

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Full Parish Council Meeting
Tuesday 9 August 2022 at 7.00 pm in the Parish Pavilion

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

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
	Cllr Needham welcomed everyone to the meeting.	
	Period of Public Questions None	
2022/8-1	To Receive Apologies for Absence and to approve the reason given Cllr Christina Manny (CM) – working Cllr Roy Godwin (RG) - holiday Cllr Jill Haynes The reason for absence was approved.	
2022/8-2	To Receive Declarations of Personal or Pecuniary Interests or Grants of Dispensation None	
2022/8-3	To approve and sign as a correct record the Minutes of the Full Council Meeting held on Tuesday 12 July 2022. The minutes were signed as a true and accurate record. <i>Proposed Cllr Crouch, Seconded Cllr Baker, AIF</i>	
2022/8-4 1	Clerk's Report/Update on actions Highways & Rights of Way <ul style="list-style-type: none"> • Duntish Sign – The cost of the sign only would be £ 79.08. As the sign is on a national speed limit road, traffic management will be required to enable workmen to work safely, there will also be labour for a two man gang to either, reset the existing posts or erect new ones and erect the sign. If an external company erect they will have to be full chapter 8 compliant, have a street works permit and £15,000,000 of public liability insurance. A charge would be made for inspection by Dorset Council. • Proposed temporary 40mph speed limit on B3143, ALTON PANCRAS between its junction with Hilling Lane and entrance to Henley House Farm (distance of approximately 500metres) is planned to allow Openreach to carry out pole testing works. These works are programmed to commence between 0930 and 1530 on 31 August 2022. • Crossroads by school – Community Highways Officer has been out and trimmed back as much as they are allowed to do (nesting birds) on all sides of the crossroads. Hedges will continue to be monitored. • Oak Tree – Community Highways Officer has been out and checked the Oak tree, they are happy that no damage has been caused. Nothing else they can do. A lorry was watched making a delivery which they manoeuvred successfully as cars were not parked on the road. Suggested that Sambec put out cones ('no waiting cones') when they are expecting a delivery. • Duntish, request from Hayes Farm to extend 30mph limit towards Pulham – Community Highways Officer and colleague visited site to assess. As there are no issues, it does not warrant a change. It is a straight road with a wide verge and good visibility. Suggested that owners make the entrance more visual, by keeping hedges cut back. • Quiet Lanes initiative – Corinne was not aware of the initiative, she passed the information onto her boss Mike Hansford. Apparently Dorset Council have some sort of scheme/initiative for C & D roads, to do with walkers, cyclist and horse riders – highways are aware that awareness of this needs to be better. 	

