**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council

Minutes of the Meeting Held on Wednesday 30th September 2020 at 7pm

Held virtually via Zoom

Present: Cllr A Davies, Chairman

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| Cllr R Bryan (from 7.23pm)Cllr M DyerCllr K GawlerCllr B Goringe | Cllr Mrs M GoringeCllr N HindmarchCllr JB ParkerCllr JW Parker | Cllr Mrs U LucasCllr Mrs S MarshallCllr Mrs B Waugh |  |

**In attendance**: Mrs Ann Jacobs Assistant to the Clerk to the Council.

**136. Public Open Forum**: None present

**137. Interests -** Pecuniary: None declared.

Interests – Personal: Cllr Mrs M Goringe and Cllr B Goringe item 7(i) Trustees of the Village Hall; Cllr K Gawler item 7 (ii) 8, Trustee of Age UK and Cllr N Hindmarch item 7 (ii) 7 Member of the Ex – Services Club. All abstained from voting on these items.

**138.** **Apologies** for absence were received and accepted from Cllr Mrs K Neale**.**

**139. Minutes of the Parish Council Meeting held 26th August 2020 -** Members approved and adopted the minutes of this meeting as a true and accurate record unanimously. Proposed by J B Parker, seconded by Cllr Mrs U Lucas.

 **RESOLVED: To adopt the minutes of the Parish Council Meeting held on 26th August 2020.**

**140. Matters Arising:**

1. Update on parking issues in connection with visitors to Moors Valley Country Park The Clerk is collating further complaints and pictures from Peveril Close and The Glade. Once sufficient the Clerk will speak to Highways about the issue. His suggestion is for Council to consider a TRO rather than yellow lines, for example this would prevent parking on certain days and at certain times. Cllr J W Parker reported that restrictions are in Forest Edge Drive and he questioned whether residents had visitor parking permits?
2. DBS checks submitted and received back on all staff.
3. Min. 106.1 It was noted that signs had not yet been changed.
4. Cllr Dyer asked whether information concerning allotments had been sought from Kingston Lacey? Mrs Jacobs responded that some queries had been made but she would need to confirm the outcome of the conversation.

**141. Correspondence noted**:

1. BCP consultation on parking standards and requirements across the BCP area to view go to: [bcpcouncil.gov.uk/draftparkingspd](https://www.bcpcouncil.gov.uk/Council-and-Democratic/Consultation-And-Research/Consultations/Draft-Parking-Supplementary-Planning-Document.aspx) Consultation launched 14th September to 12th October
2. Fibre to premises – Awaiting information re number of roads in the Parish covered.
3. Government guidance on Council meetings – no change. Recommendation is still to continue digitally where possible, and where essential to meet then social distancing requirements must be met.
4. Wessex Flood Warden letter
5. Members to note letter to local Councils from CAB New Forest explaining the additional demands on their services due to COVID request for additional financial support.
6. Request for pedestrian crossing on Horton Road near recreation ground, enquiries being made.
7. The Clerk has written to more than 20 properties concerning overhanging vegetation, more are to follow.
8. Second half of the precept for 2020/2021 received.
9. Cllr Goringe reported an enquiry from a resident of Ashley Park asking for consideration of a zebra crossing near the Horton Road Village Green, he had responded that a previous request for a crossing outside of Moors Valley was rejected as there was insufficient footfall.

**142. Grants to Outside Bodies** (copies of supporting paperwork are with these Minutes in the Minute Book and appear as Appendix A):-

i**) Grant for the Village Hall Management Committee for 2021/2022** – full accounts, rolling works programme and last year’s accounts submitted. Members reviewed the request from the VHMC it was agreed in principle, to allocate a sum of £10,000 for the VHMC for 2021/2022. It was noted that numbers using the facilities were drastically down due to COVID which will hit income. The VHMC is looking into what measures could be taken to assist with climate change and advice has been sought. Among the possibilities are LED lights and solar panels but these are subject to obtaining further grants. Members noted the comprehensive reports and congratulated the VHMC for their efforts. Proposed by Cllr Hindmarch, seconded by Cllr J B Parker, Cllrs Mrs M Goringe and B Goringe abstained from voting the rest were in favour.

