete many emails as appropriate. Update Computer. 2. Any thoughts on new Councillors? We really do need some more councillors to help spread the load..... 3. Continued thanks to Cllr Cunningham who checks defibrillator and various newsletters. 4. Councillor Mark Roberts to send comprehensive notes on bringing councils together and following up land for allotments from Dorset Council 5. DC Governance Review – Sent details of change of dates to Wally for information 6. As I am moving to Bridport MB and CH kindly came around and helped to sort out files etc that could be deleted/amalgamated etc and the resulting files were taken to be stored in the Village Hall. I will be going to the hall to pick up files I need once moved at the beginning of March. 	All Councillors
21.76	<p>Finance Report – CH</p> <p>We did not pay any charity donations or the £100 to St Martin's Church for 2019/20. HC brought this to my attention a couple of weeks ago. I would like to pay these before the end of this month. We need to agree 2021/2022 donations</p> <p>The clerk's wages are due. The revised pay rate has just been received, which is backdated to April 2021 so the amount we have to pay her, including this increase, is £1,012.80 plus £498.00 to HMRC this year but could pay from contingency</p>	

	<table border="1"> <tr> <td>1018</td> <td>26/11/2021</td> <td>Derek Smith</td> <td>210.00</td> <td>Mowing Strimming Shrub trim</td> </tr> <tr> <td>1019</td> <td>09/12/2021</td> <td>P Biss</td> <td>64.73</td> <td>October/November expenses</td> </tr> <tr> <td>1020</td> <td>17/12/2021</td> <td>Footprints</td> <td>37.00</td> <td>Flyers for CAG</td> </tr> <tr> <td>1022</td> <td>17/01/2022</td> <td>P Biss</td> <td>30.58</td> <td>December expenses</td> </tr> <tr> <td>1023</td> <td>15/02/2022</td> <td>Mary Boughton</td> <td>66.20</td> <td>Expenses Chairman</td> </tr> <tr> <td>1024</td> <td>08/03/2022</td> <td>P Biss</td> <td>1,012.80</td> <td>Second half of year's pay</td> </tr> <tr> <td>1025</td> <td>08/03/2022</td> <td>HMRC</td> <td>498.00</td> <td>Tax for P Biss</td> </tr> </table> <p>The above cheques and Church Maintenance (see above), and donations to Axe Valley Ring & Ride and Citizens Advice Bridport (charity donations agreed) and Climate Change Group (see report item 21.85) were agreed and unanimously approved. Pro CH, sec AF</p>	1018	26/11/2021	Derek Smith	210.00	Mowing Strimming Shrub trim	1019	09/12/2021	P Biss	64.73	October/November expenses	1020	17/12/2021	Footprints	37.00	Flyers for CAG	1022	17/01/2022	P Biss	30.58	December expenses	1023	15/02/2022	Mary Boughton	66.20	Expenses Chairman	1024	08/03/2022	P Biss	1,012.80	Second half of year's pay	1025	08/03/2022	HMRC	498.00	Tax for P Biss	
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21.77	Code of Conduct. Now posted on Website.																																				
21.78	Queens Green Canopy Trees. Trees ordered, English Oak, Silver Birch and Wild Cherry, have mostly been collected and planted in the village. There are a few left that can be collected from AF/Helen. Thanks, and appreciation were given to AF and Helen for their hard work. AF has list of trees planted, by whom and where.																																				
21.79	Replacement of Tree at Bonscombe Lane – This was efficiently done on 8 th March and looks very good. The logs were donated to the New Inn. Payment for the work (Quote of £350.00, invoice not received to date) was unanimously agreed. Pro HC, Sec DJ. Letter of thanks to be sent to Barbara West for her kind donation of the oak tree.	MB/clerk																																			
21.80	Jubilee Beacon. See MB report. Item 21.74. Our insurers are now happy that the beacon is covered by our existing policy having been given the information they required. MB has informed the Church. Risk Assessment to be done. Beacon ordered. It was queried where the beacon might be put if the weather was really bad on the day. Was decided to wait and see as hopefully in June weather would be reasonable.	MB/clerk																																			
21.81	Gigabit Update – See brought forward items at beginning of minutes. Thanks to TM for his continued input, help and understanding of this item.																																				
21.82	Request from Shipton Gorge Heritage to use playing field shed for storage has been received. It was unanimously agreed that Shipton Gorge Heritage could use the shed for storage, but it should be noted that the Parish Council will need space to store any of their equipment such as the beacon and litter pick equipment. It was felt there was enough space to grant this request as the shed is a village asset. Pro HC Sec AF. Spare keys have been given to Shipton Gorge Heritage. Main keys to be kept by JP.	JP																																			
21.83	Defibrillator Training. It is still hoped to facilitate defibrillator training. HC said she was willing to assist but is not qualified to do the actual training. There is a need to check to see if we have the training kit before training organised.	Next Agenda																																			

21.84	Village Appraisal – update in Chairman’s Report	
21.85	<p>Reports:</p> <p>Website/Gallery - DB</p> <p>Website: As agreed previously we will stay with the current provider and DB will learn more about their technical capabilities and how we can better harness and work them within the PC when he engages directly with the company (anticipated by the end of this summer).</p> <p>Gallery: DB met with Sally Parker to discuss the use of SG archive photos being used for the website. Sally was very supportive of this and has offered to help organise the material already digitised (apparently a high proportion of it), and with any required further digitisation. Previously scanned files are held on CDs stored in the village archive, but it would be good to investigate whether they could be backed up on Cloud storage if we have a no/low-cost way of doing this. They would then be easier to access to use on the website. DB & Sally also identified the potential of using archive materials on a public forum such as the website as a prompt for others to provide additional material, memories, stories, etc., thereby enhancing the archive.</p> <p>The gallery is not envisaged as comprising exclusively village archive materials, but this seems a good place to start (and to work out how to make parts of the archive accessible on the website and cycle them to retain interest), at the same time contributing to the upkeep and development of this valuable historical and social local resource. I suggest the next set of images to explore are photos from the various village initiatives/competitions, which I’ll follow up in time for the next PC meeting.</p> <p>Climate Action Group – LW had requested reimbursement from her allocation of funds for light bulbs bought and to be given away to villagers who took an old bulb to her for exchange. LW has been reminded of the Parish Council policy for authorising funds for the Climate Action Group as there was a misunderstanding over the purchase of light bulbs. After much discussion, it was unanimously agreed to reimburse LW. Pro CH, Sec DJ</p> <p>Playing field: No report.</p> <p>Resilience: No update.</p> <p>Highways: HC had had request from parishioner for more road signs, but it was felt there were enough signs and MR also said that Dorset Council wanted to keep signs to the minimum.</p> <p>Planning: No activity</p> <p>Rights of Way – Wally Axford. No report as Storm Eunice left him with no electricity, water, broadband and telephone. It took four days to reconnect the power, but they are still without telephone and broadband.</p> <p>Defibrillator: Routine monitoring undertaken. New defibrillator pads purchased in Feb 2022, but not yet received. HC to fit when received.</p>	<p>DB</p> <p>HC</p>
	<p>Meeting ended at 8.35pm</p> <p>Dates of next meetings: 9th April – Litter Pick, 27th April – Parish Assembly Council Meeting 11th May 2022</p>	

