ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 25th September 2019 at 7pm

in the Committee Room at the Village Hall, Braeside Road, St Leonards

Present: Cllr B Goringe

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| Cllr R Bryan Cllr A DaviesCllr M Dyer  | Cllr K GawlerCllr Mrs M GoringeCllr N Hindmarch | Cllr Mrs U Lucas Cllr Mrs S Marshall |  Cllr J W ParkerCllr Mrs A Warman |

**In attendance:** Mrs Ann Jacobs, Clerk.

**Public Open Forum**: None

**146. Pecuniary Interests:** Cllr Hindmarch declared an interest in item 11 as he is a Member of the Club and abstained from the vote.

**147.** **Apologies** for absence were received and accepted from Cllr Mrs K Neale and Cllr J B Parker

**148. Minutes of the Parish Council Meeting held on 28th August 2019** pages 24-26 - Members agreed that the Minutes were a true and accurate record and resolved to approve and adopt the minutes of this meeting. Proposed by Cllr K Gawler, seconded by Cllr A Davies. Agreed unanimously.

 **RESOLVED: The Minutes of the meeting held on 28th August 2019** pages 24-26  **were approved and adopted.**

**149. Matters arising from the Minutes duly noted:**

* Fire Risk Assessment has been carried out the written report is awaited.
* Website is progressing and it is hoped to go live by the end of November
* Computer upgrade is in progress

**150. Dorset Council** – Reports from Members of Dorset Council to the Parish:

Cllr B Goringe reported: September had been a very busy month. Several meetings had been held with the Police Crime Commissioner. The Government had announced another 20,000 Police Officers. Dorset will get 1%, around 140 more Officers over four years. Dorset has 500 Frontline Officers, 1200 overall. Cllr Goringe visited the Emergency Call Centre at Winfrith. The Centre is out of the way and difficult to get to. The Chief Constable has just authorised the setting up of a new centre in Bournemouth.

Cllr Goringe attended the crime panel. Around 100 Officers now carry tazers yet Northampton have all of their Front line Officers carrying them. Dorset is looking to increase the number.

Cllr Goringe and Cllr Mrs Goringe attended a service of Remembrance at Wimborne Minster in memory of those killed on Dorset’s roads this year.

7.05pm Cllr R Bryan arrived from an earlier meeting.

Cllr R Bryan reported: A busy month as Dorset Council try to balance the Budget. An EAP on the declared Climate Emergency has been formed and the first meeting held. Over 30 Officers have direct responsibility to reduce the carbon footprint of their area. EAP’s have also been set up on Public Transport; Highways and the Environment. Cllr M Dyer will Chair the EAP on the Environment.

Avon Heath- A letter has been despatched explaining the planned deforestation. The demand for the work has been placed on Dorset Council by Natural England. Dorset Council has permission to retain a 2-3 metre boundary around the site. It is vital to this rare heathland that this work takes place. All the wood felled will be used.

A new traffic system is going in at Melbury Abbas to stop traffic whilst the road clears it is a special system.

Highways England have agreed to look at the A31 corridor and the Parish will be consulted. Cllr Bryan has also asked them to review the Canford Bottom roundabout. Cllr Bryan has been pushing for MP’s to ensure that Dorset gets a fair share of funding and for improvements to the North/South highway route.

A plan for a Dorset/Devon National Park has been announced. Dorset is already heavily protected by SSSI areas but a National Park area pushes housing into surrounding areas outside of the zone. If the new park goes ahead there is a chance we will get more housing, Purbeck and East Dorset will be likely to pick up the slack.

Cllr Mrs Warman asked Cllr Bryan to find out why canopies had been placed over some trees at the park?

**151. Parish Councillors’ Reports** -To receive reports from Parish Councillors including:-

1. DAPTC - no meeting

2. Homewatch – Cllr Davies reported: An active Committee has now been formed. Guppy’s Yard has been raised again. The other main issue is over hanging vegetation and an item will be placed in the next magazine. There are now 1587 members and 8 of these are from the new development at Victory Oak. There is little interest from Oaktree Park. Facebook appears to be a useful medium for communication. There are rumours that Ringwood Post Office is to close. Cllr Hindmarch responded that this is not true it is to be relocated. The Police were not present at the meeting which is a concern. A social event is planned. St Ives House has shown interest and it is hoped to arrange a committee meeting at the House. Next meeting is 2.30pm on the 4th December.

Cllr Goringe asked about Speed Watch, no news at present. Cllr Goringe had been told that there is a designated Speed Watch Officer, the Crime Commissioner had also assured him that Homewatch meetings would be attended by either a CSO or Officer. Cllr Goringe will take the matter up with the Crime Commissioner.

3. EDEP Meetings are not held very often, communication is by a round robin of emails. The Clerk will remove

 from the agenda.

4. Youth Club – AGM called for 16th October 2019 followed by a Management Committee meeting. Noted.

**152. Correspondence noted:**

* Dorset Council news – workshops for Parish representatives starting from 16th October
* Invitation to All Saints Church Remembrance Service Sunday 10th November – service commences at 10.45am promptly.
* SVPP Taxation notification email re the new office, the Council may be liable for business rates
* Notification of temporary road closure Cedar Ave Birch Close 27th – 29th November
* Notification of temporary road closure Heath Road 2nd and 4th December
* Dog Warden Contract signed copy
* VHMC Invitation to the AGM Thursday 17th October 7pm

**153. Adoption of minutes of the following Committee Meetings:** Planning 8th and 29th August 2019, the

 minutes were proposed for adoption byCllr Mrs A Warman, seconded by Cllr A Davies.

 **RESOLVED: To adopt the approved minutes of the planning meetings held on 8th and 29th August 2019.**

**154.**  **Finance:**

i) Members reviewed and approved the schedule of payments for September 2019. Proposed by Cllr Mrs A Warman, seconded by Cllr A Davies. Agreed. Cllr R Bryan abstained as he may have a potential interest in the Pension payment.

 **RESOLVED: To approve the schedule of payments for September 2019.**

ii) Members reviewed and approved the bank reconciliation for end of July. Proposed by Cllr Mrs S Marshall, seconded by Cllr K Gawler. Agreed. Cllr R Bryan abstained as he may have a potential interest in the Pension payment.

 **RESOLVED: To approve the bank reconciliation for the end of July.**

iii) Budget Vs Expenditure figures to payment 005180 were duly noted. The Clerk will query the advice recently given concerning the provision for election costs of May 2019 in the forthcoming budget for 2020.

**155. Annual Return 2018/2019 –**Members received and noted the report from the External Auditor, no matters were raised. It was agreed unanimously, to note the report. Proposed by Cllr Mrs M Goringe seconded by Cllr A Davies.

 **RESOLVED: To note the report from the External Auditor and that no matters were raised.**

**156. Grant Request –** Members received a grant request for funds to assist the Ex-Services Club with costs for the Remembrance Day event. It was noted that the event was well supported by the residents and open to all. Members discussed the request and agreed to allocate a grant of £250 to the Club. Proposed by Cllr Mrs A Warman, seconded by Cllr Mrs S Marshall. Agreed. Cllr Hindmarch abstained as he is a Club Member. The Clerk will also put the grant for further discussion on the October agenda for Members to consider an annual grant in future.

 **RESOLVED To allocate a grant of £250 to the Ex Services Club for the Remembrance Day event costs**.

**157. New Parish Office** and Youth and Tennis Club units – Work has progressed well and the Clerk is currently gradually moving over the files. There has been an issue with broadband since moving the telephone line.

 Cllr Bryan pointed out the need to look at the carbon footprint in respect of all of the Parish assets and Council functions. The Low Carbon Dorset Panel will give funding to replace lights with low energy lights

**158. GDPR – Members noted that the** Annual Parish Assembly Minutes appear to be missing from 1989 to 1995. All old papers have been shredded documents retained are in compliance with DAPTC retention guidelines. The Clerk is also reviewing all data retained on the computer to ensure compliance.

**159. Nursery use of the Youth Club –** Members received a request from the Nursery to rent the premises on a ½ daily basis until Christmas to allow for advertising and marketing of the facility and build up numbers. This was discussed. Members agreed unanimously, to the request. Proposed by Cllr A Davies, seconded by Cllr Mrs U Lucas.

 **RESOLVED: To hire out the premises on a ½ day basis until Christmas when the use will then be reviewed.**

**160. Tennis Club Lease –** Members authorised the Clerk and Chairman to sign the lease, and plan attached, on behalf of the Council. Proposed by Cllr Mrs A Warman, seconded by Cllr R Bryan. Agreed unanimously.

 **RESOLVED: The Clerk and Chairman will sign the Lease as indicated on behalf of the Council.**

**161. Report from Clerk** on Working Lunch attended 24th September and the SLCC Branch meeting held on 19th September. Members noted the Clerk’s report.

**162. Clerks Committee –** Members received the recommendations from the Clerks Committee which were Proposed for acceptance by Cllr A Davies, seconded by Cllr J W Parker. Agreed unanimously:

 **It was resolved to:-**

* Advertise the position at 25 hours per week and to create a new position of assistant to the Clerk as this will provide cover for leave, training and any additional work.
* The draft contract for prospective applicants for the Clerk’s position was agreed as presented
* Members noted the recommended timeline for recruitment.
* Members delegated to the Committee the authority to appoint to the position subject to a satisfactory probationary period with final ratification and appointment by the Council to the position of Responsible Officer at the end of the probation period.

**163. Exchange of information**:

1. Next meeting to be held on 30th October 2019

2. It was mentioned that there appear to be a large number of classic cars in the area. Owners start them up to run the engines leading to CO2 omissions. The number of parents leaving their engines ticking over whilst they leave their vehicles outside schools was also an issue. Cllr Bryan responded that Dorset Council is looking at how to keep traffic moving. Cllr Mrs Lucas suggested that accessing information on climate change is difficult, perhaps it could be part of the role of the Parish Council to get the message out and further inform the public. Cllr Bryan reported that the EAP on Climate change is linking to a web page on what people can do to lower their carbon footprint. Cllr Parker pointed out that it was common in cities to see signs at bottle necks encouraging people to turn off their engines. Cllr Bryan reported that Dorset Council was talking to schools.

8pm Cllr Bryan left the meeting.

 Cllr Mrs Marshall reported that more charging points were needed, it would be good if there were grants for companies to install charging points. As a Parish the Council could encourage people to walk.

3. Cllr Mrs Warman reported complaints from residents to her about the mobile home in The Glade. The issue was being handled by enforcement.

4. Cllr Mrs Warman has been encouraging her neighbours to keep their front areas tidy and remove grass from their gutters.

5. Cllr Mrs Goringe reported that the bus shelter and noticeboard had been demolished on the A31 with the junction of Boundary Lane and suggested that the small wooden shelter which was no longer used could be moved to replace it.

6. Cllr Davies reported blocked gullies outside of 1,2 and 4 Struan Gardens, the Clerk will report them.

The meeting ended at 8.10pm and was immediately followed by a meeting of the Council as Corporate Trustees of the Freedom Youth Club.

Chairman