

**ANNUAL MEETING OF  
ST LEONARDS & ST IVES PARISH COUNCIL**

**Minutes of the meeting held on Wednesday 28<sup>th</sup> May 2008 at 7.30pm**

**Members Present:** Cllr Mrs J House, Chairman

Cllr Mrs V Bell.	Cllr. M. Dyer	Cllr Mrs S Smith
Cllr J Crow	Cllr N.R. Hindmarch	Cllr Mrs A Warman
Cllr R Dudman	Cllr M. Packham	Cllr R Warman

In attendance: Mrs Ann Jacobs

**Open Forum:** None

**2008/09**

- 1. Election of Chairman of the Council for the 2008/2009 Municipal Year** - Cllr Mrs J House was nominated, proposed by Cllr M Dyer seconded by Cllr Mrs S Smith. Agreed unanimously.

**RESOLVED: Cllr Mrs J House was duly elected as Chairman for the 2008/2009 Municipal Year.**

The Declaration of Acceptance of Office was made and signed by Cllr Mrs J House.

- 2. Election of Vice-Chairman of the Council for the 2008/2009 Municipal Year** – Cllr Mrs S Smith was nominated, proposed by Cllr Mrs V Bell, seconded by Cllr J Crow. Agreed unanimously.

**RESOLVED: Cllr Mrs S Smith was duly elected as Vice-Chairman for the 2008/2009 Municipal Year.**

The Declaration of Acceptance of Office was duly signed by Cllr Mrs S Smith.

- 3. Declarations of Interest:**

Agenda Item	Name	Declared P=personal P&P = personal and prejudicial
22	Cllr Dyer	P & P see form left room for item
22 & 14	Cllr Hindmarch	P & P see form left room for items

The Chairman reminded those present that the Code of Conduct states that declarations should be made when an item may affect a relative or close friend. No other declarations were made.

Cllr. Mrs A Warman stated that the letter mentioned under agenda item 22 was a personal one and that no declaration was required.

- 4. Apologies for absence:**

- i) Received and accepted from Cllr I Maddock and Cllr G Willetts.
- ii) A request dated 8<sup>th</sup> May for a temporary leave of absence for three months due to work commitments from Cllr I Maddock was noted and accepted. Proposed by Cllr A Warman, seconded by Cllr R Warman. Agreed unanimously.

- 5. Appointment of Parish Council Representatives to Outside Organisations/Specific Posts 2008//2009-** The appointments were confirmed as per the attached list which appears as Appendix A with these Minutes in the Minute Book.

- 8. Appointment of Committees 2008/2009** The appointments were confirmed as per the attached list which appears as Appendix A with these Minutes in the Minute Book.

The following appointments were made subject to the acceptance of individual Councillors:-

Cllr G Willetts - Planning and Clerks Committees.

Cllr I Maddock – Amenities, Finance and Planning Committees

- 9. Minutes of the Parish Council Meeting held on 30<sup>th</sup> April 2008** - The minutes of the meeting held on 30<sup>th</sup> April 2008, pages 107-109, were agreed and signed as a correct record. Proposed Cllr Mrs V Bell, seconded Cllr J Crow.

**10. Matters arising from the Minutes (for information only):**

- i) Confidential Minute 640 was amended see confidential minute file Minute 10/08.

**11. Minutes of the following Committee Meetings:**

- i) **Meeting of the Amenities Committee held on 2<sup>nd</sup> April, 2008** - The approved minutes of the meeting held on 2<sup>nd</sup> April, 2008 (page 102) were adopted. Proposed Cllr Dyer, seconded Cllr Mrs J House.
- ii) **Meeting of Finance Committee held on 2<sup>nd</sup> April, 2008**- The approved minutes of the meeting held on 2<sup>nd</sup> April, 2008 (page 103) were adopted. Proposed Cllr Dudman, Seconded Cllr Mrs V Bell.
- iii) **Meeting of Planning Committee held on 24<sup>th</sup> April, 2008** - The approved minutes of the meeting held on 24<sup>th</sup> April, 2008 (pages 104-106) were adopted. Proposed Cllr J Crow, Seconded Cllr N Hindmarch.

**12. Correspondence received was noted:**

1. Notification of permit scheme for Millhams and Nuffield household recycle centres.
2. DART Scheme Booklet notification
3. St Leonards South Residents Association Letter
4. Freedom of Information Request – Expenses and Allowances received by Parish Councillors.
5. Invitation to Dorset Waste Forum 20 June 2008 10am, Newburgh Village Hall
6. Invitation to Civic Ceremony Ferndown Town Council 29<sup>th</sup> June.
7. HMRC Research notification
8. Verwood Town Council notification of new Mayor Cllr Mrs L Clark
9. Invitation to Waste Management Review 20<sup>th</sup> June.
10. DAPTC circular 06/08
11. Homewatch newsletter

- 13. Forestry Commission – Min. 628 refers.** The Forestry Commission confirmed that 6 places would be allotted to the Parish to attend an event at Cannock Chase. Of these 2 have been offered to the Action Group. The Clerk reported that to accept such an invitation would be deemed hospitality and this would require a declaration of interest for the next 3 years. This was discussed and it was agreed unanimously that the Parish Council would pay for all expenses for any attendee. Cllr Dyer questioned the value or benefit of any such visit as the issues raised are unique to this Parish. This was discussed it was agreed that the invitation would be declined.

