

SHIPTON GORGE PARISH COUNCIL

DRAFT MINUTES OF THE MEETING HELD ON WEDNESDAY 9 November 2016

at 7.30pm in Shipton Gorge Village Hall

Open Forum Not applicable - There were no members of the public present.

The Chair welcomed new councillor Diane Buckenham to the meeting and confirmed that all appropriate papers have been completed.

Present Cllr Mary Boughton (MB), Cllr Richard Cunningham (RC), Cllr John Porter, Cllr Hilary Cunningham (HC), Cllr Christine Huxtable (CH), Cllr Gerry Pyke (GP), Cllr Andrew Fry and Cllr Diane Buckenham

In attendance Parish Clerk - Paula Biss (PB), John Russell (JR) District Councillor and there was one parishioner in attendance.

16.88 Apologies for absence – Cllr Ron Coatsworth

16.89 Declaration of Interests – Cllrs Christine Huxtable and Diane Buckenham declared interests in Item 16.90 as close neighbours and did not take part in the discussion.

16.90 Planning Applications –

- **Tree Work at Sunnybank, Chapel Street, Shipton Gorge** – After discussion it was agreed the council had no objections
- **Internal alterations at Sunnybank, Chapel Street, Shipton Gorge** – This had been reported to the Council by the Chairman of the Planning Committee as it had been reported that works were being done on a listed building and no planning application appeared to have been submitted. It was clarified that if a building was listed this included all works both inside and outside of the building. The chairman commented that he did not feel qualified to make comments about internal works and understood a 15Century panelled partition/paintings were still at the property. It was agreed the Council would make no return on either applications.

16.91 Neighbourhood Policing update – The following report was received:

"Apologies Dave has already moved to Weymouth (big loss) and there is no one in the team that will be on duty to make the meeting.

Below is a report of any incidents/crimes of note in the area:

Sometime around October 5th, Cannabis was found growing amongst some wheat crops. It is unknown if this was being purposely cultivated, but Police have discovered other such plantations being grown in isolated areas. We ask that people are vigilant and report any suspicious incidents to Dorset Police.

On 30th October, a cash tray from a till register was found on Shipton Road. This appears to have been from a theft in Avon and Somerset's patch. If anyone saw anything suspicious please report it.

Signed.....Dated.....

Chair Mary Boughton

SHIPTON GORGE PARISH COUNCIL

In the early hours of the 30th October, The New Inn was broken into and cash was stolen. This could be linked to the other cash tray being dumped on Shipton Road. This also appears to be part of a small spate of breaks at pubs, as there was a similar break at the Three Horseshoes, Powertstock.

If anyone has any information regarding these crimes, please call 101, or report online at www.dorset.police.uk.

In other news, you may be aware that PC Tim Poole has retired. He will be replaced next month and we will update you when that happens. Also PCSO Dave Ash has transferred to Weymouth. This is part of a local shake up in the NPT's and there will be a new team taking over the area. I'm sure they will be in touch and introduce themselves in due course."

16.92 **Chairman to sign Minutes of meeting held on 14 September 2016.** These had been circulated and placed on the Website. They were unanimously agreed as correct and signed by the Chairman. Pro. Cllr H Cunningham, Sec Cllr R Cunningham

16.93 **To consider any matters arising from the Minutes, not on the Agenda.** There were none.

16.94 Chairman's Report

I am delighted to welcome Diane Buckenham as a new parish councillor and hope she enjoys her time on the council. We still have a further vacancy to fill so if you know of anyone who might be interested in joining us, please point them in the right direction.

In my last report I suggested that we insert the A5 flyers telling people how to report issues in the parish, into the next Bride Valley News but cannot see in the minutes that this was discussed or agreed I am sure these will be useful for our residents and should reduce the number of times people ask the parish council to deal with things that they can report themselves. Could we have a discussion on whether to go ahead with this at this November meeting please? It was decided that as these are already on the villager noticeboards and people had been given them at the fete, that we should not incur further cost by distributing them.

Peter Varney, our internal auditor carried out his periodic audit and found everything to be satisfactory. He made a couple of suggestions in his report and these have been passed to the clerk and the Responsible Financial Officer for them to action.

As this is the month where we discuss our budget for the year 2017-2018, I have had meetings with the clerk, the responsible financial officer and the chairman of the playing field committee and our recommendations will be discussed in the item later on this agenda.

I have started a draft for our December Bride Valley News entry and will read this out at the meeting for your approval and for any other items to be added. The copy needs to be with Barbara Chambers by the morning following our meeting.

There is nothing further that I have to report since the last meeting.

Signed.....Dated.....

