

**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 25<sup>th</sup> July 2018 at 7pm  
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr B Goringe, Chairman

Cllr R Bryan (from 8pm)

Cllr A Davies

Cllr M Dyer (from 7.30pm)

Cllr K Gawler

Cllr N Hindmarch

Cllr Mrs K Neale

Cllr J Parker

Cllr Mrs A Warman

Cllr R Warman

Present: Mrs A Jacobs Clerk to Council

**73. Pecuniary Interests:** None

**74. Apologies:** Cllr R Bryan and Cllr M Dyer will be late attending an EDDC Cabinet meeting. Cllr R Adkins sent his apologies which were accepted.

**75. Minutes of the Parish Council Meeting held on 27<sup>th</sup> June 2018 pages 8-10-** The Minutes were agreed as a true and accurate record. Proposed by Cllr J Parker, seconded by Cllr K Gawler.  
**RESOLVED: The Minutes of the meeting held on 27<sup>th</sup> June 2018 were adopted.**

**76. Matters arising from the Minutes**

- Co-option – the second stage poster has now been publicised. I have had two verbal enquiries deadline for applications is 10<sup>th</sup> August, 2018 and the co-option is currently scheduled for 29<sup>th</sup> August 2018. Full information including the declaration form is on the Parish website.
- Replacement pedestrian gate for play area – delivery imminent
- The Clerk was reminded to invite Heather Jackson to the Parish to look at Horton Road.

**77. Correspondence:**

1. Agendas EDDC
2. Highways Agency – Fencing damage reported again on 11.07.18 together with the VAS sign which is still not working. Both issues are on lists to be done when budgets and working patterns permit. VAS is low priority as there is a repeater sign with a couple of feet of the unit.
3. Public speaking information is available in the Parish noticeboards and on the website.
4. Local Plan consultation meeting on 2<sup>nd</sup> August at 2pm, Cllr A Davies and Cllr Mrs A Warman will attend and report back.

**78. Finance:**

- i) Members reviewed and approved the schedule of payments for July. Proposed by Cllr K Gawler seconded by Cllr J Parker, agreed unanimously. A copy of which appear as Appendix A with these Minutes in the Minute Book

**RESOLVED: The schedule of payments for July cheque numbers 004912 to 004920 was approved.**

**Missing Cheque Book reported:** The Clerk reported that a cheque book has gone missing cheques numbered 004921 to 004980 have been cancelled by the Bank. Lloyds advised that the cheque book had been sent to Ferndown Branch in error, branches are not permitted to hold cheque books so this has been destroyed. A replacement cheque book numbered 004981 to 005040 has been received and is now in use.

- ii) Members reviewed and approved the bank reconciliation for end of June. Proposed by Cllr A Davies, seconded by Cllr Mrs K Neale, agreed unanimously. A copy of which appear as Appendix B with these Minutes in the Minute Book

**RESOLVED: The bank reconciliation for end of June was approved.**

- iii) Members noted that March, April and May bank reconciliations have been verified and signed off by Cllr Goringe.

- iv) Members appointed Cllr Mrs K Neale as an authorised signatory to the main bank account. Proposed by Cllr A Davies seconded by Cllr S Marshall, agreed unanimously.

**RESOLVED: Cllr Mrs K Neale was appointed as an authorised signatory on the Lloyds Bank accounts.**

- v) DAPTC Annual Subscription renewal for 2018/2019 £1081.14 – This was discussed. The response from DAPTC to the questions raised at the last meeting was circulated. Members agreed that at this present time and with the amount of change in Local Government that it was prudent to retain Membership this year. It was noted that access to training is only available to Members. Proposed by Cllr A Davies, seconded by Cllr K Gawler. Agreed with Cllr Mrs A Warman abstaining.