**RESOLVED: To allocate a grant sum of £10,000 for the VHMC for 2020/2021.**

ii) **Other Grants** taking into account the budgetary provision allocated in October 2019, to consider grants for 2020/2021 and budgetary allocation for 21/22 in respect of each organisation**:-**

1. **Greyfriars Community Centre** – This was discussed. During COVID the minibus was used to collect and deliver shopping when demands on supermarket deliveries were difficult. Normal trips back up and running and in high demand. Members were very impressed by the flexibility of the service and support provided particularly during lockdown. It was agree unanimously that this year the grant would be increased to £700 because of the extraordinary events caused by COVID. Budgetary provision for 20/2021 would be £600 but reviewed at the time. Proposed by Cllr M Dyer, seconded by Cllr N Hindmarch, agreed unanimously.

**RESOLVED: To grant a sum of £700 to Greyfriars for the current financial year and allocate £600 for 2020/2021.**

7.23pm Cllr R Bryan joined the meeting.

1. **East Dorset CAB** budgetary provision £1000 number of clients seen 39, 141 issues average cost per client £100. Cost for supporting our residents £3,900 Accounts and request attached, which asks for consideration to increase the grant to £1,500 for the year. This was discussed it was noted that the Council also grants to the CAB New Forest which reports seeing almost 5 times the number of residents as the EDCAB. Whilst the Council is mindful that the effects of COVID is causing an increase in concern and that they would like to increase the grants the allocation needs to be commensurate. The total budgetary provision for the two offices is £1750, members increased the provision to £2,000 in total for the year. It was agreed unanimously to grant £1,000 to East Dorset CAB. Proposed by Cllr M Dyer, seconded by Cllr B Goringe.

**RESOLVED: To grant East Dorset CAB £1,000 with the same sum put in for the next financial year.**

1. **CAB New Forest** – budgetary provision £750– Figures show 185 of our residents seen in the tax year 1.4.2019 to 31.03.2020. It was agreed unanimously to grant £1,000 to CAB New Forest. Proposed by Cllr N Hindmarch, seconded by Cllr J W Parker.

**RESOLVED:** **To grant CAB New Forest £1,000 with the same sum put in for the next financial year.**

1. **Royal British Legion** payment to The Poppy Appeal – As there is only one service this year which will be held in the open at the Ex Services Club we will require only one wreath. It was agreed unanimously to grant the sum of £180. Proposed by Cllr Mrs B Waugh, seconded by Cllr Mrs M Goringe,

**RESOLVED: To grant the sum of £180 (to include the cost of the wreath) to the Poppy Appeal.**

1. **EDEP** Grant was for meeting costs but not meeting at present review in 6 months. EDEP Chairperson continues to support us with information and guidance but as not meeting at present no costs incurred. Noted.
2. **Youth Club** Grant for 2020/21 Direct debits now transferred to Parish Council but once Club restarts will need funds to support leader costs and equipment approximately £1500 pa. This was discussed it was agreed, unanimously, to put in budgetary provision at £1,500 for 2020/2021.

**RESOLVED: To allocate £1,500 for the Youth Club in the budget for 2020/2021.**

7. **Ex Services Club** Remembrance Day event - Due to COVID rules this event will not be possible this year. It was agreed that budgetary provision for the event will be included at £250 for 2020/2021. Proposed by Cllr J W Parker, seconded by Cllr Mrs S Marshall. Cllr Hindmarch abstained the rest were in favour.

 **RESOLVED: To put in budgetary provision of £250 for 2020/2021 for the Ex Services Club Remembrance Day event in 2021.**

8. **Age Concern** – currently suspended due to COVID impact. Normally Council pays for the rent for the room on Mondays approximately £2758 pa. This was discussed. It was agreed to permit payment on receipt of an invoice during the rest of the year and to put in £2758 provision for next year. Cllr Gawler abstained, the rest were in favour. Proposed by Cllr J B Parker, seconded by Cllr J W Parker.

 **RESOLVED: to permit payment on receipt of an invoice during the rest of the year and to put in £2758 provision for 2020/2021.**

**143. Precept 2021/2022–** Members reviewed the budget vs expenditure figures to date and commenced precept preparations. A copy of which appears as Appendix B with these Minutes in the Minute Book. Further discussions will take place at October full council with final recommendations put to Council for the November meeting. Noted. Cllr Bryan highlighted the possibility of further services being passed to the Parish due to the financial demands being placed on Dorset Council, a contingency sum needs to be allocated to cover this. The Clerk was asked to contact Gill Haynes at Dorset Council to get an indication of costs and what type of services might be discussed.

