

**MINUTES OF THE MEETING OF THE LOWER WINTERBORNE PARISH COUNCIL HELD ON  
TUESDAY 10TH NOVEMBER 2015 AT WINTERBORNE KINGSTON VILLAGE HALL,  
COMMENCING 7.30PM**

**Present:** Cllrs H Andrew, J Jenkins, M Leaper, R Allcock, G Nash

**Chair:** Cllr D Lewis

**Clerk:** Mrs A Crocker

**Also present:** 9 members of the public

**1. Apologies**

2015/11/01 Apologies have been received from District Cllrs Emma Parker and Jane Somper.

**2. To confirm the Minutes of the meeting held on 13th October 2015**

2015/11/02 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Nash proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Jenkins and agreed unanimously. The minutes were then signed by the Chairman in the presence of the meeting.

**3. To receive the County and District Councillors' Reports**

2015/11/03 None of the Councillors were available to attend the meeting and no reports had been submitted.

**4. To consider the Co-option of two Parish Councillors**

2015/11/04 Ross Jessopp from Winterborne Kingston and Ronald Sorrell from Winterborne Zelston had put their names forward for co-option prior to the start of the meeting. The Chair invited them to introduce themselves to the Council and say a few words about themselves. They were then invited to join the Parish Council. The Chair informed the Council that Gina Dobbins had resigned from the council. There now remain a further two places to be filled. A letter of thanks will be sent to Gina for the work she has done on behalf of the Parish Council.

**ACTION: CLLR LEWIS**

**5. To consider the Finances**

2015/11/05 To confirm the payment of accounts

The following payments had been made since the last meeting:

Mr R Turley	October wages + expenses	101343	217.43
Came & Co	Insurance renewal	101344	1466.76
Pestwright	Pest control - 1/10/15 to 31/12/15	101345	62.50
G Nash	Mower fuel	101346	22.30
K Crabb	Emergency repairs to tractor shed	101347	80.56
HMRC	PAYE payments for October 2015	101348	45.20
Bank charges			30.16

These amounted to £1,924.91 of the Precept.

Cllr Jenkins enquired as to why bank charges had been paid and the Clerk explained this was due to funds not being transferred in time to cover outgoing cheques. Originally, the banks would have automatically transferred monies between existing accounts but they are no longer able to do this.

In addition, the following payments were requested at the meeting:

L. Mesterhazi	Mower service	101349	198.00
C Maunder	3 wreaths re Remembrance Sunday	101350	55.50
J Carr	3 grass cuts - October, hedge cutting	101351	705.00

This amounted to a further £958.50 from the Precept.

Cllr Nash proposed the payments to be made. This was seconded by Cllr Jenkins and agreed unanimously. The cheques were signed by two councillors in the presence of the meeting.

The Chair proposed that steps now be taken to remove Rob Turley, Paul Hutton and Sarah Seaton from the list of signatories for the Parish Council and for the new Clerk, Amanda Crocker to be added. This was seconded by Cllr Andrews and agreed unanimously. The Clerk will contact Barclays accordingly.

**ACTION: CLERK**

2015/11/06 To consider items for inclusion in the Precept for 2016/17

The Clerk reminded members that the Precept will need to be agreed at the December meeting. Prior to that all members are asked to consider items of expenditure that will need to be included and contact the Clerk as soon as possible.

**ACTION: ALL CLLRS**

## **6. To consider the Annual Audit Report**

2015/11/07 The external audit report has been returned and the following areas highlighted as requiring attention:

- Risk Assessment: no minute has been made regarding the review of the Risk Assessment
- Budget Monitoring: although adequate monitoring took place during the year, nothing was noted in the minutes
- Precept Request: a Precept was set but the actual amount was not minuted

Response:

- A review of the Risk Assessment, Standing Orders and Financial Regulations will be put on the agenda before the end of this financial year.
- A budget monitoring schedule will be given to councillors prior to each meeting, together with the payments schedule and reconciliation of accounts.
- The Precept will be recorded fully in the December meeting.

## **7. To receive an update on the Community Speed Watch**

2015/11/08 Cllr Andrews gave an update on the initiative to date. The weather is currently against the group but the scheme is working well and residents say they have noticed a difference, even on days when the group is not on location. More volunteers are always welcome.

