

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Full Parish Council Meeting
Tuesday 11 July 2023 at 7.00 pm in the Parish Pavilion

Present: Chair Cllr Andy Foot (AF), Vice Chair Cllr Mick Ames (MA), Cllr John Baker (JB), Cllr Chris Osmond (CO), Cllr Sheila Crouch (SC), Cllr Christina Manny (CM), Cllr John Simpson (JS), Cllr Mark Needham (MN)

Seven Parishioners

Cllr Jill Haynes

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
	Cllr Foot welcomed everyone to the meeting.	
	Period of Public Questions None	
2023/7-1	To Receive Apologies for Absence and to approve the reason given Cllr Lin Townsend (LT) <i>Reason for absence was approved by Cllrs</i>	
2023/7-2	To Receive Declarations of Personal or Pecuniary Interests or Grants of Dispensation None	
2023/7-3	To approve and sign as a correct record the Minutes of the Full Council Meeting held on Tuesday 9 May 2023. The minutes were signed as a true and accurate record. <i>Proposed Cllr Crouch, Seconded Cllr Ames, AIF</i>	
2023/7-4	To discuss and adopt Communications Policy Clerk talked through the Communications Policy. Councillors agreed to adopt. <i>Proposed Cllr Ames, Seconded Cllr Manny, AIF</i>	
2023/7-5 1	Clerk's Report/Update on actions Highways & Rights of Way <ul style="list-style-type: none"> • Dragons Teeth on verge by Parish Field - Community Highways Officer advised that – ‘<i>We only ask that they are clearly visible (usually painted white) and have a reflector on them (in case anybody hits them, you wouldn't want any claims). These would need to be added onto your public liability insurance. They need to be at least 450/500mm from the edge of the carriageway. Just a thought we could price for the black and white hazard marker post (with reflector).</i>’ <u>Action:</u> Cllr Baker to get quote from Perrett Fencing to supply dragon teeth. Reflectors to be bought separately. • 4 – 11 July - temporary road closure to carry out maintenance and resurfacing works on Various Roads, Buckland Newton & Mappowder as listed: [i] Chaston Lane, Buckland Newton from the junction with Brockhampton to outside Chaston Farm; [ii] Unnamed Road, Mappowder from the access road leading to Thurnwood Farm to Beaulieu Wood. A locally signed diversion route will be put in place to enable traffic to travel around the closed section. • Parishioner reported hole in verge outside Alington Cottages. Clerk has reported to Highways – ref number 1221879. 	JB
2	Parish Matters <ul style="list-style-type: none"> • Environment Group – Interested parishioners have met and advised that they had a good meeting and have agreed how they would like the group to work. They are very keen to work in partnership with the Parish Council, and they are excited about the possibilities. Clerk responded that it would be an agenda item for July and accepted their offer to provide an outline of their proposals before the meeting so that Councillors have time to review. 	

