ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 29th January 2020 at 7pm

in the Committee Room at the Village Hall, Braeside Road, St Leonards

Present: Cllr B Goringe

|  |  |  |
| --- | --- | --- |
| Cllr M DyerCllr K Gawler | Cllr Mrs M GoringeCllr N Hindmarch | Cllr J W ParkerCllr Mrs A Warman |

**In attendance:** Mrs Ann Jacobs, Clerk

**Public Open Forum**: None

**244. Pecuniary Interests: None.**

A personal interest was declared by Cllr K Gawler re cheque number 005217 as Cllr Gawler is a Trustee.

A personal interest was declared by Cllr N Hindmarch re item 5.6 as Cllr Hindmarch is a Member of the Club. Both Councillors abstained from voting on these items.

**243.** **Apologies** were received and accepted from Cllr R Bryan (attending a Dorset Council meeting); Cllr Mrs K Neale; Cllr Mrs U Lucas; Cllr Mrs S Marshall; Cllr A Davies Cllr J B Parker.

**244. Minutes of the Parish Council Meeting held on 27th November 2019** – The minutes were approved and adopted unanimously. Proposed by Cllr J W Parker, seconded by Cllr Mrs M Goringe.

 **RESOLVED: To adopt the minutes of the meeting held on 27th November 2019 as presented.**

**245. Matters arising from the Minutes**

* Precept demand for 2020/2021 submitted and acknowledged
* Pensions regulator – re-declaration has been completed
* Tennis Lease & transfer of lands from EDDC although mainly complete Land Registry confirmation is still awaited and has been chased by our Solicitor
* New screen purchased for Youth Club to allow planning meetings to take place. Installation due 18th March 2020

**246.** **Correspondence noted:**

1. Complaint concerning damaged verges in Laurel Close – inspected and residents written to. Some

 damage was caused by utility company. Resident has responded work is in hand.

2. Rates assessment review carried out on new Parish Office and Youth Club – 100% relief applied

3. Tax base notice advises an increase of 86.6 a percentage increase of 2.20% this year effectively this

 decreases the Band D charge so that this year’s precept will only rise by 0.67% for a D property.

4. Bournemouth Airport RNAV consultation

5. Dorset Council launches a “call for ideas” to help tackle climate change

6. Letter sent to Ex Service Club to confirm grant of £150 is in the budget

7. Thank you from Air Ambulance for Chairman’s allowance donation

8. Notice of TPO on land at High Street Ashley Heath and the gardens of the High Street properties

9. Thank you from the Poppy Appeal

10. Hampshire Recycling Centre – Automatic vehicle registration ID now in progress. Website says further

 information on how Dorset residents should proceed will be published soon.

11. Highways Act – Deposit of landowner and Highways Statements – Land at Purple Haze.

12. Heathland Consultation Document

**247. Climate change** – Members appointed Cllr Mrs U Lucas to lead on this topic, collate information for reporting to Council. A working party will be formed to discuss options once further details and information is obtained.

**248. Speedwatch –** The Police Community Support Team has provided details with the costs of equipping a volunteer Speedwatch team of six people. The kit would cost approximately £330. This was discussed it was agreed that the Parish Council would be willing to match fund up to 50% of the cost of the kit in principle if Homewatch would fund the remainder. Proposed by Cllr J W Parker, seconded by Cllr K Gawler. Agreed unanimously.

**RESOLVED: To match fund up to 50% of the £330 cost in principle if match funded by Homewatch**.

**249. Finance:**

i) Members reviewed and approved the schedule of payments for November (revised) and December. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs M Goringe. Cllr Gawler abstained the rest of the members approved the schedules. A copy of which appears as appendix A with these Minutes in the Minute Book.

 **RESOLVED: To approve the schedule of payments for November and December cheque numbers 005207 to 005252**

ii) Members reviewed and approved the bank reconciliations for end of November and December. Proposed by Cllr M Dyer, seconded by Cllr Mrs A Warman. Agreed unanimously. A copy of which appears as appendix B with these Minutes in the Minute Book.

 **RESOLVED: to approve the bank reconciliations for end of November and December.**

iii) Budget vs expenditure figures for the end of the 3rd quarter were noted. A copy of which appears as appendix C with these Minutes in the Minute Book.

iv) Reserves working party – A report was presented by Cllr K Gawler. A copy of which appears as appendix D with these Minutes in the Minute Book.

