

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Full Parish Council Meeting
Tuesday 12 April 2022 at 7.00 pm in the Parish Pavilion

Present: Chair Cllr Mark Needham (MN), Vice Chair Cllr Roy Godwin (RG), Cllr John Baker (JB), Cllr Chris Osmond (CO), Cllr Mick Ames (MA), Cllr Sheila Crouch (SC), Cllr Lin Townsend (LT)

Cllr Jill Haynes

1 Parishioner

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
	Cllr Needham welcomed everyone to the meeting.	
	<p>Period of Public Questions</p> <ul style="list-style-type: none"> • Parishioner following up on comments/questions from previous meeting (noted in Clerks report). Would be interested in being part of a community environmental working group. <p>Action: Notice to be put in the LVN asking if anyone would like to be part of an environmental and wildlife working group.</p>	SM
2022/4-1	<p>To Receive Apologies for Absence and to approve the reason given Cllr Christina Manny (CM) Cllr Andy Foot (AF)</p> <p>The reason for absence was approved.</p>	
2022/4-2	<p>To Receive Declarations of Personal or Pecuniary Interests or Grants of Dispensation None</p>	
2022/4-3	<p>To approve and sign as a correct record the Minutes of the Full Council Meeting held on Tuesday 8 March 2022. The minutes were signed as a true and accurate record. <i>Proposed Cllr Ames, Seconded Cllr Osmond, AIF</i></p>	
2022/4-4 1	<p>Clerk's Report</p> <p>Parishioner Issues Raised</p> <ul style="list-style-type: none"> • Parishioner asking how to put their name down for the new houses at Bels Court. • Climate and Environmental – Clerk researched resources available from Dorset Council. Low Carbon Dorset are offering: <ul style="list-style-type: none"> +Technical advice – someone come out and assess your business, to see what can be done to reduce your carbon footprint (up to two days) +Energy audit – detailed energy audit of your operation +Workshops +Grants - your project has to fit into certain criteria. <p>Highways & Rights of Way</p> <ul style="list-style-type: none"> • Received confirmation that the broken footpath signpost by the church has been reported. • Missing Duntish name sign – Highways have not removed it. Any repairs or replacements are a Parish Council cost. Have reported to Community Police Officer and to 101. • Sand Store has been moved from the Village Hall to the Parish Pavilion. Flood Warden has a key. • Blocked drains between Narn and Bookham turning reported – 1190648 -6 April advised, Job 14196137 - Permanently Repaired, Cleared and jetted working fine • Gulley down B3143 alongside Parish Field reported - 1189904 	

