

CRANBORNE AND EDMONDSHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Tuesday 8th May 2018
in The Cecil Memorial Hall, Cranborne.

PRESENT: Cllr. Dr. J. Turner (Chair), Cllrs Mrs Batten, Isaacs, Packman and Vigar.
Cllrs. Campbell, Morse, Quinlan and Wareham.
Clerk Mrs S Fairchild.

1. NOMINATIONS AND APPOINTMENTS

- 1.1 Nomination and election of Chairman.
Cllr Dr Turner proposed by: Cllr Campbell, seconded: Cllr Mrs Batten.
- 1.2 The Chairman's Declaration of Office was signed and duly received by the clerk.
- 1.3 Nomination and election of Vice Chairman.
Cllr Mrs Isaacs proposed by: Cllr Mrs Batten, seconded: Cllr Dr Turner.
- 1.4 The Vice-Chairman's Declaration of Office was signed and duly received by the clerk.
- 1.5 Councillors Declaration of Office were signed and duly received by the clerk.
- 1.6 Appointment of Councillors to various committees discussed and agreed by all.
Proposed by: Cllr Mrs Isaacs, seconded: Cllr Mrs Packman.
- 2. Open Forum. There were no members of the public present.
- 3. Apologies for absence received from Cllrs Mrs Mackenzie, Hayward and Stirling and CCllr Butler.
- 4. Disclosure of Interests. Cllr Campbell for anything Cranborne Estate related.
- 5. Minutes of the previous meeting on 17th April were accepted as an accurate record and duly authorised and there were no matters arising.

6. PLANNING

- 6.1 3/18/0931/FUL – Erect new electrical kiosk to re-house electrical consumer unit at West Farm, Romford, Verwood.
Awaiting councillors comments, due in 22nd May
- 6.2 3/18/0146/HOU – Proposed replacement garage at 28 Grugs Lane, Cranborne.
Permission Granted
- 6.3 3/18/0472/PNAGD – Change of use of existing agricultural building to a C3 dwelling at Smallbridge Farm, Edmondsham.
Permission Refused.

7. DORSET COUNTY COUNCIL & DISTRICT COUNCIL MATTERS

- 7.1 Cllr Butler's report emailed to and read by all councillors. There were no comments.

8. PARISH COUNCIL MATTERS

- 8.1 Chairman's report. The Chairman commented on the recent tarmac project around the village by CC Highways. Wadley's Drove has been stopped half way down with an unfinished gap. Other councillors mentioned areas that were not well covered and that did not necessarily need re-surfacing. A discussion was held. Clerk to contact Highways.

Action Clerk

- 8.2 ROW. The Chairman said that he had recently walked B17 and it is badly churned up from what appeared to be 4x4 vehicles. Cllr Wareham said that there are other footpaths in need of attention too.

- 8.3 Playarea. The clerk advised that Alvian has confirmed that in order to replace the coach screws if the holes are clear is £195.00 +VAT or to replace and drill out will be £395.00 +VAT. Agreed by all that this work needs to go ahead. Clerk to contact Kevin at Alvian.

Action Clerk

- 8.4 Website. The clerk said that unfortunately, Maggie White was unable to attend on May 9th to train herself and Cllr Quinlan and this has now been re-booked for 30th May.

- 8.5 Highways. The mirror opposite the end of Castle Street has been looked at by Highways with a view to replacing the broken bottom bracket but they have now confirmed that this cannot be replaced. A new mirror has been ordered and will replace the broken mirror.

- 8.6 Flytipping. Cllrs Mrs Isaacs and Morse talked about the flytip at Barnfield. This has been reported and is being dealt with.

- 8.7 Annual Parish Project, War Memorials. The clerk said that she has now heard from Kathryn Melhuish who has confirmed we can go ahead with the refurb of the war memorial in Cranborne. The clerk will contact Mick Bushell and let him know. Cllr Mrs Isaacs added that she will let the clerk know if she hears anything re the faculty for Edmondsham's war memorial.

- 8.8 Transport. The terms of reference from Alderholt PC has been emailed to all councillors. All in agreement and accepted.

Proposed : Cllr Mrs Isaacs

Seconded : Cllr Morse

- 8.9 Land Registry. David Littlewood of Catchpole Law has acknowledged the receipt of our cheque for £500 and will keep trying Paul Martin of Downton Homes. Cllr Quinlan said that he wondered if it would help at all if someone else wrote to Paul Martin. The clerk said that she was wondering the same. All agreed for clerk to write.