## **8. To receive an update on the WK Youth Building**

2015/11/09 The Chair explained the ongoing situation. The Youth Building is a Parish Council asset - we own it and are responsible for it and we need to set up a management committee to run it. It is not necessary for the committee to consist solely of parish councillors. Gina Dobbins had intended to take on this role but, now that she has left, the Parish Council needs another councillor to take the lead. Cllr Nash kindly offered to take this on and will approach other groups to sit on the committee. In the first instance, Cllrs Nash and Lewis will arrange a meeting with Richard Thornton to consider a way forward. It is hoped that the Youth Club will be up and running again soon. **ACTION: CLLRS LEWIS/ NASH**

## **9. To confirm the WK Grass Cutting Contract**

2015/11/10 The Chair reported that, following the last meeting, the final payment was sent to the previous contractor and no further correspondence has been received. The new contract will be with James Carr for £4,800 per annum for all grass cutting, maintenance of St Nicholas' Churchyard and weed killing as per the plan issued relating to Winterborne Kingston and £360 for 2 hedge cuts per annum, covering the village hall, footpath from Broad Close to North Street and the burial ground. The contract stands for 2 years, commencing 1st March 2016. Prior to the contract commencing, the contractor will provide the Parish Council with a copy of his Public Liability Insurance and a copy of the Risk Assessment to cover the work.

## **10. To consider Planning Applications**

2015/11/11 The following planning applications has been received for discussion:

### 2/2015/1468/FUL - Bushes Farm, WZ - Erect 1 dwelling

Cllr Sorrell reported that the application involved the erection of a replacement of an existing building plus the addition of a conservatory. No comments have been received from anyone in Zelston. Cllr Jenkins proposed the application is supported. This was seconded by Cllr Allcock and agreed unanimously.

### 2/2015/1326/FUL - Land at Graymead, The Lane WZ - Erect1 dwelling

Cllr Sorrell declared an interest as he owns the property next door and withdrew from the meeting.

The Chair explained that this was the third application for a dwelling on this site and the two previous applications were both refused. Objections received were drawn to members' attention. The only amendments to previous applications are a slight change in the positioning of the new proposal. The footprint has been increased and the height reduced, moving the development forward on the plot and beyond the building line - creating privacy issues for the adjoining properties; to the front and the rear. 6 neighbours have expressed their objections. It is felt that the application is misleading in that it states it will be connected to mains drainage - there is no mains drainage in the village. The development is large in relation to the size of the plot and the supporting documentation suggests that "traffic speeds in the narrow lane accessing the property are normally in the region of 10mph". There is no evidence to support this and local knowledge would imply vehicles travel well in excess of 10mph along this lane. The application further implies there is a garage and cafe in the village - these are cut off from the village by the A31 and can only be accessed by car. Similarly, the bus referred to runs once a week on a Friday and cannot be seen as offering sustainability to the community or the proposal. The Chair proposed that the Parish Council object to this application. This was seconded by Cllr Andrews and agreed unanimously. **ACTION: CLERK**

## **11. To consider a response to the Forward Together paper**

2015/11/12 A copy of the paper had been issued to all members prior to the start of the meeting. The Chair explained that the document is a statement of intent, highlighting where the County, District and Parishes can work together. If the directory, as suggested on page 5, was properly administered and kept up to date, this could be very useful. Sharing problems and solutions from the bottom up can only be positive. In principle, we would support the document but we must be sure the budget for the initiative is not left at the door of the Parish Council. The Clerk will liaise with the Chair to draw up a response to the paper.

**ACTION: CLLR LEWIS/CLERK**

## **12. Play Ground update**

2015/11/13 Cllr Nash reported that it is the responsibility of the Parish Council to empty and maintain the two bins located in the play park, whilst the bin on the outside of the site is emptied and maintained by the District Council. At the moment, our bins are being used to dump what appears to be household rubbish and both need the internal baskets replaced. Cllr Nash proposed that the bins in the play park are temporarily removed and the situation monitored. If a problem arises they can be replaced. This was seconded by Cllr Leaper and agreed unanimously. Cllr Nash will arrange for the bins to be removed and stored and will continue to monitor the situation and report back to the Council as necessary.

**ACTION: CLLR NASH**

## **13. Meeting Dates for 2016**

2015/11/14 It had been suggested that the second Tuesday of each month be set aside for future meetings. However, on checking with the Village Hall bookings, this clashed with another function in the Winterborne Kingston hall on six occasions so it was suggested the meetings be moved to the third Tuesday of each month. The Chair will go back and reconsider the dates, checking with both village hall bookings and report back to the December meeting.

**ACTION: CLLR LEWIS**

## **14. Home Watch/Flood Watch update**

2015/11/15 Home Watch - Graham Hyde reported that there have been 8 reported incidents in October, mostly to vehicles. The nearest one was in Stickland. The Police advise to take care of vehicles now the nights are drawing in - do not leave any valuables in them.

2015/11/16 Flood Watch - The Drax Estate have flailed their sections of the river through Anderson and Muston and Laurence Burgess has cleared his section through Muston. The Environment Agency (EA) have cleared from the pub to Stoney Lawn and now the only bad section is the back of Broad Close. Graham will be meeting with the EA on the 23rd November. Everything is looking good so far. Still awaiting flood signs from Highways. He has spoken to the EA and, although the bore hole measurements are still not available, on the web site the EA have said the river is getting close to flowing.

