

## ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council

Minutes of the Meeting Held in the Russell Room, Village Hall, Braeside Road,  
on Wednesday 25<sup>th</sup> October 2023 at 7pm

**Present:** Cllr B Goringe, Chair

Cllr A Davies  
Cllr R Bryan  
Cllr M Dyer

Cllr JB Parker  
Cllr M Goringe

Cllr K Gawler  
Cllr N Reeder

Cllr C Johnson  
Cllr N Hindmarch

**In attendance:** Mr. Jonathan Ross, Parish Clerk

**Public Open Forum. None**

**152. Pecuniary Interests:** None

**153. Apologies:** Apologies were received from: Cllr B Waugh, Cllr S Marshall and Cllr JW Parker. Members voted to accept apologies from the councillors listed. Proposed by Cllr A Davies, seconded by Cllr K Gawler. Agreed.

**RESOLVED: That the apologies from the Councillors listed were accepted.**

**154. Minutes of the Parish Council Meeting held on 27<sup>th</sup> September 2023.** The minutes were agreed as a true and accurate record. Proposed by Cllr JB Parker, seconded by Cllr K Gawler. Agreed.

**RESOLVED: The minutes of the Parish Council Meeting held on 27<sup>th</sup> September 2023 were adopted.**

**155. Matters arising from the minutes. Omar Group Regal Homes, Woolsbridge Industrial Estate.** The Clerk wrote to the company and asked if they would consider transporting the homes, where possible, during silent hours. Their response was that they are only the manufacturers and do not manage the transportation process. So unfortunately, they have no control over the movement times of the transporting vehicles.

**156. Correspondence.** None

**157. Clerks Report.**

**157.1. Ashley Heath Interpretation Panel.** The parish council approved a contribution of 50% towards the cost of the interpretation panel. The anticipated total cost is £300. Proposed by Cllr M Goringe, seconded by Cllr A Davies, agreed.

**RESOLVED. The parish council will contribute 50% towards the final cost of the interpretation panel. This cost is expected to be in the region of £150. Cllr R Bryan declared an interest and didn't vote.**

**157.2. Proposal to Stop Sending Paper Copies of Agendas and Agenda Packs to Members.** Several members expressed concern at this proposal as they find paper copies extremely useful in preparing for meetings and for making notes during meetings. It was proposed that members continue to receive paper copies of agendas and agenda packs for full council. Proposed by Cllr A Davies, seconded by Cllr M Dyer, agreed.

**RESOLVED: Members to continue to receive paper copies of agendas and agenda packs for full council.**

**NB.** Some members indicated they were happy not to receive paper copies of agendas etc. These councillors have already notified the Clerk.

**158. Amenities.** None.

**159. Finance:**

**159.1. Payment Schedules.** Members reviewed and approved the schedule of payments for September 2023. A copy of the schedule appears at Appendix A to these minutes in the minute book. Proposed by Cllr R Bryan, seconded by Cllr M Dyer. Agreed.

**RESOLVED. The schedule of payments for September 2023 was approved.**

**159.2. Bank Reconciliations.** Members reviewed and approved the bank reconciliation for September 2023. A copy of the reconciliation appears as Appendix B to these minutes in the minute book. Proposed by Cllr K Gawler, seconded by Cllr C Johnson. Agreed.

**RESOLVED. The bank reconciliation for September 2023 was approved.**

**159.3. Budget Report.** Members noted the annual budget report. The Clerk informed members that at the moment there are no significant financial risks and the annual budget is not expected to overspend.

**159.4. Review the Effectiveness of the Internal Audit.** Members agreed that the system of Internal Audit is effective and meets the standards required under the current account and audit regulations. Proposed by Cllr A Davies, seconded by Cllr JB Parker, agreed.

**RESOLVED: That the system of Internal Audit is effective and meets the standards required under the current account and audit regulations.**

**159.5. Internal Audit Report.** Members reviewed the recent internal audit report and resolved to accept it and the recommendations made. Proposed by Cllr JB Parker, seconded by Cllr A Davies, agreed.

**RESOLVED: The Internal Audit Report and the recommendations made in it were approved.**

- 160. Updated Risk Management Assessment.** Members noted receipt of the updated Risk Management Assessment.
- 161. Precept for 2024/2025.** The Clerk briefed members on the proposed budget for 2024/2025 and the proposed precept request. Members discussed the proposals. Members commented on several budget line items and requested several changes. These changes will be made by the Clerk. An amended budget will be presented to members at Full Council on 29<sup>th</sup> November 2023 for approval.
- 162. Award of Grants to Outside Bodies.** Members considered and approved the award of the following grants. Proposed by Cllr R Bryan, seconded by Cllr JB Parker, agreed.
- Greyfriars Community Centre.** To award £1000.
  - Ringwood and New Forest Citizens Advice.** To award £1500.
  - East Dorset and Purbeck Citizens Advice.** To award £1500.
  - Ringwood Food Bank.** To award £1000.
  - Age Concern.** To award £1000.

**RESOLVED: Members approved awarding the following grants:**

- Greyfriars Community Centre - £1000.**
- Ringwood and New Forest Citizens Advice - £1500.**
- East Dorset and Purbeck Citizens Advice - £1500.**
- Ringwood Food Bank - £1000.**
- Age Concern - £1000.**

- 163. Budgetary Provision of Grants to Outside Bodies for inclusion in the 2024/2025 Budget.** Members considered and approved making budgetary provision in the 2024/2025 budget for the following grants. Proposed by Cllr R Bryan, seconded by Cllr M Goringe, agreed.

- Greyfriars Community Centre.** Budgetary provision of £1000.
- Ringwood and New Forest Citizens Advice.** Budgetary provision of £1500.
- East Dorset and Purbeck Citizens Advice.** Budgetary provision of £1500.
- Ringwood Food Bank.** Budgetary provision of £1000.
- Age Concern.** Budgetary provision of £1000.
- Youth Services.** Budgetary provision of £2000.

**RESOLVED: Members approved making budgetary provision for the following grants for inclusion in the 2024/2025 budget:**

- Greyfriars Community Centre - £1000.**
- Ringwood and New Forest Citizens Advice - £1500.**
- East Dorset and Purbeck Citizens Advice - £1500.**
- Ringwood Food Bank - £1000.**
- Age Concern - £1000.**
- Youth Services - £2000.**

**164. To adopt the Approved Minutes of the Following Committee Meetings:**

Members approved adoption of the minutes for the Planning Committee held on 28<sup>th</sup> September 2023. Proposed by Cllr JB Parker, seconded by Cllr A Davies, agreed.

**RESOLVED: To adopt the minutes of the planning meeting held on 28<sup>th</sup> September 2023.**

**165. Dorset Councillor Reports.** Members received a report presented by Cllr B Goringe. It can be found at Appendix C to these minutes.

**166. Parish Councillor Reports.** Cllr A Davies explained that DAPTC AGM will take place online on Sat 18<sup>th</sup> November 2023 and he won't be able to attend. Cllr M Goringe said she will attend.

**167. Exchange of Information.**

**167.1.** The Clerk informed members that he is in discussion with our solicitors concerning a lease with one of our site users that ends in 2026.

**167.2.** The next meeting date is Wednesday 29<sup>th</sup> November 2023.

Meeting finished at 8.40pm

Chair