

**SHIPTON GORGE PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 13 November 2019**

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**Open Forum** There were no parishioners present.

**19.79 Present** - Cllr Mary Boughton (MB), Chairman, Cllr Hilary Cunningham (HC), Vice Chairman, Cllr Christine Huxtable, Cllr John Porter (JP), Cllr Andrew Fry (AF,)

**In attendance** - Parish Clerk, Paula Biss (PB), Cllr Mark Roberts (MR) Dorset Councillor

**19.80 Apologies for Absence** –Cllr David Bass (DB), Cllr Diane James (DJ), Cllr Heidi Briscoe (HB). It was noted that Cllr David Bass had not attended a council meeting in the last six months and should therefore be disqualified as a member of the council. However, the absences were all in connection with work and it was unanimously agreed that as a very useful member of the council despite being unable to always attend meetings, his absences should be accepted, and he could continue to be a Councillor

**19.81 Declarations of Interest.** There were none.

**19.82 Chairman to sign as correct record the minutes** of meeting held on 11<sup>th</sup> September 2019. Unanimously agreed and signed by the Chairman. Pro HC, Sec JP.

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

**19.84 Chairman’s Report – November 2019. This had been on the Website**

*Sadly, the newly refurbished finger post on Smacombe Lane triangle was tampered with and damaged, within a couple of weeks of being put up, so it has had to be removed for repair. We are dismayed that this has happened so soon after it was finished, it is very distressing after all the hard work Christine Huxtable put in. There have been suggestions as to how we might protect the finger posts better and perhaps add them to our asset register and insurance. **This will be an agenda item at the meeting.***

*I was approached by Tony Mallet regarding the **notice boards in the village hall**, which he thought belonged to the hall, but they are in fact boards purchased by the Parish Council back in 2009 in order to post information on the proposed Parish Plan at that time. Tony and I have discussed their future use and agreed that one of the boards will now be exclusively for Parish Council use, and this will be particularly useful while we are compiling the Village Appraisal. The other board may be used by the Village Hall and any other organisation that the Hall committee decide. Diane James has agreed to be the notice board “monitor” and will keep our board in order, and many thanks to her for offering to do this.*

*If you haven’t already heard you will be pleased to know that Shipton Gorge won the **Environmental Award** in the recent Best Kept Village Competition. This was for the “hedgehog friendly village” status. Congratulations to all involved.*

*We have been informed that our website needs to comply with new legislation on Accessibility, particularly so that those with limited vision can see it more easily. A fair amount of work on this needs to be done so we will discuss how to approach this under the Website item in reports on the agenda.*

*There are a couple of items that I have been asked about and that I have added as agenda items for this meeting. These are:-*

*Additional rubbish/dog poo bin at Markets Lane/Smacombe Lane crossroads  
Replacement tree for Bonscombe Lane triangle  
Climate change emergency (see details from Dorset Council)*

Initialled.....

Since the above report

- a) MB has spoken with Tony Mallett re noticeboards in Village Hall. It has been agreed, as they are both owned by the council, that the right hand one will be solely used by the Council, the other by the village hall/Cllr DJ has offered to be responsible for keeping them tidy and up to date.
- b) MB has had mail from Hugh King, PCC. At their last meeting it had been agreed that a sign should be put up to indicate the whereabouts of church as apparently it couldn't be found by many people. The Council meeting agreed that if this was added to the existing signage – the signs would be too big and MB to advise Mr King to either put an arrow their own Notice Board or contact the appropriate landowners to get permission for a new sign.

#### **19.85 Clerk's Report - November 2019. This had been on the Website**

1. Various updates completed on website. Continued to forward/delete emails as appropriate.
2. Wally Axford reminded of date of next meeting
3. Defibrillator. Training. We have had reminder from British Heart Foundation re training. Question on this is included in the Village Appraisal questionnaire and decision to be made on receipt of replies. For January/March Agenda. Night Sign. A reflective sign is available so defibrillator location from the road can be seen in the dark. A5 – Vinyl £14.95, A5 rigid £18.45.  
It was unanimously agreed a sign was not necessary.
4. Reports – a reminder please that all reports must be sent to the Clerk at least one week before the next meeting, even if there is nothing to report it must be sent to say this. It was agreed that the following items be included in reports and put on website prior to meeting. All reports received will then be on website under Additional Documents for the forthcoming meeting and will have been read before the meeting when any queries/comments can be made: a) Defibrillator b) BVN report c) Village Appraisal.
5. Emergency and Resilience Plan update will be an agenda item at our January meeting.
6. E Mailed SmartWater re costs of product to mark things like fingerposts/playing field equipment as appropriate. I have received a membership pack quotation. For the product to protect up to 50 items.
7. Quotes for printing Appraisal Questionnaires and Resilience Plant requested from Footprints and Creeds.  
**Footprints:** 2 documents 220 copies of each collated and stapled  
With B/W pages throughout: £127.60  
With B/W pages throughout and 1 Colour cover: £215.20  
Single/double-sided – same price  
**Creeds:** 2 documents 220 copies of each collated and stapled They charge for minimum of 8 pages.  
Colour front cover remainder black. A5 - £176.00 for 220. A4 - £242.00
8. Fingerpost damage (see CH report). MB has requested Dorset Council that SGPC take over responsibility for Fingerposts and whilst awaiting response I have contact Came & Co, our Insurers to see if fingerposts can be added to policy. It would cost £8000.00 - £10.000 to replace them. Spoke to Mark 22/10/19 – 01483 46280, and they would insure under 'Street Furniture' - £10000.00 value = extra £50.00 per annum (no cost for anything under £10000.00). Said we would contact them when we knew if we could take over the fingerposts. It would probably be from June 2020 as we are well into this year's cover.
9. Website Accessibility – Vision ICT have clarified that as our website is relatively new, we meet most of the guidelines from a technical point of view and they will let us have proposed Accessibility Statement in the new year.
10. I have received Dorset Council contact directories and information, including Out of Hours contacts, all of which apparently are not for everyone to have access to – so please ask if there is anyone you wish to contact but can't find a name/number.

