

LOWER WINTERBORNE PARISH COUNCIL

Minutes of the meeting held on Tuesday 19th November 2019 at Winterborne Kingston Village Hall, commencing 7pm.

Present: Cllrs R Allcock, D Knapp, R Brock, K Langdown, H Andrews, B Newman

Chair: Cllr R Jessopp

Clerk: Mrs A Crocker

Also present: 6 members of the public

1 Public Participation

20.105 The question of the Parish Council income was raised. Members of the public wished to know where it could be seen during the year. It was noted that, whilst the expenditure is recorded every month in the minutes, no reference is made to income except at the end of the year, once the accounts were finalised.

The path from Broad Close to the Greyhound is very muddy at one point and needs the surface redoing.

Thanks were extended to the Parish Council for getting the road closed for Remembrance Sunday – it did make a big difference to the service. Someone has asked how long the wreaths stay in situ. There is no specified guideline, but we will remove them by the end of the year. Cllr Jessopp agreed to do this over the Christmas break.

2 Declaration of Disclosable Pecuniary Interests

20.106 No interests were declared at this stage.

3 Apologies

20.107 Apologies had been received from Cllrs Lynn Luxford and Ron Sorrell, and Dorset Councillor Emma Parker.

4 Minutes the meeting held on the 15th October 2019

20.108 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 minutes were signed by the Chair in the presence of the meeting.

5 Matters arising from those minutes for report only

20.109 The dog walker signs that had been erected at the recreation ground had subsequently been removed by someone. They have now been replaced.

6 Dorset Councillor's Report

20.110 Cllr Parker was unable to attend the meeting and no report was available.

7 To consider moving forward with a Neighbourhood Plan for Winterborne Kingston

20.111 Cllr Brock felt that we should proceed with a Neighbourhood Plan as there is likely to be pressure for development in the coming years and the Parish Council should be in a position to cope with this.

The next stage would be to register the area and get in touch with Jo Witherden to tell her we are going forward and arrange a meeting in the New Year. In the meantime, Cllr Brock will start advertising for volunteers and this will be highlighted in the next Red Post edition.

8. Finance

ACTION: CLLR BROCK

20.112 To confirm payment of accounts

The Clerk reported that the Parish Council is now able, where possible, to pay accounts by BACS.

The following payments had been requested:

BT	Hub alarm – November & December 2019	101634	66.76
Secure Alarms	Fire alarm service	BACS001	102.00
JSR Treecare	WK grass cutting	BACS002	833.33
Dorset Council	Trade waste – October 2019	BACS003	11.55
Cheap Printing	Remembrance Day road closed signs	BACS004	39.60
DC Pension Fund	Pension contribution – November 2019	BACS005	121.00
A Crocker	November wages + expenses	BACS006	579.83
R Sorrell	Pad for Zelston defibrillator	101635	39.42

The total amount requested from the Precept this month is **£1,793.49**

Cllr Knapp proposed the payments are made. This was seconded by Cllr Andrews and agreed unanimously.

20.113 To confirm the reconciliation of accounts and position against budget

A copy of the reconciliation of accounts and position against budget had been issued to all members prior to the start of the meeting.

Cllr Knapp proposed that the reconciliation of accounts is accepted. This was seconded by Cllr Allcock and agreed unanimously.

20.114 To accept the external auditor's report for the year ended 31st March 2019

The External Auditors reported that the accounts had been completed in accordance with Proper Practices and they had no cause for concern that relevant legislation and regulatory requirements have not been met. Attention was drawn to the fact that the Parish Council did not comply with Regulation 15 of the Accounts and Audit Regulations 2015 as it failed to make proper provision during the year 2019/20 for the exercise of public rights, since the notice regarding the period for the exercise of public rights was not published before the start of the period.

This was a misunderstanding, made by several parish councils, in that the notice was dated the first day of the exercise of public rights period and should have been dated 24 hours prior to the start of the period.

Cllr Brock proposed the audit report is accepted. This was seconded by Cllr Newman and agreed unanimously.

20.115 To adopt the model Financial Regulations 2019

A copy of the Financial Regulations had been issued to all members prior to the start of the meeting. Cllr Newman proposed that they are accepted. This was seconded by Cllr Andrews and agreed unanimously.

20.116 To agree the budget for the year to 31st 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 held at £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.

Expenses:

The Clerk's wages have been increased with the nationally proposed guidelines of 5% and in accordance with the SPC22 pay scale. Pension costs remain at 22% of the salary for the coming year.

Computer costs have been increased to £250 to allow for a possible website rebuild in order for the Parish Council to comply with the new requirements for web accessibility.

Insurance costs have been reduced by £300 as we have now agreed a 3-year long term agreement which should keep the cost down.

£200 has been added for hall hire fees as this budget was set too low in the year 2018/19.

Electoral expenses – this is a new requirement and, considering possible costs suggested by DAPTC and NDDC, a figure of £500 has been included in order to begin building a reserve ready for the next elections in 2024 or any possibly by-election in the interim.

Kingston: £500 has been included for the cemetery to cover potential repair costs to gravestones for which no family can be traced. This will also cover the cost of tree works necessary in the cemetery. £100 has been added to start a reserve for replacing damaged dog bins. £1,000 has been included against the cost of a Neighbourhood Plan. This will cover the initial costs whilst grant funding is sought. All other costs have been held the same as 2019/20 or reduced.

