**ST LEONARDS & ST IVES PARISH COUNCIL**

Meeting of the Full Council

Minutes of the Meeting Held on Wednesday 28th October 2020 at 7pm

Held virtually on Zoom

Present: Cllr A Davies, Chairman

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| Cllr R Bryan Cllr M DyerCllr B GoringeCllr JW Parker | Cllr Mrs M GoringeCllr N HindmarchCllr JB ParkerCllr Mrs K Neale | Cllr Mrs S MarshallCllr Mrs B Waugh |  |

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

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

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

**164.** **Apologies** for absence were received and accepted from Cllr K Gawler and

Cllr Mrs U Lucas

**165. Minutes of the Parish Council Meeting held 30th September 2020 -** Members approved and adopted the minutes of this meeting as a true and accurate record unanimously. Proposed by Cllr B Goringe, seconded by Cllr M Dyer.

**RESOLVED: To adopt the minutes of the Parish Council Meeting held on 30th September 2020.**

**166. Matters Arising:**

1. Update on allotments at Kingston Lacey House. The Clerk explained that Kingston Lacey House has allotments that are available to residents irrespective of where they live. This means that any resident of St Leonards and St Ives Parish can apply for an allotment there. The National Trust allotments are well managed and in a very secure area. Applicants can apply to Sue.Webb@nationaltrust.org.uk to register an interest.

Proposed by Cllr M Dyer, seconded by Cllr Mrs M Goringe, carried unanimously.

**RESOLVED: To accept the option and promotion of residents using the Kingston Lacey House allotments.**

1. Internal audit took place on Tue 27th October 2020 with no significant issues.
2. It had been raised by the Chairman that there is a proliferation of estate agents boards appearing in the area. Many of these boards are on highway land and not outside the properties for sale. The Clerk has received guidance from DC Highways that we can contact the relevant estate agents and request all offending boards are removed. The Clerk has written to offending estate agents requesting boards are removed from highway land with immediate effect.
3. Members informed Council that the Speedwatch initiative is up and running. So far three sessions have been undertaken. In one session 16 vehicles in Woolsbridge Road were observed as travelling more than 35mph. Letters will be sent to these people advising them to observe the speed limit in future. In two of the sessions a member of the police accompanied the Speedwatch team. As a result, several speeding tickets were issued. It is hoped to carry out further Speedwatch events in the future in an attempt encourage drivers to observe the speed limit.

**167. Correspondence noted**:

1. Request for a pedestrian crossing on Woolsbridge Road near to Sandy Lane. Members advised the Committee that Dorset Council will only install crossings if there is sufficient footfall to justify them. In this instance it was considered that there is insufficient footfall in the area to justify a crossing. The Council will therefore not support this request.
2. The Clerk has written to several properties advising them that overhanging vegetation from their garden is impeding pedestrians. The Clerk will continue to carry out walkabouts and write to more properties, as necessary.
3. An email has been received from a resident concerning their inability to access the parish website from overseas. Overseas access to our website is prohibited for security reasons but individual access can be granted by our website management company.
4. A thank you letter has been received from the Ferndown Royal British Legion for the Parish Council’s donation of £180. The 2019 appeal raised over £33,861 in the Ferndown area.

**168. Clerk’s Completion of Probationary Period.** The Chairman reported that the Clerk has completed his 3-month probationary work period and recommended members approve his permanent employment.Proposed by Cllr B Goringe, seconded by Cllr JB Parker, carried unanimously.

 **RESOLVED: That members approve the Clerk’s permanent employment.**

**169. Finance:**

1. Members reviewed and approved the schedule of payments for October. A copy of which appears as Appendix A with these Minutes in the Minute Book. Proposed by Cllr R Bryan, seconded by Cllr JB Parker. Agreed unanimously.

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

2. Members reviewed and approved the bank reconciliation for end of September. A copy of which appears as Appendix B with these Minutes in the Minute Book. It was confirmed that Cllr Mrs S Marshall has inspected the bank reconciliation documents and verified them. Proposed by Cllr JB Parker, seconded by Cllr Mrs K Neale. Agreed unanimously.

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

 3. Electronic payments – The card readers and pins for approving online payments have now been received. The process for verifying payments has been produced and sent to members.

4. Members were requested to consider and review the Effectiveness of the System of Internal Audit report and if minded to accept it as being effective and meeting the required standards. A copy of the report is at Appendix C with these minutes in the minute book. Proposed by Cllr Mrs K Neale, seconded by Cllr JB Parker. Agreed unanimously.

 **RESOLVED: To accept the Effectiveness of the System of Internal Audit report and that it meets the required standards.**

**170. Speed Indicator Devices -** The Clerk informed members that he and Cllr Goringe had met with officers from Dorset Council to discuss the cost and implementation of a SID. Training will be required to enable its deployment. The Clerk and Cllrs JW Parker and B Goringe have volunteered to undergo the training and manage its deployment. The Clerk shared a report that listed the costs of a SID and locations it could be deployed. The report is at Appendix D to these minutes in the minute book. The cost is estimated as £3530 + VAT. Proposed by Cllr B Goringe, seconded by Cllr JW Parker, carried unanimously.

