

**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 24<sup>th</sup> February 2016 at 7.00pm  
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr R Adkins, Chairman

Cllr R Bryan (from 8.20pm only

for items 10 & 20)

Cllr Mrs J Carter

Cllr J Crow

Cllr M Dyer

Cllr N Hindmarch

Cllr C House

Cllr Mrs J House

Cllr Mrs A Warman

Cllr R Warman

Cllr Mrs B Waugh

Present: Mrs A Jacobs Clerk and County Councillor P Richardson for item 2 only.

**Public Open Forum:** None

**386. County Councillor Peter Richardson** – Cllr Richardson's report had been circulated and a further update on Youth Services was handed out. Copies of the reports appear as Appendix A with these minutes in the Minute Book.

**387. Declarations of Pecuniary Interests: None**

**388. Apologies** were received and accepted from Cllr B Goringe and Cllr R Bryan both of whom were attending an EDDC meeting.

**389. Other absences:** Cllr Hockley declined to attend the meeting by email circulated to members directly by him.

**390. Minutes of the following Full Council** meetings were agreed as a true and accurate record:-

i) Minutes of the Parish Council Meeting held on 27<sup>th</sup> January 2016 pages 75-78. Proposed by Cllr C House, seconded by Cllr Mrs A Warman. Agreed unanimously

ii) EGM 10<sup>th</sup> February 2016 – pages 81 & 82 - Proposed by Cllr Mrs J House, seconded by Cllr Mrs J Carter. Agreed by 9 votes Cllr J Crow abstained as not present at the meeting.

**RESOLVED: The Minutes of the Parish Council Meeting held on 27<sup>th</sup> January 2016 pages 75-78 and the EGM held on 10<sup>th</sup> February 2016 – pages 81 & 82 - were confirmed as an accurate record and adopted.**

The Chairman reported that as Cllr Bryan was attending a meeting at EDDC he would move a couple of items down to later on in the meeting, in particular the Youth Club item. Cllr Dyer objected as he was concerned that the finish time of the meeting would be delayed which would be difficult for him on medical grounds. The Chairman explained that he hoped that Cllr Bryan would have some more up-to-date information which might be relevant to the discussion.

**391. Matters arising from the Minutes were noted:-**

- Min. 349 - Precept demand for 2016/2017 of £83,146 submitted and acknowledged.
- Min. 352 - DAPTC Annual Conference 3<sup>rd</sup> March – Cllr R Bryan is booked to attend.
- Min. 353 – Newsletter at print and booked for delivery on 28<sup>th</sup> March 2016
- Min. 354 – Dementia Awareness room provision funding -confirmed to Ann Lippett.
- Min. 355 – Defibrillator installed on 16<sup>th</sup> Feb – Site groups are being invited to attend training during March.
- Min. 356 – Youth Club toilet drain repair completed 24<sup>th</sup> February 2016.
- Min. 357 – Car park drainage issued- Wessex Water attended on 10<sup>th</sup> Feb. Main line cleared of roots but more work is needed to the private section. Canford Drains have been contacted.

**392. Correspondence to note only:**

1. EDDC Agendas
2. Dorset Early Help /POPP event 23<sup>rd</sup> March – invitation sent to all Members. Unfortunately no one was available to attend.

**393. Committees:** Members noted the approved Minutes of the following Committee meeting:-  
Planning 28<sup>th</sup> January 2016 pages 79-80. Proposed by Cllr C House, seconded by Cllr Mrs J House, agreed unanimously.

**394. Parish Councillors' Reports:-**

1. A338 update – Report from Cllr Bryan circulated electronically. A copy of his report appears as Appendix B with these minutes in the Minute Book.
2. Allotments report – Cllr C House reported verbally. The planning decision on a full application is awaited. A number of objections have been noted on the Dorset for You site.
3. DAPTC – no meeting.

**395. Appointment of Council Representative for EDEP – Min. 347.1** refers Members appointed Cllr M Dyer as the Parish Council representative to EDEP. Proposed by C House, seconded by Cllr Mrs A Warman. Agreed by 9 votes Cllr M Dyer abstained.