**144. Finance:**

i) Members reviewed and approved the schedule of payments for September. A copy of which appears as Appendix C with these Minutes in the Minute Book. Proposed by Cllr K Gawler, seconded by Cllr R Bryan. Agreed unanimously.

 **RESOLVED: To approve the schedule of payments for September as presented.**

ii) Members reviewed and approved the bank reconciliation for end of August. A copy of which appears as Appendix D with these Minutes in the Minute Book. Proposed by Cllr Mrs M Goringe, seconded by Cllr J B Parker. Agreed unanimously.

 **RESOLVED: To approve the bank reconciliation for end of August as presented.**

 The Clerk was asked to submit bank statements with the reconciliation to Cllr Mrs S Marshall for verification.

 iii) Electronic payments – A test payment was made (included in the payment schedule) which highlighted some issues. Members noted that the sweep sum between accounts has had to increase to £10,000 to cover the monthly costs and in readiness to switch to making electronic payments on a regular basis.

 Members reviewed and authorised an appendix to financial regulations detailing the process for electronic payments. A copy of which appears as Appendix E with these Minutes in the Minute Book. A 3 month review of the process will be undertaken once electronic payments commence. Proposed by Cllr K Gawler, seconded by Cllr Mrs S Marshall. Agreed unanimously.

 **RESOLVED: To adopt the appendix to the financial regulations for electronic payments as presented.**

 A review of the procedure and document will be carried out once the system has been running for 3 months.

iv) External Audit – Members received the report from the External Auditor for 2019/2020 and noted that there were no findings or matters arising. A copy of which appears as Appendix F with these Minutes in the Minute Book. Proposed by Cllr Mrs U Lucas, seconded by Cllr Mrs M Goringe. Agreed unanimously.

 **RESOLVED: To accept the report from the External Auditor for 2019/2020 and note that there were no findings or matters arising.**

**145. Speed Indicator Devices –** Members received a report from the Clerk A copy of which appears as Appendix G with these Minutes in the Minute Book. This was discussed. Members asked how reliable the devices are and what are maintenance costs. Members also questioned whether there is any data or statistics to indicate whether the devices do improve compliance with speed restrictions. The Chairman explained that they are a deterrent and raise awareness of drivers to their speed and the appropriate speed limit. It was noted that there are already approximately four posts in situ so presumably a survey would only be needed on new sites. The Chairman mentioned that there is the potential to approach Homewatch for grant assistance to purchase a device. The results from the Speedwatch teams would also be taken into account to determine appropriate locations. Cllr Bryan will speak to Mike Potter about data and statistics. The Clerk was asked to liaise with Homewatch and to report back to a future meeting.

**146. Clerk’s Report –** Members received and noted the Clerk’s report. A copy of which appears as Appendix H with these Minutes in the Minute Book.

 Insurance Claim – The Clerk has made numerous enquiries to the loss adjuster. Zurich have confirmed that they have at last received his report and will inform us of their findings shortly. This was discussed it was agreed unanimously that the Clerk in conjunction with the Chairman or Vice Chairman was authorised to proceed on the Insurers advice. Proposed by Cllr R Bryan, seconded by Cllr J B Parker.

 **RESOLVED: that the Clerk in conjunction with the Chairman or Vice Chairman was authorised to proceed on the Insurers advice.**

 Climate Change – We are awaiting information on policy from Dorset Council.

**147. Planning meetings –** Members resolved to adopt the approved minutes of the following meetings:- 13th August 2020 and 3rd September 2020 Proposed by Cllr Mrs B Waugh, seconded by Cllr N Hindmarch. Agreed unanimously.

