

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Meeting
Wednesday 10 July 2019 at 8.00 pm in the Village Hall

Present: Chair Cllr Nicki Barker, Vice Chair Cllr Mark Needham (MN), Vice Chair Cllr Jane Collins (JC), Cllr Chris Osmond (CO)

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
1	Period of Public Questions 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.	
1	<u>Community Police Officer</u> – PCSO 6500 Alison Donnison – No report.	
2	<u>Dorset Councillor (Chalk Valley) Cllr Jill Haynes</u> – Nothing much to report as new committees are being set up and Councillor training is being organized.	
3	<u>Parishioner correspondence/Issues Raised</u> – An email has been received from a parishioner with ideas and suggestions for activities and sport equipment on the parish field. The matter was discussed and it was agreed that anyone who wanted to borrow the current football and cricket equipment could do so. The Parish Pavilion has been designed to be a supporting building and anyone wishing to set up a club, would fundraise for their own equipment. Parish Clerk to respond to email.	SM
2	Apologies Cllr Sam Sowerby (SS) - working C Cllr J Haynes (JH) – another meeting Cllr Andy Foot (AF) - working Cllr R Godwin (RG) - working Cllr Lin Townsend (LT) - holiday Cllr John Baker (JB) - unwell Accepted as valid by the Parish Council.	
3	Registers of Interest None	
4	Minutes of Last Meeting held Wednesday 12 June 2019 were Passed, Agreed and signed. <i>Proposed Cllr Osmond, Seconded Cllr Needham, AIF</i>	
5	Matters Arising	
1	Sand Store – A new weatherproof combination lock has been purchased. This will be put on the sand store once it has been replenished. The Flood Warden will be the only person to have the number and the combination will be changed every time anyone has sand from the store. It was decided that salt should be added to the sand, so that it is unsuitable for building works. This may make it less likely to be removed again. Cllr Barker has written to the Flood Warden explaining the new procedures.	
2	Tree Risk Assessment – Parish Clerk has contacted Tree Surgeon within Dorset Council and is waiting for a response.	SM
3	Locketts Lane – Dressing works – Parish Clerk received an email apologising that residents had not been notified of road closure and advising that the works were behind schedule due to the recent inclement weather.	
6	Planning Matters	
1	WD/D/19/001450 3 LANDSCOMBE LANE, BUCKLAND NEWTON, DORCHESTER, DT2 7BH Erect first floor balcony on east elevation, remove window and install doors to access balcony.	