**RESOLVED: To renew the Membership with DAPTC for 2018/2019 at a cost of £1081.14.**

**79. Members formally adopted the following Planning Committee Meetings which had been approved as a true and accurate record by the Committee:**

3<sup>rd</sup> August 2017; 24<sup>th</sup> August 2017; 14<sup>th</sup> September 2017 5<sup>th</sup> October 2017; 26<sup>th</sup> October 2017; 16<sup>th</sup> November 2017; 7<sup>th</sup> December 2017; 21<sup>st</sup> December 2017; 11<sup>th</sup> January 2018; 1<sup>st</sup> February 2018; 22<sup>nd</sup> February 2018; 15<sup>th</sup> March 2018; 5<sup>th</sup> April 2018; 26<sup>th</sup> April 2018 ; 17<sup>th</sup> May 2018; 7<sup>th</sup> June 2018; 28<sup>th</sup> June 2018.

Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs S Marshall, agreed unanimously.

**RESOLVED: To adopt the Minutes of the approved Planning Committee meetings from 3<sup>rd</sup> August 2017 to 28<sup>th</sup> June 2018 inclusive.**

**80. Amenities:**

- i) Dog warden report noted. The Clerk reported that there had been an incident on 17<sup>th</sup> July which had been logged by EDDC.
- ii) Preparations for the Tennis court replacements is underway scheduled for end August this will mean 3 spaces will be reserved for skips and building work. This will be on the entrance drive close to the Annexe due to access required for deliveries. All user groups will receive an email advising them of the dates and asking for co-operation and understanding. Noted. The Clerk is attending a site meeting with the Tennis Club and Contractor on 1<sup>st</sup> August.

**81. Horton Road Speed limit request –** Members received a request from a resident to reduce the speed limit on Horton Road to 30mph from the Ashley Heath roundabout. A number of requests have previously been received all have previously been rejected by Highways. The request had also been declined when requested as part of the Parish Plan in 2007. The Clerk will ask DCC for a formal response.

**82. Parking issues St Ives Wood –** Members received a request from two residents to put in parking restrictions to prevent all day parking by non-residents. The Clerk had visited the road several times since the request and had noted only 3 to 4 cars parked on the street all day, there were a couple of other vehicles but they were clearly workmen none of the vehicles were blocking any drives all appeared to be parked on one side and legally. There are 40 properties in the road. This was discussed. Members noted that there is a significant cost to such requests and time and resources both in establishing and then ongoing with enforcement. In the circumstances Members did not feel they could support the request at this time.

**83. GDPR Update –**

- i) We are required to publish privacy notices on our website and also for residents, Members and Staff these have been drafted using the NALC templates. These were discussed. It was agreed to adopt the privacy notices as presented. Proposed by Cllr Mrs K Neale, seconded by Cllr J Parker. Agreed unanimously. A copy of the notices appear as Appendix C with these Minutes in the Minute Book.  
**RESOLVED: To adopt the privacy notices as presented.**
- ii) Members reviewed the draft filing and document retention policy. This was discussed. It was agreed to adopt the policy as presented. Proposed by Cllr K Gawler, seconded by Cllr J Parker. Agreed unanimously A copy of the Policy appears as Appendix D with these Minutes in the Minute Book.  
**RESOLVED: To adopt the Policy as presented.**

**84. Transfer of assets from EDDC to the Parish as a result of LGR –** Members noted that a draft proforma has been completed and returned on the basis of Min. 44. A request for maintenance costs was submitted. EDDC have responded that they estimate the costs for managing the sites to be approximately £1280 per annum but they have their own staff to carry out any work and this does not include any allowance for monitoring/administration. The sites are liabilities rather than assets as they are densely wooded and in one case is likely not to have any vehicular access. EDDC have said

that the Cabinet will need to prioritise any transfers and it is possible that the Parish may not get any or all of the three sites suggested. The Clerk had also been asked to report any urgent work to trees on the sites to EDDC. It was agreed that the Clerk was not qualified to assess tree work. The Clerk highlighted her concerns about adopting land when there was an ongoing ownership dispute or without some funding to allow the Parish to gradually absorb the maintenance costs gradually, there would also be an administrative time consideration to be made. The only benefit for the residents is that the Parish would be able to handle any complaints and it would ensure that the residents have a say in future use of the areas. Members asked that the Clerk circulates details of the three sites so that Members can take a look in the meantime the Parish awaits a formal offer from EDDC before further consideration can be made.