 **RESOLVED: To adopt the minutes of the Planning Committee for 13th August 2020 and 3rd September 2020**

**148. Parish Councillors’ Reports -To receive reports from Parish Councillors**

 **including:-**

1. DAPTC – Meeting held on 29th September – Cllr Davies reported. 18 Members attended via Zoom, representing 10 Councils. The Eastern Area Committee appears to be the most active compared to others in the County. A number of Councils are struggling with holding meetings virtually. DAPTC is trying to get a weekly newsletter out on Fridays. They are looking at e-learning modules for training. The AGM will be held on 14th November online, changes to the constitution are planned. Several Parishes reported anti-social behaviour and speeding issues. Cllr Davies asked about Remembrance Day events, it was clear that this will be low key with just a small number representing the Parish. Several Parishes were re-activating their COVID support teams in anticipation of a second wave. Holt reported that due to lack of use and flooding their Church was closing.

2. Homewatch 2nd September – Cllr Davies reported. Cllr Davies and Cllr B Goringe had attended the meeting at the Village Hall. Members now stand at 1573. Collection of funds has been scaled back. Facebook members have increased since June with over 700 people visiting the site in one day with 175 different subjects, the medium does seem to be representing the community and they are engaging in debate by this means. Main issues reported were speeding, parking, scams and antisocial behaviour. Inspector Perry has been contacted by the Clerk who has also liaised with Home watch. It was emphasised that the Police must be made aware, if the incident is still in progress then by 999 otherwise by 101 as the Police need to build a picture of the extent of the problem. The Parish now has an active speed watch group. PCSO would like us to fund a couple more jackets. An email will be sent by James Marsh to the Clerk with the costs.

3. Youth Club Management Committee – The Club is not currently running due to COVID. The Clerk has requested a meeting with the Committee to review COVID risk at least one month prior to opening. Members, appointed Cllr Mrs M Goringe as representative of the Council on the Committee.

**149. Report from Dorset Council Members –** Copies of reports from Cllr B Goringe and Cllr R Bryan had been circulated prior to the meeting and were noted. Copies appear as Appendices I and J respectively.

 Cllr Bryan added that a consultation on Climate Change will goes ahead in mid-October if all of the actions proceed the cost will be £127m.

 Cllr B Goringe added that he had attended the Cerne Abbas Village Hall to see their climate change measures. They received a grant for 25% and are carbon neutral now. Cllr Goringe asked Cllr Bryan how long the grants would be available for? Cllr Bryan responded that the current tranche went to end of November but there is a new one up to end of March next year and suggested that the hall investigate heat pumps as well.

 Cllr Goringe reported that he has had numerous enquiries and concerns raised about Guppy’s Yard. Cllr Bryan responded, it is vital that as many people as possible directly and individually wrote in to the Inspectorate.

**150. Amenities:**

i)Dog warden report – nothing unusual to report from the inspections.

 ii) Tree Work – Members noted the payment for urgent tree work at Jubilee Copse to remove several dead trees overhanging private road £532.50 + VAT, Goat Willows. Tree Officer advised. Chairman and Clerk authorised work for expediency for health and safety reasons.

iii) Other amenity matters – nothing to report

iv) Play Park Refurbishment Project – Cllr Mrs Waugh reported - Working Party met on 17th September a plan is being compiled together with scope, costings and procurement plan. Cllr Mrs Waugh reported that several other companies had been contacted and it was hoped to get a like for like quote re the surfacing. Working Party will come back to Council with recommendations. Noted. The PCSO has suggested that CCTV should be considered for the play area and complex in a move to deter anti-social behaviour. The Clerk suggested contacting the Chairman of the Tennis Club as they are very experienced in Safeguarding matters and may or may not be concerned as they have junior tennis taking place.

**151. Parking issues in The Glade –** Residents concerns reported to Highways who request Incidents of bad parking need to be photographed and records kept. Members are asked to pass this information on if responding to residents directly. We need evidence to build up a picture of the issue with dates; times and places.

**152. Remembrance Day –** Official guidance is awaited from RBL HQ. Other adjacent Parishes appear to be planning small private civic ceremonies of no more than six. The Church has just informed us that they will be holding a ceremony jointly with and at the Ex Services Club where social distancing requirements will be followed. An invitation to the Council will be forwarded shortly.

**153. Exchange of information**:

1. Next meeting to be held on 28th October 2020

2. Cllr Bryan reported that Cllr David Walsh will be speaking at the next Planning meeting and thought all Members might wish to join the meeting. The Clerk will formally invite Cllr Walsh.

**Meeting closed at 20.38pm**

**Chairman**