	<i>Comments by 19 July 2019 – Support – It does not overlook any properties.</i>																																			
2	WD/D/19/001644 BUCKLAND NEWTON WATER RECYCLING CENTRE Installation of a new motor control centre kiosk. <i>Comments by 26 July 2019 – Support – An essential amenity to the village</i>																																			
3	WD/D/19/001664 THE OFFICES, STEVENS WALK, BUCKLAND NEWTON, DT2 7BQ Discharge of planning obligations on Section 106 Agreement dated 11 September 2003 of planning approval 1/N/2003/0503 <i>Comments by 28 July 2019 – Support – It will be good to see this property put to use as it has not been used for many years and has become an eyesore.</i>																																			
4	Bels Court S106 – The Parish Council have been contacted about the S106 on Bels Court. Cllr Barker to draft a reply to be circulated and approved by Councillors before replying.		NB																																	
7	FINANCIAL MATTERS																																			
1	<u>Invoices Paid</u>																																			
	ROSPA – Safety check play area	£ 84.00	BACS																																	
	Dorset Council – Grounds maintenance	£787.60	BACS																																	
	Clerks Wages	£ 326.52	BACS																																	
	N & J Baker Ltd	£ 18,000.00	Cheque 7 (Project Fund)																																	
	Cllr Godwin – reimbursement – plants	£ 69.00	Cheque 493																																	
	BNH – Improvements to existing footpath	£ 28,920.00	BACS																																	
2	<u>Invoices to be approved</u>																																			
	Cerne Valley Contracts Ltd – Landscombe Lane	£ 921.60																																		
	BNH – Play area – gate posts	£ 460.97																																		
	Clerks Wages	£ 294.98																																		
	SSE	£ 25.25																																		
	Screwfix – padlock	£ 20.99																																		
	Parish Clerk to hold payment of Cerne Valley Contracts until September, therefore allowing all payments to be made on the project first.																																			
	BNH – gate posts, this invoice will be paid once the final part of the all-weather track has been completed.																																			
3	<u>Monies Received</u>																																			
	CIL payment	£ 1536.00																																		
	Parish Clerk to transfer this money into the Project Fund.																																			
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5	Parish Clerk has claimed the VAT for last year totaling £ 1664.89, of which £ 956.20 relates to the project fund. £ 10,337.64 has also been claimed back for the first three months of this financial year. £10,160.50 relates to the project fund. Therefore £11,116.25 will be transferred into the project fund account once the VAT claim has been received.	
6	Parish Clerk has received confirmation that the AGAR has been received by PKF Littlejohn for an external audit.	
7	Parish Clerk to look into what cover is in place due to Fraud.	SM
8	Internal checks/audit on bank balances have been done and signed by two Councillors.	
9	The financial report was produced and circulated before the meeting. The figures were reviewed and all is running within budget. <i>Financial Report Proposed Cllr Osmond, Seconded Cllr Collins, AIF</i>	
8	Highways	
1	Triangle by the church – this has now been taken off the cutting rota for Dorset Council. This will enable the Parish Council to organise the up-keep and make sure that the planted shrubs survive.	
2	It has been brought to the attention of the Parish Council that the hedge by the allotments has become overgrown. Parish Clerk to contact Highways to see if it is their responsibility.	SM
3	The 30 mph sign in the hedge going towards the manor is obscured. Parish Clerk to report.	SM
9	Parish Matters	
1	Hountwell Pump <ul style="list-style-type: none"> • A padlock has been put on the gate at the site of the pump. 	
2	Parish Field <ul style="list-style-type: none"> • A final layer of dust is being applied to the all-weather track. 	
3	Play Area <ul style="list-style-type: none"> • Weekly assessment has been carried out. Nothing to report. 	
4	Parish Pound <ul style="list-style-type: none"> • Parish Clerk awaiting response from Dorset Council tree surgeon. 	
5	Telephone Box <ul style="list-style-type: none"> • BT have asked for picture evidence that the telephone boxes need repainting. Parish Clerk to do this, once the sites have been cleared and cleaned again, so that it shows the telephone boxes are being looked after. 	SM
6	Parish Room/Parish Field Refurbishment <ul style="list-style-type: none"> • The plaster boarding is being put up inside. • Electric sockets are in place • The room is very light and bright • All running on schedule. • Parish Clerk to contact BT re. internet connection 	SM
10	Adoption of amended Financial Regulations The Financial Regulations have been reviewed to make sure that internet banking is covered. The regulations were circulated before the meeting for all Councillors to check. The Parish Council are happy with the Financial Regulations, therefore it was proposed that they should be adopted.	

	<i>Proposed Cllr Collins, Seconded Cllr Needham, AIF</i>	
11	Correspondence <ul style="list-style-type: none"> • Dorset Council - Town and Parish Council Newsletter • Wildlife & Countryside Act 1981, DMMO T558 • Suggestion wanted for Electric Vehicle Charge Point provision in Dorset – response sent. • Invitation - NHS Dorset CCG – AGM, 9.30 – 11.30 am, Wednesday 10 July 2019, Hamworthy Club • Response to national story on GP surgery closures • Newsletter - Travel & transport news – June • South Western Report (Train) • Highways SharePoint Update: Vegetation Leaflet • DAPTC - Protocol for marking the death of a national figure • Highways Working Together SharePoint Update – May 2019 • Dorset Council News For Town and Parish Councils 	
11 1	Other Matters/Items for Agenda of Next Meeting None	
No voice recording was made at this meeting.		

Next Meeting – Tuesday 13 August 2019 – 7.30 pm, Parish Pavilion
The meeting concluded at 9.55 pm

Signed: _____ Date: _____