 **RESOLVED:** **Members approved the purchase of a SID and its associated equipment for the sum estimated at £3530 + VAT.**

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

1. Climate Change - The Clerk explained that there are three areas where action can be taken to reduce carbon usage: Direct, Indirect and Influencing. It is considered that influencing is where the Parish Council could make the greater difference. The Clerk is to discuss with the environmental team at Dorset Council how this is best achieved.

 Cllr R Bryan advised members that the consultation on the climate and ecological emergency strategy is due to be released on 29th October 2020. All members are encouraged to respond to it. The Clerk will promote it on the parish website and on Facebook.

 2. Insurance Claim – The Clerk has received the report from our insurers in relation to the insurance claim concerning the large oak tree on our land. The Council were found to be not fully liable for the damage to the property and are recommended to crown lift the oak tree by 70%. This work is due to take place on 7th December.

 3. The Clerk presented a report on costs to upgrade the fire alarm system in the office, Youth Club and Tennis Club. Four quotes were received and assessed. Members approved the Clerks recommendation that the contract is awarded to Wessex Fire and Security for the sum £2,786 + VAT. Proposed by Cllr JB Parker, seconded by Cllr Mrs S Marshall, carried unanimously.

 **RESOLVED: The contract to upgrade the fire alarm system is awarded to Wessex Fire and Security for the sum £2,786 + VAT.**

**172. Planning meetings –** Members resolved to adopt the approved minutes of the following meetings: - 24th September 2020 and 15th October 2020 Proposed by Cllr Mrs K Neale, seconded by Cllr JW Parker. Agreed unanimously.

 **RESOLVED: To adopt the minutes of the Planning Committee for 24th September 2020 and 15th October 2020**

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

 **including: -**

1. DAPTC – The Chairman will attend the AGM on 14th November 2020 to be held virtually on Zoom.

2. The Homewatch AGM is planned to take place on 1st December 2020 in the Village Hall.

**174. 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 E and F, respectively.

**175. Amenities:**

1.Dog warden report – nothing unusual to report from the inspections. It has been noted that there is an increase in dog walkers not picking up their dog’s waste. It is particularly prevalent on the heath. Members discussed actions that can be undertaken to try and eliminate this disgusting habit. The Clerk is to look at costs to install additional waste bins, and signage. Also, to continue an awareness campaign on the website and Facebook reminding people of the dangers to health of dog waste and the anti-social nature of not picking it up and disposing of it. Residents will also be canvassed on what initiatives they believe the Council could take in tackling this problem.

 2. Tree Work – The Clerk confirmed dates for the forthcoming tree works.

 3. Other amenity matters – nothing to report

 4. Play Park Refurbishment Project – The Clerk presented a briefing report with recommendations on proposals for the refurbishment project. The recommendations are:

1. To approve the Terms of Reference for the Play Park Refurbishment Committee
2. To approve the Gateway stages of the project
3. To add an additional member to the sub-committee
4. To approve the use of ESPO to procure the project
5. To approve funding of £100k and that this funding is ring fenced.

Proposed by Cllr Mrs B Waugh, seconded by Cllr N Hindmarch, carried unanimously

 **RESOLVED: That members approved all five recommendations in full to allow the Play Park Refurbishment project to proceed.**

Cllr JW Parker volunteered to join the Playpark Refurbishment Sub-committee

**176. Remembrance Day –** The Ex Serviceman’s Club will not be holding a service that is open to the public. All Saints church will be holding a service for invited guests only at 10:45hrs Sunday 8th November 2020. All members have been invited. Members will confirm to the Clerk if they wish to attend and the Clerk will notify the church.

**177. Exchange of information**:

 1. Next meeting to be held on 25th November 2020

 2. Cllr Bryan advised that the Royal British Legion could be devastated financially this year due to the Covid 19 restrictions on their ability to collect. Where possible it is requested, we encourage people to donate.

 3. Cllr M Dyer to share a link to government information on local Covid 19 statistics.

 4. Some members were unsure in which area this Parish Council was when it came to Covid 19 restrictions – due to its proximity to Ringwood and its Hampshire postcode. It is confirmed that the Parish Council is in East Dorset and part of the Dorset Council area.

 5. Cllr B Goringe confirmed that he has been elected as the Village Hall Committee Chairman and Cllrs Mrs M Goringe is the Vice-Chairman.

 6. Work has started on refurbishment work to the Village Hall to open up the old parish office into the larger meeting room and to install a new disabled toilet.

 7. On Monday, a vehicle drove into the wall of the village hall causing considerable damage. Significant works will be required to repair it.

**Meeting closed at 20.58pm**

**Chairman**