

**MINUTES OF THE LOWER WINTERBORNE PARISH COUNCIL AGM HELD ON TUESDAY 20<sup>TH</sup> NOVEMBER 2018 AT WINTERBORNE KINGSTON VILLAGE HALL, COMMENCING 7pm**

- Present:** Cllrs R Allcock, R Brock, H Andrews, R Sorrell, D Knapp, L Luxford, B Newman, R Jessopp
- Chair:** Cllr M Leaper
- Clerk:** Mrs Amanda Crocker
- Also present:** 13 members of public, District Cllrs Emma Parker and Jane Somper and Mike Potter, Traffic Safety & Regulation Team Manager.

Mike Potter was invited to discuss the possibility of extending the 30mph speed limit on North Street. He explained that this would involve revoking the existing Traffic Regulation Order and putting a new one in place, which is a lengthy process. In the meantime, they would look at any possible alternative ways of notifying drivers - such as village gates. However, he stressed that any action would not be a priority at this stage as Highways has a limited amount of resources. That said, he will liaise with Paul Starkey, DC Highways, to see what other measures could be put in place. He will check the measurements of the existing 30 mph order to see if there is any wriggle room, but this would only be a matter of a few meters. They would look to see if such a move would make a discernible difference. At night, the off-site marker shows up well, but the daylight view has not been checked at this stage. There is a lot of evidence that SIDs do work well, as long as they are rotated. It might also be possible to add something to the village nameplate sign.

It was noted that we are looking to install village gates but have been quoted over £5,500. Mr Potter informed members that a large part of this cost would be for the traffic management required during the work taking place. Knowing we are looking at this, he will look to see if there is additional signing that could be added to the gates. He will speak to Adam Marsh, Dorset Highways Sign Shop, and see if there is a possibility of sharing some of the cost of the traffic management work.

**1 Public Participation**

19.147 Di Lewis addressed members saying it takes some adjusting to sit on the other side of the council table and, at times, it can be very frustrating. Many councils have specific guidelines for public participation and it would be very useful if Lower Winterborne would consider creating its own policy for public participation which was easily accessible on the Parish Council web site. This would be helpful for those familiar and not so familiar with council procedure. It was noted that such a policy does exist and can be found within the Parish Council Standing Orders which are available on the web site.

Verge cutting in Winterborne Kingston – a question was raised as to who is responsible for mowing the grass verge from the Greyhound to the new development. This area is the remit of Highways. However, it has not been cut all year. The contractor will be asked to add this area to his list.

**2 Declaration of Interest and requests for dispensations**

19.148 No interests were declared, and no dispensations had been requested.

**3 Apologies**

19.149 Apologies had been received from Cllr Keith Langdown.

#### **4 Minutes of the Meeting held on 16<sup>th</sup> October 2018**

19.150 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Knapp proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Brock and agreed unanimously. The Chair signed the minutes in the presence of the meeting.

#### **5 Matters arising from those minutes for report only**

19.151 Notice boards – on-going.

Repairs to the tomb stone – work will start in the first week of December.

SIDs – confirmation has been received from both residents affected by the proposed locations. Highways will now be asked to proceed with the work.

**ACTION: CLERK**

#### **6 County & District Councillors' Reports**

19.152 County Councillor's report

Cllr Hilary Cox was unable to attend, and no report was available.

19.153 District Councillors' report

Cllr Parker reported that a public consultation is currently taking place that highlights the options for the Council Tax Support Scheme that will be in place for the new Dorset Council. Comments can be made by completing the on-line questionnaire at [www.dorsetforyou.gov.uk/council-tax-support-options](http://www.dorsetforyou.gov.uk/council-tax-support-options). The results will be considered in February 2019 when the Dorset Council CTS scheme will be agreed.

The Boundary Commission – the new boundaries have been finalised. There was one objection to the proposed Ward of Puddletown and Lower Winterborne, but it was felt that the resident who did object gave insufficient evidence to warrant any further alterations. This combined with the fact that the parish councils had not objected means that the proposal will stand.

Planning validation times for NDDC are currently running at three weeks. This is due to staffing issues and a higher receipt of email/postal applications caused by the Planning Portal introducing a £20 charge for every application submitted.

North Dorset Public Spaces Protection Order 2018 – this order replaces the existing order and attempts to strike a balance between the views of dog owners and other residents who use the public spaces.

