

**BUCKLAND NEWTON PARISH COUNCIL**  
**Minutes of Meeting**  
**Wednesday 12 June 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 Andy Foot (AF), Cllr Chris Osmond (CO), Cllr R Godwin (RG), Cllr Lin Townsend (LT), Cllr John Baker (JB)

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
<b>1</b>	<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> <p>1 <u>Community Police Officer</u> – PCSO 6500 Alison Donnison – No crimes reported for Buckland Newton. 15-05-2019 - 2 males found in a barn with a lamb – went away when challenged. <u>Other Issues:</u> There have been reports of a male knocking on doors stating he had run out of fuel in the Poundbury, Martsintown &amp; Stinsford area. He had been passed fuel by some residents. The male has been identified and spoken to by a local Neighbourhood Police Officer. There have also been sightings of males knocking on door selling household items. While on a visit in Puddletown I came across the male and he did not have a peddlers’ license – he insisted he was a “Hawker” and taking orders - he was advised to leave the area and discontinue the door knocks. His details have been forwarded to Trading Standards. If anyone experiences issues of a suspicious nature please call police on 101.</p> <p>Need to be aware of scams; these can be reported to Action Fraud. Please report anything suspicious to the police – ring 101 or <a href="http://www.dorset.police.uk/do-it-online/">www.dorset.police.uk/do-it-online/</a></p> <p>2 <u>Chalk Valley Cllr Jill Haynes</u> – There is nothing to report at the moment. The full set of proper meetings start in July. Currently the focus is on new Councillor training.</p> <p>Cllr Barker suggested that the Parish Council should not expect Cllr Haynes to attend every meeting due to her increased area and work load. It would be beneficial for her to attend to update the Parish Council when required, or for the Parish Council to contact her if they needed to discuss an issue.</p> <p>3 <u>Parishioner correspondence/Issues Raised</u>  None</p>	
<b>2</b>	<p><b>Apologies</b>  Cllr Sam Sowerby (SS) - working  C Cllr J Haynes – holiday</p> <p>Accepted as valid by the Parish Council.</p>	
<b>3</b>	<p><b>Registers of Interest</b>  9 – Parish Room - relative</p>	
<b>4</b>	<p><b>Minutes of Last Meeting held</b> Wednesday 15 May 2019 were Passed, Agreed and signed.  <i>Proposed Cllr Baker, Seconded Cllr Collins, AIF</i></p>	
<b>5</b>	<p><b>Matters Arising</b>  1 Sand Store – The sand store has been emptied with no knowledge of either the Flood Warden or the Parish Council. The Councillors checked the sand store before the meeting and could see no evidence of the sand store being broken in to and the padlock was still in place. There was also no evidence of water getting into the sand store and washing sand away; the area around the sand store, car park and borders was checked and no sand was present. After discussion it was decided that a new combination padlock be bought for the sand store. If in agreement the Flood Warden would be the only person to know the combination of the lock and change it after each use of the</p>	

	sand store. The Parish Council will arrange refilling once the new lock is in place. The Flood Warden be asked to inspect the store on a regular basis.				
2	Overgrown hedge – acknowledgement of letter had been received.				SM
3	Tree Risk Assessment – Parish Clerk has received two more quotes. One was for £90.00 and the other was for £350.00. One of the companies suggested that it would be more economical to ask for a quote for the work to be done. This means that the quote would be free and then you would have a copy of the invoice proving what work had been done. After discussion it was decided that the Parish Clerk should speak to the Tree Officer at Dorset Council to see whether they would check the tree over. If not, then speak to the companies again and ask for a quote. Also, Cllr Godwin to speak to a colleague, to obtain a price. <i>Proposed Cllr Needham, Seconded Cllr Foot, AIF</i>				
4	Signage – Cllr Baker has been looking at designs/layout of signs in preparation for forwarding proposals to Highways. Several Councillors have had parishioners mention that it would be advantageous to have the toilets at the new pavilion open to the public. It was agreed that amenities (shop, school, pub, village hall, parish pavilion and toilet) in the village should be signposted.				
<b>6</b>	<b>Planning Matters</b>				
1	None				
<b>7</b>	<b>FINANCIAL MATTERS</b>				
1	<u>Invoices Paid</u>				
	BHIB Ltd - Insurance	£ 358.72		cheque 488	
	Planminster – strimming pound	£ 20.00		cheque 489	
	Cllr Baker – reimbursement – swing repairs	£ 20.10		cheque 490	
	DAPTC Annual Membership	£ 246.41		cheque 491	
	Parish Clerk Wages & Exps	£ 343.94		cheque 492	
2	<u>Invoices to be approved</u>				
	ROSPA – Safety check play area	£ 84.00			
	Dorset Council – Grounds maintenance	£ 787.60			
	Clerks Wages	£ 326.52			
	N & J Baker Ltd	£ 18,000.00			
	Cllr Godwin – reimbursement – plants	£ 69.00			
3	<u>Monies Received</u>				
	None				
4	<b>Reconciled Bank Accounts at 30 May 2019</b>				
	Nat West Current	6,479.90	*		
	Nat West Deposit (Balance of Sir William Aykroyd's legacy)	617.60			
	Project Fund	55,968.82			
	Minus uncleared cheques	703.93			
		<b>62,362.39</b>			
	Play area B/F + Income	887.97			
	Less Expenses	16.75			
	<b>Balance at 01.05.19</b>	<b>871.22</b>			
	Actual Parish Council Funds in current a/c				
	6479.90 - 871.22	<b>5,608.68</b>			
5	AGAR has been sent to PKF Littlejohn for external audit. Parish Clerk has received confirmation of receipt.				

