**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council

Minutes of the Meeting Held on Wednesday 26th August 2020 at 7pm

Held virtually via Zoom

Present: Cllr A Davies, Chairman

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| Cllr R Bryan  Cllr M Dyer  Cllr K Gawler  Cllr Mrs B Waugh | Cllr B Goringe  Cllr Mrs M Goringe  Cllr JB Parker  Cllr N Hindmarch | Cllr Mrs U Lucas  Cllr Mrs K Neale  Cllr Mrs S Marshall |  |

**In attendance:** Mr JR Ross, Clerk to the Council.

**Speaker**: Mr Neil Wedge, Chief Executive, Dorset Association of Parish and Town Councils (DAPTC) addressed members with a presentation on the aims and objectives of the organisation.

1. **Pecuniary Interests:** None
2. **Apologies:** Cllr JW Parker
3. **Minutes of the Parish Meeting held 29th July 2020** – The minutes were agreed as a true and accurate record. Proposed by Cllr JB Parker, seconded by Cllr Mrs K Neale.

**Resolved**: **The minutes of the Parish Council Meeting held 29th July 2020 were adopted.**

The Clerk will arrange for the file copy to be signed as soon as possible.

1. **Matters Arising Duly Noted:**
2. Min. 79.6 – Traffic issues Horton Road – Letter copied as directed. Cllr Bryan has consulted with Highways. New signage will be added, and existing signage renewed. Volume traffic measures are already in place. Speed checks will be put in place for twice a month for three months.

Cllr Bryan explained that new signs will be installed on the B3081 (Verwood Road) near to Ashley Cottages and the traffic officer has been tasked with reviewing the traffic issues on Horton Road.

1. Min. 77.4 – Heating system installed and tested fully operational
2. Min. 80. – Acceptance of Office form and Register of pecuniary interest form duly completed and signed and copies despatched to the Monitoring Officer
3. Min. 87 – Parish office remains closed, directory article submitted will be published in September advising that Zoom meetings are available.
4. Min. 92 Freedom of Information scheme revised and published on website
5. Min. 93 resident responded to.
6. **To adopt the approved minutes of the following Committee Meetings:** Planning 23rd July 2020. Proposed by Cllr N Hindmarch, Seconded by Cllr JB Parker.

**Resolved: The minutes of the Planning Committee held 23rd July 2020 were adopted.**

1. **Correspondence:**

East Dorset Environmental Partnership (EDEP) response to Grundon proposals for extraction of sand and gravel - Purple Haze. The document highlights areas where more information is needed.

1. **Amenities:**

1. Signs – The Parish Council has an obligation under Health and Safety to provide signage at the wooded areas it manages. The sign’s detail the post code of site, ownership, nearest vehicular access point and details of clearing up after your dog. Members to note that new signs are required for the three sites transferred to us from East Dorset District Council. They have been ordered at a cost of £210.00 each for supply and installation. Each sign is metal with rounded corners fixed to two posts.

2. COVID Signs for play area (Min. 77.10 (29 Jul) refers) Signs are required to replace the temporary signs that were first erected when the playpark opened after lockdown. Members to note the total cost of £237.40 for supply and installation of three signs.

1. **Finance:**
2. To review and approve the schedule of payments for August. A copy of which appears at Appendix A with these minutes in the Minute Book.

Proposed by Cllr B Goringe, Seconded by Cllr JB Parker, unanimous. Cllr R Bryan abstained as he sits on the pension fund committee.

**Resolved: The Schedule of Payments for August 2020 is approved.**

1. To review and approve the bank reconciliation for end of July. A copy of which appears at Appendix B with these minutes in the Minute Book.

Proposed by Cllr B Goringe, Seconded by Cllr Mrs M Goringe, unanimous.

**Resolved: The Bank Reconciliation for end of July 2020 is approved.**

1. External Audit: we are still waiting for the results of the external audit.
2. **Climate Change**

Members discussed the Dorset Council Climate and Ecological Emergency Strategy. In particular what actions the Parish Council can take in relation to climate change in the future. It was agreed that the Clerk will discuss this with the Dorset Council Countryside Manager and report back to committee.

