BUCKLAND NEWTON PARISH COUNCIL

Minutes of Meeting

Tuesday 12 June 2018 at 7.30 pm in the Parish Room

Present: Chair Cllr Nicki Barker (NB), Vice Chair Cllr M Needham (MN), Cllr Andy Foot (AF), Cllr R Godwin (RG), Cllr Lin Townsend (LT), Cllr Chris Osmond (CO), Cllr John Baker (JB)

Clerk: Sarah Mitchell (SM)

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Item	Detail Detail Control of the Control	Action		
1	Period of Public Questions			
1	Community Police Officer – PCSO Alison Donnison – No report			
2	C Cllr Jill Haynes & D Cllr Brian Haynes – report received.			
	The first Meeting of the Shadow Dorset Council was held last Thursday with about 175 Councillors attending. The constitution was agreed along with interim statutory officers for the Shadow Authority. Matt Prosser who is the CE of the tri council Partnership was appointed as the principal officer. It was agreed to go out to advertisement for the substantive post of the Chief Executive for the new Dorset Council. There will be external advertisement although existing chief executives can of course apply. The first Meeting of the Shadow Executive will be held next Monday evening the 18th June. The Shadow Executive has 10 Members from DCC and two each from the partnering District Councils. From now on many decisions, particularly those with financial implications, will have to go for agreement through the Shadow Executive rather than the executive/cabinet of the partner councils. There is an enormous amount of work to be done to be ready for next April and the executive will be meeting fortnightly from now on. In particular a balanced budget for the 19/20 year will need to be agreed by November. This is going to be particularly difficult with the pressures that continue in both adult and children's social care.			
2	Apologies Vice Chair Cllr Jane Collins (JC) – holiday C Cllr Jill Haynes (JH) - working D Cllr Brian Haynes (BH) - working			
	Accepted as valid by the Parish Council.			
3	Registers of Interest			
4	Parish Matters – Neighbourhood Plan – Cllr John Baker			
4	Minutes of Last Meeting held Tuesday 8 May were Passed, Agreed and signed. Proposed Cllr Foot, Seconded Cllr Townsend, AIF			
5	Matters Arising			
1	None Name			
6	Planning Matters			
1	None			
7	FINANCIAL MATTERS			
1	Invoices Paid			
	Namesco – PC Website - £ 85.18 cheque 442			
	DCC – Grass cutting - £ 762.43 cheque 441			
	Parish Clerk Wages + Exps - £ 310.13 cheque 443			
	BHIB Insurance - £ 346.20 cheque 444			
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2	Invoices to be approved			
	DAPTC - Training - New Councillors £ 40.00			
	DAPTC – Training – GDPR £ 12.50			
	ROSPA – Play area safety check £ 84.00			
	Clerks Wages + Exps £ 336.55 DARTC Appual Membership £ 100.82			
	DAPTC – Annual Membership £ 199.82 PlanMinster (Maintenance & Grass cutting) £ 40.00			
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3	Monies Received Holwell PC – half cost DAPTC Conference £ 35.00		
4	Reconciled Bank Accounts at 31 May 2018 Nat West Current 5195.63* Nat West Deposit (Balance of Sir William Aykroyd's legacy) 8,186.45 Minus uncleared cheques 85.18 Total 13296.90		
	Play area B/F + Income 1021.92 Less Net Expenses 0.00 Balance at 31.05.18 1021.92		
	Actual Parish Council Funds in current account £ 5195.63 – 1021.92 <u>4173.71</u>		
	Financial Report Proposed Cllr Townsend, Seconded Cllr Osmond, AIF		
5	Approve Nalc pay rise for Clerk – this was approved. <i>Proposed Cllr Foot, seconded Cllr Townsend, AIF</i>		
8 1	Highways The Parish Council has received several letters complaining about speeding through the village. There was a day that was particularly bad when a lot of tractors were travelling through, with some drivers not being considerate. The possibility of buying a SID (speed indicator device) was also raised by a parishioner. The Parish Council discussed the subject at length and decided that; • Parish Clerk to write to contractor who had tractors driving through the village, asking that they drive with care and consideration. • Respond to Parishioners with details of a SID, explaining that it is not entirely straightforward as there are quite a few restrictions from Highways. Also explaining that it is an expense that cannot be funded by the Parish Council at this time, but the Parish		
2	Council would support any parishioner/s who wanted to pursue other avenues of funding. Removal of tree on triangle by church – Parish Clerk has had confirmation from Highways that the tree can be removed, providing it is not in a conservation area. This has been checked and it is not. Parish Clerk to get quotes for removal of tree.		
3	Enquiry number 1073485 – Knapps Hill Farm Junction Factory Lane – white lines are needed. Job has been completed. Cllr Townsend to check whether this has been done.		
	Enquiry No: 1101994 – Pot hole 75 yards past church – job completed. Pot hole is still there, Parish Clerk to raise again.		
9 1	 Parish Matters Hountwell Pump Cllr Barker and Cllr Godwin cleared the hedge. Cllr Foot met with fencing contractor, who hopes to do the fencing this week. The quote was previously circulated to Parish Council and all agreed it was fine. Parish Clerk to email neighbouring landowner to give notice that the fencing is going to be done shortly. Parish Clerk to send receipt acknowledging payment of £ 1.00. Cllr Barker applied for a grant to do the fencing from AONB, but unfortunately was unsuccessful. There is another possibility of a LEADER grant. Cllr Barker and Cllr Baker to find out more about it. Parish Field 	SM SM	