6	Internet Banking – Card and card reader have now been received, so internet banking can commence.	
7	<p>Project Fund – All-weather track - the Parish Council has the conflict of needing the track installation job submitted as a single invoice, against BNH not being able to finally complete the works until the scaffolding is removed from the new pavilion. This may take a few weeks. To solve this, it was suggested that BNH submits the total invoice for payment as soon the track is complete apart from the outstanding section in front of the pavilion and later rolling. Against this, as due diligence, the Parish Council would withhold payment of the separate, and additional, invoice for the oak post installation until all the works are 100% completed.</p> <p><i>Proposed Cllr Foot, Seconded Cllr Baker, AIF</i></p> <p><i>Financial Report Proposed Cllr Osmond, Seconded Cllr Townsend, AIF</i></p>	
<b>8</b>	<b>Highways</b>	
1	Locketts Lane – Dressing works should have been done on Locketts Lane from 3 – 7 June. This has not happened. Parish Clerk to find out what has happened and to advise that residents had not been informed that the road was going to be closed. As this is a no-through road they would need to be informed so that they could make plans accordingly.	SM
<b>9</b>	<b>Parish Matters</b>	
1	<p><b>Hountwell Pump</b></p> <ul style="list-style-type: none"> <li>Annual risk assessment has been done. All the fencing was in good order. It was agreed that a padlock should be put on the gate at the site of the pump.</li> </ul>	
2	<p><b>Parish Field</b></p> <ul style="list-style-type: none"> <li>Councillors are delighted with how the track installation has gone with minimal damage to the field.</li> </ul>	
3	<p><b>Play Area</b></p> <ul style="list-style-type: none"> <li>The Annual Inspection has been done and the report has been circulated to the Councillors. Parish Clerk to make a list of the jobs and circulate to the Councillors.</li> <li>Buddy Swing – this has been repaired and reinstalled.</li> <li>Parish Council were notified that a child had fallen off the zip wire and broken their arm. This was an accident; they were using the zip wire correctly.</li> </ul>	
4	<p><b>Parish Pound</b></p> <ul style="list-style-type: none"> <li>The Pound has been risk assessed.</li> <li>Parish Clerk to obtain prices to risk assess tree.</li> </ul>	
5	<p><b>Telephone Box</b></p> <ul style="list-style-type: none"> <li>The grass around the telephone box at Henley has been strimmed. Parish Clerk to write a letter of thanks.</li> </ul>	SM
6	<p><b>Parish Room/Parish Field Refurbishment</b></p> <ul style="list-style-type: none"> <li>The roof has been completed and looks brilliant.</li> <li>The project is running on schedule.</li> <li>Councillors chose the colour soft sage for the wood work to the Parish room</li> <li>It was discussed and agreed that the fire place should remain as a feature in the room.</li> <li>The existing window frame was rotten, so Cllr Baker has made a new one.</li> <li>Parish Clerk to contact BT about having internet installed in the Parish Room.</li> </ul>	SM

10	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Dorset Council ushers in new era by declaring climate emergency</li> <li>• DAPTC E-Newsletter No. 16 - May 2019</li> <li>• ROAD TRAFFIC REGULATION ACT 1984, TEMPORARY ROAD CLOSURE, LOCKETTS LANE, BUCKLAND NEWTON</li> <li>• RoSPA Play Safety Inspection Reports</li> <li>• DAPTC AGM 2019 timetable and proposal process</li> <li>• Newsletter - Travel &amp; transport news – May 2019</li> <li>• Dorset Council - Town and Parish Council Newsletter</li> <li>• Highways SharePoint Update: Performance Documents</li> <li>• Data logged – AGAR part 3</li> </ul>	
11	<p><b>Other Matters/Items for Agenda of Next Meeting</b></p> <p>1 Review of Emergency Plan – Cllr Collins is reviewing and updating the plan.</p> <p>2 Gates – There have been quite a few farmers in the village who have had gates left open on their land. In one case the haps has been removed from the gate. This is inconsiderate and dangerous as it could allow animals to escape onto the road. Also dogs should not be allowed to cool off in water tanks, as this is a high disease risk to cattle who have to drink out of the troughs. Parish Clerk to put an article in the LVN.</p>	SM
No voice recording was made at this meeting.		

**Next Meeting – Wednesday 10 July 2019 – 8.00 pm, Buckland Newton Village Hall**  
The meeting concluded at 9.40 pm

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