Zelston: £500 has been included in the budget to cover the cost of work required to the laurels. This will be an on-going cost of the next couple of years whilst the laurels are brought under control. The grass cutting cost has been reduced to £1,000. It was felt that, whilst someone is currently willing to cut the grass for a minimum fee, this may not always be the case and we need to be prepared. All other costs were held the same as 2019/20.

Anderson: Costs were held the same as 2019/20.

This brings the Precept to £39,479.10 – an increase of £1,363.65 or 3.58%. At this stage it is not possible to give the effect this is likely to have on a Band D property as the Base Rates have not been

issued by Dorset Council yet. These are due to go out on the 18th December so can be recorded in the January minutes.

Cllr Brock proposed the budget is accepted. This was seconded by Cllr Knapp and agreed unanimously. The Clerk will submit the request to Dorset Council.

ACTION: CLERK

20.117 To consider a contribution towards the cost of the public toilets in Blandford

Cllr Knapp proposed that we do not contribute. The money raised in the village should remain in the village. This was seconded by Cllr Langdown and agreed unanimously.

9 Speed Watch, Traffic and Roads

20.118 Cllr Andrews reported that the group has been out 3 times in November and have caught very few people. She is going to download the necessary app in order to be able to use the software supplied for the SID. It was felt that the most effective position for the SID is facing to the south of the village and, hence, this is the most commonly used location. The post pointing to the north is not so effective as vehicles are already 30 meters into the village before the sign comes into effect.

Road markings – Members requested that the roundels already on the roads should be repainted. The 30mph sign on the way to Anderson also needs clearing.

10 WK Community Hub update

20.119 Cllr Luxford was unable to attend the meeting but had informed the Clerk that the outside light was not working and the firm alarm had gone off at 3.30am one morning. She had attended the site but there was nothing untoward. Cllr Langdown will check what work needs doing with regard to the windows.

ACTION: CLLR LANGDOWN

11. To consider the dates for the 2020 meetings

20.120 A list of the proposed dates had been issued to all members prior to the start of the meeting. Cllr Brock proposed that these are accepted. This was seconded by Cllr Newman and agreed unanimously. The dates are:

January 21 st	Kingston
February 18 th	Zelston
March 17 th	Kingston
April 9 th	Zelston – Parish Meeting
April 14 th	Kingston – Parish meeting followed by Parish Council monthly meeting
May 19 th	Kingston – Parish Council AGM
June 16 th	Zelston
July 21 st	Kingston
August	No meeting
September 15 th	Zelston
October 20 th	Kingston
November 17 th	Kingston
December	No meeting

12 Planning Applications & Tree Work Proposals

20.121 There were no applications for consideration.

A tree did fall across the road during the last storms and this had been cleared to the side of the road.

The self-seeded Sycamore in front of bridge by the Greyhound is beginning to damage the bridge structure. Highways will be asked to take another look at this and ensure the bridge is safe.

13 WK Playground

ACTION: CLERK

20.122 Cllr Allcock has been in touch with someone who is willing to paint the equipment and is awaiting a quote.

The next phase of the tree planting will take place at 10.30 on the 23rd November. Volunteers are needed. Cllr Allcock met with Dorset Trees and expressed his concern that there is not enough space to put the orchard in amongst the existing trees. It has been suggested that it could go along the top of the recreation ground with additional trees going in amongst the current trees. There are some leylandii in the area that will be removed. There will have to be a sufficient area to the north of the proposed orchard site in order to allow access to the existing hedgeline and brambles to be dealt with. It is anticipated that an equivalent number of trees will be planted as were planted last time.

Dog mess continues to be a problem and it was suggested that dog waste bags could be put up by the bin at the recreation ground to try to encourage people to clear up after their dogs.

14. To consider a response to the Dorset Plan

20.123 A copy of the Plan had been issued to all members prior to the start of the meeting. At this stage it was felt that there was very little that could be commented on as all of the intentions were so broad.

15 Home Watch/Flood Watch

20.124 Graham Hyde reported that the drains are pretty bad around the village. He dug out 6 drains along West Street last week. He reported some faults to Dorset Highways who took about 3 weeks to dig out the drains, but they are already blocked up again. The EA are concerned that the rivers are as high as they would normally be in January. If anyone is worried about flooding, they can sign up to the Flood Alert scheme on the internet. The Flood Plan is being updated and should be available for putting on the web site soon.

Henry Quinney was expecting someone to go back to him with some dates for a presentation but would like to move it to next summer. Graham suggested holding the talk in Kingston and offered to speak to the WI and ask them to host it.

Graham introduced his replacement, James Allen, who reported that the groundwater is just starting to go down and, if we continue to have the dry frosty weather, things should be fine. He is keeping an eye on the levels.

16 Parish Councillors' Reports

20.125 Cllr Andrews reported that the lamppost poppies have been taken down as some had disintegrated. She asked if it would be possible to purchase more poppies next year and this was unanimously agreed. The question of the grass cutting contract was raised and it was confirmed that the contract was going out to tender again this year as the existing contract had been running for 3 years now.

17 Correspondence receive since the agenda was set

20.126 The Clerk reported that a letter had been received raising concerns over the lack of visibility of the Winterborne Kingston slipway at the White Post Junction. All but two of the green cat eyes are missing and the junction is very difficult to locate on the dark nights. This has been reported to Highways England on a number of occasions but will now be reported to Dorset Highways in the hope they will be able to get something done.

ACTION: CLERK

18 Items for the January 2020 agenda

20.127 Members are reminded that, if they wish any items to be added to the January agenda, they should contact the Clerk before the 5th January 2020.

There being no further business, the meeting closed 19.57.