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	Constitution desired by the contract of the co		
	 Grass has been strimmed by path. Sir Williams bench in need of a clean. Parish Clerk to add to list of jobs for handyman. 		
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3	Play Area		
	The safety check has been carried out on the play area and the report has been circulated. The report states that the overall risk is low. Parish Clerk to give list of jobs to the handyman for completion. It was suggested that money in the play area fund, should be used to complete the jobs/tasks. <i>AIF</i>	SM	
4	The Pound The pound has been trimmed.		
5	Parish Room/Parish Field Refurbishment Cllrs had a separate meeting on site to discuss ideas that had been put forward by parishioners. The most popular idea, from young and old, was to have a track all the way around the parish field, that could be used for walking, running, push chairs, wheelchairs etc. Quotes have been obtained for this. Cllr Baker had prepared some drawings for the refurbishment of the Parish Room. Other ideas put forward were a different entrance to the Parish Field and a MUGA. After discussion it was decided that a planning application should be prepared covering all proposed ideas and ways of funding to be explored.		
6	Neighbourhood Plan West Dorset District Council and Weymouth & Portland Borough Council are currently reviewing the adopted joint local plan and this may affect Buckland Newton's Neighbourhood Plan. Cllr Baker to investigate further.	JB	
10	GDPR		
	Parish Clerk is working through action plan for GDPR. The following policies have now been		
	produced and need to be adopted.		
	GDPR Policy		
	Data Breach Policy		
	Subject Access Request Policy		
	Records Retention Policy		
	General Public Privacy Notice		
	Staff & Councillor Privacy Notice		
	Proposed Cllr Foot, Seconded Cllr Osmond, AIF		
	Security Compliance checklist and Personal Data permission form were handed out to Cllrs to be filled out and returned to Parish Clerk.		
	Parish Clerk has obtained prices for lockable filing cabinet. It was agreed that one should be bought.	SM	
11	Correspondence		
	Emails received.		
	NALC action on GDPR - moves to remove need for Data Protection Officer		
	DAPTC AGM timetable and proposal process		
	 Proposed warding arrangements for unitary councils – Briefing sessions 11 June 		
	Latest news from Dorset Highways		
	• FW: GDPR Briefing Sessions – offered by Blandford Town Council – <i>Cllr Collins to attend</i> .		
	• RoSPA Play Safety Inspection Reports – <i>circulated and jobs actioned</i> .		
	• FW: NALC Newsletter – 3 May 2018		
	DAPTC E-Newsletter 09 - May 2018		
	 Notes and information from West Dorset Parishes meeting 2nd May 2018 		
	Proposed warding arrangements for unitary councils – Briefing sessions 11 June		
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	West Dorset, Weymouth & Portland Local Plan Preferred Options	
12	Other Matters/Items for Agenda of Next Meeting	
1	None	

Next Meeting - Tuesday 10 July 2018 – 7.30 pm, Parish Room The meeting concluded at 9.15 pm

Signed:	Da	ate:

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