1. **Community**

Following a recent spate of anti-social behaviour in the area, members discussed what positive actions the Parish Council can take to help in reducing it. The Chairman informed committee that he is meeting with the Homewatch group on 2nd September where he will raise this issue with them. The Clerk was tasked with writing to the senior police officer dealing with anti-social behaviour to make him aware of the extent of it.

1. **Communication**
2. Members received a report which detailed how the Parish Council could improve its communication with the public. It explained how the PC could join the 2 Saints Homewatch Facebook page and use that to promote its activities and its website. It was agreed that the PC would be set up on the 2 Saints Homewatch Facebook page for a trial run of 3 months. During that time, the number of users accessing the PC website would be monitored. Proposed by Cllr K Gawler, Seconded by Cllr JB Parker, unanimous.

**Resolved: The Parish Council will undertake a 3-month trial joining the 2 Saints Homewatch Facebook page with no commitment.**

1. Members discussed the standardisation of all written external communications from the PC. This is to ensure a consistency and clarity is maintained across all forms of communication. It was agreed to adopt the proposed standards as presented to committee. Proposed by Cllr R Bryan, Seconded by Cllr Mrs B Waugh, unanimous.

**Resolved: The Parish Council will adopt the Proposed Standards for all external written communication, as presented to committee.**

1. **Projects –** Members received a report from the Clerk detailing the current situation concerning the following projects:
2. Burial Ground – The Clerk was tasked with discussing this with the Dorset Council Countryside Manager with a view to identifying potential initiatives.
3. Allotments – The Clerk was tasked to look at potential allotment availability at Kingston Lacey.
4. Playpark – Committee supported the idea that the playpark should be refurbished and tasked the Clerk to look at a what can be achieved. Clerk to report back with a Scope of Works and costed options. A sub-committee was formed to oversee and manage the playpark refurbishment project. This will consist Cllr K Gawler, Cllrs Mrs Lucas and Waugh.

Proposed by Cllr K Gawler, Seconded by Cllr Mrs U Lucas, unanimous.

**Resolved: Clerk to discuss the Burial Ground project with the DC Countryside Manager. Clerk to look at allotment availability at Kingston Lacey. A Playpark Sub Committee is formed consisting Cllr K Gawler and Cllrs Mrs Lucas and Waugh. The Clerk is tasked with preparing a Scope of Works and costed Options.**

1. **Dorset Council –** Reports were received from Cllr B Goring and Cllr R Bryan. A copy of which is at Appendix C to these minutes and held in the Minute Book. Cllr R Bryan informed committee that he and Cllr B Goringe will be attending the Planning Committee on 30th September 2020 at 10am when the proposed MUGA at the First School will be discussed.

Cllr B Goringe raised the issue of the reduced parking arrangements at Moors Valley Country Park causing problems when visitors could not gain access to the park and are parking on local roads. Cllr R Bryan said he would raise this with the DC officers concerned.

1. **Dog Warden Service Agreement –** The Dog Warden patrols have now recommenced. Members to formally resolve to accept the agreement with Dorset Council and authorise the Clerk to sign the annual contract. Proposed by Cllr B Goringe, Seconded by Cllr Mrs S Marshall, unanimous.

**Resolved: The Clerk is authorised to sign the renewal of the Annual Dog Warden Contract.**

1. **Village Hall Grant 2020/21 of £6,000.** This was sanctioned in October 2019. Members to sanction the release of the payment. Proposed by Cllr Mrs K Neale, Seconded by Cllr K Gawler. Unanimous. Cllrs B Goringe and Mrs Goringe abstained as they are on the Village Hall committee.

**Resolved: Payment of the £6,000 grant to the Village Hall to be released.**

1. **Exchange of Information:**
2. Clerk to chase up the cutting back of overgrown shrubs and trees on the Castleman Trailway with the Moors Valley Rangers.
3. Cllr Mrs Waugh raised concerns over speeding vehicles in the parish. Specifically, in the area of Cedar Avenue and generally by delivery vehicles. She is in contact with the police to see if speed monitoring can be introduced and proactive speed checks employed.

Next meeting to be held on 30th September 2020.

Meeting closed at 20:58

Chairman