<p>3</p> <p>4</p>	<ul style="list-style-type: none"> Parish Pavilion – SSE Energy Solutions has emailed, <i>our records show that your energy meter is approaching the end of its lifespan and must be replaced. We have to do this as a matter of safety and security. As your energy supplier, we are now obligated to upgrade you to a SMETS2 smart meter as part of the Government’s national initiative to phase out traditional energy meters and reduce our nation’s carbon footprint.</i> Tree risk assessments – Dorset Council Tree Officer has advised – ‘<i>Unfortunately, a Tree preservation Order assessment is not a health and safety assessment of a tree, it is more of an assessment of the amenity value of the tree, the tree condition is checked for suitability for retention but this is not the type of assessment you are requiring</i>’ – Clerk will therefore, obtain some quotes. Parish Field – FWAG doing site visit on 14 June. Play Area – Parishioner has advised that the basket swing is squeaking and probably needs greasing. Clerk has informed Cllr Osmond. <u>Action:</u> Cllr Osmond advised that the hinge has been lubricated. <p>Correspondence</p> <ul style="list-style-type: none"> Enquiry as to whether it would be possible to have a tree with a plaque planted somewhere in the village, or any other suitable memorial for parents who had lived in village (Henley) for over 30 years – <i>Clerk has acknowledged email and will put as an agenda item.</i> <p>Accounts</p> <ul style="list-style-type: none"> Annual Governance and Accountability return submitted to BDO LLP on 19 June 2023. Notice of Exercise of public rights has been posed on website and notice board, dates set are 23 June 2023 – 3 August 2023. 																						
<p>2023/7-6</p> <p>1</p> <p>2</p>	<p>To receive reports from: Cllr Jill Haynes – Chalk Valley Ward, Dorset Council</p> <ul style="list-style-type: none"> Report for June on the website. Boundary Review - Buckland Newton is staying in West Dorset Cllr Haynes outlined work that was being done with digital champions and how the Council are supplying laptops to those in need. <p>PCSO Alison Donnison 6500</p> <ul style="list-style-type: none"> May – No reports made. June – No reports made <p>Cllr Ames advised that some crimes had been committed (milk churns stolen and flowers from the church stolen), but they have not been reported. Parishioners have been reminded that all crimes should be reported, so that an overall picture can be built.</p> <p>Police talks on scams – Cllrs agreed that it would be a good idea to arrange an open meeting to receive advice on how to avoid scams. <u>Action:</u> Cllr Ames to organise</p>	<p>MA</p>																					
<p>2023/7-7</p> <p>1</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>Reimbursement Cllr Manny Paint for Telephone Box</td> <td>£74.97</td> <td>E3 – 4.5.23</td> </tr> <tr> <td>BHIB Ltd Insurance</td> <td>£ 478.81</td> <td>E4 – 26.5.23</td> </tr> <tr> <td>Reimbursement Mr Collins – Website Expenses</td> <td>£ 137.97</td> <td>E5 – 26.5.23</td> </tr> <tr> <td>Clerks Wages & Exps</td> <td>£ 446.36</td> <td>E6 – 26.5.23</td> </tr> <tr> <td>DAPTC Annual Subscription and Mailbox</td> <td>£ 325.27</td> <td>E7 – 26.5.23</td> </tr> <tr> <td>Transfer to Project Fund (May)</td> <td>£ 50.00</td> <td>E8 – 30.5.23</td> </tr> <tr> <td>Reimbursement Mr Hildred – Planters</td> <td>£ 133.42</td> <td>E9 – 31.5.23</td> </tr> </table>	Reimbursement Cllr Manny Paint for Telephone Box	£74.97	E3 – 4.5.23	BHIB Ltd Insurance	£ 478.81	E4 – 26.5.23	Reimbursement Mr Collins – Website Expenses	£ 137.97	E5 – 26.5.23	Clerks Wages & Exps	£ 446.36	E6 – 26.5.23	DAPTC Annual Subscription and Mailbox	£ 325.27	E7 – 26.5.23	Transfer to Project Fund (May)	£ 50.00	E8 – 30.5.23	Reimbursement Mr Hildred – Planters	£ 133.42	E9 – 31.5.23	
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	SLCC	£ 146.00	E13 – 21.6.23	
	Transfer to Project Fund (June)	£ 50.00	E14 – 27.6.23	
2	<u>Paid under delegated powers</u> ROSPA – Annual safety inspection	£ 94.20	E10 – 8.6.23	
	Clerks Wages & Exps	£ 712.96	E11 – 8.6.23	
	SSE – Electricity supply	£ 47.81	E12 – 8.6.23	
3	<u>Invoices to be approved</u> Parish Clerk Wages (July)	£ 420.56 – LGA 1972 s112		
	Parish Clerk Exps (June)	£ 42.00 - LGA 1972 s112		
	Dorset Council – Supply one Marlow gate	£ 290.00 – Open Spaces Act 1906 ss9		
4	<u>Monies Received</u> SSE Wayleave Payment	£ 25.01		
	HMRC VAT refund	£ 1172.94		
	Allotment Rent	£ 345.00		
	Interest	£ 9.51		
	<u>Action:</u> Clerk to allocate refunded VAT to relevant accounts.			
5	<u>Reconciled Accounts to 30 June 2023</u> Number 1 Account – Precept Funds		£ 12572.91	
	Number 2 Account - The Aykroyd Legacy and Project Support Fund.		£ 10045.46	
	Number 3 Account - Project and Maintenance Fund		£ 9718.41	
6	To review Working at Home Allowance for Clerk – Clerk advised that HMRC allow £ 6.00 per week / £ 24.00 per month. DAPTC advise that Clerks should be paid in line with HMRC guidelines. <i>Proposed Cllr Needham, Seconded Cllr Osmond. AIF</i>			
2023/7-8	Planning Matters <u>Responses made under delegated powers</u> P/HOU/2023/03074 – SAW MILL HOUSE, DUNTISH CROSS, FACTORY LANE, DUNTISH, DT2 7DT Demolish and rebuild garden wall <i>Comments by 21 June 2021 – Parish Council responded as P/LBC/2023/02501 – Parish Council supports this application as it is an improvement and making safe a dangerous wall.</i>			
2023/7-9	To consider and agree any actions in relation to Highways and Rights of Way			
1	Flooding Report/Update <ul style="list-style-type: none"> FWAG is organising a farmer meeting in September There has been no land agent in place for Dorset Council farms, which has caused a delay in discussions. 			
2	Parishioner raised concerns on car parking in village and road safety. <ul style="list-style-type: none"> Cars are parking close to the crossroads causing visibility issues. <u>Action:</u> Cllr Ames to ask school to put an article in newsletter requesting that parents/guardians picking up from school park responsibly. Clerk received dashcam footage of a small child running into the road from the parish field opposite the school. <u>Action:</u> Councillors to inspect gate and decide whether it would be best to fit a chain or a return spring <u>Action:</u> Cllr Ames to meet with road safety team and head to discuss parking protocol. 			
				MA
				ALL
				MA
2023/7-10	To appoint a new Trustee to the United Charities of Buckland Newton			