Chair Mary Boughton

16.95 Clerks Report

1. Cheques to be approved:

- Cheque 818 - John Bright Fencing £90.00 incl VAT
- Cheque 819 - Colin Chambers –Maintenance of village green - £50.00
- Cheque 820 - P Biss – Expenses July/Aug/Sept/Oct – including working from home allowance- £87.15
- Cheque 821 – G Rosamond, Costs 23/9-19/10 2016 - £76.50
- Cheque 822 – G Pyke – Purchase of spools of cord (marine quality) - £15.90

Cheques approved Pro Cllr H Cunningham, Sec. Cllr C Huxtable

2. There was no expenditure over £100.00 to be put on Website.
3. Draft September Minutes put on website
4. There is a suggestion that monies be added to precept to cover some costs of highways maintenance in Shipton which will not in future be covered by the Council. See discussion on this in Highways report in previous Minutes
5. Awaiting decision in consultation with WDDC whether we need a new email address. See 16.98
6. 2017/2018 Precept form to be completed and sent by 31 January 2017.
7. Reports requested from Wally Axford and Nigel Wheeler and Agenda sent to Dave Ash (had response from Dave Ash – now transferred to Weymouth Police and has passed on agenda to Alex Bishop and Luke White who now cover Beaminster)

The Clerk asked the Council if they thought the purchase of a Defibrillator would be important to the village. It was agreed and Clerk to find out prices. Other organisations in the Village to be approached to see if they would consider fund-raising and the local pub would be asked if they would house the defibrillator on their premises

16.96 To consider Budget/Precept 2017/2018 The Chairman went through the draft Precept and a few amendments were made (updated Precept attached). Generally approved as drafted. Pro. MB, Sec. RC. (If defibrillator approved, Item 16.95 above, at January meeting an amount would need to be added to precept).

It was agreed that in future, the Current Account would only hold precept monies for the following year including:

a. Monies allocated the previous year but not used.

All other income would be held in the council's Deposit Account, including:

- b. VAT refunds
- c. Wayleaves
- d. Local Grant
- e. Bank interest

This would enable the council to keep a more accurate account of allocated expenditure in each area.

16.97 Fingerpost Update. CH reported a “collar” needed for one of the posts at a cost of £90.00. This was unanimously approved. Pro. HC. Sec. RC. The New Inn had put their sign on the fingerposts and CH had spoken to them about this as it should be separate from the post. It was wondered if they might apply for a brown sign from the County Council but there is a cost to this. It would be suggested to them as a better option.

16.98 New E Mail address. The Chairman explained that a new email address was not needed. She had spoken to Lyndon Swift from West Dorset Council and explained the reasons why the Council felt they

Signed.....Dated.....

Chair Mary Boughton

SHIPTON GORGE PARISH COUNCIL

had an appropriate mail address and had received written email confirmation that our mail address does not need to change.

16.99 To receive the following reports:

- a) **Finance** – CH – BDO approved the Council's audit returns although they suggested our Asset Register should not include insurance values of items whose original value is not known. She would contact BDO for clarification on this.
- b) **Resilience** – GP reported he had made the necessary changes to the telephone tree in the Emergency Plan
- c) **Highways** – HC - run off into Home Farm Way noted. Outside Parish - road repair on Shipton Rd by Innsacre completed. Additional funding for enhanced service was covered in last meeting.

Concern expressed at large lorries going up Cuckoo Lane to Rosamond Avenue for deliveries. Agreed letter similar to the one sent out to Cuckoo Lane residents should be sent to Rosamond Avenue residents. Clerk would do this.

d) **Playing field** – breakdown of figures for precept:

Groundsman -	£1000.00
ROSPA inspection -	£ 80.00
Mower etc servicing -	£ 200.00
Maintenance of play equipment, building & general maintenance -	£ 350.00
Hedge cutting -	£ 75.00
Contingency -	£ 100.00
Equipment Replacement	

fund - £ 500.00

Total £2305.00

The folder for Health & Safety check each month was discussed and it was agreed that if problems were seen, an email should be sent to JP immediately. The book needs updating – JP to review.

e) **Planning** – Also see 16.90.

- a) Application for garage at 3 Quarry Close – Approved
- b) Retrospective application for “Wayside” – Wooden summerhouse - approved

f) **Rights of Way - Wally Axford.** In respect of the forthcoming Parish Council meeting, I have nothing to report in my capacity as Rights of Way Liaison Officer, other than I plan to walk all the footpaths and bridleways over the winter!

I have had a resident report a problem with run-off at Lynch. Rainwater runs from the crossroad down to the entrance to Home Farm Way, probably due to a blocked culvert (a common problem). As this is a highways issue does the Parish have a designated Highways Liaison Officer or do we bombard the DCC individually? *The Clerk has responded to this query.*

g) **Website** – No report received. Concern expressed that mail is not getting through to Nigel. MB to contact Nigel.

17.00 To confirm date for the next SGPC meeting: 11th January 2017

Meeting ended 9.05pm.

Signed.....Dated.....

Chair Mary Boughton