Rita Burden - Zelston - reported that only one landowner has not cut his section of the banks but there is now water in the river.

## **15. Councillors' Reports**

2015/11/17 Cllr Jenkins - Rights of Way - the bridleway from West St to Bagwood Lane - she has telephoned Piers Chichester and spoken to a secretary regarding the state of the bridleway but, as yet, nothing has happened. The bridleway gate opposite - the sign was set too high for horse riders. Cllr Jenkins asked Graham Stanley to look at this and the sign has been moved so it is lower. Top of Wares Close - the sign has been removed and needs to be replaced. Cllr Jenkins will follow this up.

**ACTION: CLLR JENKINS**

Cllr Andrews - has spoken to her daughter-in-law about the Parish Council's insurance and she felt that it would be more beneficial to go direct to an insurance company, such as the Ecclesiastical Insurance Group, rather than through a broker. She suggested getting a quote so we would be better placed at the renewal next year and also for when the budget is set. *Post meeting note: Having checked their web site, this company only operate through local brokers. Further companies will be approached.*

Cllr Nash - nothing to report.

Cllr Leaper - reported activity regarding the garage. He has received a letter regarding a proposal to demolish the workshop and garage and redevelop the site. The Parish Council will receive the plans in due course. A family in Anderson lost their dog on Saturday night. Originally it was thought that the dog had been spooked by the fireworks and then, later, that it may have been stolen. Cllr Leaper has received a Police Alert e-mail drawing residents' attention to a gun-metal grey VW transporter van acting suspiciously in the area. It is believed that the occupants may be stealing dogs in the area for illegal purposes. Cllr Jessopp felt that this may be a scam and not a bone fide Police report. Cllr Leaper will speak to the local Police to confirm this and let the Clerk know accordingly. *Post meeting note: The authenticity of the report has been verified and confirmed and a report was issued on Local Radio this morning.*

Cllr Lewis - A31 road closure - There will be a meeting this Friday at Winterborne Zelston for the 9 parishes that will be affected by the road closure. The work is not likely to start now until January. A further report will be issued after the meeting on Friday.

Noah Henville Corner - Paul Starkey of Highways did look at the area and agreed the road surface was unsatisfactory but, as he was fairly new in the job, he was going to speak to one of his colleagues and get back to the Chair. To date, nothing has been received. Mr Starkey will also be at the meeting on Friday and the Chair will speak to him there. **ACTION: CLLR LEWIS**

Cllr Nash asked about the Solar Farm at Mapperton and if there had been any further correspondence from Richard Ecclestone. Cllr Lewis reported that there has been no recent correspondence. She will e-mail him for an update. **ACTION: CLLR LEWIS**

The Greyhound sign - was there any reply from Highways regarding the illegally erected sign. Graham reported that he had spoken to DC Highways but, as they have not received any complaints about the sign, they did not see it as an issue. Cllr Lewis will speak to Mr Starkey about the Greyhound sign on Friday. **ACTION: CLLR LEWIS**

VAT return - It is believed that no VAT refund request has been made since December 2013. It would be useful to know what has still to be reclaimed by the time the Precept for next year is set. The Clerk will look into this as a matter of urgency. **ACTION: CLERK**

## **16. Correspondence received since the agenda was set**

2015/11/18 Blandford Foodbank - A letter of thanks had been received for the congregation of St Mary's Church, Winterborne Zelston who kindly donated food items to the bank from their recent Harvest Festival. Particular thanks to Mr Quibell who dropped off the donations.

## **17. Public Discussion Period**

215/11/19 Graham Hyde drew members' attention to the accident that took place on the A31 about a month ago. A lorry had attempted to turn at the Red Post junction as the road was closed and hit the arm from the

Red Post sign. As the lorry's details were not taken at the time, it would be the responsibility of Highways to repair the sign.

Youth Club - A full committee is now in place and they would like a letter from the Parish Council giving them permission to use the youth building. They would like to get the youth club opened as soon as possible so they can hold a Christmas party that would include the younger children as well. On their opening night, they intend finding out how many children would like to join, together with the number of children who are too young to join at this stage. Ideally, they would like to be up and running by the 8th December. The Clerk will arrange an appropriate letter. Wendy Parker asked about the insurance of the building - would it be covered by the Parish Council's insurance. Cllr Lewis responded saying that a hire agreement will be put in place and, once signed, one-off events would be covered by our insurance but it would be necessary for the Youth Club to have its own insurance in place by the time it opened.

**ACTION: CLLR LEWIS/CLERK**

Finger posts - Cllr Lewis will e-mail Adrian Stewart asking for an update and copy in the Clerk.

**ACTION: CLLR LEWIS**

There being no further business the meeting closed at 20:42

The next meeting will take place in Winterborne Zelston on Tuesday 8th December, commencing 7.30pm.