**RESOLVED: Cllr M Dyer was appointed as the Parish EDEP representative.**

**396. District Councillors' Brief Update:** Cllr Dyer reported that the proposal to sell off Furzehill and move to Allenvue House has been deferred other options are being considered. Cabinet at EDDC now has two more Members which will cause two more allowances. Cllr Hindmarch reported that at the DAPTC meeting the Officer present informed them that Furzehill was to be sold, what has changed? Cllr Dyer responded that following a site visit it was decided that it was too small an area and the quality of accommodation was not suitable.

**397. DAPTC Training Courses –** Emailed to all Members – Cllr Mrs B Waugh would like to attend the Essentials for Councillors Course. The Clerk will get more information.

**398. Committee Meetings of the Parish Council – Min. 361 refers –** Members considered the report from the Clerk on the proposal put forward by Cllr Mrs J House at the last meeting. This was discussed. Effective from the Annual meeting in May the work for Amenities and Finance Committees will be dealt with by full Council for a one year trial. A subcommittee to discuss and recommend the budget and grants in October and November will be agreed at the next meeting. Proposed by Cllr Mrs A Warman, seconded by Cllr C House. Agreed by 9 votes, Cllr M Dyer abstained.

**RESOLVED: Effective from the Annual meeting in May the work for Amenities and Finance Committees will be dealt with by full Council for a one year trial. A subcommittee to discuss and recommend the budget and grants in October and November will be agreed at the next meeting.**

**399. District Councillor Grants:-**

- i) Lighting Play Area - Min.359 refers – Members discussed whether to fund all or part of the proposal from reserves if the grant funding is not forthcoming. Cllr Dyer reported that he had discussed this at EDDC and there should be no issue with the funding. This was discussed. It was agreed that the Council would proceed with the proposal using reserves/underspend if the grant funding was not forthcoming. Proposed by Cllr Mrs A Warman, seconded by Cllr R Warman. Agreed by 8 votes, Cllr C House and Cllr Mrs J House abstained due to their connection with the supplier.

**RESOLVED: To proceed with the proposal to reconnect and refurbish the play area lighting using reserves/underspend if the grant funding was not forthcoming.**

- ii) Purchasing a screen for Planning meetings cost £300 Members agreed to fund the proposal from reserves/underspend if the grant funding is not forthcoming. Proposed by Cllr Mrs J House, seconded by Cllr J Crow. Agreed unanimously.

**RESOLVED: To proceed with the proposal to purchase a screen using reserves/underspend if the grant funding was not forthcoming.**

**400. Village Hall Management Committee –**

- i) Members noted the minutes for December and January emailed to all on 15.02.16
- ii) Queens 90<sup>th</sup> Birthday celebrations – Cllr Mrs Warman reported on a proposal from the VHMC to organise a Community event for 12<sup>th</sup> June 2016. A lot of interest has been shown from groups within the Parish. The Council was asked to consider participating or at least attending. It was suggested that the Council could put together a fund raising table for a charity and possibly use the event to gauge opinion for the Tennis Club MUGA area. The matter will be put to the next full Council meeting to form a subcommittee to organise.
- iii) Defibrillator – There have been some issues as the cabinet supplied appears to be unsuitable for exterior use. A complaint has been made and we are looking at a different metal exterior cabinet. The VHMC will consider whether a locked or unlocked cabinet will be required.

**401. Members to receive a revised Tennis Club Proposal for a MUGA** – Members received a revised proposal which specifies public use times of the area and whilst the area would be fenced it would not be locked to allow public access when not in use by the Tennis Club. Members discussed the proposal in detail and a number of proposals were put and failed. There was concern about the ratio of hours allowed to the public compared to the Club particularly when the user group is limited because of their ages to the hours of practical use. Whilst still requiring fencing off this is to prevent dogs encroaching onto the area and for safety of other users of the site. If successful the basketball post and court would need resiting. It was agreed that the proposal was an improvement on that previously suggested. The Clerk stressed the need for any final proposal to be part of a Parish consultation to gauge opinion and then put the proposal to the Open Spaces Society. It was agreed that the Clerk will respond as follows:- Thank you for your communication which we have discussed in detail. We have looked at your revised proposal and will be forming a Subcommittee to look at it in detail. The Subcommittee will be appointed at the next meeting. Proposed by Cllr N Hindmarch, seconded by Cllr M Dyer. Agreed unanimously.

