

ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council
Minutes of the Meeting Held in the Village Hall, Braeside Road,
on Wednesday 22nd February 2023 at 7pm

Present: Cllr JB Parker, Chair

Cllr N Hindmarch	Cllr A Davies	Cllr S Marshall	Cllr R Bryan
Cllr B Goringe	Cllr M Goringe	Cllr JW Parker	Cllr M Dyer
Cllr U Lucas			

In attendance: Mr. Jonathan Ross, Parish Clerk

Public Open Forum:

No public attendance.

213. Pecuniary Interests: No pecuniary interests were declared.

214. Apologies: Apologies were received from: Cllr K Gawler, Cllr B Waugh and Cllr C Johnson. Members voted to accept apologies from those councillors listed. Proposed by Cllr M Goringe, seconded by Cllr M Dyer. Agreed.

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

215. Minutes of the Parish Council Meeting held on 25th January 2023. The minutes were agreed as a true and accurate record. Proposed by Cllr JW Parker, seconded by Cllr S Marshall. Agreed.

RESOLVED: The minutes of the Parish Council Meeting held on 25th January 2023 were adopted.

216. Matters arising from the minutes:

216.1. Control of Dogs. The Clerk reported that a working group has been set up to discuss the management of dogs on the recreation ground. It will meet at 5pm on 7th March 2023.

216.2. Grant for Village Hall – Solar Batteries. The PC has identified a preferred contractor to carry out the solar battery installation works. Discussions with the contractor identified additional works which would benefit and improve the performance of the solar generation system and battery storage capacity. The added cost to incorporate the recommended works means the project cost will rise to £10,560+VAT. Members agreed that the recommended additional works should be carried out. It was suggested that the PC consult with Dorset Council's technical engineer on solar power to ensure the proposed project is the most suitable for this site and that it offers the best value for money. Proposed by Cllr N Hindmarch, seconded by Cllr JW Parker. Agreed. Cllrs B and M Goringe abstained from the vote.

RESOLVED: Members supported the Parish Council gift aid funding the installation of solar batteries to incorporate the proposed additional

works at a cost of £10,560+VAT subject to consultation with Dorset Council's technical engineer on solar power.

216.3. Request for TRO in The Glade. The Clerk informed members that he and Cllr B Goringe recently met with highways officers from Dorset Council. They discussed potential TROs for The Glade and the Service Road. As a result, the officers have produced a preliminary design for the TROs. The next step is for the proposal to be evaluated and scored. Highways will keep the PC informed of the outcome of the evaluation process.

216.4. Review of Future CIL Funded Parish Projects. The Clerk briefed members on a recent working group that discussed future CIL funded projects. The working group produced a list of potential projects. The Clerk was tasked with investigating several of the projects and with producing a Rough Order of Cost (ROC) for each one. The Clerk will bring these ROCs back to committee so members can discuss which projects should be taken forward.

216.5. Proposal to Introduce a Safeguarding Policy. The Clerk clarified certain points that had been raised by members at the previous meeting. Members approved the draft Safeguarding Policy. Proposed by Cllr M Dyer, seconded by Cllr U Lucas. Agreed.

RESOLVED: Members approved the draft Safeguarding Policy and agreed to adopt it.

216.6. Proposal to Introduce an Environmental Policy. The Clerk added wording to the draft Environment Policy as requested by members at the previous meeting. It was requested that the draft policy is reviewed by the Dorset Council Cabinet Lead for the Environment and any comments/suggestions added. The draft policy is to be brought back to committee for approval and formal adoption.

216.7. Pavement Sweeping. The Clerk had produced a comprehensive list of pavements needing sweeping. This was created from comments made on social media and from site visits. He said that he had employed a pavement sweeper for a day's hire, with mixed results. The work it completed was very good but progress was slow and only about 1/5th of the anticipated workload was achieved. This was mainly due to the sweeper being too large for the pavements, several overhanging trees preventing progress and the extent and severity of moss. The removal of the moss took several passes of the sweeper to remove it. The Clerk is to investigate the use of a smaller sweeper and report back to committee.

Cllr N Hindmarch declared a personal interest in this item.

217. Correspondence to be noted:

Proposal to Install a second defibrillator. The Parish Council has received a request to install a new defibrillator near the High Street – Castleman Trailway/Horton Road area. Several specific areas were discussed. These were:

- On the High Street
- On the trailway near the road crossing

- On the One-stop shop

The Clerk is tasked with reviewing each area and contacting several agencies to obtain advice and costs, then to report back to council.

218. Finance:

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

RESOLVED: The schedule of payments for January 2023 was approved.

218.2. Bank Reconciliations. Members reviewed and approved the bank reconciliation for January 2023. A copy of the reconciliation appears as Appendix B to these minutes in the minute book. Proposed by Cllr S Marshall, seconded by Cllr M Goringe. Agreed.

RESOLVED. The bank reconciliation for January 2023 was approved.

