

**BUCKLAND NEWTON PARISH COUNCIL**  
**Minutes of Meeting**  
**Tuesday 10 December 2019 at 7.30 pm in the Parish Pavilion**

**Present:** Chair Cllr Nicki Barker (NB), Vice Chair Cllr Jane Collins (JC), Cllr Andy Foot (AF), Cllr Chris Osmond (CO), Cllr John Baker (JB), Cllr Lin Townsend (LT), Cllr R Godwin (RG), Cllr Sam Sowerby (SS)

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
1	<p><b>Period of Public Questions</b>  Cllr Barker welcomed everyone to the meeting.  Housekeeping - Fire Exits were indicated and a request for mobile phones to be switched off or turned to silent.</p>	
1	<p><u>Community Police Officer</u> – PCSO 6500 Alison Donnison – Report sent.</p> <ul style="list-style-type: none"> <li>• There have been no crimes reported between 11 November and Friday 6 December 2020.</li> <li>• There have been multiple reports of purse thefts in Dorchester, so please be careful if visiting.</li> </ul>	
2	<p><u>Dorset Councillor (Chalk Valley) Cllr Jill Haynes</u> – Report received</p> <ul style="list-style-type: none"> <li>• Cllr Jill Haynes has spoken to Dorset Planning dept to confirm what is happening in the process of the BT consultation. The planning officer has confirmed that he is currently collating the responses and the decisions will be sent to BT this week.</li> </ul>	
3	<p><u>Parishioner correspondence/Issues Raised</u>  None</p>	
2	<p><b>Apologies</b>  Vice Chair Cllr Mark Needham (MN) - working  C Cllr J Haynes (JH) – unwell</p> <p>Accepted as valid by the Parish Council.</p>	
3	<p><b>Registers of Interest</b>  Cllr A Foot – 6. Planning Matters</p>	
4	<p><b>Minutes of Last Meeting held</b> Tuesday 12 November 2019 were Passed, Agreed and signed.  <i>Proposed Cllr Foot, Seconded Cllr Osmond, AIF</i></p>	
5	<p><b>Matters Arising</b></p>	
1	<p>Mirror on junction by school – Hastoe have given permission for a mirror to be put up on their land, but they will not accept any liability for it. Parish Clerk to inform Fete Committee that permission has been given and that the Parish Council are happy for them to action this.</p>	SM
2	<p>Footpath opposite the shop – there have been more comments from parishioners regarding rubble that has been tipped alongside the footpath opposite the shop. The landowner has a perfect right to do this and it is not on the footpath. Cllr Foot to enquire about the rubble been rolled in.</p>	AF
6	<p><b>Planning Matters</b></p>	
1	<p><b>WD/D/19/002715 FORMER WILDLIFE HIDE, BOOKHAM FARM, ALTON PANCRAS</b>  Change of use and extension to form residential accommodation.  <i>Comments by 30 December 2019 – Cllr Foot explained the plans. Cllr Foot left the room, while the Parish Council discussed the application. Cllr Baker to check the neighborhood plan to make sure everything is inline. If all ok the Parish Council will respond - The Parish Council supports the application as it supports the rural infrastructure, will provide more holiday accommodation for the area and provide local employment opportunities. The Parish Council applaud the environmental aspect of it.</i></p>	JB

