

SHIPTON GORGE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 8th August 2018 (re-arranged from 11th July)**

Open Forum There were no parishioners present.

18.49 Present. - Cllr Mary Boughton (MB) - Chairman, Cllr Richard Cunningham (RC) - Vice Chairman, Cllr Hilary Cunningham (HC), Cllr Christine Huxtable (CH), Cllr Diane Buckenham (DB), Cllr Gerry Pyke (GP), Cllr David Bass (Db), Cllr John Porter (JP) and Cllr Andrew Fry (AF)

Cllr Gerry Pike was welcomed back to the meeting after his recent illness.
Cllr Diane Buckenham announced her resignation to the Council due to moving in the very near future. She would send in official resignation and was thanked for all her work on the Parish Council.

In attendance - Parish Clerk, Paula Biss (PB), Cllr John Russell (JR) - District Councillor.

18.50 Apologies for Absence – There were none.

18.51 Declarations of Interest. There were none.

18.52 Chairman to sign as correct record the minutes of meeting held on 9th May 2018
Unanimously agreed and signed by the Chairman. Pro HC, Sec CH

18.53 To consider any matters arising from the Minutes not covered by this agenda. There were none.

18.54 Chairman’s Report - August 2018

*The final document for our compliance with GDPR is the Cookie Policy which has been circulated as a meeting document and so needs approval. The other document that was mentioned at our last meeting was the Security Breach Policy but having looked at templates for this I don’t feel that due the size of our organisation and the amount of data we hold, that we require to have a defined policy as the impact would be minimal to both us and the public as any data we hold is very confined and any breach would be quickly rectified. However **we need to agree to formally adopt the Cookie Policy** and then put it on our website, and also **to decide if we should produce a Security Breach Policy** or not, and minute this accordingly.*

*I felt it would be useful to provide an information sheet on the Parish Council and what it does, to go into the Village Society’s New Residents Packs which are given to those moving into the village. I produced a draft which as circulated by email to councillors. Thank you for getting your comments and amendments back to me so quickly and I’m pleased that everyone seems to think this is a good initiative for us to explain what we do. The changes were made and printed copies were supplied to the Village Society. **For the record we should minute that we agreed to do this.***

I was unable to attend the last BLAP Parish Liaison meeting on 23rd May but the official minutes of the meeting have been sent out from BLAP and are on the website as meeting documents. I will be attending the next meeting on 4th July and will give a verbal report on this at our meeting.

Things are progressing with the telephone kiosk transformation and this will be updated at the meeting as it is an agenda item.

SIGNED.....CHAIR)

DATED.....

We have some documents, Standing Orders, Risk Register, Village Green Risk Assessment and Asset Register that are due for review and revision if necessary at this meeting. They are on the website, so please read them and bring any amendments to the meeting.

Other items that have come up since our last meeting

It was noted from Loders proposed development of affordable houses that without local plans developers were driving applications.

- a) E Mail received from Geoff Haywood – Ex marine. He had noticed a military grave at Shipton and wondered why it had a black headstone rather than the usual white ones. MB had passed info on to Ernie Thomas who had sent information to GH and it was felt and agreed that an article should be done when all the information on this grave had been collated and put on the website.
- b) Further E Mail received from a Mr Chris Eglinton saying he thought the website was brilliant and he hoped to be moving to the village in the next couple of years. Helpful to hear good reports about the website.
- c) Litton Cheney finger posts. CH has spoken to John Firrell of Litton Parish Council and it seems that their fingerposts are on the Ridgeway Path and were taken to be repaired/replaced by South Dorset Ridgeway Project staff. She thought it unlikely that they would do ours and so she would be starting work on the final Shipton fingerpost as soon as possible.

18.55 Clerk's Report

- a) Telephone kiosk – Requested quotes for telephone kiosk. (Only received one quote for £489.00 – no VAT). Diane Jones has friend who will paint kiosk. Maximum £200.00. Needs approving at meeting. She has many ideas for use of the kiosk.
- b) I have looked on the Police Site and can find no information relating to crime in Shipton.
- c) Various updates completed on website.
- d) Planning meeting arranged re land at Cairnhill and comments sent to old planning database. New Planning Database still on hold.
- e) Wally Axford happy to continue as Rights of Way/Footpaths Officer.
- f) Grayham happy to continue as Lay Member of Playing Field Committee and has confirmed he does not have an email address.
- g) Mail sent to Village Hall confirming bookings for future meetings – acknowledged by Tony Mallett.
- h) Request sent to VH re connection to Wi-Fi – See 18.59
- i) Had email from Alex Bishop re crime in Shipton: “Fortunately there is nothing crime wise to report for Shipton Gorge PC at this time. However, I would like to remind people to be vigilant and report any suspicious activity, at the time, to the Dorset Police on 101.

I would also like people to be aware of potential scam phone calls. Be aware of anyone phoning and asking for personal/financial details from you and remember that companies like BT, Sky, etc not do this. If anyone is suspicious of a phone call, just hang up. If you are concerned about any calls and think it may have been a scam, please report them to Action Fraud on 0300 123 2040, or online at www.actionfraud.police.uk”

AF said that he received crime updates for the area by email regularly and the clerk would follow this up and make sure the council also receive them.

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18.56 Finance Report –

CH – nothing to report other than cheque, below, for approval.