#### **7. Finance**

19.154 To confirm payment of accounts

The following payments had been requested:

A Crocker	4 wreaths -3 to be recharged	101547	77.00
A&M Repairs	Mower service & parts	101548	932.30
BT	Hub alarm – November 2018	101549	31.66
A Crocker	Wages + expenses	101550	471.74
JSR Treecare	WK grass cutting	101551	833.33

The total amount requested from the Precept for the month is £2,346.03.

Cllr Jessopp proposed the payments are made. This was seconded by Cllr Luxford and agreed unanimously.

19.155 To confirm the reconciliation of accounts and position against budget

A copy of the reports had been issued to all members prior to the start of the meeting.

19.156 To agree the budget and Precept for the year to 31<sup>st</sup> March 2020

A copy of the proposal had been issued to all members prior to the start of the meeting.

The following inclusions were noted:

Income:

The Hub income has been increased to £1,000 for the year. This has been based on the figures achieved in the current financial year but, at the same time, keeping it to a very conservative level.

Rents have been increased to £575 in line with agreed increases.

Expenses:

Electoral expenses – this is a new requirement and, considering possible costs suggested by DAPTC and NDDC, a figure of £1,000 has been included.

Kingston: General Asset Management has been increased by £800 to cover the on-going cost of repairing Parish Council assets and £1,000 has been added to the Village Gates to go towards the increased cost. Water has been increased to £600 to allow for the increased use of the Hub. Grass cutting has been increased by £1,000 to allow for additional work that will be required once the village gates are installed and the additional verges are taken over from Highways. £1,300 has been included to cover the cost of the purchase of a Speed Indicator Device.

Zelston: £500 has been included in the budget to cover the cost of repairing and general maintenance of Parish Council assets. The grass cutting has been increased to £1,200 to provide a more realistic figure for the amount of work involved. Although a volunteer has come forward, this cannot be taken for granted and it may be necessary, at some point, to pay someone to carry out the work.

Anderson: £50 has been included to cover the on-going maintenance of the telephone kiosk.

The Village Contingency Funds for all three villages have been increased marginally but all other costs have been held or, in some cases, reduced.

This brings the Precept to £38,115.45 – an increase of £5,370.11.

District Cllr Somper reported that there will be a budget briefing this month, but this is not good for NDDC due to the council tax harmonisation. This is why the parish council figures have to be in early as the district council will need the figures in order to create their budgets. There is a possibility of phasing in the council tax harmonisation increase over 3 years, but this is only one option being considered.

Cllr Brock proposed that the Precept is set at £38,115.45. This was seconded by Cllr Newman and agreed unanimously. The Clerk will submit the proposal.

**ACTION: CLERK**

19.157 To consider and confirm rent in respect of Winterborne Kingston Village Hall

For the past two years the Parish Council has not paid any rent for use of the Village Hall. It is understood that the village hall stands on land owned by the Parish Council and the Parish Council charge no rent for the use of the land. However, in the past, the Parish Council has paid a hire fee. This is now under review.

Joan Nash understood that the Parish Council owns the deeds on behalf of the village hall as custodian trustees. The Parish Council has been paying rent for hall hire since the 1960s. In the past, the village hall has paid for the car park resurfacing and have not asked the Parish Council for money.

Di Lewis informed the meeting that, looking back at the budget proposals from 2013-2017, £120 was always added to the budget for the use of the village halls – 12 meetings @ £10 split between Kingston and Zelston. Confusion may have arisen over the Parish Council paying for Pop In and the village hall not invoicing for the hire.

Cllr Jessopp proposed that the Parish Council settle the rent invoice and budget for the hall hire in the future. This was seconded by Cllr Sorrell and agreed unanimously.

**8. Speed Watch (HA) - update**

19.158 Cllr Andrews reported the number of people being caught has dropped substantially.

**9. WK Hub update**

19.159 Cllr Luxford reported that there has been more interest in hiring the Hub. The carpet will be installed on the 19<sup>th</sup> December and Cllr Luxford will carry out a deep clean during the next two or three weeks. Now the heating is working properly the Hub is much warmer.

The alarm has gone off a couple of times, but this may be due to flies going into the sensors.

**10. To consider dates for the 2019 meetings and review the frequency of future meetings**

19.160 Cllr Leaper had requested this item in order for members to consider taking a summer recess and not meeting in July and August. Cllr Jessopp felt that only one month should be dropped, probably just August.

Cllr Leaper proposed that August and December are taken out and extra-ordinary meetings are called to discuss planning applications if and when they arise. This was seconded by Cllr Brock and agreed unanimously.

Based on this decision, the Clerk will contact the village halls to arrange suitable meeting dates for 2019.