**RESOLVED: To decline the invitation to the Forestry Commission site at Cannock Chase.**

Cllr Hindmarch left the room for the next item declared interest.

14. **Resignation of Councillor** – A letter of resignation from Cllr Mrs K Redknapp was reported. The Clerk confirmed that the Vacancy posters have been displayed the deadline for claiming a bye-election is the 30<sup>th</sup> May, 2008. The Chairman has already responded to Cllr Mrs Redknapp with a letter of thanks.
15. **Code of Conduct Complaints Process** –Changes from 8<sup>th</sup> May in reporting complaints concerning Code of Conduct were noted. Future complaints are to be reported to the Monitoring Officer.
16. **District Councillors' Update** - Cllr. M.R. Dyer reported:- The Regional Assembly recommendations for development are expected to be considered by the Secretary of State and to go before Parliament by the end of July.
17. **County Councillors' Update – Cllr Mrs A Warman reported:-**  
There have been a number of incidents reported to the Police at Matchams Close.
18. **Parish Councillors' Reports** -To receive reports from Parish Councillors including:-
  1. Village Hall Management Committee – Minutes not compiled yet.
  2. Avon Heath Liaison Panel - Cllr.Dyer to reported that there are problems with receiving information such as draft minutes. Boundary Lane Car Park (Matchams end) is for permit holders only yet no notices are displayed to this affect. Cllr Dyer will speak to the Chairman of the Committee and report his concerns.
  3. School Governor Report - Cllr. M.C. Packham to reported. The Strawberry Fayre will be held shortly the last play/dinner evening made a profit of £15,00. Councillors would be welcomed to join the School for an end of week closing session.
  4. D.A.P.T.C. - Cllr. N.R. Hindmarch to reported. Due to commitments and the distance sometimes  
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required to travel to meetings, he cannot guarantee attendance. Benefit of membership has been obtained with the Connect Dorset equipment.

5. Homewatch – Cllr R Dudman reported. Membership is increasing but there is still a shortage of co-ordinators.

**19. Annual Return 2007/2008**

- i) A copy of the Annual Return for 2007/2008 was circulated to Members, a copy of which appears as appendix C to these Minutes in the Minute book. The Annual Return was agreed. Proposed by Cllr Mrs A Warman, seconded by Cllr M. Packham

**RESOLVED: The Annual Return for 2007/2008 was approved as submitted and will be forwarded to the External Auditor.**

- ii) The Annual Governance Statement had been copied to Members and was accepted as correct. Proposed by Cllr M. Packham, seconded by Cllr Mrs Bell

**RESOLVED: That the Annual Governance Statement is accepted and signed by the Chairman and Clerk.**

- 20. Annual Insurance Renewal** – The Clerk reported receiving email notification of the insurance policy renewal due 1<sup>st</sup> June, 2008. The cost will be £5,155.83 + insurance tax. It was proposed to renew with Zurich Municipal by Cllr M Packham, seconded by Cllr M Dyer. The Clerk will prepare details of cover so that a comparison on costs can be obtain in February 2009. A review of cover is also required.

**RESOLVED: To renew the existing insurance policy with Zurich Municipal for a further 12 months at a cost of £5,155.83 + insurance tax.**

- 21. Connecting Dorset** – The Clerk requested that the Laptop and colour printer be registered on the Council's Asset Register as being held at either the Parish Office or for use at the Clerk's home for Parish business. Agreed. Proposed by Cllr Mrs J House, seconded by Cllr Mrs S Smith.

**RESOLVED: The laptop and printer may be held at the Parish Office or Clerk's home for Parish use.**

The Clerk will ensure this is covered under the insurance policy.

**It was agreed to exclude the press and public for the next item in the best interests of the Council. Proposed by Cllr Mrs V Bell, seconded by Cllr M Packham**

**22. See confidential Minute No. 22/08 dated 28<sup>th</sup> May 2008**

**To report and note content of letters received by Cllrs., Dyer, Hindmarch and Willetts from Cllr Mrs A Warman**

**23. Exchange of Information:**

- 1.. Next meeting - 7.30pm on 27<sup>th</sup> June 2007
2. An EGM is called for 7pm on the 4<sup>th</sup> June, 2008 to discuss a request for an indemnity for Members. Press and Public will be excluded.
3. EDDC have requested that we assist in hosting a benefits awareness day. It was agreed that the Clerk will decline due to lack of resources.
4. Matchams Plans have been received and will be discussed at 7pm on 19<sup>th</sup> June 2008. An extension has been obtained.

Meeting ended at 9pm.

**CHAIRMAN**