

# BUCKLAND NEWTON PARISH COUNCIL

## Minutes of Meeting

Tuesday 9 February 2016 at 7.30 pm in the Parish Room

**Present:** Chair - Cllr Rodney Cuff, (RC), Vice Chair - Cllr Nicki Barker (NB), Cllr Chris Osmond (CO), Cllr Lin Townsend (LT), Cllr Andy Foot (AF), Cllr Sam Sowerby (SS), Cllr John Baker (JB), County Councillor Jill Haynes (JH), Clerk: Sarah Mitchell (SM)

Item	Detail	Action
1	<b>Period of Public Questions</b>	
1	Community Police Officer Alison Donnison attended the meeting and said that there had only been two incidents reported in the surrounding area.  Parishioners should be aware of people selling items such as cleaning products door to door as they are probably being sold at inflated prices. If you experience this then please contact 101 to report.  There is a Cyber Crime event being held on 14 March 2016, 2.30 pm in the Community Room, Wightmans Orchard (Magna Housing) Piddletrenthide, Dorchester, DT2 7QQ. Find out how to keep safe while shopping online and using online banking. Free entry and open to all.	
2	District Councillor - no report.	
3	County Councillor Jill Haynes reported that the Government has changed the way they provide grants to Councils and in 2020 they are being phased out. Oliver Letwin has been negotiating hard meaning that this year 3.5 million has to be saved/found rather than 7 million. Next year 17 million has to be found/saved. The Adult Social Care Budget has been a challenge. At the moment it is 800,000 overspent which is within 2% of the budget.  The Youth Service is working on prevention, looking at 0 - 5 years for children. Youth workers will work with schools and will be out and about in the community. A survey has been done on Youth Clubs, which showed that they were not being used/accessed by children. Money will be spent on Youth workers in the community rather than on buildings to house Youth Clubs. Quite a few communities are looking to take over the Youth Centre buildings.	
4	A resident attended the meeting to report that his drive has been flooded with water. Someone from Highways has been out to clear gullies, but this has not helped. Parish Council will put in another report and request again for someone from Highways to meet with them. SM to advise resident of contact name and telephone number.	SM
2	<b>Apologies</b> Cllr Mark Needham (MN), Cllr Jane Collins (JC)	
3	<b>Registers of Interest</b>	