**ACTION: CLERK**

**11. Planning Applications & Tree Work Proposals**

19.161 To consider planning applications received

2/2018/1339 Alveston House, The Lane, Zelston – erect single storey side extension to create double garage

Cllr Sorrell reported that the proposal would not affect anyone. He proposed that the application is supported. This was seconded by Cllr Newman and agreed unanimously.

2/2018/1342 Land on west side of Bere Road, Kingston – erect 2 dwellings & form 4 parking spaces

This application has now been withdrawn

## **12 WK Playground**

### **19.162 To consider additional/replacement play equipment**

Cllr Knapp felt that more disabled or special needs equipment should be added to the play area. We have no such facilities there at the moment. The condition of the existing equipment is acceptable but there is nothing particularly exciting there. Residents have asked for a basket swing. Cllr Allcock reported that the cost would be about £3,500. He will look into this and bring some ideas back to the January meeting.

**ACTION: CLLR ALLCOCK**

Cllr Andrews asked if something could be done about the moss at the play area.

### **19.163 To receive an update on the recreation field tree planting & bee hives**

Cllr Allcock reported that seven people turned up to assist with clearing the area. All those who expressed an interest on the Facebook page did not turn up. The fence was taking down and Cllr Langdown had cut back some of the brambles before the work day. The only way to get rid of the brambles would be to spray them. This would have to be done in the spring. The trees could be planted on the bottom half of the site. More volunteers will be needed on the 1<sup>st</sup> December to assist with the tree planting. There are 70 trees, some of which will be over 5'. Fliers have been produced by Dorset Trees and they have offered to do soup and a roll for a small donation. Mr Wrintmore kindly offered the use of his trailer for the day.

Andy Knox had originally showed interest in putting bee hives in the area and he is keen to go ahead with this. Whilst he is keen to install the hives, he suggested that he wait until the spring after the brambles are sprayed. He has said he will attend the tree planting on the 1<sup>st</sup> December and Cllr Leaper will speak to him in advance.

## **13. To receive an update on the Village Gates**

### **19.164 Notification of the type of gates required by Highways and the cost of installation had been received recently and forwarded to members for consideration.**

Members felt that the pictures provided looked nothing like the original suggestion. Cllr Sorrell felt that they are functional, and it is such a big issue for Kingston that the work should not be delayed any further.

The cost has been set at £5,500 and Cllr Jessopp proposed that we go ahead with the work. This was seconded by Cllr Sorrell and agreed unanimously. The Clerk will contact Highways accordingly.

**ACTION: CLERK**

**14. Telephone kiosk and defibrillator updates**

19.165 Cllr Jessopp is still waiting for the telephone box to be painted and suggested that we install the defibrillator. The case needs wiring into the electric supply. Cllr Andrews will arrange for a quote for the work.

**ACTION: CLLR ANDREWS**

**15. To consider the possibility of employing a Parish Council Lengthsman**

19.166 This proposal had arisen during budget discussions when it was felt that the amount of money being paid for grass cutting, hedge cutting, and general repair work could be put to better use by contracting a Lengthsman for a set number of hours a week. The Clerk had issued members with a sample contract prior to the start of the meeting.

Cllr Newman reported that there has been an approach from a resident in Zelston who has offered to cut the grass for free. He will give him the specification for the grass cutting and, as a volunteer, will be covered by the Parish Council insurance.

The Clerk explained the terms of the Lengthsman contract in Bere Regis.

Following a comment made by a member of the public at this point, Cllr Sorrell said he strongly objected to public participation during debate. The member of the public concerned left the meeting.

Members reported that there have been issues regarding the grass and hedge cutting in Kingston recently and it was felt that some tenders should be submitted over the winter period and further consideration be given to this in the New Year.

**16. Home Watch/Flood Watch (GH)**

19.167 Home Watch - Graham Hyde was unable to attend the meeting and no report had been sent.

19.168 Flood Watch – Rita Burden reported the river in Zelston is empty and the whole village looks neat and tidy.

**17. Parish Councillors' Reports**

19.169 Cllr Jessopp – work to the trees in the church yard has now been carried out. Remembrance Sunday road closure – would it be possible to arrange for a formal road closure in future years.

**18 Correspondence receive since the agenda was set**

19.170 Nothing to add.

**19 Items for the January agenda**

19.171 Councillors are reminded to pass any items to the Clerk for inclusion in the January agenda by the 7<sup>th</sup> January.

There being no further business, the meeting closed at 8.15pm.

**Please remember, there will be no meeting in December. The Parish Council will next meet on Tuesday 15<sup>th</sup> January 2019. Have a very merry Christmas and a Happy New Year.**