Cheques for approval

892	22/5/18	Training GPDR	DAPTC	50.00
893	22/5/18	2yr renewal of insurance policy	Came & CO	478.55
894	23/5/18	Goal posts and wood for roundabout	J Porter	519.94
895	26/5/18	PF inspection	Rospa	138.60
896	18/6/18	Website	Vision ICT	223.20
897	18/6/18	May expenses	P Biss	44.63
898	24/6/18	Annual subscription	DAPTC	123.17
899	3/7/18	June expenses	P Biss	19.33
900	23/7/18	P F maintenance	G Rosamond	316.50

Cheques unanimously approved Pro HC, Sec AF

18.57 Reviews of Standing Orders, Risk Register, Village Green Risk Assessment and Asset Register. These had been on the Website and after some discussion small alterations were made to the Village Green Risk Assessment and it was agreed that some larger stones would be put on the boundary (but not painted white as this had not been popular). AF agreed to find some suitable stones and put them in place. It was reported that we were now owners of the BT Telephone Kiosk on the Village Green and with help and enthusiasm it had been renovated by Diane James with the very able help of a friend who had painted the kiosk and put up shelves to enable it to become a book exchange and information point. Diane to be reminded to send in her expenses and it was unanimously agreed it now looked really good and a lot of interest had been expressed by parishioners. MB to send letter of thanks. With the merging of councils into a Unitary authority on the horizon it was agreed that the few alterations to the Standing Orders and Risk Register would be put in abeyance until such time as this was in place and the annual review of the website had been completed and all these would be ratified after the November meeting. See item 18.60

18.58 New Playing Field Equipment and PF report. JP

- a) JP reported that the new equipment had been ordered. Lead in time now 6/8 weeks. JP and DB had spoken with Wicksteeds and the position of the equipment had been agreed to be changed – now to be erected to right hand side of the slide. Unanimously agreed this would be more suitable and this was also a RosPa recommendation. The Grant monies had been received. £2256.73 – Section 106 and £1373.00 from Leisure Development.
- b) A letter requesting an increase in his charges had not been received from G Rosamond. Small Engine Services had contacted JP to state that the mower was beyond repair, but that to date they had incurred about £500.00 working on the mower. This was felt to be incorrect as they had not contacted anyone to say that there were more expenses than a normal service, before them actually saying the mower was irreparable. JP to find out if this had been authorised and by whom. They had quoted approximately £1600.00 for a new mower. This was not felt to be a good investment for the Council and it was

INITIALLED.....

unanimously agreed to put the mowing and maintenance of the playing field out to tender. Three contractors would be sent a job description and be asked to quote. In the past 18 cuts per year were generally carried out and contractors would be asked to quote on this basis and also an hourly/daily rate for other minor works. In the meantime it was unanimously agreed that Derek Smith, who already cuts the Village Green, would be asked to mow the field and had quoted £70.00 per cut.

18.59 Wi-fi connection – Basically this was too expensive and it was agreed that it would not be feasible or used enough to make it worthwhile the situation being no different to the last time this had been discussed 8 years ago.

18.60 Website Review – Meeting had been arranged with Vision ICT our website provider, for Wednesday 19th September. Councillors were reminded of the reasons for the new website being set up at short notice last year due to the fact that we had had to act quickly to save money and become 'legal' as far as the Transparency Code was concerned. This meant that unfortunately there had not been much time to consult with other organisations in the village. This will hopefully be rectified before this review and we would contact other organisations before the 19 September meeting. Councillors were asked to look at the website and make any suggestions they might have to improve it.

18.61 Data Protection Cookies – Draft Cookie Policy approved and adopted – Pro Db, Sec RC Security Breach Policy – unanimously agreed that not needed. Council would be able to resolve. Pro MB, Sec CH

18.62 Telephone Kiosk - See item 18.57

18.63 To receive the following Reports:

Highways – HC – *Issues still ongoing:*

1. *Rosamond Ave street sign.*
2. *Blue advisory road traffic sign at top of Cuckoo Lane.*
3. *Bonscombe Lane – street sign and no through road sign.*

1. *Rosamond Avenue additional street sign – this is being ordered with a no through road symbol, There is, however, a legal requirement for the landowner to give consent to the County to locate either a wall mounted or free standing nameplate on their property. This is being sought from the landowner. I have emailed the landowner, and also spoke to him last weekend. He has stated that he will contact Highways to discuss the street sign position.*

2. *Blue advisory road sign at the Cuckoo Lane/Shipton Lane junction. This sign is confusing – No entry to Cuckoo Lane leading to Chapel Street in 42 metres. I consider the following wording would make it clearer – Access to Rosamond Avenue only in 42 metres. This is a DCC issue as it is a sign relating to moving traffic. Discussion with DCC – the road sign has to be related to the “no entry” sign, so the new suggested wording is – “No entry 42 metres ahead. Access to Rosamond Ave only.” This is still a very wordy sign but better. If this is done in combination with the removal of the street signs, “Cuckoo Lane leading to” and below it, “Chapel Street” then I believe this would remove the present confusion.*

It is proposed that the street signs – “Cuckoo Lane leading to” and “Chapel Street” be removed when new blue advisory sign is in position. (The street signs were purchased by the Parish Council many years ago and are not Dorset CC or DDC signs.)

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3. *Bonscombe Lane –road sign secured. Traffic sign, no through road replaced is a DCC issue.*

Planning – RC Nothing to report

Rights of Way/Footpaths – No report received.

18.64 To confirm date for the next SGPC meeting – 12th September 2018.

Meeting ended 10.15pm.