	Councillors agreed to appoint Mr Derek Sherry for another term. <i>Proposed Cllr Needham, Seconded Cllr Baker, AIF</i>	
2023/7-11	Parish Matters	
1	<p>Parish Paddock</p> <ul style="list-style-type: none"> FWAG have provided a draft proposal which Councillors discussed. <u>Action:</u> Clerk to circulate to Councillors <u>Action:</u> Cllr Baker to informally approach Dorset Council regarding footpath <u>Action:</u> Cllr Baker to get exact measurements and placement of sewer line, so that maps can be accurate. <u>Action:</u> Clerk to ascertain what funding is available <u>Action:</u> Clerk to speak to FWAG regarding an open meeting to parishioners to present proposed plan. Tree Risk Assessments – Clerk obtained two quotes, Cllrs agreed to go with Dorset Council, as they were cheaper and had carried out the last tree assessment on the Pound. <u>Action:</u> Clerk to ask parishioner whether they would be willing to assess the copse at the bottom of the parish field. 	SM JB JB SM SM SM
2	<p>Play Area</p> <ul style="list-style-type: none"> Wooden fence around play area is getting rickety. <u>Action:</u> To obtain a quote from Piers Fencing to replace <u>Action:</u> Roundabout – a new date to be arranged to look at this. 	SM MA
3	<p>Parish Pavilion</p> <ul style="list-style-type: none"> Bookings from May to date have included Coronation Celebration, Youth Club – refreshments at plant sale and Family camp out, FBNS – sports day and school fayre, Young Farmers – rounders and birthday party. Toilet – Cllr Baker has arranged for toilet to be repaired. Pillars – a couple of bricks are missing from one of the pillars. <u>Action:</u> Cllr Baker to obtain a quote for the work. Electricity meter – SSE advised that meter has to be replaced. <u>Action:</u> Clerk to arrange 	JB JB JB SM
4	<p>Parish Field</p> <ul style="list-style-type: none"> Clerk asked five companies to quote; only one quote has been received, all others declined or did not respond. Councillors discussed the quote and agreed to go ahead with the work, to be carried out by Affordable Drainage. <u>Action:</u> Clerk to accept the quote. <u>Action:</u> Clerk to approach United Charities to request help with funding. Replacement Bench – Cllr Osmond secured a bench in the sale from Mole Valley Farmers, which he has assembled. Councillors gave thanks and approved reimbursement. <u>Action:</u> Cllr Baker to put brass plate on it. <u>Action:</u> Bench to be placed on parish field. <u>Action:</u> Clerk to arrange reimbursement to Cllr Osmond Destroyed Trees – It has been discovered that some of the trees planted by Youth Club and Parish Council have been destroyed. <u>Action:</u> Cllr Ames to forward contact to Clerk that has been talking to Youth Club, so that replacement trees can be arranged. Cllr Ames has trimmed back Cherry Tree Hog Weed – someone has been pulling out hog weed and throwing it into the river which in turn was causing a blockage. <u>Action:</u> Clerk to mention in LVN Weed killer has been used by the bridge, near Lydden Meadow. 	SM SM JB ALL SM SM SM SM