	<p>Parish Matters</p> <ul style="list-style-type: none"> • Six trees have been planted along the railings – combination of wayfaring, crab tree and spindle • Parish Field – Service contract has been signed and returned to cover 3 year period. Awaiting price for mowing of verge. • Thank you sent to Fete Committee re. SID donation on 16.3.22 • New sign (no entry for dogs) for play park on order • Dog fouling signs have been put on entrances to Parish Field • Clerk has advised that risk assessment needs to be done for Jubilee event and forwarded what conditions have to be met for the insurance to be valid • Clerk has contacted Dorset Council regarding transferring asset (allotments) awaiting response • Grant application – repointing of Parish Pavilion would probably be covered by grant, but a bit of paperwork and policies to be in place before we can apply. <p><u>Action:</u> Clerk to speak to Cllr Haynes about grant info required.</p> <p>Planning</p> <ul style="list-style-type: none"> • Re. searching for planning applications – planning department advised that you need to use the advanced search page and select Buckland Newton under the Parish drop down. You will then be able to view all applications for the Parish <p><u>Action:</u> Cllr Haynes to speak to planning department to improve search facility.</p>	<p>SM</p> <p>JH</p>																									
<p>2022/4-5 1</p> <p>2</p>	<p>To receive reports: <u>Cllr Jill Haynes – Chalk Valley Ward, Dorset Council</u> – Report received and circulated prior to meeting.</p> <ul style="list-style-type: none"> • Dorset Council starting to plan forward as Unitary Council. Originally thought they would be facilitators helping people to help themselves, but finding that services are very expensive. Therefore, planning to provide own services, such as social housing, special schools and care homes. • Planning department has been under strain, as different systems merging into one. New officers have been employed, who are becoming more experienced and confident. Receiving on average 800 searches per month for houses. <p><u>Alison Donnison 6500 – Police Community Support Officer</u></p> <ul style="list-style-type: none"> • Report of missing/stolen Duntish name sign. 																										
<p>2022/4-6 1</p> <p>2</p> <p>3</p>	<p>To approve the Financial Statement and agree any actions in relation to Financial Matters</p> <p><u>Invoices Paid</u></p> <table border="0"> <tr> <td>Hire of Village Hall</td> <td>£ 20.00</td> <td>BACS 7.3.22</td> </tr> <tr> <td>Clerk Wages (Feb)</td> <td>£ 376.66</td> <td>BACS 7.3.22</td> </tr> <tr> <td>Clerk Wages (Mar)</td> <td>£ 507.34</td> <td>BACS 31.3.22</td> </tr> <tr> <td>Transfer to Project Fund (Mar)</td> <td>£ 50.00</td> <td>SO 28.3.22</td> </tr> </table> <p><u>Invoices to be Approved</u></p> <table border="0"> <tr> <td>Water2business</td> <td>£ 68.86</td> <td>LGA 1972 s133</td> </tr> <tr> <td>SSE (22.12.21 – 17.3.22)</td> <td>£ 36.14</td> <td>LGA 1972 s133</td> </tr> <tr> <td>Clerk Wages + Exps (Apr)</td> <td>£ 398.03</td> <td>LGA 1972 s112</td> </tr> </table> <p><u>Monies Received</u></p> <table border="0"> <tr> <td>Interest on Reserve Account (Jan-Mar)</td> <td>£ 0.24</td> </tr> <tr> <td>Donation from Fete Committee (SID)</td> <td>£ 600.00</td> </tr> </table>	Hire of Village Hall	£ 20.00	BACS 7.3.22	Clerk Wages (Feb)	£ 376.66	BACS 7.3.22	Clerk Wages (Mar)	£ 507.34	BACS 31.3.22	Transfer to Project Fund (Mar)	£ 50.00	SO 28.3.22	Water2business	£ 68.86	LGA 1972 s133	SSE (22.12.21 – 17.3.22)	£ 36.14	LGA 1972 s133	Clerk Wages + Exps (Apr)	£ 398.03	LGA 1972 s112	Interest on Reserve Account (Jan-Mar)	£ 0.24	Donation from Fete Committee (SID)	£ 600.00	
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	<p>The financial report was reviewed and discussed. Invoices approved for payment. <i>Proposed Cllr Ames, Seconded Cllr Crouch, AIF</i></p>																				
5	<p>To approve completed CiLCA hours – Clerk has submitted units 3 and 4 – <i>agreed and approved, Proposed Cllr Godwin, Seconded Cllr Osmond, AIF</i></p>																				
6	<p>To consider allocation of reserves – At end of financial year 31.3.22, £ 757.59 is left in budget. After discussion it was decided that this should be transferred into the project and maintenance fund. <i>Proposed Cllr Baker, Seconded Cllr Ames, AIF</i></p>																				
7	<p>DAPTC email account – it will cost £ 39/year to have increased 5 GB storage space on email account. Councillors decided to keep the email account the same and review in 6 months time. <i>AIF</i></p>																				
8	<p>Gratitudes – Parish Council to officially thank volunteers at annual meeting.</p>																				
2022/4-7	<p>Planning Matters</p> <p><u>Applications for discussion</u> P/LBC/2022/01333 – DOMINEYS, LOCKETTS LANE, BUCKLAND NEWTON, DT2 7BS Insert window <i>Comments by 1 April 2022 – extended to 15 April – Support, insertion of window in what was a door closed off in the 1980’s fits in with the style of the house.</i></p> <p>2 WD/D/20/003076 – THE OLD FARMHOUSE, BOOKHAM LANE, BUCKLAND NEWTON, DT2 7DJ Adapt former dairy building to create one dwelling – amended plans/additional information. <i>Comments by 8 April 2022 – extended to 13 April - Since last comments made by the Parish Council on 15 December 2021, Councillors couldn’t see any amended plans/additional information from applicant, therefore the Parish Council are unable to comment.</i></p> <p><u>Responses submitted for information</u> - None</p>																				
2022/4-8 1	<p>To consider and agree any actions in relation to Highways and Rights of Way Update on SID:</p> <ul style="list-style-type: none"> • Pledged money is being received. • Clerk advised that the license agreement needs to be reviewed. <p><u>Action:</u> Clerk to check bank account and confirm what has been paid. <u>Action:</u> Clerk to send license agreement to Cllr Ames</p>		SM SM																		

