

**MINUTES OF THE MEETING OF LOWER WINTERBORNE PARISH COUNCIL HELD ON
TUESDAY 17th JUNE 2025, COMMENCING 7PM, AT WINTERBORNE KINGSTON VILLAGE
HALL**

Present: Cllrs H Andrews, R Allcock, S Hart, L Luxford and D Knapp

Chair: R Jessopp

Clerk: Mrs Alison Clothier

Also present: Cllr Parker, 9 members of public

Public Participation

The following points were raised:

- Thanks were given to the village hall committee for the repair of the pothole at the entrance to the Village Hall.
- It was noted with thanks that the fallen tree had been removed from Bagwood Lane.

1 Declaration of Interest and requests for dispensations

25.107 Cllr Jessopp declared an interest in planning application P/HOU/2025/02341.

2 Apologies

25.108 Cllr Langdown gave his apologies and these were accepted.

3 Minutes of the Meetings held on 20th May 2025

25.109 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 Andrews and agreed unanimously. The Chair signed the minutes in the presence of the meeting.

4 Matters arising from those minutes for report only

25.110 The Clerk's Report was circulated in advance of the meeting. The goal nets will be sourced as soon as possible. It was noted that there are limited actions that can be taken to tackle the brambles in the cemetery hedge but the hedge will be kept cut.

5 Dorset Councillors' Reports

25.111 Nothing to report.

6. Finance

25.112 To confirm payment of accounts

The following payments had been requested:

Payments Requested for June 2025							
Date	Payee	Description	Chq No	Total Amo	VAT	Net	Invoice Number
01.06.25	Dorset Council	Non Domestic Rates Bill June	DD	£150.00	£0.00	£150.00	850051444
03.06.25	EON Next	May Hub Electricity charges	DD	£22.15	£3.70	£18.45	
01.06.25	Rejuvenate	Email hosting May 2025	BACS 443	£14.83	£2.47	£12.36	27740
04.06.25	BT	Hub alarm and broadband - May 2025	BACS 444	£66.12	£11.02	£55.10	GP 00115840
03.06.25	Dorset Council	Waste collection May 2025	BACS 445	£15.61	£0.00	£15.61	2800450435
12.06.25	Can I Cut It	Allotment Field maintenance and playpark fence post	BACS 446	£150.00	£0.00	£150.00	339
10.06.25	Winterborne Kingston Villag	Neighbourhood Plan meeting	BACS 447	£39.00	£0.00	£39.00	
04.06.25	MP Gardening	April WK Grass Cutting	BACS 448	£1,162.50	£0.00	£1,162.50	Month 9
17.06.25	A Clothier	June 2025 wages, including mileage, phone,	BACS 449	£571.29	£0.00	£571.29	
17.06.25	HMRC	PAYE June 2025	BACS 450	£126.00	£0.00	£126.00	
17.06.25	DC Pension Fund	June 2025 pension contributions	BACS 451	£183.15	£0.00	£183.15	
16.06.25	Barker Fox Associates	Internal Audit 2024/25	BACS 452	£150.00	£0.00	£150.00	722
		Total requested from Precept					£2,650.65

The total payments requested for June were £2,650.65.

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

25.113 To confirm the reconciliation of accounts, income and position against budget

A copy of the reports had been issued to members prior to the start of the meeting. There were no questions.

The reconciliation of accounts and position against budget were accepted.

Parish Council Income

Lower Winterborne Parish Council

Income for the year 1st April 2025 to 31st March 2026

Date	Description	Folio	Total	VAT	Rents	Misc Income	WK Hub	Pop In Receipts	Precept	Interest	Interment fees	Headstones	Purchases
07.04.25	Tractor Shed Rent		65.00		65.00								
25.04.25	Precept - WK and Anderson		21526.50						21526.50				
25.04.25	Precept - Winterborne Zelston (in error)		2575.00			2575.00							
28.04.25	Hub Income - M Cowans		15.00				15.00						
06.05.25	Grassby and Sons - Susan Webber		60.77									60.77	
07.05.25	Tractor Shed Rent		65.00		65.00								
08.05.25	Hub income - A Wrintmore		28.00				28.00						
14.05.25	Hub Income M Clemens		10.00				10.00						
29.05.25	Haven Memorials - Morris		141.00									141.00	
02.06.25	Hub Incom L Luxford		15.00				15.00						
02.06.25	Bank Interest		246.41							246.41			
09.06.25	Tractor Shed Rent		65.00		65.00								
			24812.68	0.00	195.00	2575.00	68.00	0.00	21526.50	246.41	0.00	201.77	0.00
			24812.68									201.77	

