

**BUCKLAND NEWTON PARISH COUNCIL**  
**Minutes of Parish Council Meeting**  
**Tuesday 13 April 2021 at 7.30 pm via Zoom**

**Present:** Vice Chair Cllr Mark Needham (MN), Cllr John Baker (JB), Cllr Roy Godwin (RG), Cllr Lin Townsend (LT), Cllr Andy Foot (AF), Cllr Chris Osmond (CO)

Three Parishioners and one member of the general public

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
21/4-1	<p><b>Period of Public Questions</b>  Cllr Needham welcomed everyone to the meeting.</p> <p>Cllr Needham called for a minutes silence as a mark of respect for the death of HRH The Prince Philip.</p> <p>1 <u>Community Police Officer</u> – PCSO 6500 Alison Donnison</p> <ul style="list-style-type: none"> <li>• No crimes for Buckland Newton were reported between 09/02/2021 – 09/04/2021.</li> <li>• There has been an increase in theft from motor vehicles at Puddletown Forest and this is likely to be the pattern in the Dorset beauty spots. Patrols have been increased across all beauty spots. If anyone observes suspicious behaviour please report and if possible provide a vehicle registration for any cars that may be linked.</li> <li>• There has also been a series of Catalytic Convertor thefts across Dorset. Please find a link from a website which gives guidance on how to protect your car against this type of theft. It is very frustrating for car owners because often their cars are written off due to the costs to replace.<a href="https://heycar.co.uk/guides/best-ways-to-prevent-catalytic-converter-theft">https://heycar.co.uk/guides/best-ways-to-prevent-catalytic-converter-theft</a></li> <li>• 2020 saw West Dorset experience exceptional summer demand on policing as Lockdown measures eased and there has already been an increase in demand on officers across the force. There has already been an increase in anti-social behaviour and Dorset Police are working together with Dorset Council to address any anti-social behaviour in the area.</li> <li>• If you require any assistance relating to a police issue, please do not hesitate to contact me. I am pre-empting that it is going to be a very busy summer and it is more important than ever that incidents and crimes are reported so resources can be allocated according to demand. It may not always be possible for officers to attend immediately but if there is a problem in a particular area it can be highlighted for increased patrols.</li> </ul> <p>2 <u>Dorset Councillor (Chalk Valley) Cllr Jill Haynes</u> – April Report received.</p> <ul style="list-style-type: none"> <li>• Dorset Council press releases have covered current news. There are a mass of policies coming forward and proposals as part of the asset review but these have not been agreed as yet.</li> </ul> <p>3 <u>Parishioner Correspondence/Issued Raised</u>  Covered in Matters Arising</p>	
21/4-2	<p><b>Apologies</b>  None</p>	
21/4-3	<p><b>Resume – changes to the Parish Council</b>  Cllr Needham explained that both Cllr Barker and Cllr Collins had resigned from the Parish Council. Cllr Needham thanked them for their endless dedication and hard work. It was agreed that the Parish Clerk should organise thank you cards and gift.</p> <p>Cllr Needham would be Chairman until the next meeting (Annual Meeting) when the Chairman and Vice Chairman are elected for the coming year.</p>	