<p>2</p> <p>3</p>	<ul style="list-style-type: none"> Alteau Flood Barrier – Cllr Crouch is picking up from Burton Bradstock parish council on 23rd Aug. Will need to agree where it is going to be stored. Do we need to have training session and include Flood Wardens? – Agenda item <p>Parish Matters</p> <ul style="list-style-type: none"> Environmental Agency – Due to data protection, Environment Agency cannot provide a copy of the letter they received. Clerk asked if Parish Council could receive a copy of the report, the response – “We won’t have a report as such but have some information we can update but this won’t happen for another 4-6 months. Please can you contact us in 6 months’ time and then we will be able to supply the information or update you” Village Hall – Cllr Ames has removed the old sand store bolts from the wall Cllr Godwin has strimmed Parish Pound and triangle by the church Cllr Godwin has checked Hountwell Pump Telephone Box – Cllr Crouch has cleaned the telephone box near the Gaggle and parishioner (who lives opposite) said that they would keep an eye on it & keep it clean after it had been painted. <p>Parishioner Correspondence/Issues Raised</p> <ul style="list-style-type: none"> A family are potentially moving into a house soon that backs onto the green, they have asked whether it would be possible to rent / borrow a small patch next to the house to put a raised bed on. – Clerk acknowledged email and said it would be raised at next meeting, gave details of allotments available. Information requested on affordable housing in Buckland Newton by a relation of current parishioner – Clerk advised that you need to register on the Dorset Council housing register and also signposted to BNCPT. 																									
<p>2022/8-5</p>	<p>To receive reports from: Cllr Jill Haynes – Chalk Valley Ward, Dorset Council No report received for August as yet</p> <p>PCSO Alison Donnison 6500 Report received after meeting – Incidents between 09/07/2022 – 09/08/2022</p> <ul style="list-style-type: none"> 09/07/2022 – 11/07/2022 - Smashed Window Buckland Newton School 																									
<p>2022/8-6</p> <p>1</p> <p>2</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>Clerk Wages + Exps (June)</td> <td>£ 420.91</td> <td>E18 – BACS 19.7.22</td> </tr> <tr> <td>GKH home and garden</td> <td>£ 500.00</td> <td>E15 – BACS 15.7.22</td> </tr> <tr> <td>Reimbursement Mr Collins (website/Namesco Ltd)</td> <td>£ 119.37</td> <td>E16 – BACS 15.7.22</td> </tr> <tr> <td>SLCC – annual subscription</td> <td>£ 134.00</td> <td>E17 – BACS 19.7.22</td> </tr> <tr> <td>Clerk Wages + Exps (July)</td> <td>£ 689.82</td> <td>E19 – BACS 29.7.22</td> </tr> <tr> <td>Transfer to Project Fund (July)</td> <td>£ 50.00</td> <td>E20 – TRF 27.7.22</td> </tr> </table> <p><u>Paid under delegated powers</u> None</p> <p><u>Invoices to be approved</u></p> <table border="0"> <tr> <td>Clerk Wages + Exps (Aug)</td> <td>£ 452.37 – LGA 1972 s112</td> </tr> <tr> <td>Reimbursement Cllr Ames (repairs to Noticeboard)</td> <td>£ 47.94 – LGA 1972 sch12 para 10(2a)</td> </tr> <tr> <td>Viking – Supplies for pavilion</td> <td>£ 56.94 – LGA 1972 sch12 para 10 (1)</td> </tr> </table> <p><i>Invoices for payment were approved - AIF</i></p>	Clerk Wages + Exps (June)	£ 420.91	E18 – BACS 19.7.22	GKH home and garden	£ 500.00	E15 – BACS 15.7.22	Reimbursement Mr Collins (website/Namesco Ltd)	£ 119.37	E16 – BACS 15.7.22	SLCC – annual subscription	£ 134.00	E17 – BACS 19.7.22	Clerk Wages + Exps (July)	£ 689.82	E19 – BACS 29.7.22	Transfer to Project Fund (July)	£ 50.00	E20 – TRF 27.7.22	Clerk Wages + Exps (Aug)	£ 452.37 – LGA 1972 s112	Reimbursement Cllr Ames (repairs to Noticeboard)	£ 47.94 – LGA 1972 sch12 para 10(2a)	Viking – Supplies for pavilion	£ 56.94 – LGA 1972 sch12 para 10 (1)	
Clerk Wages + Exps (June)	£ 420.91	E18 – BACS 19.7.22																								
GKH home and garden	£ 500.00	E15 – BACS 15.7.22																								
Reimbursement Mr Collins (website/Namesco Ltd)	£ 119.37	E16 – BACS 15.7.22																								
SLCC – annual subscription	£ 134.00	E17 – BACS 19.7.22																								
Clerk Wages + Exps (July)	£ 689.82	E19 – BACS 29.7.22																								
Transfer to Project Fund (July)	£ 50.00	E20 – TRF 27.7.22																								
Clerk Wages + Exps (Aug)	£ 452.37 – LGA 1972 s112																									
Reimbursement Cllr Ames (repairs to Noticeboard)	£ 47.94 – LGA 1972 sch12 para 10(2a)																									
Viking – Supplies for pavilion	£ 56.94 – LGA 1972 sch12 para 10 (1)																									