25.114 To receive the Internal Auditor's Report – the letter and recommendations were circulated in advance of the meeting. It was highlighted that the Parish Council had received a substantial rating, the highest of the four ratings, for the second year. The points raised in the recommendations will be

dealt with through an action plan. The first recommendation regarding the correction to the VAT will be made immediately and the VAT 126 form corrected before submission. The asset register issue has been resolved and will be published online.

25.115 To approve the conflict of interest statement with BDO – it was confirmed that no member of the Parish Council had any conflict of interest with BDO to declare.

25.116 To approve the Annual Governance Statement for the year ended 31st March 2025 Cllr Knapp proposed that the Annual Governance Statement is accepted. This was seconded by Cllr Allcock and agreed unanimously. The Statement was then signed by the Chairman and Clerk.

25.117 To approve the Accounting Statements for the year ended 31st March 2025 - Cllr Knapp proposed the accounting statement was accepted. This was seconded by Cllr Allcock and agreed unanimously. The Accounting Statement was then signed by the Chairman.

25.118 To confirm the period for the Exercise of Public Rights – this was confirmed as 24th June – 4th August 2025.

7. To receive the following reports

25.119 Speed Watch – Cllr Andrews is having a break from Community Speedwatch and was thanked for everything she had done for Speedwatch in the last 10 years.

25.120 Hub

The main focus of recent work has been the preparations for the fair. To date, 39 stalls have been booked, along with a dog show and a display of classic cars. Work is underway to complete the Risk Assessment. Consideration of the path project will resume once the outcome of the grant applications is known. The National Lottery grant application was not successful.

Cllr Knapp proposed that the Parish Council contribute £200 towards the fair from the events budget. This was seconded by Cllr Andrews and unanimously agreed.

25.121 Flood Watch

Nothing to report

25.122 Play Area and Recreation Ground

A quote was received for £400 to remove the dead tree from the play area. This was proposed by Cllr Jessopp and seconded by Cllr Hart with all in favour

8. Planning Applications

25.123 P/PAEW/2025/03079 The Dairy Unit, Tomson Farm Marsh Lane To Tomson Farm – Lane, Winterborne Tomson

Excavation to form new silage clamp.

P/PAEW/2025/03080 The Dairy Unit, Tomson Farm Marsh Lane To Tomson Farm – Lane, Winterborne Tomson

Extend existing slurry lagoon.

P/PABA/2025/03081 The Dairy Unit, Tomson Farm Marsh Lane To Tomson Farm – Lane, Winterborne Tomson

Erect agricultural building roof over open feed yard

NO OBJECTION

Cllr Jessopp left the room at 19:18

25.124 P/HOU/2025/023414 Pitcher Close, Winterborne Kingston
Erect side extension

SUPPORT due to the creation of a bigger family home and positive impact on the street scene.

Cllr Jessopp rejoined the meeting at 19:20

9 Items for Action and Resolution

25.125 To consider progress on the Neighbourhood Plan

A drop in session will take place on Saturday 21st June regarding submitted sites, local green spaces, important views and design. Dorset Council have not released the housing numbers, but they will feed into the next draft of the Plan. Survey opens on 21st June.

25.126 To discuss the condition and responsibility for the path between Broad Close and North Street

Tarmac has been laid on the step. The Parish Council have established that the path is the responsibility of Dorset Council.

25.127 To note start date for 20mph zone works

The work will start in September 2025.

11. Parish Councillors' reports not covered by item 7

25.128 Cllr Luxford – path that goes to Winterborne Meadows is very overgrown – this needs raising with the housing association. Remove dead trees.

Action: Clerk to raise with Housing Association

12. Correspondence received since the agenda was set

25.129 The village hall secretary has retired and was thanked for her hard work.

13. Items for the July agenda

There being no further business, the meeting closed at 19.24