	<ul style="list-style-type: none"> <li>The Extraordinary Meeting to co-opt a Councillor was postponed as the Parish Council received two further resignations. Electoral services advised of two ways forward (1) to continue with co-option of one Councillor for the vacancy of Cllr Sowerby and then co-opt for the other two seats at a later date. (2) Wait for the statutory 14 day notice of vacancy for the seats of Cllr Barker and Cllr Collins. If an election is not required the Parish Council would be able to co-opt all three seats at the same time. The Parish Council received three applicants for the first seat and was advised that they would not need to re-advertise as the closing date for applicants was recent being 1 March 2021. The Parish Council chose to wait for 14 days so that the co-option for all three seats could take place.</li> </ul>											
21/4-7	<p><b>Co-option of Councillors</b></p> <ul style="list-style-type: none"> <li>The Elections Team confirmed that the Parish Council were able to co-opt all three vacancies.</li> <li>The candidates application forms were circulated to Councillors before the meeting</li> <li>Each candidate was invited to make a short statement.</li> <li>Councillors had the opportunity to ask questions</li> <li>Councillors considered all three candidates. A vote took place and all three candidates were unanimously voted on to the Parish Council.</li> <li>Cllr Needham welcomed all onto the Parish Council</li> <li>Parish Clerk to forward Register of Interest and Acceptance of Position forms to new Councillors.</li> </ul>											
21/4-8	<p><b>To appoint a Trustee to the United Charities of Buckland Newton.</b></p> <p>The Parish Council received correspondence from the United Charities of Buckland Newton advising that Mr G Lewis' term of office expired at the end of June 2021. Mr Lewis is willing to serve another term and has been very involved with the charity. After discussion the Councillors agreed to appoint Mr G Lewis for another term.</p> <p><i>Proposed Cllr Foot, Seconded Cllr Godwin, AIF</i></p>											
21/4-9	<p><b>Planning Matters</b></p> <p>1 <b>P/HOU/2021/00323 – 2 DUNTISH OAKS, FACTORY LANE, DUNTISH, DT2 7DR</b> Installation of new access and driveway. <i>Comments by 3 May 2021 – Parish Clerk to liaise with Cllr Baker and collate Councillor responses for submission.</i></p> <p>2 A parishioner forwarded the Parish Council plans for a retractable cover for an existing swimming pool, he would like any comments from the Parish Council before he submits to Dorset Council. Councillors reviewed the plans and had no problem with them. Cllr Baker to feed back comments.</p>	JB										
21/4-10	<p><b>FINANCIAL MATTERS</b></p> <p>1 <u>Invoices Paid</u></p> <table> <tr> <td>Parish Clerk Wages</td> <td>£ 410.04</td> <td>BACS 31.3.21</td> </tr> <tr> <td>Piers Closier – Fence</td> <td>£ 5460.16</td> <td>BACS 17.3.21</td> </tr> </table> <p>2 <u>Invoices to be approved</u></p> <table> <tr> <td>Parish Clerk Wages</td> <td>£ 365.54</td> </tr> <tr> <td>Water2business</td> <td>£ 64.84</td> </tr> </table> <p>3 <u>Monies Received</u></p> <p>None</p> <p>The above invoices were approved for payment</p> <p><i>Proposed Cllr Baker, Seconded Cllr Osmond, AIF</i></p>	Parish Clerk Wages	£ 410.04	BACS 31.3.21	Piers Closier – Fence	£ 5460.16	BACS 17.3.21	Parish Clerk Wages	£ 365.54	Water2business	£ 64.84	
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		<b>Reconciled Bank Accounts at 31 March 2021</b>		
		Nat West Current	3,218.02	*
		Nat West Deposit - The Aykroyd Legacy and Project Support Fund.	10,000.49	
		Project Fund	98.68	
4		Previous cheques	-	
		Uncleared cheques	-	
			<b>13,317.19</b>	
	*	Play area B/F + Income	799.22	
		Less Expenses	711.11	
		<b>Balance at 31.03.21</b>	<b>88.11</b>	
		Actual Parish Council Funds in current a/c		
		3218.02 - 88.11	<b>3,129.91</b>	
<p>The financial report was circulated prior to the meeting. Parish Clerk advised that a balance of £3129.91 was being carried forward. End of year accounts and reports are currently being compiled ready for the internal audit.</p> <p><i>Financial Report Proposed Cllr Osmond, Seconded Cllr Godwin, AIF</i></p>				
5		<p>To appoint new signatories for banking – As two signatories are required for payments the Parish Clerk advised that it would be useful to have at least one more Councillor as a signatory. It was decided to discuss this at the next PC meeting.</p>		
6		<p>To review Parish Clerks expenses – Parish Clerk currently receives £ 8.00 per month towards costs of working from home. Parish Clerk explained that this amount was agreed on 9 December 2014 and since then contracted hours have increased, as have utility and internet costs. After discussion the Parish Council agreed to increase the payment to £ 15.00 per month.</p> <p><i>Proposed Cllr Foot, Seconded Cllr Townsend, AIF</i></p>		
7		<p>To review the Insurance renewal documents – The Parish Clerk talked through the renewal documents. The renewal price is £392.69 against last years of £388.59. Councillors decided that it was not necessary to take out the Cyber Insurance. Councillors were happy with the quoted figure for this coming year.</p> <p><i>Proposed Cllr Foot, Seconded Cllr Baker, AIF</i></p>		
<b>21/4-11</b>	<b>1</b>	<b>Highways and Rights of Way</b>		
		No issues raised		
<b>21/4-12</b>		<b>Parish Matters</b>		
	1	<b>Bus Shelter</b> – Cllr Baker to produce costings for the next meeting.		
	2	<p><b>Parish Field</b></p> <ul style="list-style-type: none"> <li>• The new metal fence will be left natural</li> <li>• Thank you to Cllr Godwin for his work in repairing the verge by the Parish Pavilion by laying eco tiles, applying new top soil and reseeding the area. Also, thank you to Cllr Foot for supplying the top soil.</li> </ul>		
	3	<p><b>Play Area</b></p> <ul style="list-style-type: none"> <li>• Cllr Baker has removed the walkway for repairs. Councillors agreed the costs of £ 22.00 to buy new fixings.</li> </ul>		

4	<ul style="list-style-type: none"> <li>Parish Clerk to ask Handyman to rake bark</li> <li>Parish Clerk has been advised that the safety check will take place in May</li> </ul> <p><b>Sand Store</b></p> <ul style="list-style-type: none"> <li>Cllr Baker to speak to Flood Warden about plans for new sand store</li> </ul>	SM
5	<p><b>Emergency Plan</b></p> <ul style="list-style-type: none"> <li>Parish Clerk advised that the Emergency Plan needs to be reviewed. This to be an agenda item at the next meeting.</li> </ul>	
21/4-13	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>Dorset National Park – Chris Loder MP would like Parish Council views by the end of April.</li> </ul> <p>Parish Clerk to respond that the Parish Council feel that a Dorset National Park will be no advantage for Dorset. They feel that it will be another level of bureaucracy, a different authority to deal with. It was felt that AONB should be given more funding to enable them to do their job more effectively rather than replacing them.</p>	
21/4-14	<p><b>To set date for Annual Meeting</b></p> <p>Parish Clerk explained that it would not be legal to hold Parish Council meetings virtually after 7 May, therefore DAPTC have advised that the Annual Meeting should be done before that date to make sure that all official business is carried out legally.</p> <p>The Annual meeting will be held on Tuesday 4 May 2021 at 7.30 pm via zoom</p>	
21/4-15	<p><b>Other Matters/Items for Agenda of Next Meeting.</b></p> <p>None.</p>	
No voice recording was made at this meeting.		

**Next Meeting – Annual Meeting Tuesday 4 May 2021 – 7.30 pm**

The meeting concluded at 8.55 pm

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

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