Action Clerk

- 8.10 BT Exchange. The clerk has heard nothing but will keep chasing. Cllr Quinlan asked that if BT were to agree did we have volunteers to plant this area and maintain it? The Chairman said that the middle school children had volunteered to look after it through Sandi Malpas.
- 8.11 Bus Shelter. A discussion was held re the bus shelter and the clerk advised that the email she had received from Andy Baker had shown a very nice design of a shelter. She has asked for a quotation and Andy has said that he would like to come out and see the site in order to be able to give an exact quote. However the shelter on the picture would cost £3840.00 +VAT. As it is a conservation area, Kathryn Melhuish should be asked before we ask Andy to come out and quote. Also, members requested the picture be emailed to all.

Action Clerk

- 8.12 Cranborne Village Hall. Cllr Quinlan's report has been emailed to all members and was read out. Cllr Quinlan added that the electricity for the village hall for the last quarter was just over £1500.
- 8.13 Edmondsham Village Hall. Cllr Morse reported that the re-decoration was now complete and a grant would now be needed for the refurb of the kitchen.
- 8.14 CASC. Cllr Mrs Isaacs said that there will a public meeting at the club on May 24th regarding the building of the new club house and everyone was invited to attend. She said a decision has to be made as to where they are going with this project as the club cannot afford to shut for 6 months whilst the building is completed. The Estate will also be represented on the 24th May.
- 8.15 DAPTC. The survey which the DAPTC has forwarded to all councils was openly discussed and the form filled in accordingly.
- 8.16 Police. Nothing to report.

9. **FINANCE**

- 9.1 Approval of the Internal Audit report 2nd half 2017/18 was circulated at this meeting and agreed by all members.
Proposed : Cllr Mrs Packman Seconded : Cllr Wareham
- 9.2 Copy of the accounts for year ending 31st March 2018 – forwarded to all councillors by email. The clerk explained that the £27.00 that the accounts had been out by had been caused by a cheque raised for Alvian Ltd which was recorded in the ledger for the correct amount but written on the cheque for the wrong amount causing the £27.00 difference. Therefore, the accounts would need to be agreed again by Council.
Proposed : Cllr Mrs Isaacs Seconded : Cllr Mrs Packman
- 9.3 To approve the following payments :-

£36.00 – CPRE, for annual membership

Proposed : Cllr Wareham

Seconded : Cllr Morse

£30.00 – Mrs A Lawson, for internal audit for year end 31.3.18

Proposed : Cllr Mrs Batten

Seconded : Cllr Mrs Vigar

£27.00 – Alvian Ltd, outstanding amount against cheque no. 1183 (cheque raised for £1436.76 instead of £1463.76)

Proposed : Cllr Campbell

Seconded : Cllr Mrs Isaacs

£422.35 – BHIB Ltd for Local Council Insurance renewal due 1/6/18

Proposed : Cllr Mrs Batten

Seconded : Cllr Mrs Isaacs

- 9.4 Annual Governance and Accountability Return 2017/18. The clerk explained the external audit had changed this year and is now known as the AGAR being carried out PFK Littlejohn. She said that everything is now online and she had downloaded and printed off the document. However, it states that if the council's income or expenditure is less than £25,000, which it is, then the council can exempt themselves from the audit as long as certain criteria are met and that all accounts are published online. She asked if the council wanted to exempt itself as she is worried that if they agree to it and one of the three criteria are not met then the council could face a fine. All happy to go ahead for the clerk to exempt the council. All agreed.

- 9.5 NALC employment briefing E01-18/2018-19 National Salary Award for the clerk with effect from 1st April 2018, for members information.

10. **FOR REPORT ONLY**

Cllr Mrs Isaacs – ordnance survey maps information, free online - she has passed onto the clerk

Cllr Quinlan – Propose that a vote of thanks be minuted for Chris Bright. Supported by all

Cllr Mrs Packman – bins on Wimborne Street again outside The Old Vicarage – Cllr Wareham will speak with residents again

Cllr Campbell – new fingerpost in Damerham on the Martin Road, has a 'u' in Cranborne. Clerk to contact Damerham PC

Action Clerk

The meeting closed at 7.55pm.