

MILTON ABBAS PARISH COUNCIL

DRAFT Minutes of a Meeting of the Parish Council held on 09 November 2022
in the READING ROOM, MILTON ABBAS, at 7.30pm

PRESENT

Mr P. Amor
Mr S. Gould
Mr T. Ives
Mr S. Martin

Mr P. Ford
Mr N. Hodder (Chair)
Mr T. Khandwala

IN ATTENDANCE Mrs E. Sellen (Clerk) and 4 members of the general public.

1. APOLOGIES FOR ABSENCE

Mr S. Driver and Mrs. Emma Parker (Dorset Councillor)

The Clerk announced that Mr R. Woodhouse had submitted his resignation to the Chairman.

2. DISPENSATIONS

SG and TK disclosed working relationships with the Agent for the planning application for St James' Cottage. NH confirmed that there should be no conflict of interest.

3. CO-OPTION OF NEW COUNCILLOR

Mr Philip Ford had applied to be considered for the vacancy arising from Ms Finlayson's resignation. It was proposed by NH and unanimously agreed that PF should be co-opted. PF signed his Declaration of Acceptance of Office in front of the Clerk and joined the Councillors at the table. NH asked whether PF had any dispensations to declare. PF confirmed no dispensation was required.

4. OPEN FORUM

The following points were raised:

NH advised that he and the Clerk had liaised with Planning Consultant Mrs Jo Witherden regarding the release of Parish Council land for development. JW has agreed to hold an informative presentation to Councillors to consider the potential options. Some questions were raised at the meeting, but it was agreed that questions should be saved for the meeting with JW.

PA expressed concerns regarding the excessive leaf litter on the pavement at the top of the street. PF advised that the road by the bottom of Fishmore Hill is also compromised due to leaves. The Clerk will contact The Highways Officer.

5. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28th September 2022 had been circulated. It was proposed by SG, seconded by TK, and agreed by those who had attended the previous meeting, that they should be accepted as a true record.

6. MATTERS ARISING

SG's Register of Interests is now correctly showing on the Parish Council page on the Dorset Council website.

Two new defibrillator cases have been delivered to TK. TK has asked Mr S. McGregor to install the boxes when convenient. Since there has not been time to obtain a quote, it was agreed that if the price was less than £120 (the price previously paid) no further approval would be required.

Liverpool Victoria Insurance have repaid £858 towards the replacement signs damaged at Lower Lodge. The cheque has been banked.

The Countryside Ranger has obtained one quote for £18,000 to carry out a full refurbishment of The Lovely Steps.

Dorset Council have advised that the slabs at the bottom of The Lovely Steps are on their land and they will be liable for any injury due to falls on the slippery surface. Mr P. Goodland has suggested some low level correx signs could be used to warn people of the slippery surface, however he does not believe it is particularly slippery. PF advised that he was still willing (as in previous years) to carry out some ad hoc cleaning if water and power is made available. The Clerk will get confirmation that this will not affect the liability in any way.

7. CORRESPONDENCE

All correspondence had been circulated by email or was available on the table.

The clerk drew attention to the following:

Citizens Advice are holding their AGM in Dorchester on 24th November, one of the items addressed will be the cost of living crisis. Councillors are invited to attend.

There will be a meeting of the Reading Room Management Committee on 16th November. NH has asked the clerk to attend as he has a prior engagement.

The DAPTC AGM will be held on 19th November on Zoom. NH is unable to attend and the Clerk will attend, but Councillors were asked to forward their responses for the Motions to enable the Clerk to vote accordingly.

The Clerk has completed the 3 year Pensions Regulator re-declaration.

The Northern Area branch of the DAPTC have a committee meeting scheduled for 16th November. PA is not available to attend and no one is available in his absence. The Clerk will convey the content by email.

The Climate and Ecology Emergency Support meeting is scheduled on Zoom for 16th November at 12.30pm for a discussion on DC's actions to protect and improve nature and biodiversity. No one is available to attend.

8. REPORT FROM DORSET COUNCILLOR

Cllr Mrs E. Parker's October report was summarized. Relevant links will be posted to Facebook.

9. REPORTS

HOMEWATCH

Mrs E. Payne confirmed that circulation of emails from Dorset Alert, Police and Crime Commissioner, Parish Council and other village organisations continue.

MATCH/JANE'S WOOD

EPy confirmed that Ms. J. Harrison has no news for MATCH. Mr I. Maxwell has advised that there will be news on Jane's Wood next month.

PLAYPARK

SG reported that the recent Halloween event raised £480 towards the second phase of the Play Park Project.

TRANSPORT None

WELCOME PACK None

CSW None

MILLENNIUM GREEN TRUST

Mr R. Gollidge advised that he's waiting for the weather to improve so that he can carry out the last cut.

TELEPHONE KIOSK None

COMMUNICATIONS

NH confirmed planning application continue to be shared on Facebook and by Ellie-gram.