3	<p><u>Monies Received</u></p> <table border="0"> <tr> <td>Interest on Reserve Account (Jul)</td> <td>£ 0.79</td> <td>R-R5</td> <td>29.7.22</td> </tr> <tr> <td>VAT refund</td> <td>£ 1016.67</td> <td>R6</td> <td>8.7.22</td> </tr> <tr> <td>Donation for Pavilion</td> <td>£ 10.00</td> <td>R7</td> <td>20.7.22</td> </tr> <tr> <td>Holwell PC – half cost SLCC subs</td> <td>£ 67.00</td> <td>R8</td> <td>29.7.22</td> </tr> <tr> <td>SID Donation</td> <td>£ 100.00</td> <td>PF-R31</td> <td>8.7.22</td> </tr> <tr> <td>Transfer from No1 Account</td> <td>£ 50.00</td> <td>PF-R32</td> <td>27.7.22</td> </tr> </table>	Interest on Reserve Account (Jul)	£ 0.79	R-R5	29.7.22	VAT refund	£ 1016.67	R6	8.7.22	Donation for Pavilion	£ 10.00	R7	20.7.22	Holwell PC – half cost SLCC subs	£ 67.00	R8	29.7.22	SID Donation	£ 100.00	PF-R31	8.7.22	Transfer from No1 Account	£ 50.00	PF-R32	27.7.22	
Interest on Reserve Account (Jul)	£ 0.79	R-R5	29.7.22																							
VAT refund	£ 1016.67	R6	8.7.22																							
Donation for Pavilion	£ 10.00	R7	20.7.22																							
Holwell PC – half cost SLCC subs	£ 67.00	R8	29.7.22																							
SID Donation	£ 100.00	PF-R31	8.7.22																							
Transfer from No1 Account	£ 50.00	PF-R32	27.7.22																							
4	<p>Reconciled Bank Accounts at 31 July 2022</p> <table border="0"> <tr> <td>Nat West Current</td> <td>4,648.41</td> <td></td> </tr> <tr> <td>Nat West Deposit - The Aykroyd Legacy and Project Support Fund.</td> <td>10,004.67</td> <td></td> </tr> <tr> <td>Project and Maintenance Fund</td> <td>6,248.53</td> <td></td> </tr> <tr> <td>Previous cheques</td> <td>-</td> <td></td> </tr> <tr> <td>Uncleared cheques</td> <td>-</td> <td></td> </tr> <tr> <td>Uncleared cash</td> <td>-</td> <td></td> </tr> <tr> <td></td> <td style="border-top: 1px solid black;">20,901.61</td> <td></td> </tr> </table> <p>Financial Statements for all bank accounts were circulated prior to the meeting. Clerk advised that all spending was within budget.</p> <p><i>Financial Statements approved Proposed Cllr Townsend, Seconded Cllr Baker, AIF</i></p>	Nat West Current	4,648.41		Nat West Deposit - The Aykroyd Legacy and Project Support Fund.	10,004.67		Project and Maintenance Fund	6,248.53		Previous cheques	-		Uncleared cheques	-		Uncleared cash	-			20,901.61					
Nat West Current	4,648.41																									
Nat West Deposit - The Aykroyd Legacy and Project Support Fund.	10,004.67																									
Project and Maintenance Fund	6,248.53																									
Previous cheques	-																									
Uncleared cheques	-																									
Uncleared cash	-																									
	20,901.61																									
5	<p>To consider future electricity supply – The current contract ends on 30 September 2022, with notice of termination to be received by 31 August 2022. Clerk obtained quotes from Valda Energy, British Gas and SSE (other companies would not provide a quote). After discussion Cllrs agreed to continue with SSE who provided the cheapest quote. The contract is for 24 months – Quarterly Charge £ 36.44 – FiTs Recovery Charge 0.767 p/kWh – All units 46.131 p/kWh. <i>Proposed Cllr Foot, Seconded Cllr Ames, AIF</i></p> <p><u>Action:</u> Clerk to accept quote/contract</p>	SM																								
2022/8-7	<p>Planning Matters</p> <p><u>Applications for discussion</u></p>																									
1	<p>P/FUL/2022/04513 – WEST BRIDGE FARM, KENNELS LANE, MIDDLEMARSH, DT9 5QL</p> <p>Erect agricultural building</p> <p><i>Comments by 16 August – No objection – The Parish Council would like any internal or external lighting and its control system be situated and of a type which does not cause light pollution. Halogen flood lighting should not be used.</i></p>																									
2	<p>To consider names for development – Councillors discussed the name options and were happy with all the names put forward with a preference for Brookfields Meadow.</p> <p><u>Action:</u> Cllr Baker to inform Sambec</p>	JB																								
2022/8-8	<p>To consider and agree any actions in relation to Highways and Rights of Way</p>																									
1	<p>Update on SID:</p> <ul style="list-style-type: none"> SID has been delivered and waiting for Highways to advise when SID can be erected and training carried out. 																									
2	<p>Replacement Duntish Sign – The cost of the sign only would be £ 79.08. As the sign is on a national speed limit road, traffic management will be required to enable workmen to work safely, there will also be labour for a two man gang to either, reset the existing posts or erect new ones and erect the sign. If an external company erect they will have to be full chapter 8</p>																									