Initialled.....

**19.86 Finance Report – (CH)**  
**Financial Report November 2019**

930	23/09/2019		Wealdon Benches	537.95	Replacement Bench
931	26/09/2019		Wicksteed	229.15	Roundabout Bearing
932	26/09/2019		Townsend Engineering	198.00	Roundabout investigation
933	26/09/2019		Derek Smith	150.00	2 cuts mowing September
934	06/10/2019		Vision ICT	204.00	Website renewals
935	06/10/2019		P. Biss	237.30	Aug/Sep ex SLCC subs/defib pads
936	02/11/2019		Derek Smith	225.00	3 cuts mowing October
937	02/11/2019		John Porter	6.70	Playing Field materials

Please approve the above cheques. Cheques unanimously approved. Pro AF, Sec HC.

**19.87 To consider Budget/Precept for 2020/2021** Presented by CH and MB. The first draft of the proposed precept was discussed and provisionally agreed with a few amendments. HC commented the document was a good piece of work. The final document will be presented for final agreement at the January meeting.

**19.88 Fingerposts – CH –** See also 19.84, 19.85 – item 7. CH reported she had removed the damaged fingerpost. There was discussion on whether we should take over ownership of the fingerposts from Dorset Council if they agreed to this, although they would still retain responsibility for them, albeit that any actions on damage would be very limited. Further discussion on using SmartWater marking to protect such items. It was agreed we should sign up to SmartWater for 5yrs for £270.00 once ownership and responsibility was confirmed by the council. It was agreed we should also add fingerposts to asset register and insurance policy under Street Furniture. Policy needs checking before this is done. Pro HC, Sec CH. All agreed unanimously.

**19.89 Village Appraisal 2019. – progress report (MB)**

After many hours of work by the group heading the Appraisal Project (Christine Hewlett, Tony Mallet, Tony Lock, Hilary Cunningham, Christine Huxtable and Mary Boughton) the questions had now all been finalised and a copy was passed to all councillors for approval. The Questionnaire will be delivered to every home in the village between now and Christmas. Homes had been divided into 12 groups – approximately 20 houses in each group. A 90% return was the target aimed for. Information would be collated during Jan/Feb/Mar 2020 and the Appraisal document would be discussed at the Parish Assembly in April. More people were needed to deliver the questionnaires. John Porter offered his help and Graham Garner had also volunteered. It was agreed to ask Wally Axford. The Parish Council unanimously approved the questionnaire document. Pro JP, Sec AF.

Initialed.....

**19.90 Climate Change Emergency declaration –**

At its May meeting the Town Council declared a climate emergency and set out actions it would take locally and committed to influencing Dorset Council and Government to do more. The follow-up work will be overseen mainly by the Council's Environment & Social Wellbeing Committee. More information on the motion and meeting dates are on their website. Councillors Workbook on acting on Climate Change is available (by e mail) if requested. **Shipton Gorge Parish Council had been asked to let Dorset Council know if we would join them in declaring a Climate Change Emergency. This was discussed and it was unanimously confirmed that Shipton Gorge Parish Council will join Dorset Council in this and confirmed that they have declared a Climate Change Emergency.** Clerk to respond to Cllr Ray Bryan with this information and we looked forward to receipt of a process that would help Parish Councils do a Carbon Footprint Audit.

**19.91 Village Green Notices (DB)**

Deferred in DB's absence. Decision to not have notices on the Green stands until the Council have discussed this.

**19.92 Playing Field Bench –** Agreed John to replace the plaque on the new bench.

**19.93 Additional rubbish bin that accepts dog waste at Markets Lane and Smacombe Lane crossroads.** Unanimously agreed this was not necessary and that there were enough bins in the village and another at this point was not necessary. Costs, ability for emptying and risk of vehicle damage at this location were also taken into account.

**19.94 Replacement of tree for Bonscombe Lane triangle.** Ash Tree on triangle has Ash Tree dieback and needs to be removed. An oak tree had been offered to replace the ash tree. This was felt a good idea and cost should be minimal. Agreed to be put on Agenda for next meeting after further investigation.

**19.95 Defibrillator** HC continues to check once a month and new pads have been purchased.

**19.96 Comments/queries on reports posted on Website prior to meeting –** It was explained that to keep meetings as short as possible all reports must be put on Website prior to meetings.

Website – DB - No report

Playing Field – Roundabout should be repaired on Friday.

Resilience – DJ – nothing to report to date

Highways – HB - No report received. HC reported that grit bins had been checked. Drains done and the lane swept. A good result.

Planning – HC New application received for Honey-pot Cottage, Shipton Gorge. Planning Meeting required. (agreed for week beginning 2 December).

**19.97** Mark Roberts gave a brief Powerpoint presentation on **the Dorset Council Corporate Plan** Comments to be received by the council by 20 December 2019.

Meeting ended 9.30pm

**Date confirmed for the next SGPC Meeting – 8 January 2020**

Initialed.....