

ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 28th February 2018 at 7.00pm
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr R Adkins, Chairman

Cllr R Bryan

Cllr Mrs J Carter

Cllr M Dyer

Cllr B Goringe

Cllr N Hindmarch

Cllr Mrs S Marshall

Cllr Mrs K Neale

Cllr Mrs A Warman

Cllr R Warman

In attendance: Mrs A Jacobs, Clerk to Council**Public Open Forum: None Present**

County Councillors report- Cllr R Bryan reported: As a result of the Secretary of State's decision on LGR the County Council has been extremely busy as Officers and Councillors work together on how to progress the project. Moves are afoot to resolve the issues arising with the predicted adverse weather, most staff will be working from home emergency services provided by the County are on standby. Cllr Bryan attended a LEP meeting yesterday the Government has short changed Dorset and we have one of the lowest grants. The bulk of the grant received has gone on roads. I have informed them that the infrastructure of the County needs looking at. The predicted savings of £100m as a result of LGR is now questionable due to the delay in the decision. In my opinion it will take 3-4 years to complete. The Chairman queried the intended role of the Parish as he was concerned about the allocation of the precept and in addition what thought has been given to support parishes? From this morning's meeting it is clear that this tier of local Government has to step up and take on more roles. It is possible that the Parish may take on roles such as minor road repairs and basic maintenance many more operations that have been done by District may be passed down to those councils wanting to take on these functions.

253. Pecuniary Interests: None declared.**254. Apologies** were received and accepted from Cllr A Davies.

255. Minutes of the Parish Council meeting held on 31st January 2018 pages 48-50 were agreed as a true and accurate record and duly adopted. Proposed by Cllr B Goringe, seconded by Cllr Mrs S Marshall.
RESOLVED: To adopt the Minutes of the Meeting held on 31st January 2018 pages 48-50.

256. Matters arising from the Minutes

- Horton Road – Moors Valley Crossing – email sent to Andrew Martin
- Annual Parish Assembly Wednesday 18th April 2018 – Due to the change in management and ownership a request for a speaker from the Airport has been declined.
- Road sweeping requests despatched and reports are being received of completion w/c 12/02. Members to note roads are no longer swept to a schedule only on demand.

257. Correspondence:

1. EDDC Agendas
2. Notification of request for planning permission from the Tennis Club for new tennis courts with floodlights and replacing existing lighting with new LED lighting. The Clerk will notify EDEP to look out for the application as the Parish is noted for it being a dark sky area. The Clerk will enquire whether it would be best to ask another Parish to look at the proposal as it was thought that the Parish might be biased..
3. DAPTC Annual Conference on 9th March – no one is able to attend.
4. Complaint about the dog bin in St Leonards Way overflowing – reported to DWP this morning emptied as at this evening.
5. Email from Cllr J Crow due to health issues, he has resigned. Due process will now commence. The Clerk will write to Cllr Crow to thank him for his extensive service.
6. A complaint had been received concerning parking on the single yellow lines in Forest Edge Drive, the complainant requested that EDDC Enforcement be requested to visit during school holidays and weekends to ticket offenders as they had in the past. Cllr Mrs Marshall reported that during February

half term Moors Valley was so full that the car park was closed and the road was packed with cars parking all day. The Clerk will contact the enforcement team.

258. Finance:

- i) Members reviewed and approved the schedule of payments for February. A copy of which appears as Appendix A with these Minutes in the Minute Book. Proposed for approval by Cllr B Goringe, seconded by Cllr Mrs A Warman. Agreed unanimously.
RESOLVED: to approve the schedule of payment for February, cheque numbers 004839-004852.
- ii) Members reviewed and approved the bank reconciliation for end January. . A copy of which appears as Appendix B with these Minutes in the Minute Book. Proposed by Cllr R Bryan, seconded by Cllr B Goringe. Agreed unanimously.
RESOLVED: To approve the bank reconciliation for end January.
- iii) Members appointed Cllr B Goringe to scrutinize the bank reconciliations. The Clerk will put these forward on a quarterly basis. Proposed by Cllr R Bryan, seconded by Cllr M Dyer, agreed unanimously.
RESOLVED: Cllr B Goringe was appointed to scrutinize the bank reconciliations.
- iv) The Clerk suggested appointing an additional authorised signatory to all bank accounts including Lloyds; Santander and Allied Irish Bank GB. This was thought unnecessary.

259. Internal Audit –

- i) Members reviewed the report from the Clerk detailing the internal audit process as defined in the Practitioners Guide. A copy of which appears as Appendix C with these Minutes in the Minute Book. Members agreed unanimously that the system adopted for internal audit was effective and met the standards required. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs S Marshall.
RESOLVED: That this Parish Council has reviewed its system of internal audit which it accepts as being effective and meeting the standards required under the current Account and Audit Regulations.
- ii) Members reviewed the appointment letter to the Internal Auditor and confirmed the scope required. The Clerk explained that whilst Mr Walker had been the Internal Auditor for many years an official letter of appointment detailing the scope of the Audit could not be found. The letter was approved for despatch. Proposed by Cllr R Bryan, seconded by Cllr M Dyer. Cllr Mrs A Warman abstained the rest were in favour.
RESOLVED: To appoint Mr P Walker as Internal Auditor and direct the scope of the audit as per the draft letter circulated.

- 260. Website:** Cllr Adkins reported. The Council had previously discussed a review of the website and had approved a budget of £650. It was suggested that a social media page could also run alongside the website. This was discussed it was agreed unanimously, to proceed with a review with the budget of £650 to include hosting. Proposed by Cllr R Bryan, seconded by Cllr Mrs S Marshall.
RESOLVED: to conduct a review of the website to bring it more up-to-date with social media. A budget of £650 was approved for the purpose.