	None																																	
4	<p><b>Minutes of Last Meeting held</b> Tuesday 12 January 2016 were Passed, Agreed and Signed. <i>Proposed JB Seconded NB AIF</i></p>																																	
5	<p><b>Matters Arising</b></p> <p>1 Flood Warden, Footpath Officer and Play Area inspections are all covered by our insurance as long as they are fit to do the job and are taking proper health and safety precautions. We have Public Liability Insurance and Employers Insurance.</p> <p>2 Land Registry searches for the pound and parish field have been returned. SM to go ahead and register.</p>	SM																																
6	<p><b>Planning Matters</b></p> <p>1 <b><u>PLANNING MATTERS</u></b>  <b>WD/TP/16/00023 Oak Tree Cottage, Brockhampton, Buckland Newton, Dorchester, DT2 7DJ</b>  T1 - Oak - Surgery to reduce over-extending branches by 3m  <i>Comments by 13.2.16 - Parish Council has no objection.</i></p> <p>2 <b>WD/D/15/002058 HOUNTWELL, FORD DOWN LANE, HENLEY, DORCHESTER, DT2 7BN</b>  Erect new car port and form new access.  <i>Corporate view by 20 February 2016 - Parish Council has no objection.</i></p> <p>3 <b>WD/D/15/000165 &amp; WD/D/15/000166 BROCKHAMPTON DAIRY FARM, DT2 7DJ</b>  Conversion of agricultural buildings to 4 residential dwellings (C3) including associated demolition.  <i>The Development Control Committee will be considering the above application on Thursday 11 February 2016 - 1.00 pm</i></p> <p>4 <b>WD/D/15/001740 BROCKHAMPTON DAIRY FARM, DT2 7DJ</b>  Discharge of section 106 dated 25.1.06  <i>The Development Control Committee will be considering the above application on Thursday 11 February 2016 - 1.00 pm</i>   <i>The Parish Council have submitted a letter.</i></p>																																	
7	<p><b>FINANCIAL MATTERS</b></p> <p>1 <b><u>Invoices Paid</u></b></p> <table> <tr> <td>USB Flashdrive for Neighbourhood plan</td> <td>-</td> <td>£ 8.00</td> <td>cheque 317</td> </tr> <tr> <td>Photographs from Archive</td> <td>-</td> <td>£ 7.00</td> <td>cheque 318</td> </tr> <tr> <td>Dorset Planning consultant</td> <td>-</td> <td>£ 2000.00</td> <td>cheque 319</td> </tr> <tr> <td>The Dorset Locksmith</td> <td>-</td> <td>£ 40.00</td> <td>cheque 320</td> </tr> <tr> <td>SSE</td> <td>-</td> <td>£ 6.79</td> <td>cheque 321</td> </tr> <tr> <td>Clerks Wages + Exps</td> <td>-</td> <td>£ 334.82</td> <td>cheque 322</td> </tr> <tr> <td>Land Registry</td> <td>-</td> <td>£ 8.00</td> <td>cheque 323</td> </tr> <tr> <td>Dorset Fire &amp; Rescue Service</td> <td>-</td> <td>£ 100.00</td> <td>cheque 324</td> </tr> </table>	USB Flashdrive for Neighbourhood plan	-	£ 8.00	cheque 317	Photographs from Archive	-	£ 7.00	cheque 318	Dorset Planning consultant	-	£ 2000.00	cheque 319	The Dorset Locksmith	-	£ 40.00	cheque 320	SSE	-	£ 6.79	cheque 321	Clerks Wages + Exps	-	£ 334.82	cheque 322	Land Registry	-	£ 8.00	cheque 323	Dorset Fire & Rescue Service	-	£ 100.00	cheque 324	
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2	<p><u>Invoices to be approved</u></p> <p>The Dorset Locksmith - £ 60.00          Countryside Services (grass cutting) - £ 375.00          Clerks Wages + Exps - £ 251.37          Studio Print - Neighbourhood Plan - £ 11.00</p>	
3	<p><u>Monies Received</u></p> <p>None</p>	
4	<p><u>Balance of Accounts 31.10.15</u></p> <p><u>Reconciled Bank Accounts at 31 January 2016</u></p> <p>Nat West Current 4817.68*          Nat West Deposit (Balance of Sir William Aykroyd's legacy) 8,020.84          Less uncleared cheques 123.00          Plus uncleared receipts 0  <u>12,715.52</u></p> <p>Neighbourhood Pan B/F + Income 4007.21          Less Net Expenses 2498.75  <b>Balance at 31.1.16 1508.46</b></p> <p>Play area B/F + Income 1564.40          Less Net Expenses 472.48  <b>Balance at 31.1.16 1091.92</b></p> <p>£ 4817.68 - 1508.46 - 1091.92 <u>2217.30</u>          2015/2016 Possible expenditure - Reinstating Hountwell Pump</p>	
5	<p><u>Audit Procedures</u></p> <p>If you are a smaller authority with income nor expenditure exceeding £25K you can opt out of the SAAA scheme. Confirmation of opting out has to be sent in writing by 31 March 2016. This means that you still have an internal audit, but not an external one. All relevant documents for the transparency code still have to be put on the website. After discussion it was decided to opt out. <i>Proposed NB, Seconded LT, AIF.</i></p>	
6	<p><u>Transparency Funding</u></p> <p>The Parish Council approved the funding form applying for money to help with the costs of setting up the Transparency Code. <i>Proposed AF, Seconded NB, AIF</i></p>	
8	<p><b>Neighbourhood Plan</b></p> <p>1</p> <ul style="list-style-type: none"> <li>The process is underway.</li> <li>Cllr John Baker has drafted a letter to go in the March edition of the Lydden Vale News. <i>AIF.</i> Cllr A Foot and Cllr S Sowerby to also write pieces for the LVN.</li> </ul>	AF/SS
9	<p><b>Highways</b></p> <p>1 Doug Morse and Cllr C Osmond patrolled the village during the last heavy rain storm. Signs were put up and drains checked. It was noticed that water was coming out from the pond at Sherrys.</p> <p>2 There was a lot of gravel on the road. Highways have been out and cleared it today.</p>	SM