COMMUNITY LAND TRUSTS None

JUBILEE BENCH None

REPORTS FROM OTHER PC OFFICERS

Mr D. Cocking shared an update from Wessex Internet which confirms they are setting target dates for Milton Abbas and aim to have construction underway by the middle of 2023, with a current completion target date of the second half of 2023.

PA asked for an update on the Vodafone/Telefonica mast application. NH reported that information from Mr. T. Walsh (Agent) had been noncommittal. Since Vodafone have re-established communications with SG in respect of the Steptonbill Farm application, it is hard to predict what may happen. SG has not responded to Vodafone due to the legal costs of renegotiation.

Mr P. Easton (Western Architects) arrived to answer questions on planning application P/FUL/2022/05886 & P/LBC/2022/05887.

SM reflected that Motions C and E on the DAPTC agenda are potentially contentious and some clarification should be sought before deciding to support or object. The Clerk will recirculate the Motions and each Councillor should feedback their concerns so that the Clerk can compile a basis for deliberation prior to voting.

10. PLANNING

Decisions

P/HOU/2022/05931 Little Westwood – Erect Car Port - Granted

P/NMA/2022/06659 Fishmore Hill Farm Long Close - Non-material amendment - change external wall materials to P/FUL/2021/00111 (Erect 1 No. dwelling with store and welfare room) – Granted (P/VOC/2022/02400 Withdrawn)

Applications

P/VOC/2022/05797 Little Westwood - Erection of 1no. dwelling, garage, access & parking (with variation of condition 1 of P/FUL/2020/00019 to amend approved plans). There was some discussion to establish what specifically is moving. TI

pointed out that both the house and the car port appear to have been moved (going by yellow lines on the plan). The agent had confirmed to the Clerk by telephone that there will not be an additional carport, this application relates directly to the carport already in existence. It was acknowledged that much ambiguity has arisen due to the number of plans and variations to plans that have been submitted. It was proposed by PA to support the application. There were five votes in favour and two abstentions.

P/FUL/2022/05508 Luccombe Farm & Holiday Cottages – Erection of a chapel. It was proposed by NH and unanimously agreed to support the application.

P/FUL/2022/05886 & P/LBC/2022/05887 46-47 St James Cottage - Erect single storey extension (demolish existing lean-to, chimneys and flue). Erect balcony, remove window and widen opening to insert French doors. Install replacement/additional windows and doors. Carry out landscaping works. NH introduced PE as the agent and invited him to up to the screen to demonstrate his explanation using the plans. PE explained that following refusal of the first application, he entered into discussion with the Conservation Officer, who suggested conversion of the Victorian extension. Proceeding with the Ground Floor plan, PE stated that the grey lines are already existing, the blue lines indicate changes that will be carried out. The existing garage doors will be retained, the garage will remain as a garage and there will not be a glass frontage behind the garage doors. PE explained that the Garage appears separate from the house on the ground floor plans as it is connected to the house by the first floor terrace (as per first floor drawings, hatched area relates to first floor walkway and terrace). Councillors acknowledged that there will be little change to the street scene. PE confirmed that “You will never know it exists”. It was proposed by NH that the Parish Council should support the application. There were six votes in favour and one abstention. PE left the meeting.

11.ASSET REPAIRS

Following a physical inspection of the assets on the Parish Council asset register, NH had circulated a list of repairs required. The Clerk had shared the brief to twelve local contractors and had received eight responses. All prices are stated without VAT.

Jane’s Wood – Review access limitations and decide on course of action – no short term action required.

Seymour Woodland – Investigate current state of trees, and cut back growth overhanging the road – Mike Peat had quoted £1,000 to address two ash trees growing over power lines and £450 to cut branches overhanging the road, including Laurel and two hanging birch trees. The Clerk felt that MP had carried out a thorough assessment of what was required, had offered to deal with all spoil and traffic management throughout. It was proposed by NH and unanimously agreed to ask Mike Peat to carry out the work. Other quotes were £135, and £89/hr. These were dismissed. PA asked the Clerk to enquire whether there would be a change to the cost if trees were left for the residents to recover for personal use.

Land at Catherine's Well – cutting of grass – no quotes had been received for this work. Mr G. Coleman has carried out the work voluntarily on behalf of the Street Fair Committee for a contribution of £175 towards sterilisation of the equipment. NH proposed that the Clerk should ask GC to see whether he would be willing to carry out two cuts per year, if the Parish Council paid for the equipment to be sterilised.

Land at Catherine's Well – Gate post and fencing – Quotes have been received for £1,897, £850 and £300. The first two contractors have met the Clerk on site and are quoting like for like. It was proposed by SG and unanimously agreed that the Clerk should establish that the third quote is for the same and accept Charles Lovell's quote of £300.

Noticeboards – All three noticeboards are in need of some varnish and replacement backboards. Quotes were received for £236 and £175. In the first instance, the Clerk established that the Councillors were happy to maintain three noticeboards, as only one is legally required. It was proposed by PA and unanimously agreed that all three noticeboards should be refurbished by Charles Lovell at £175.