261. Parish Councillors' Reports -To receive reports from Parish Councillors including:-

1. DAPTC - next meeting 18th April 2018 at the Barrington Ferndown
2. Homewatch – next meeting 7th March
3. EDEP Meeting – no meeting but the Chairman is active again and responding to issues as they arise. Cllr Bryan raised the matter of the recent appeal concerning the BDOC site. Concern was raised relating to the effect of the decision on the SSSI sites close by. Cllr Bryan will see if EDDC might contact Natural England who have more weight to see if they might be prepared to argue the case further.
4. Burial Ground – Cllr Adkins reported that the wildlife, flora and fauna survey was now coming to an end. The water table survey may need to be extended to next year. Cllr Adkins will speak to the Planning Officer to see if outline permission can be applied for.

- 262. Local Government Reform Update –** A statement has now been released informing the public that the LGR is to proceed. Christchurch have called an EGM on 12th March to discuss the decision. It is a possibility that Christchurch may request a judicial review of the decision. It is being said that when various functions are devolved funding will be provided and Members will be paid. The Clerk

reported an invitation from West Moors for the Clerk and a Councillor to attend a meeting to discuss the potential for working together with them and Verwood. It was agreed that Cllr Adkins and Cllr B Goringe would attend.

263. District Councillors' Update:

Cllr B Goringe reported that the full Council had approved the budget for 2018/2019 resulting in a Council tax increase of 2.99%. Cllr Bryan will circulate the Council tax details.

Cllr Dyer: A Government grant has been awarded for one of the two proposed link roads in the Parley area. One is now to be paid for by the Developer the Council has been successful in one Bid and a £2.25m Government grant has been won.

Cllr R Bryan: Furzehill offices are now in the final stages of being sold. There were two remaining issues one to do with a ROW the other to do with water run-off. An announcement is due shortly but it is now hoped that the sale will proceed to completion.

264. Village Hall – Members received a request to use the Braeside Village Green as part of the May Fair being arranged by the VHMC. Request is for children's races, possibly a dog training display. In addition permission to use the patio area for a band if the weather allows. This was discussed it was agreed to permit the use subject to the VHMC confirming Public Liability cover for the event and ensuring that the use of the patio will not prevent use of the Tennis Club. The Clerk will notify the Tennis Club. Proposed by Cllr Mrs J Carter, seconded by Cllr R Warman. Cllr Mrs A Warman and Cllr B Goringe abstained as they are Trustees of the VHMC, the rest were in favour.

RESOLVED: To allow the use of the Braeside Village Green and patio area.

265. Amenities:

- i) Dog Warden report noted.
- ii) Playground inspection report was noted. Minor repairs instructed. The Clerk reported that gravel was low in some areas as the raking had been difficult to achieve due to the freezing weather.

266. Street Naming- Members received the suggestions for road names from the Developer of the small development off St Ives Park. These had been copied by email separately. This was discussed. The first name was not accepted as there is already an Emerald Close, the other suggestions did not meet the adopted policy of EDDC as they were names of people albeit long deceased. Agass Close was suggested but the proposal failed. Members agreed unanimously on St Ives Close. Proposed by Cllr B Goringe seconded by Cllr Mrs S Marshall. This has been suggested before but reject by EDDC as being too close in name to St Ives Park despite the fact that similar instances have occurred. EDDC have previously advised that the Post Office would find it confusing. The Clerk will contact the Post Office and ask if they would have an issue.

RESOLVED: To put forward the name of St Ives Close.

267. Fire - Risk Assessments – Clerk has completed these for the Youth Club and Tennis Club and the Fire Alarm has been serviced on 13.02.18. VHMC have been requested to copy their FRA to the Clerk. VHMC Fire alarm service check booked for 20.02.18. Noted. PAT testing was not due until 2019 it was suggested that this could be done in house in future by Cllr B Goringe provided he was trained and certified.

268 GDPR – General Data Protection Regulations – Members noted that the new regulation comes into force on 25th May 2018 – The Clerk has attended one training event and is scheduled for further training on 26th March. The Clerk will be conducting a review of data held.

269. Working Together Project – Members received information on the project and noted the implications on the budget, insurance implications, Councillors time, and Clerks time if utilising outside sources in preference to engaging DCC services.

270. Council Vacancy – Members noted that no claim had been claimed following the notice of the resignation of Cllr Mrs B Waugh, the Council may now begin the process to fill the vacancy by co-option. The Clerk will commence the process of notification for the vacancy created by the resignation of Cllr J Crow immediately. The aim will be to fill both vacancies at the April full Council meeting. Details of the vacancies will appear in the next directory and on the Next door Site will direct the public to the Parish website for information.

271. Dorset Youth Association –Request for additional funding in addition to the £25 membership fee- this was discussed. It was noted that this was the Councils only source of professional advice on Youth matters. The Youth Club had utilised a number of their services. It was agreed unanimously, that a donation of £50 would be made and in addition the Clerk will obtain further information on the services available. Proposed by Cllr Mrs A Warman, seconded by Cllr M Dyer.

RESOLVED: To donate £50 to the Dorset Youth Association.

272. Exchange of information:

1. Next meeting to be held on 28th March 2018
2. Notification of the death of Mr Neil Lancaster was received. Mr Lancaster was a highly respected and long serving Officer of EDDC.
3. The Clerk reported that the Youth Leader would be leaving at Easter.

The meeting closed at 8.20pm

Chairman