7.30pm Cllr Dyer arrived from the EDDC meeting during discussion of the above item.

**85. Appointing Solicitors for the Council** – The Clerk has contacted three companies one of which has responded with a quotation, one has declined the invitation and the final one is awaited defer to next meeting. The Clerk will chase up the second quotation.

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

1. DAPTC – Cllr Hindmarch attended the Area AGM, which was not a good time to raise the Parish concerns over possible political influences. However, he was assured that DAPTC is strictly A political. This was discussed it was felt that with so much change taking place in Local Government this was not the time to withdraw from DAPTC.
2. Homewatch – next meeting 6<sup>th</sup> September currently things are very quiet.
3. EDEP Meetings – The Clerk has permission to circulate the report from the EDEP Chairman. It was noted that the new lighting scheme for our Tennis Courts was highlighted as a good example of an appropriate scheme avoiding light pollution.
4. Burial Ground – update from Cllr Adkins given by the Chairman: The owner of the proposed site is still keen to proceed, we await an appropriate time to conduct water levels during the Winter/Spring and the final Biodiversity report.

**87. District Councillors' Update:**

Cllr M Dyer: Reported that the meeting he had just attended had approved the grant for the St Ives First School Pool. The Chairman thanked him.

Cllr B Goringe: Had attended a recent presentation by the Police and Crime Commissioner which dealt mainly with the proposed amalgamation of Devon and Cornwall Police. The proposal is to continue with the plan however it has to go to Parliament.

**88. Memorial for 100<sup>th</sup> Anniversary of the Armistice** – Nothing further to report at present however there was concern that time was fast approaching for any significant plan to be able to be completed in time for the National marking of the event on 11<sup>th</sup> November.

**89. Website Review** - Nothing further to report.

**90. Dorset Council Electoral review** – Consultation runs to 27<sup>th</sup> August 2018 Members were encouraged to submit their own responses as private individuals. The proposals were discussed. Members were not sure about the name proposed but no alternative was agreed. The Clerk was directed to respond that the Parish Council fully supports the recommendations put forward and feels that this is the best that can be achieved in the circumstances. Proposed by Cllr K Gawler, seconded by Cllr Mrs S Marshall. Cllr Mrs A Warman and Cllr R Warman abstained the rest were in favour.

**RESOLVED: The Clerk was directed to respond that the Parish Council fully supports the recommendations put forward and feels that this is the best that can be achieved in the circumstances.**

**91. Protocol for marking the Death of a Senior National Figure** – Members considered the draft circulated. It was agreed to adopt the protocol as circulated. Proposed by Cllr J Parker, seconded by Cllr K Gawler. Agreed unanimously. A copy of the protocol appears as Appendix D with these Minutes in the Minute Book.

**RESOLVED: to adopt the protocol for marking the death of a senior national figure as circulated.**

8.00pm Cllr Bryan arrived.

**92. Exchange of information:**

1. Next meeting to be held on 29<sup>th</sup> August 2018
2. The Clerk reported a suggestion from a Member of the public which was to use the old telephone box at the Post Office as a book exchange to be run by the community. Ownership of the land was in question and it was suggested that the Clerk check Parish Online. The Clerk will put this on the next agenda with more information.
3. Cllr Gawler reported several complaints about the Horton Road closure. A resident was refused permission to access Moors Valley and the Highways worker was very rude. Cllr Marshall reported that there were lots of calls to Moors Valley about access. A Carer was refused entry to Forest Edge Drive. Cllr Davies thought that there could have been better communication such as a notice put on access roads even if it was just on telegraph poles. There were signs at the start and end of the works on Horton Road.
4. Cllr Davies asked the Clerk to contact the Montessori School about the hedge from their car park obstructing the pavement on the bend of Woolsbridge Road.

The meeting ended at 8.07pm

Chairman