3	compliant, have a street works permit and £15,000,000 of public liability insurance. A charge would be made for inspection by Dorset Council. <u>Action:</u> Clerk to ask Dorset Council which signs within the Parish the Parish Council are responsible for and when they were advised of this. Agenda item for next meeting.	SM
4	Flooding issues – Cllr Needham advised that discussions on how to deal with flood issues are ongoing/working progress.	
5	Alteau Flood Barrier – Cllr Crouch will be picking it up later in August. It was agreed that it should be kept in the sand store. Training will be arranged for Councillors and Flood wardens and consideration of where it can be used effectively.	
6	Parishioner request to extend the 30 mph speed limit through Duntish – Community Highways officer has advised that the area has been assessed and it does not score highly enough to warrant any action. It was suggested that the entrance could be made more visible. <u>Action:</u> Clerk to ask whether a ‘concealed entrance’ sign could be put up <u>Action:</u> Clerk to request repainting of faded road markings	SM SM
7	Hedge at Brockhampton very overgrown <u>Action:</u> Clerk to report to Community Highways Officer <u>Action:</u> Clerk to put note in LVN reminding people that keeping hedges cut back are owners responsibility.	SM
8	Water leak in Henley, near Hilling Lane <u>Action:</u> Cllr Foot to report on fixmystreet	SM
	Road sweepings left on Hilling Lane. <u>Action:</u> Clerk to ask whether they can be removed and used to fill gullies on B3143 next to Parish Field.	
2022/8-9	Parish Matters	
1	To consider land purchase for MUGA (Multi Universal Games Area) – Three Solicitors replied with quotes (Battens, Humphreys Kirk and Farnfields), after careful consideration Cllrs agreed to use Humphreys Kirk. <u>Action:</u> Cllr Baker to advise Humphreys Kirk that the Parish Council would like them to represent the Council. <u>Action:</u> Cllr Baker to advise landowner of the Council’s appointed solicitor <u>Action:</u> Cllr Baker to thank solicitors who quoted and advise of decision made.	JB JB JB
2	Play Area <ul style="list-style-type: none"> Regular checks are being carried out by Cllr Osmond. – No issues to report. Cllr Osmond has raked/re-distributed the bark throughout the play area. Quotes to be obtained for next meeting. <u>Action:</u> Clerk to ask Cllr Godwin to action. Roundabout – Cllr Needham has arranged for the roundabout to be looked at. Clerk to circulate report of actions that have been carried out and list what is left to do from annual safety check 	RG/SM SM
3	Parish Pavilion <ul style="list-style-type: none"> Cllr Baker to mend piece of wood Quotes to be obtained for the repainting of outside wood – Action: Cllr Needham Cleaning windows – Action: Cllr Needham 	JB MN MN
4	Parish Field	

5	<ul style="list-style-type: none"> All-weather track – agenda item for next meeting as Cllr Manny not present to discuss quotes received. Cllr Needham has trimmed edge of field Cllr Needham suggested that a wildflower strip be planted on the verge between parish field and B3143. Some successful wildflower strips have been done in Kingston Deverill. Agenda item for next meeting. <u>Action:</u> Cllr Needham to approach FWAG to see if there are any schemes. 	MN
6	<p>Parish Plan/Parish Action Plan</p> <ul style="list-style-type: none"> Article has gone in August edition of LVN about the Parish plan questionnaire Order raised for 400 copies of questionnaire. Questionnaire will be delivered with September LVN There will be a PDF version available on the website Plastic boxes will be placed at the shop and Gaggle of Geese Parish Plan with updated actions will be put on the website. 	
7	<p>Telephone Kiosks</p> <ul style="list-style-type: none"> Henley – BT have responded that kiosk is not on a list to be repainted. Parish Council can request for it to be on list and must provide photographs. <u>Action:</u> Clerk to request. Gaggle of Geese – Cllr Crouch has cleaned the kiosk. It will need to be rubbed down before repainting. <u>Action:</u> Clerk to order paint. 	SM
8	<p>Hountwell Pump</p> <ul style="list-style-type: none"> Cllr Godwin has carried out check – all in order. 	
9	<p>The Pound</p> <ul style="list-style-type: none"> Cllr Godwin has mown 	
10	<p>Triangle by church</p> <ul style="list-style-type: none"> Cllr Godwin has mown 	
	<p>Parishioner request for land to grow vegetables – <u>Action:</u> Clerk to give details of the allotments and advise that half or part allotments would be available</p>	SM
2022/8-10	<p>To review and adopt policies Data Breach Policy and Subject Access Request Policy – Cllr Crouch to check policies and advise Clerk of any amendments. Cllrs happy to adopt. <i>Proposed Cllr Foot, Seconded Cllr Ames, AIF</i></p>	
2022/8-11	<p>To consider all Correspondence received for decision, consultation and information</p> <ul style="list-style-type: none"> As part of our BHIB Councils Insurance policy we have been given 1 year free credit to Parish Online Environment Agency – copy of response to letter received 	
2022/8-12	<p>Other matters for information and agenda items for Next Meeting</p> <ul style="list-style-type: none"> DAPTC are organising Clerks conference on 14 September 2022 - £ 45.00 – Clerk to attend and see if Holwell PC will share cost. 	
No voice recording was made at this meeting.		

Next Meeting – Tuesday 13 September 2022 – Parish Pavilion – 7.00 pm

The meeting concluded at 8.30 pm

Signed: _____

Date: _____