**RESOLVED To respond that the Council will be forming a Subcommittee to look at the proposal in detail.**

**402. Internal Audit** – Members received and noted the report from the Internal Auditor and response from the Clerk. Members noted that under Minute 12 (ii).3 The Council had agreed that it had maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. Members then resolved that the Council has maintained throughout the year an adequate and effective system of internal audit of the Council's accounting records and control systems. Proposed by Cllr M Dyer, seconded by Cllr C House, agreed unanimously.

**RESOLVED: That the Council has maintained throughout the year an adequate and effective system of internal audit of the Council's accounting records and control systems.**

8.15pm Cllr R Bryan arrived from the EDDC meeting.

**403. Youth Club**

Cllr Bryan reported that he had spoken with the Youth Services Leader Toni Coombs who has confirmed that Youth Clubs will not close down before September. There are several different options open to Clubs. Cllr Bryan suggested that it would be best to use one of the separate bodies to employ the Youth Workers direct e.g. Dorset Youth Association. The contracts finish at the end of August but there must be a gap before reemploying them as otherwise employment benefits will transfer with them to the new employer.

Cllr R Warman reported that the main issues for the Parish Council would be the cost of staffing; the timing of finishing of one contract before starting a new one and retaining staff.

- ii) Trustee status – If the Parish Council moves forward to become the Corporate Trustee there are questions over who will insure the Club and employees, there is a possibility that one of the new organisations will deal with the insurance. Cllr Warman stressed that it is vital that a small working group of Councillors see the changes through. The Parish Council has agreed to work towards becoming a Corporate Trustee in principle and the Youth Club have agreed to this as well but it needs ratifying by both bodies after which this can be recorded by the Charity Commission. The timing of this will be sometime between now and September. The Clerk reminded the Council that if the Council becomes a Corporate Trustee it deals with all Youth Club matters totally separately at separate meetings and the Parish Council would not be the Employer it would need to be either the Club or one of the separate organisations. Cllr R Bryan would prefer the Youth Club to be open during School Holidays we must ensure that a clear gap is made between the employment by DCC and employment by the Club or other body. Cllr R Warman would come back to the Council with a potential effective date and a new Constitution for the Club. The Clerk asked if the date could be set outside of the current financial year.

**404. Exchange of information:**

1. Next meeting Full Council Wednesday 30<sup>th</sup> March 2016 at 7pm
2. Cllr Bryan had just left a briefing meeting at EDDC where Council tax was discussed it will be going up by £5 on a band D property. There is concern about the Government grant which is being withdrawn. A letter of objection is being sent about the lack of notice for the changes.
3. Cllr Crow reported on a meeting with Jonathon Ross of EDDC in his capacity as Floodwarden. Mr Ross suggested that a second volunteer was found at Oaktree for safety. Cllr Crow will give the details of the volunteer to the Clerk so that the Council can formally appoint them and ensure that they will be insured. Mr Ross has suggested that Oaktree formulate an emergency plan and is sending a template. The Clerk reported that this was discussed and a recent Community Resilience Seminar where it was explained that

EDDC would prefer all the Parishes and Towns to follow the same template as this makes using them in an emergency more fluid and consistent.

4. Members complained about the tone of a further email from Cllr Hockley after being asked to cease and desist. The Clerk pointed out that Members did have the individual right to ask Cllr Hockley to forward all electronic correspondence via the Parish Office if they wished. Cllr Hockley's further email has been forwarded to the Monitoring Officer.
5. Cllr Mrs A Warman: EDDC will no longer be carrying out the Legionella testing for the hall, a new contractor will need to be found. A recent race night raised £1,165, the money will be used to fund a programme of redecoration.
6. Wifi – Cllr Adkins asked Cllr Mrs Warman about the possibility of running a cable from the Youth Club to the Parish Office via the rear of the stage and rear hallway. At the same time a service could be provided in the Committee Room to allow Members to access their tablets and laptops. Cllr Mrs Warman will ask the VHMC but thought that there was already provision in the Committee room.
7. Cllr Mrs Waugh reported receiving a letter about a “dangerous shrub”. This was somewhat unexpected as it is only a few twigs and it is the wrong time of year to cut Mallow. Several neighbours also received letters and reported that a man in a high viz jacket was inspecting the road.

Meeting ended at 8.50pm.

Chairman