3	<p>Two drains are blocked in Duntish. One is opposite Duntish House and the other is near the T-Junction on the left hand side. SM to report.</p> <p>Cllr Andy Foot will put bags of salt by the church and in by the village hall during freezing conditions. SM to inform Doug Morse.</p>	SM
<p>10</p> <p>1</p> <p>2</p> <p>3</p> <p>4</p>	<p><b>Parish Matters</b></p> <p><b>Hountwell Pump</b> Ongoing research</p> <p><b>Play Area</b> Mrs Caroline Durston has carried out a detailed audit. SM to copy to Cllr R Cuff.</p> <p><b>Fingerposts</b> Henley finger post - AONB and SM have chased Highways and asked for the fingerpost to be reinstated asap.</p> <p>Cllr John Baker has removed some fingers from fingerposts in the parish ready to repair and refurbish. AONB do not have any money left for this financial year, but should be able to help in the next. SM to email C Cllr Jill Haynes to ask if she has any available money. Cllr John Baker is obtaining prices for the cost of letters. Parish Council agreed that Oak should be bought for the new fingers where required. AIF</p> <p><b>Community Resilience Plan</b> Cllr Jane Collins circulated the completed Emergency plan before the meeting. It will be put on the community website and a copy will be in the village hall. The Parish Council thanked Cllr Jane Collins for all her hard work in completing the plan.</p> <p>The Parish Council in conjunction with Dorset Fire and Rescue Service are providing Home Emergency Action Plans for every household in Buckland Newton. These should be filled out and kept in a safe place. SM to put an article in the LVN explaining what they are.</p> <p>Cllr N Barker met with an electrician who will provide the Parish Council with a quote for a generator and the costs of works required in the village hall so that it can be used in an emergency.</p> <p><b>Layby by Bus Shelter</b> After discussions with the Highways Dept it has been confirmed that the Parish Council own the layby, but that it is considered to form part of the highway maintainable at public expense and that it is the right of the public to travel across that land and the responsibility of the highway authority to maintain a safe surface fit for that purpose.</p>	<p>SM</p> <p>SM</p> <p>SM</p>
11	<p><b>Correspondence</b> <u>Emails received</u></p> <ul style="list-style-type: none"> <li>• DAPTC Annual Conference 2016 - The Impact of Local Government re-organization on Parish and Town Councils - <i>now full up.</i></li> <li>• Letter to call town and parish councillors from the Chairman of the National</li> </ul>	

	<p>Association of Local Councils (NALC)</p> <ul style="list-style-type: none"> <li>• FW: rCOH Neighbourhood Planning event leaflet</li> <li>• FW: Agenda for the next Forum for Equality &amp; Diversity in Dorset</li> <li>• Speed Indicator Device (SID) programme - <i>maybe revisit it at a later date.</i></li> <li>• Youth Centres and Clubs - Cabinet Decision 13 January 2016</li> <li>• FW: Village Halls mailing - info on energy saving</li> <li>• FW: 2016 Rural Bus Services Review: Briefing - poster put at bus stop and in the shop</li> <li>• Dorset Best Village 2016</li> <li>• Latest version of the good councillors guide available to order</li> <li>• COUNTY OF DORSET ANNUAL PLAY FACILITY INSPECTIONS 2016</li> <li>• Our 2015 achievements - Superfast Broadband</li> <li>• Nomination documents for 2017 Honours</li> <li>• FW: Safer Dorset Fund - Community Grant Round 7</li> <li>• FW: HM Queen's 90th Birthday celebrations - <i>put an article in the LVN</i></li> <li>• FW: DAPTC Annual Conference 2016 - The Impact of Local Government re-organisation on Parish and Town Councils</li> <li>• Winter 2015/16 DAPTC magazine is ready to view</li> <li>• Training schedule for 2016 - <i>need to budget for training next year.</i></li> <li>• FW: Bournemouth International Growth programme</li> <li>• FW: Smaller Authorities' Audit Appointments - <i>discussed in meeting</i></li> <li>• Dorset Highways Councillors Satisfaction Survey Results</li> <li>• Your Bus Matters events in Dorset this week - consultation regarding proposed bus cuts in Dorset</li> <li>• Dorset County Council's Highways Maintenance Plan</li> <li>• FW: Smaller Authorities' Audit Appointments</li> <li>• FW: Buckland Newton Neighbourhood Plan Submission</li> <li>• MET Office Amber Warning For Weymouth &amp; Portland - <i>forwarded to Doug Morse</i></li> <li>• Opportunities to get involve in NHS Project</li> </ul> <p><u>Post received</u></p>	
12	<p><b>Other Matters/Items for Agenda of Next Meeting</b> None</p>	

**Next Meeting - Tuesday 8 March 2016 - 7.30 pm, Parish Room**  
The meeting concluded at 9.22 pm

Signed: \_\_\_\_\_

Date: \_\_\_\_\_