218.3. Reporting Financial Information to Members. The Clerk briefed members on proposed changes to the way financial information will be presented to members. This will be as a result of better utilising the Rialtis financial software we currently use. The Clerk will produce examples of the new format for members to view at a future meeting and if minded, to approve.

The Clerk explained that as part of reporting financial information to members it would benefit the PC to move to online banking for its Santander Bank Account. To achieve this the Clerk recommended being added as a signatory to the account. In addition it was recommended that Cllrs JB Parker and S Marshall are also added as signatories. Members approved moving to online banking and adding the Clerk, Cllrs JB Parker and S Marshall as signatories for the Santander Bank Account. Proposed by Cllr B Goringe, seconded by Cllr R Bryan. Agreed.

RESOLVED. Member approved the PC moving to online banking for its Santander Bank Account and to add the Clerk, Cllrs JB Parker and S Marshall as signatories for that account.

219. Support Grant for Ukrainian Families Hosted in St Leonards and St Ives Parish. Members discussed the provision of a grant. They were not content with providing a grant directly to individuals. They tasked the Clerk with investigating the organisation that manages the families and report back to committee with details of how any grant could be given through that group to the families.

220. Clerks Report:

220.1. Parish Council Elections in 2024. The Clerk briefed members on the need to add the Parish Council elections in 2024 to the risk register. There is a risk of losing General Power of Competence (GPOC) if the PC does not achieve two thirds of its councillors holding office as a result of being elected and not co-opted. Members said that the main concern was not that there would be insufficient candidates for election but that the ward system can

prevent sufficient councillors in the correct wards. It was therefore requested that the Clerk investigate how the PC could cease to be a warded council.

220.2. Update on the Recruitment of a new Assistant Parish Clerk. The Clerk informed members that the recruitment campaign had been very successful and a significant number of applications had been received. The minutes of the Clerks Committee held on 16th February 2023 were distributed to members. The recommendations made in the minutes were supported by members. It was agreed that the interview date would be changed to 9th March. Proposed by Cllr JW Parker, seconded by Cllr M Goringe. Agreed.
RESOLVED. The recommendations made in the minutes of the 16th February 2023 Clerks Committee were approved.

220.3. Review of the Effectiveness of Internal Audit. Members reviewed the effectiveness of the system of internal audit and resolved to approve the systems in place. Proposed by Cllr R Bryan, seconded by Cllr N Hindmarch. Agreed.

RESOLVED. The effectiveness of the system of internal audit was approved.

220.4. Internal Audit Report. Members reviewed the recent internal audit report and resolved to accept it and the recommendations made. Proposed by Cllr M Dyer, seconded by Cllr A Davies. Agreed.

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

221. Brief Reports from Dorset Council Members. Members received a joint report on Dorset Council business from Cllr B Goringe. A copy of which can be found at Appendix C in the minute book.

222. Parish Councillor Reports.

222.1. Cllr A Davies expressed concern at the increased volume, increased size of vehicles and the increased speed of traffic using the Horton Road.

222.2. Concern was expressed by members at the increased occurrences of fly tipping in the parish. Areas such as Boundary Lane, Hurn Road and the Service Road appear to suffer the most. It was requested that this item is brought back to full council to discuss to see what measures the PC can undertake to reduce fly tipping.

222.3. In December 2022, the Chair and Vice-Chair of Planning were invited to and attended a meeting with Sir Christopher Chope OBE MP and other residents at Avon Heath Country Park to discuss the Surf Reef Planning Application. Attendance at the meeting was not reported to Full Council. Neither of the Dorset Council ward members for this parish were made aware of the meeting or were invited to it. Cllr B Goringe requested that in future, DC ward members should be notified of any meetings with senior government officials such as MPs. It was also requested that any meetings of this nature, even if planning orientated, be reported to full council.

223. Amenities.

223.1. Tree Surgery Works. The Clerk informed members that he has obtained three quotes for the works. It was suggested that the Clerk contact Dorset Council's Arboricultural Manager to ask for guidance on the works prior to awarding the contract and to ensure there are no TPOs on the trees to be worked on. Approval was given to award the contract to the preferred contractor subject to the discussion with the Arboriculture Manager. Proposed by Cllr R Bryan, seconded by Cllr A Davies. Agreed.

RESOLVED. Members approved awarding the contract for the tree works to the preferred contractor subject to discussions with the Arboriculture Manager at Dorset Council.

223.2. Replacement Jubilee Tree. The Clerk informed members the tree that was planted last year for the Queens Platinum Jubilee has died. It was planted with a watering tube to its roots and was watered routinely. Unfortunately, the summer heatwave was so extreme that the tree didn't survive. Members approved the purchase of a new tree to the value of between £300 - £500, subject to receiving advice from the Arboriculture Manager at Dorset Council. Proposed by Cllr A Davies, seconded by Cllr JW Parker. Agreed.

RESOLVED: The Clerk to arrange the purchase and planting of a suitable tree to the value of between £300-£500, subject to receiving advice from the Arboriculture Manager at Dorset Council.

224. Climate Change. No matters were discussed.

225. Exchange of Information. Next meeting date is Wednesday 29th March 2023.