

VALE OF ALLEN PARISH COUNCIL
------------------------------

MINUTES
---------

*of the PARISH COUNCIL MEETING, held at 7.30 pm in Gussage All Saints Village Hall on Tuesday 5 March 2019*

**Present:**

Cllr J Campbell – Chairman

Cllr S Wathen, Cllr Mrs P Hill, Cllr R Hill, Cllr T Read, County Cllr S Butler, District Cllr S Tong

*Also present was the Parish Clerk Ian Hanstead, and 4 members of the public*

18.172 APOLOGIES

Cllrs J Manson, D White and M Cook.

18.173. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest to report.

18.174 REQUESTS FOR DISPENSATIONS TO PARTICIPATE IN A MEETING

There were no requests for dispensations to report.

18.175. PUBLIC PARTICIPATION SESSION

The prospective Conservative councillor for the new Cranborne Chase Ward under the new Dorset Council introduced himself – Piers Brown. He was currently the councillor in Chettle and Farnham in North Dorset District Council.

The three other members of the public wished to talk about their planning application. It was agreed by members to allow them to speak at the time when the planning applications were being discussed rather than under this general item, as it was more appropriate.

18.176 MINUTES OF THE PARISH COUNCIL MEETING HELD ON – Tuesday 5 February 2019

The Minutes of the Parish Council Meeting held on Tuesday 5 February 2019 (pages 1311 - 1316) were approved, subject to two minor typos, and signed as a true record.

18.177. MATTERS ARISING FROM THE MINUTES

None

18.178. COUNTY COUNCILLOR'S REPORT

Cllr Butler summarised the current position of the new Dorset Council, much of which has featured in previous minutes:

- the new budget and council tax has been set
- Savings expected to be £5m in first year, £10m pa thereafter
- Council tax harmonised across all areas from day 1
- Planning in Vale of Allen will be split: Hinton falling in the East District; rest within North District

This would be the last meeting Cllr Butler would be attending before the elections. He thanked the members for all their help. Members also thanked Cllr Butler.

Cllr Read asked if there were any other Parish Councils with split planning arrangements. Cllr Butler was unsure.

Cllr Campbell wondered if there was a Ward split plan/map that members could have, to aid visual identification of boundaries. Cllr Tong said that there might be one on the website. He added that with regard to the planning boundaries, the actual planning decisions will rest with the main Dorset Council committee in Dorchester.

Cllr Butler, responding to a question, suggested that it might be 2023 to 2025 before a new encompassing Dorset Plan would be finalised. In the meantime, current council plans were under review and will be 'patched together' in the interim.

#### 18.179. DISTRICT COUNCILLOR'S REPORT

Cllr Tong advised that the closing down of East Dorset District Council (EDDC) was happening. He added that he was pleased that the cabinet committee he chaired had successfully delegated a range of assets to local parish and town councils. In particular, Wimborne Town Council had been awarded £75,000 for sustainability to take on services and staff from EDDC.

Cllr Tong said that he was not standing for a seat in the new Dorset Council. He will be attending Vale of Allen Parish Council's next meeting.

Cllr Tong advised that the sale of Furzehill site was still unresolved after 2.5 years. Proceeds of the sale will go to the new council. It would be up to the new Dorset Councillors (any ex-EDDC) to try and get some of those proceeds to be spent in the area, although there is no obligation on the new council to do so.

#### 18.180 PARISH CLERK'S REPORT

- a. Website (future dates) – members were reminded to send details of events including artwork to the Clerk via email
- b. DAPTC Training – AGM – Cllr Wathen will be attending with the Clerk.
- c. Witchampton PCC liaison meeting – at the request of Cllrs Cook and White, this discussion was deferred to the next committee meeting
- d. GDPR policies, procedures and forms:
  - i. Data Breach Policy
  - ii. Data held by Vale of Allen Parish Council
  - iii. Data Protection Policy
  - iv. GDPR Security Compliance Checklist
  - v. Subject Access Request Procedure

Were all approved and, where appropriate, to be added to the website
- e. Map of area\_ - a company offered a map service to be added to the council's website. After discussion members felt this was too expensive and suggested a number of options for the Parish Clerk to research

- f. Contract Liability insurance – confirmation and a copy of a valid insurance cover for third party liability of CT Mee, grounds maintenance contractor was available. This was good practice to periodically view this document
- g. Witchampton Development Plans – Savills advised that this was still under consideration and would seek to meet the committee when something was available
- h. Witchampton Burial Ground extension – Savills had chased the solicitor and confirmed that the transfer of the land was still likely
- i. Ward AGM – members were reminded to set dates for their annual AGM within their Wards. Hinton's date was 22 May

***18-181 PLANNING APPLICATIONS FOR CONSIDERATION***

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Decision</b>
3/18/3556	Church Mead, Gussage All Saints	Insertion of a new bathroom window	<b>No objection</b> – Not overlooked as this is at the rear of the dwelling
3/19/0372	Land adjoining Summer Hill, Gussage All Saints	Erect pair semi- detached 3 bedroom houses, associated parking and new access	<b>No objection</b> – Provides low cost affordable housing for residents in village, neighbours concerns addressed, village envelope not important, similar development across the road, village buy-in
3/19/0325	11 Five Ash Cottages, Witchampton	Single storey rear extension	<b>No objection</b> – Allows the occupant to remain in the house

3/19/0372 – the land owner spoke through the application advising how it was 2 and not 3 bedroom houses, how the homes were much lower than originally planned, the houses orientation had be moved by 90 degrees. Questions from members answered.