2	Update of recent flooding issues: <ul style="list-style-type: none"> Clerk has sent photographs to Flood Risk Management team, who have acknowledged receipt and confirmed that they will investigate. 	
3	Missing Duntish sign – Highways have confirmed that they have not removed the sign. Clerk has reported incident to the Police. Replacement sign is a Parish Council cost. <u>Action</u> : Clerk to obtain replacement cost.	SM
4	Highway issues: <ul style="list-style-type: none"> Drain blocked/silted up on the east side between Bookham and turning to Narn. Permanently Repaired, Cleared and jetted working fine -.6 April advised, Job 14196137 Reported - gulley down the side of the B3143 by the parish field – reference 1189904. 11.4.22 advised that gulley has been filled. Cllr Needham has checked and there are still some places where the gulley has not been filled. <u>Action</u> – Clerk to thank Highways for work done so far, but advise that there are a few places outstanding.	SM
2022/4-9	Parish Matters	
1	Play Area <ul style="list-style-type: none"> No actions from weekly check Maintenance work has been arranged for 30 April at 10.00 am (weather dependent) 7 May back up date. Councillors agreed for Cllr Baker to buy materials require. <i>Proposed Cllr Godwin, Seconded Cllr Townsend, AIF</i> Roundabout – quotes to be obtained to mend roundabout. 	MN
2	Parish Field <ul style="list-style-type: none"> Six trees have been planted on verge by Parish Field along B3143, combination of Wayfaring, Crab and Spindle. Dog fouling signs have been put on entrances to parish field. 	
3	Parish Pavilion <ul style="list-style-type: none"> Councillors agreed that there would be no charge for the use of the Pavilion at the Jubilee gathering as it is a community event. Young Parishioner has asked whether they can use the pavilion to serve refreshments during the plant sale, to raise money towards Scout Jamboree. Councillors agreed that this was ok and that no donation would be required as they would like to support. The toilet is now open all the time. Clerk is checking and cleaning the toilet once a week. 	
4	Sand Store <ul style="list-style-type: none"> Sand store has been relocated into the storage shed by the Pavilion. Flood warden has the key. 	
5	Hountwell Pump <ul style="list-style-type: none"> <u>Action</u> - Cllr Godwin to check Hountwell Pump 	RG
6	Platinum Jubilee <ul style="list-style-type: none"> Locations for beacon were discussed, but not decided. Parish Council need to approve completed risk assessment Cricket chairs needed for celebration; they are currently stored with Cllr Needham <u>Action</u> – Clerk to put notice in LVN asking for donations of dry wood for the beacon. <u>Action</u> – Cllr Baker to look into construction of Beacon	SM JB

7	Emergency Resources <ul style="list-style-type: none"> • Cllr Crouch talked through proposed updates and amendments. • As yet there has been no responses from the article in April LVN. • Parishioner expressed concerns over change to telephone lines. Cllr Crouch has been looking into this and has contacted the Dorset Council Emergency Planning Team. 	
8	Transferring of Assets <ul style="list-style-type: none"> • Clerk has contacted Dorset Council to see whether they would consider transferring the allotments to the Parish Council – awaiting response. 	
9	Planters <ul style="list-style-type: none"> • Awaiting estimate of costs to refurbish 	
8	Parishioner concerned that hedge between parish field and behind Bels court had been cut back, disturbing nesting birds. Parish Council has been advised that this has to be reported to the police by the person who witnessed the incident (it cannot be reported by a third party) <u>Action:</u> Clerk to inform parishioner the above information.	SM
2022/4-10	To review and approve risk assessment and internal controls Both documents were circulated prior to the meeting. Cllr Baker congratulated Clerk on completed documents. <i>Proposed Cllr Ames, Seconded Cllr Crouch, AIF</i>	
2022/4-11	To consider all Correspondence received for decision, consultation and information <ul style="list-style-type: none"> • NALC – What issues would you like raised? – Dorset Council has declared a climate emergency and is promoting action. Cllr Godwin would like a definitive idea/answer on what is achievable for working class people. For instance many schemes and grants require work to be carried out and paid for first and then the grant is applied for after, which may or may not be awarded. How many people can afford to buy electric cars? <u>Action:</u> Clerk to respond to Nalc email • Startup School For Seniors starts again in May – forwarded for website and LVN 	
2022/4-11	Other matters for information and agenda items for Next Meeting <ul style="list-style-type: none"> • Parish Plan – Cllr Crouch to look at environmental plan. <u>Action:</u> Clerk to forward CEE emails to Cllrs Godwin and Crouch 	SC
No voice recording was made at this meeting.		

Next Meeting – Tuesday 10 May 2022 – Parish Pavilion – 7.00 pm

The meeting concluded at 9.40 pm

Signed: _____

Date: _____