2	<p>WD/D/19/002716 SUNNYSIDE, BUCKLAND NEWTON, DORCHESTER, DT2 7BX Erection of replacement gate. <i>Comments by 4 January 2020. The application details will not be available until 12 December, therefore Councillors to look when available and email their thoughts, so that a comment can be made.</i></p>																																					
7	<p><b>FINANCIAL MATTERS</b></p>																																					
1	<p><u>Invoices Paid</u></p> <table border="0"> <tr> <td>Parish Clerk Wages &amp; Exps</td> <td style="text-align: right;">£ 352.18</td> </tr> <tr> <td>Namesco Ltd – website</td> <td style="text-align: right;">£ 131.87</td> </tr> <tr> <td>Planminster</td> <td style="text-align: right;">£ 35.00</td> </tr> <tr> <td>Dorset Council - tree works</td> <td style="text-align: right;">£ 336.00</td> </tr> </table>	Parish Clerk Wages & Exps	£ 352.18	Namesco Ltd – website	£ 131.87	Planminster	£ 35.00	Dorset Council - tree works	£ 336.00																													
Parish Clerk Wages & Exps	£ 352.18																																					
Namesco Ltd – website	£ 131.87																																					
Planminster	£ 35.00																																					
Dorset Council - tree works	£ 336.00																																					
2	<p><u>Invoices to be approved</u></p> <table border="0"> <tr> <td>BNH – Additional works (gate and posts)</td> <td style="text-align: right;">£ 460.97</td> </tr> <tr> <td>Parish Clerk wages</td> <td style="text-align: right;">£ 320.38</td> </tr> <tr> <td>ICO Renewal</td> <td style="text-align: right;">£ 40.00</td> </tr> <tr> <td>Mr N Baker – Sand store refill</td> <td style="text-align: right;">£30.00</td> </tr> </table> <ul style="list-style-type: none"> <li>• BNH – Parish Clerk to ask BNH to email confirmation that work on the all-weather will be completed and then outstanding invoice can be paid.</li> <li>• ICO – If this is paid by Direct Debit the fee will be reduced to £ 35.00. Parish Council agreed to pay by DD as this will be an ongoing yearly cost.</li> </ul>	BNH – Additional works (gate and posts)	£ 460.97	Parish Clerk wages	£ 320.38	ICO Renewal	£ 40.00	Mr N Baker – Sand store refill	£30.00	SM																												
BNH – Additional works (gate and posts)	£ 460.97																																					
Parish Clerk wages	£ 320.38																																					
ICO Renewal	£ 40.00																																					
Mr N Baker – Sand store refill	£30.00																																					
3	<p><u>Monies Received</u></p> <table border="0"> <tr> <td>Morris – hire of Pavilion</td> <td style="text-align: right;">£ 5.00</td> </tr> <tr> <td>Dorset Council – Payment for Election Day</td> <td style="text-align: right;">£ 50.00</td> </tr> </table>	Morris – hire of Pavilion	£ 5.00	Dorset Council – Payment for Election Day	£ 50.00																																	
Morris – hire of Pavilion	£ 5.00																																					
Dorset Council – Payment for Election Day	£ 50.00																																					
	<p>Cllr Barker commented that all community facilities should support one another. As the election is being held in the Parish Room, due to the village hall already having a booking, it was proposed that £25.00 should be given to the village hall, to compensate loss of earnings from election booking.</p> <p><i>Proposed Cllr Foot, Seconded Cllr Barker.</i></p>																																					
4	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left;">Reconciled Bank Accounts at 30 November 2019</th> </tr> </thead> <tbody> <tr> <td style="width: 60%;">Nat West Current</td> <td style="width: 20%; text-align: right;">8,615.99</td> <td style="width: 20%; text-align: right;">*</td> </tr> <tr> <td>Nat West Deposit (Balance of Sir William Aykroyd's legacy)</td> <td style="text-align: right;">618.35</td> <td></td> </tr> <tr> <td>Project Fund</td> <td style="text-align: right;">3,098.68</td> <td></td> </tr> <tr> <td>Previous cheques</td> <td style="text-align: right;">-</td> <td></td> </tr> <tr> <td>Uncleared cheques</td> <td style="text-align: right;">336.00</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;"><b>11,997.02</b></td> <td></td> </tr> <tr> <td>* Play area B/F + Income</td> <td style="text-align: right;">887.97</td> <td></td> </tr> <tr> <td>Less Expenses</td> <td style="text-align: right;">88.75</td> <td></td> </tr> <tr> <td><b>Balance at 30.11.19</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>799.22</b></td> <td></td> </tr> <tr> <td colspan="3">Actual Parish Council Funds in current a/c</td> </tr> <tr> <td>8615.99 - 799.22</td> <td style="text-align: right;"><b>7,816.77</b></td> <td></td> </tr> </tbody> </table>	Reconciled Bank Accounts at 30 November 2019			Nat West Current	8,615.99	*	Nat West Deposit (Balance of Sir William Aykroyd's legacy)	618.35		Project Fund	3,098.68		Previous cheques	-		Uncleared cheques	336.00			<b>11,997.02</b>		* Play area B/F + Income	887.97		Less Expenses	88.75		<b>Balance at 30.11.19</b>	<b>799.22</b>		Actual Parish Council Funds in current a/c			8615.99 - 799.22	<b>7,816.77</b>		
Reconciled Bank Accounts at 30 November 2019																																						
Nat West Current	8,615.99	*																																				
Nat West Deposit (Balance of Sir William Aykroyd's legacy)	618.35																																					
Project Fund	3,098.68																																					
Previous cheques	-																																					
Uncleared cheques	336.00																																					
	<b>11,997.02</b>																																					
* Play area B/F + Income	887.97																																					
Less Expenses	88.75																																					
<b>Balance at 30.11.19</b>	<b>799.22</b>																																					
Actual Parish Council Funds in current a/c																																						
8615.99 - 799.22	<b>7,816.77</b>																																					
5	<p>Budget/Precept setting – Precept request has to be in by the 31 January 2020. The financial report was produced and circulated before the meeting, along with a report showing the budget figures for last year and actual for this year. Parish Clerk to check whether the current budget figure is</p>	SM																																				