BT Kiosk – SD has purchased the materials for a refurbishment and seeks volunteers to help with painting. So far, no volunteers have come forward.

Verges – should the Parish Council be interested, Dorset Council can contribute £60.52 per year for the Parish Council to maintain the village verges. A quote was received for £910 to maintain these verges and another quote was £14 per hour. It was proposed by PA and unanimously agreed that Dorset Council should continue with their scheduled twice annual cuts, and that the Parish Council could chose to supplement this by additional cuts when it was required (eg for special events such as the Street Fair).

Verge outside of St James Church – quotes were received to cut the verge twice per month for 6 months at £175 per year, or £20 per cut if the Parish Council dispose of the cuttings. It was proposed by NH and unanimously agreed that when the verge needs cutting in the summer, the Parish Council will ask Mr S. Bewers to cut the verge at £20 per cut.

30mph Repeater Signs – A quote for aluminium like for like replacements had been received for £45 each, NH had sourced a plastic equivalent online for £12 + P&P each. SM suggested that the Aluminium like for like would be less trouble in the long term. It was proposed by NH and unanimously agreed that four Aluminium signs could be purchased for the sum of £180 effectively using the VAT element of the LV insurance reclaim.

Defibrillator repairs – It was unanimously agreed to fund the electrical installation of the replacement cabinets up to a total of £120.00.

12. WORKING TOGETHER

The Clerk had emailed a copy of the draft document circulated by DAPTC proposing to bridge the current communications gap between County, and Town & Parish Councils. Communications will be ongoing, but Councillors are requested to review the draft document and make suggestions for changes. NH

requested all Councillors to review the document during the next two months and for the item to be included on the January agenda.

13. PARISH COUNCIL WEBSITE

The Parish Council website was created by Mr R. Woodhouse and running successfully long before the legal deadline of September 2020, however in October it has been down pending maintenance. The Clerk had obtained over six prices including a free facility and others with set up costs ranging from £250-£600 and annual fees of £200 upwards. SM took some information relating to the legal requirements for accessibility and transparency and asked for 48hrs to obtain some advice. Since the Parish Council are legally required to have a working website, the Clerk asked for a decision in principle to be taken at the meeting. It was proposed by NH and unanimously agreed that the parish council should fund up to £600 set up costs and £200 per year for maintenance, dependant on the result of investigations by SM. In the meantime, the Clerk will follow up a request for a review of the free Hugo Fox option used by Milborne St Andrew.

14. BUDGET

The clerk had circulated a draft budget based on expenditure to 31st October and forecast expenditure to March 2023. Several areas have been highlighted for specific Councillors to input, and additional feedback by December is welcomed. A revised budget will be circulated following feedback and the final version must be approved during the meeting in January so that the Clerk can apply to Dorset Council for the annual precept.

TI suggested that the Councillors might consider a contribution to the Sports Club.

15. BROADBAND

NH referred to the decision in principle during the September meeting to make a contribution to the Computer Café towards the cost of the Reading Room broadband facility, on the understanding that the broadband would be available to organisations using the Reading Room facility, without charge. JH has confirmed that this would be an acceptable arrangement. It was proposed by NH and unanimously agreed that the annual contribution be increased from £60 to £300, equivalent to a standard 35mbps installation without telephone calls with immediate effect.

16. FINANCE

The Clerk had circulated the receipts and expenditure spreadsheet and bank reconciliation and it was made available with bank statements at the meeting.

Balances:

Current A/c	£55,840.84
Playpark A/c	£13,980.30

The following cheques were authorised:
Current Account

Mrs E Sellen Clerks' Salary September 2022	1361	£323.13
Mrs E Sellen Clerks' Expenses September 2022	1362	£32.19
DAPTC Clerks' Conference 19/10/2022	1363	£45.00
Mrs E Sellen Clerks' Salary October 2022	1364	£323.13
Mrs E Sellen Clerks' Expenses October 2022	1365	£149.10
St James Church Milton Abbas	1366	£435.00
Milton Abbas Health & Disability Fund	1367	£250.00
Computer Café	1368	£300.00
Mr S Bewers (replaces chq 1369 lost in transit)	1369	£35.00

The Clerk advised that some budget overspends have arisen which would have to be addressed at the next meeting.

The Clerk advised that following the NJC pay award, the November payslip will include back dated pay and an increased monthly salary. There was a draft payslip available for consideration.

Due to RW and Mr D. Cocking's resignations there are only two bank signatories left. It was proposed by NH and unanimously agreed that TK and SM should apply to be replacement signatories.

17. CHAIRMAN'S URGENT BUSINESS None

18. DATE OF NEXT MEETING

Councillors were reminded that the next meeting would take place on Wednesday 10th January 2023 and, there being no further business, the meeting closed at 9.30pm.

Signed:
(Presiding Chairman)

Date: