ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 30th October 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 Davies | Cllr M Dyer Cllr Mrs M Goringe | Cllr Mrs U Lucas Cllr Mrs S Marshall | Cllr Mrs K NealeCllr J B Parker  Cllr Mrs A Warman |

**In attendance:** Mrs Ann Jacobs, Clerk and one member of the public.

**Public Open Forum**: None

**173.**  **Pecuniary Interests:**

 Item 8(i) - Cllr Davies declared an interest in cheque no. 005200 which was for his mileage expenses in attending the DAPTC Council Conference in Dorchester. Cllr Davies did not participate or vote on the item.

 **Item 6 (i) VHMC Grant application** A personal interest was declared byCllr B Goringe, Cllr Mrs M Goringe and Cllr Mrs A Warman as they are Trustees of the VHMC. .

**174.** **Apologies:** Cllr N Hindmarch; Cllr J W Parker and Cllr K Gawler

**175. Minutes of the Parish Council Meeting** held on 25th September 2019-The Minutes of the **me**eting held on 25th September 2019 were duly adopted. Proposed by Cllr Mrs U Lucas, seconded by Cllr M Dyer. Agreed unanimously.

 **RESOLVED: To sign and adopt the Minutes of the meeting held on 25th September 2019 pages 31 to 33 as a true record.**

**176. Matters arising from the Minutes** duly noted:-

* Chairman’s Allowance for 2019/2020 has been allocated equally shared between Great Ormond Street Hospital, MacMillan Cancer Support and the Air Ambulance
* Fire Assessment received work in hand to resolve some minor issues. Quotations for a new system are being sought. This is a joint system with the Tennis Club but essential for our Insurance.
* Confirmation received that there will be no May 2019 election costs for this Parish as uncontested
* Website – delayed. Having attended the Clerks Seminar it is clear that before it can go live it must be compliant with the new Accessibility regulations. All new sites must comply before going live existing sites have until 23.09.20.
* Remembrance Day Sunday 10th November- Church service starts at 10.45am prompt, Club service at 12.15pm.

**177.** **Correspondence duly noted:**

* A31 Woolsbridge Roundabout closure notification 28th Oct to 14th November and 15th Nov to 2nd Dec night time 9pm-6pm
* Heath Road & Cedar Ave proposed closure for repairs/resurfacing
* Climate Change – letter from Dorset Council asking whether this council has declared an emergency
* National Community Energy Campaign
* Grant request from St Johns Ambulance – The Clerk will find out more for a future agenda.
* Solicitors letter received concerning a tree on one of the Council sites. The Clerk is seeking guidance from the Council Insurers.

**178.** **Grants to Outside Bodies:-**

i**) Grant for the Village Hall Management Committee for 2020/2021** – Members received the grant request from the VHMC. A sum of £6,000 has been requested. This was discussed. It was agreed unanimously to agree to the request. Proposed by Cllr Mrs U Lucas, seconded by Cllr J B Parker. Agreed with no one against. Cllr B Goringe, Cllr Mrs M Goringe and Cllr Mrs A Warman abstained as Trustees of the VHMC.

**RESOLVED: To grant the VHMC £6,000 for the financial year 2020/2021.**

ii) **Other Grants** To consider grants for 2019/2020 and budgetary provision for 20/21 in respect of each organisation**:-**

1. Brightside club - Wednesday afternoons instigated by the Council – Due to falling numbers and age of attendees the Club will no longer be meeting at the hall. Noted.
2. Greyfriars Community Centre – budgetary provision £500 towards cost of minibus which collects elderly Parishioners weekly for shopping visits in Ringwood the service to Lidl is proving popular. This was discussed. It was agreed to grant the sum of £600 to Greyfriars and make the same provision for 2020/2021. Proposed by Cllr Mrs S Marshall, seconded by Cllr Mrs K Neale. Agreed unanimously.

**RESOLVED: to grant the sum of £600 to Greyfriars and make the same provision for 2020/2021.**

1. East Dorset CAB budgetary provision £750 average cost per client is now £100 and 43 were seen from this Parish. This was discussed. It was agreed to grant a sum of £1,000 this financial year and put in the same sum for next year. Proposed by Cllr Mrs S Marshall, seconded by Cllr Mrs U Lucas. Agreed with Cllr M Dyer and Cllr Mrs A Warman abstaining.

**RESOLVED: To grant the sum of £1,000 to East Dorset CAB for 2019/2020 and put in the same provision for next year.**

7.07pm Cllr R Bryan arrived having been delayed at a Dorset Council meeting.

1. CAB New Forest – budgetary provision £750– last year 75 clients seen no figure for this year.

See letter and accounts. This was discussed. It was agreed to grant the sum of £750 to the CAB New Forest **for** 2019/2020 and put in the same provision for next year. Proposed by Cllr A Davies, seconded by Cllr Mrs K Neale. Agreed unanimously.

 **RESOLVED: To grant the sum of £750 to New Forest CAB for 2019/2020 and put in the same provision for next year.**

1. Royal British Legion payment to The Poppy Appeal – budgetary provision £150 which includes the wreath. Note we now ask for two wreaths cost £40. It was agreed to cover the cost of the wreaths separately and make a donation to the Poppy Appeal of £150. Proposed by Cllr A Davies, seconded by Cllr Mrs K Neale. Agreed unanimously.

**RESOLVED: to cover the cost of the wreaths separately and make a donation to the Poppy Appeal of £150**

1. EDEP Grant was for meeting costs but not meeting at present. Noted.
2. Youth Club Grant for 2019/20 now on an imprest system running at around £3,900 pa of which £800 will be utility bills. Noted. The Clerk will monitor.

 8. Ex Services Club Remembrance Day event to consider making an annual grant to the Club towards costs for the event. This year £250 sanctioned at the September meeting. This was discussed. Those attending this year will report back to full Council in November following the event with further information.

**179. Precept 2020/2021–** Members to review the budget vs expenditure figures to date and commence precept preparation. Final recommendations to be put to Council for the November meeting. A draft budget was discussed. The Clerk will adjust the figures to incorporate the grant review but keep the final figure the same. For finalising at the November meeting.

**180. Finance:**

 Cllr Davies did not participate or vote on the item. 8(i)

i) Members reviewed and approved the schedule of payments for October. Agreed. Proposed by Cllr J B Parker, seconded by Cllr Mrs K Neale.

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

ii) Members reviewed and approved the bank reconciliation for end of September. Proposed by Cllr A Davies, seconded by Cllr J B Parker. Agreed unanimously.

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

iii) The Clerk circulated the findings and recommendations of the Internal Auditor. The Clerk responded that the Clerk’s deductions on pay are calculated automatically by the HMRC programme and the cheque written against the printout. The Clerk confirmed that the Youth Club charity return had now been done and the constitution changes were awaiting a response from the Charity Commission. The reports were discussed. A Councillor will be asked to check the pay from time to time.

iv) Notification of CIL payment of £10,950.40 received. Noted

v) Signatories were reviewed and it was agreed that there were currently sufficient for the Council’s purposes.

vi) Credit/debitcard for the Clerk with a limited spend – this was discussed. It was agreed that this was required. The Clerk will apply for a credit limit of £1,000. Proposed by Cllr Mrs S Marshall, seconded by Cllr J B Parker. Cllr Mrs A Warman abstained the rest were in favour.

 **RESOLVED: The Clerk will apply for a credit/debit card with a £1,000 limit.**

vii) Youth Club utility bills –This was discussed. It was noted that as the lease has terminated and the Club runs with a hire agreement all utility and maintenance costs should in future be transferred and paid by the Parish Council. The Clerk was instructed to transfer the standing orders for gas electric and water to the Parish Council. Costs total £850 approximately per annum. Proposed by Cllr J B Parker, seconded by Cllr Mrs K Neale. Agreed unanimously.

 **RESOLVED: All utility bills and maintenance costs on the Youth Club premises will be transferred to the Parish Council.**

**181. Recruitment of Clerk –** To note advert published the deadline for applications is 1st November. Interviews are to be held on Friday 22nd November 2019. Noted.

**182. Dorset Council Plan –** A short report was given by the Chairman on the presentation at Verwood Town Council held on Monday 28th October. Members were encouraged to view the plan on line and complete the survey. The Clerk has already emailed the link.

**183. Planning meetings –** Members adopted the approved minutes of the Planning meeting held on 19th September 2019. Proposed by Cllr A Davies, seconded by Cllr Mrs S Marshall. Agreed unanimously.

 **RESOLVED: To adopt the minutes of the Planning meeting held on 19th September, 2019.**

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

1. DAPTC – Cllr Dyer had attended the recent area Committee meeting at Ferndown. The meeting was somewhat routine and a bit negative. No representative attended from Dorset Council and no one knows if a representative will attend in future. Without a DC representative most of the meeting was concerning Members items. Delays in the transfer of assets were reported and issues relation to the “partial directory” which had been issued. It was alleged that some DC officers were difficult to get a response from.

Cllr A Davies reported on the DAPTC Councillors conference. Around 50 Councils were represented. The President was disappointed in the attendance. Many Councils do not send anyone. A very interesting presentation was given by NALC who lobby on behalf of Parishes and Towns. A good insight was given by Steve Parkinson on Transparency and reporting financial Matters. Kim Bedford, a local Council trainer gave a presentation on recruiting a new Clerk, Cllr Davies was pleased to note that we are following her recommended path. Tony Alford of DC spoke on improving relations with Parishes and Towns by holding workshops.

Cllr Bryan advised that it is not the intention of DC to pass on Services.

2. Homewatch – next meeting is on the 4th December at St Ives House. A meeting of the Speedwatch Committee has been held. Cllr B Goringe, Cllr A Davies and a resident had turned up, and there are two others interested, which means there should be 4 to start a Speedwatch group for the Parish.

5. Youth Club – AGM held on 16th October 2019 – Minutes circulated. DBS and Safeguarding review has been requested with a target date of end of November for completion. Noted.

**185.**  **Policies of the Council –**

* Trees – The Clerk had circulated a leaflet on the East Dorset Council Tree policy. This needs further work before adoption. The full survey of sites is needed as soon as possible and the Clerk is in communication with Dorset Council Arborculturist. Defer adoption of a policy until further advice obtained.

**186. Report from Dorset Council Members:**

Cllr B Goringe: Rumours were that resident would have to pay to use Somerley HRC. Subject to Cabinet approval on the 4th November, an agreement has now been reached between Hampshire Council and Dorset Council that Dorset residents will continue to be able to use the tip without paying a charge. Cllr Goringe is on the Highways EAP and others which will result in regular monthly meetings.

Cllr Bryan: Climate change – over 60 p**e**ople have attended a workshop on Climate change and more than 300 suggestions for going forward have been received. An enquiry day will be held in January.

A parking review is underway across the County as there are differences between East and West and it needs harmonising. On Friday I attended a school to witness the pickup by parents and carers. It was disappointing to witness the little regard some had for the law. With those collecting often leaving engines running. We are looking at making some form of rule/law to stop this unless there is good reason. Cllr Bryan is on four EAP’s. The first Public Transport meeting held is looking at this area and will again look at some form of hub and spoke system where a small bus collects and delivers to a hub. The budget for this year is £3m previously it was £30m. Most of the budget has had to be allocated to Adult and Child social care. Cllr Bryan attended an EAP on the Local Plan today and was very pleased to see what the potential development could be in this area.

 **187. Amenities:**

i)Dog warden report – noted.

ii) The Clerk reported further vandalism this time to signs in the play area.

**188. Annual Parish Meeting Date** – Members approved the date of 15th April 2020. The Chairman suggested a speaker, Cllr Robin Cook who would give an amusing presentation on his life at Harrods.

**189. Members resolved to exclude the press and public to discuss policies relating to staffing, namely sickness and expenses. Proposed by Cllr R Bryan, seconded by Cllr Mrs A Warman. Agreed unanimously. See confidential minutes**.

**190. Exchange of information**:

1. Next meeting to be held on 27th November 2019

2. Cllr J B Parker asked why so many trees had been removed around Matchams View. Cllr Bryan responded that this was part of the Natural England restoration requirements. The fence installed is to be moved back a metre. It was installed incorrectly by the Contractor, in its present location it does not allow any room for pedestrians.

3. Cllr Mrs Warman thanked the Dorset Councillor for clearing the gullies in The Glade.

4. Cllr Davies confirmed that the drains had been cleared and rebuilt in one case in Struan Gardens. The wall at One Stop had also been rebuilt and the area tidied up. Resident need to be made aware that such works are reactive and no longer routine.

Meeting ended at 8.31pm

Chairman