All of the three applications above were individually proposed, seconded and unanimously approved.

**18.182 DORSET DISTRICT COUNCIL PLANNING DECISIONS NOTED**

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Decisions by EDDC</b>
3/18/2734	15 Witchampton Mill, Witchampton	<p>The evidence provided to the Council by the Applicant, together with the evidence gathered by the Council has provided sufficient evidence, on the balance of probability, to establish that the use of the land (as shaded blue on the attached plan) for garden and recreational purposes in association with the dwelling at 15 Witchampton Mill, has been carried out continuously for these purposes for the relevant 10 year period of between 1 October 2008 and 1 October 2018.</p> <p>The evidence has also established that the operational development comprising of a footbridge, gravel path and compost bin (within the area shaded blue) that facilitate the garden/recreational use have been in situ for a period of time exceeding 4 years from the date of the application.</p>	<b>Approved</b>
3/18/3036	Horseshoes Farm, Holt Wood	Demolish the existing property and cow shed and erect two replacement properties together with the formation of a new vehicular access, following the closing up of the existing access (as amended by plans rec'd 15.1.19)	<b>Granted</b>
3/18/3298	Hazelwood Cottage, Hinton Martell	Alterations to outbuildings and retention of ancillary residential accommodation incidental to main dwelling house	<b>Granted</b>

3/18/3518	Linden Lea, Pound Hill, Witchampton	Use of land at Rose Lea as part of garden for Linden Lea to provide off road parking area for Linden Lea and new vehicular access onto pound Hill	<b>Granted</b>
3/18/3479	Land at Pipers Hill, Hinton Martell	Conversion of existing barn to dwelling house and replacement of existing outbuildings with single storey ancillary residential accommodation	<b>Granted</b>

*18.183 Other Planning Matters*

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Decision</b>
	None		

*18.184. FINANCIAL MATTERS*

a) The following items were approved for payment – cheques signed by Cllrs J Campbell and S Wathen

	<b>Details</b>	<b>Amount (£)</b>	<b>V.A.T</b>	<b>Cheque Total</b>	<b>Cheque No:</b>
1	Ian Hanstead – Clerk’s salary Mar	210.28	0.00	210.28	984
2	S Wathen expenses (HP noticeboard)	125.00	25.00	150.00	985
3	PKF Littlejohn LLP	40.00	8.00	48.00	986
4	Mrs K Bradbury outstanding hours and gratuity	2411.50	0.00	2411.50	987
5	HMRC PAYE Qtr 4	289.00	0.00	289.00	988
6	DAPTC	130.00	0.00	130.00	ebanking
7	CT Mee – Manswood seat	43.00	0.00	43.00	989
	<b>Total</b>	<b>3248.78</b>	<b>33.00</b>	<b>3281.78</b>	

b) Cheques received

1	Interment of ashes plus small wooden cross	167.00
---	--	--------

c) Cheques over £100 had been issued:

	<b>Details</b>	<b>Amount (£)</b>	<b>V.A.T</b>	<b>Cheque Total</b>
1	Ian Hanstead – Clerk’s salary Feb	473.26	0.00	473.26

- c. Bank update – The Clerk reported that he had been accepted under ebanking and was able to go on-line. Cllr Wathen confirmed he was also now on-line. Cllr Campbell will undertake access soon.

- d) VAT reclaim update – a claim was made on 15 January. Still awaiting a refund.
- e) Internal Audit – half year 2018/19 – this had commenced and feedback was awaited.
- f) External Audit – 2017/18 – Notice of Conclusion had been received. A copy had been circulated to members and a copy placed on the council's web site
- g) Bank reconciliation – The Clerk advised that the cash book agrees to bank statement received 07 February 2019
- h) Financial Regulations – updated for three signatories – unanimously approved. Chairman to sign copy following meeting
- i) Asset Register – updated from last meeting. This forms the basis of Internal Audit and the Annual Return. It was unanimously approved. Two members from the Finance Working Group to sign after this meeting.
- j) Expenses Policy – The Clerk had some feedback from other Town and Parish Councils within the DAPTC. Following discussion, it was agreed to add in a Members Allowance of £50pa for Councillors, to cover expenses such as phone and computer use, small printing etc (not exhaustive list). Larger copying expenses, for example, were to be recovered separately. The Policy was unanimously approved. The allowance for members was to be paid in arrears, in April of each year. The Clerk will prepare cheques accordingly for the next meeting.

#### 18.185 BURIAL APPLICATIONS

Type	Ref	Details for consideration	Decision
Interment of:			
None			

#### 18.186 CORRESPONDENCE

- a) Shaping Dorset – two newsletters were circulated and noted.
- b) Local Councils update – January/February 2019 edition
- c) Dorset Council update – February 2019 x 2 – previously circulated
- d) Flood wardens – a poster had been received promoting flood areas. Members felt that the poster was very poor and did not advertise or promote anything.

#### 18.187 MATTERS OF INFORMATION

- a) Cllr Wathen – handed the Clerk the last quarter meter reading for the fountain. The Vicar would be refunded annually
- b) Cllr R Hill advised that despite an article in the last Parish Magazine for his and Cllr P Hill replacement at the May elections, there had been no interest. He was arranging for fliers to be delivered

Cllr R Hill and Cllr P Hill would be away for the next meeting and gave their apologies

c) Cllr Campbell – would discussing with the chairman of Gussage ST Michael Parish Meeting the funding for finger post replacements

**Meeting closed at 9.05 pm**

*Signed*.....

*Date* 16 April 2019

*Chairman*