* **RESOLVED: Authorised signatories for reserve accounts currently AIB (GB) UK and Santander were agreed as Cllr R Bryan; Cllr M Dyer; Cllr K Gawler and Cllr B Goringe. These signatories will also be authorised for any new investment or reserve accounts. Cllr K Gawler is also authorised to sign on the Lloyds accounts. Cllr R Warman will be removed as he has now left the Council.**

Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs M Goringe, agreed unanimously. The Clerk will arrange the paperwork. Signatories will need to get the correct ID verified by a Solicitor or Accountant. The Clerk will contact the Council’s solicitor to ask if that is possible.

* Members received the recommendations from the Reserves Working party concerning investments. It was noted that the rates quoted change on a daily basis. There was some concern raised about tying up the reserves for too long a period into one source and whether a property fund would be permitted. The Clerk reported that the fund quoted CCLA is used by a number of Parishes and Towns and was displaying at the SLCC and DAPTC seminars. The working party were delegated to proceed with looking into investments in more detail. The first step was to access the existing reserve funds.

**250. Recruitment of Clerk –** The Clerk gave a brief update. It is essential that a full week’s break in service occurs before a new contract is issued to either party otherwise there is an entitlement to transfer previous contractual rights across to the new contract. The new Clerk has holiday booked at the beginning of June so Mrs Jacobs will tie in her break so as not to clash with the new Clerk’s leave. Currently we await finalising details with the new Clerk.

**251. Update on Insurance Claims –** The Clerk reported: The bus shelter claim is further complicated as the Insurers are unable to process the third party liability claim and in addition as the base was cracked as well a new base would be needed and Highways Agency will have to give permission. This was discussed. The close proximity of the shelter to the one outside of the Hospital was noted and this shelter is heavily used. The Clerk was directed to query the impact of this claim on the insurance premium before the Council give further consideration to replacing the shelter.

**252. Planning meetings –** Members adopted the approved minutes of the meetings held on 5th and 19th December 2019. Proposed by Cllr J W Parker, seconded by Cllr K Gawler. Agreed, Cllr Mrs Warman abstained, rest in favour.

 **RESOLVED: To adopt the approved minutes of the meetings held on 5th and 19th December 2019.**

**253. Parish Councillors’ Reports -To receive reports from Parish Councillors including:-**

1. DAPTC – A written report from Cllr Davies was noted. Members noted that the Council is entitled to appoint two representatives to attend all meetings. This was discussed. The Clerk was instructed to write to the Committee and inform that that whilst we note the entitlement we will continue to send one representative with a reserve if they cannot attend and ask this to be noted for apologies.

2. Homewatch – nothing to report

3. EDEP have met, Minutes are awaited.

**254. Office Copier contract** – quotes to purchase a replacement machine requested. The existing contract

 expires on 25th March 2020. Notice to terminate has been despatched to the service group and leasing

 group. Noted.

**255. Reports from Dorset Council Members –** Cllr Goringe reported. A copy of which appears as appendix

 E with these Minutes.

**256. Amenities:**

i)Dog warden report – nothing exceptional. Members reported some complaints on social media about dog fouling around Sandy Lane, Pine holt and Post Office Lane.

 ii) Following storm Brendan the Clerk has assessed all six sites accompanied by the Tree Contractor.

 Quotations for work required to remove a number of dead or partially fallen trees/branches has been

 obtained from our agreed contractor who also covers our emergency work. At Horton Road a small

 pine had partially fallen and was balanced on a fence, this work has been sanctioned under delegated

 powers. The quotation was discussed and accepted. Proposed by Cllr J W Parker, seconded by

 Cllr Mrs A Warman. Agreed unanimously

 **RESOLVED: To accept the quotations for the work required on the six sites at a total cost of £2,695.**

At a recent meeting with a Dorset Council Tree Officer the Clerk had noted that one of the new sites was the subject of a TPO order albeit an old blanket type order. East Dorset had advised that there were no orders on the three new sites. The Clerk will highlight this to the Contractor when accepting the quoations. The Tree Officer of the Council was given a copy of the land title and has been asked to confirm whether a TPO is applicable on either of the other two new sites.

**257. Exchange of information**:

1. Next meeting to be held on 26th February 2020

2. Cllr Hindmarch reported that the Clerk had arranged for the Tree Officer to visit Beech Lane to inspect recent felling.

3. The Clerk reported that the Tree Officer had also been to review the trees at the rear of the Scout hut at her request.

4. Cllr Gawler reported that he had noted on the Ringwood Town Council website that the proposed widening of the A31 scheme was still on track to commence in March 2021, Work is anticipated to take 18 months to complete and will involve two bridges being replaced.

Meeting closed at 8pm

**Chairman**

This meeting was followed by a short Trustee Meeting for the Freedom Youth Club