5	<p><u>Action:</u> Clerk to inform BNCPT</p> <p>Parish Pound</p> <ul style="list-style-type: none"> • Strimming – After discussion Cllrs agreed that the quote from Dorset Council was too expensive. <p><u>Action:</u> Cllrs to approach known parishioners to see if they would be interested in strimming through the summer months. It was agreed if the quote was reasonable, the go ahead could be given.</p>	JS/AF
6	<p>Parish Plan/Parish Action Plan</p> <ul style="list-style-type: none"> • Cllr Crouch has met with Dorset Community Transport to discuss options regarding transport to Dorchester or Sherborne. Mini buses are available for groups to hire or a service could be provided to a nearby town, with users paying £ 7 for the journey (or free if they have a bus pass) Funding would be available but the Parish Council would have to match fund. <p><u>Action:</u> Cllr Crouch to draft an email to be sent to Piddle Valley Parish Council, to see if they would be interested in joining forces.</p> <p><u>Action:</u> Article to be put in LVN to ascertain level of interest.</p> <p><u>Action:</u> Article to be put on Facebook to reach younger parishioners</p>	SC SC/SM SM
7	<p>Environmental Group – This agenda item was moved and discussed at the start of the meeting.</p> <ul style="list-style-type: none"> • Members of the environmental group attended the meeting to present their proposals/overview (circulated to Cllrs prior to the meeting). They would like to be an independent group, but have two way communication with the Parish Council, developing a working relationship. They would like the Parish Council to think of them as an advisory group. They plan to organise positive practical action days. The group would be open to any parishioners who are interested. <p><u>Action:</u> Clerk to contact Monitoring Officer to look into legal aspects</p> <p><u>Action:</u> Clerk to thank group for attending</p>	SM SM
8	<p>Risk Assessments – Cllr Crouch and Clerk have completed risk assessments and check lists for some Parish Council assets.</p> <p><u>Action:</u> Clerk to put together a schedule for checks to be carried out.</p>	SM
9	<p>Request for memorial within the village – a request has been received to put a memorial (tree or bench) in the village for former residents. Councillors agreed that this was a lovely idea.</p> <p><u>Action:</u> Clerk to respond, that this would be a lovely idea and advise that there is a potential site that would be ideal, but is not developed yet.</p>	SM
10	<p>Telephone Box – a new date to be arranged for repaint.</p>	CM
2023/7-12	<p>To consider all Correspondence received for decision, consultation and information</p> <ul style="list-style-type: none"> • Fontmell Magna - Speed limits on A Roads through Villages and towns – 20 mph speed limit – no action. • DAPTC – GUIDE FOR TOWN & PARISH COUNCILS & D-DAY 80 - 6TH JUNE 2024 – circulate to Cllrs • Dorset Council consultation on a Dog related Public Space Protection Order (PSPO) – will put on website and in LVN 	
2023/7-13	<p>Other matters for information and agenda items for Next Meeting</p> <ul style="list-style-type: none"> • Clerk has completed on-line mental health awareness training • <u>Action:</u> Cllr Simpson to complete new councillor training • <u>Action:</u> Clerk to update project list and re-circulate to Councillors for their input regarding future work/projects. • DAPTC Central Meeting – Cllr Crouch has booked into meeting. 	JS SM/ALL
2023/7-14	<p>Date of next meeting Tuesday 12 September 2023 – Parish Pavilion – 7.00 pm</p>	

The meeting concluded at 9.55 pm

Signed: _____

Date: _____