6	<p>enough to cover increased hours that have been worked. Final decision on budget/precept to be made in January meeting.</p> <p>Bank Balances have been reconciled, checked, verified and witnessed by Cllr Collins.</p> <p><i>Financial Report Proposed Cllr Foot, Seconded Cllr Collins, AIF</i></p>	
8 1	<p><b>Highways</b></p> <ul style="list-style-type: none"> <li>• Gullies on Locketts Lane need emptying</li> <li>• Gullies on Revels Hill need emptying.</li> <li>• Dips in the road (B3143) beyond Lydden Meadow are getting worse.</li> </ul> <p>Parish Clerk to report on dorsetforyou site</p>	SM
9 1 2 3 4 5 6	<p><b>Parish Matters</b></p> <p><b>Hountwell Pump</b> Nothing to report.</p> <p><b>Parish Field and Boundary Fence</b></p> <ul style="list-style-type: none"> <li>• Cllr Foot is obtaining quotes to re-fence the Parish Field. This appears to be between £5000 and £ 10,000 depending on what material is used (metal or wood)</li> <li>• Cllr Godwin to also obtain a quote to re-fence the Parish Field.</li> <li>• Parish Clerk to contact BNH to get confirmation that they will complete the work on the all-weather track.</li> </ul> <p><b>Play Area</b></p> <ul style="list-style-type: none"> <li>• Fungi has been seen growing in the play area – This has been taken care off.</li> <li>• Missing board – Parish Clerk to chase, to make sure this is replaced.</li> <li>• Parish Clerk to obtain prices for new wood chippings.</li> </ul> <p><b>Parish Pound</b></p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> </ul> <p><b>Telephone Box</b></p> <ul style="list-style-type: none"> <li>• Since the last meeting the telephony equipment has been removed from the phone box outside the Gaggle of Geese. After investigation it was discovered that Community Heartbeat Trust has adopted the telephone box without any consultation to the Parish Council. The Parish Council had objected to the removal and the application was still in the consultation period, so the adoption should not have happened. The Parish Council would like to see the telephony equipment reinstated, therefore it was agreed that the Parish Clerk should write to Ofcom stating that procedure has not been followed. Parish Clerk to also send agreed letter to Community Heartbeat.</li> </ul> <p>Parish Council have also objected to the removal of the phone box at Henley. It was agreed that if the telephony equipment is removed from this then the Parish Council will adopt the box.</p> <p><b>Parish Pavilion</b></p> <ul style="list-style-type: none"> <li>• A snagging report to be completed by Cllr Foot and Cllr Barker</li> <li>• Parish Clerk to continue with cleaning.</li> <li>• There have been a few bookings through November and December</li> <li>• New tables and chairs have been delivered</li> <li>• Hiring rates to be put on the Community Facebook page. £5.00 for up to 2 hours and £ 10.00 for longer session of morning/afternoon/evening (eg 4 hours) Charges are to cover running costs.</li> <li>• Parish Clerk to keep record of hirings etc for future LEADER reporting.</li> </ul>	AF RG SM  SM  SM

10	<p><b>Correspondence</b>  <u>Emails received</u></p> <ul style="list-style-type: none"> <li>• Request to support the Local Electricity Bill</li> <li>• DAPTC E-Newsletter - No. 19 November 2019 - Version 2</li> <li>• New service for unpaid carers launches in Dorset</li> <li>• NALC Small Councils Committee – Dorset Candidates are Sarah Jackson [West Lulworth PC] and Josephine Parish [Corfe Castle PC].</li> <li>• Consultation: Strengthening police powers to tackle unauthorised encampments</li> <li>• News release: Panel amends Climate Emergency declaration + EAP update</li> <li>• Travel &amp; transport news – November 2019</li> <li>• Social Media - Model Policy – <i>Parish Clerk to read through in preparation for adoption at the next meeting.</i></li> <li>• FW: South Western Railway Update – <i>forwarded for website</i></li> <li>• Town and Parish Councils</li> <li>• URGENT TEMPORARY ROAD CLOSURE, SHARNHILL GREEN, BUCKLAND NEWTON – fwd for website</li> <li>• Dorset Council News For Town and Parish Councils</li> <li>• DAPTC E-Newsletter No. 20 - December 2019</li> </ul> <p><u>Post received</u></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
11 1	<p><b>Other Matters/Items for Agenda of Next Meeting</b></p> <p>Record keeping – Parish Clerk to confirm how long emails need to be kept for. Cllr Baker to find out the best way of storing electronic communication for future records.</p>	JB
No voice recording was made at this meeting.		

**Next Meeting – Tuesday 14 January – 7.30 pm, Parish Pavilion**  
The meeting concluded at 9.30 pm

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