

# WINTERBORNE ST MARTIN PARISH COUNCIL

20<sup>TH</sup> June 2024 – 7:00pm – St Martin’s Church

## DRAFT MINUTES

Present – Chair Cllr Mark Pemberton (MP), Cllr Les Scarth (LS), Cllr Peter Newell (PN), Cllr Colin Church (CC), Cllr Richard Eversden (RE), Cllr David Hutchings (DH), Clerk Victoria Badman.

2 members of public present

### MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK BEFORE THE MEETING COMMENCES, LIMITED TO 5 MINUTES PER PERSON.

- ❖ A parishioner asks if the garage is still available. Cllr MP confirms this has now been rented out. Parishioner then leaves meeting.

#### 1) APOLOGIES

No apologies as all councillors present.

#### 2) DECLARATIONS OF INTEREST

None received.

#### 3) DC COUNCILLOR REPORT

Not received.

#### 4) POLICE REPORT

April and May’s received, but so far nothing for June.

#### 5) MINUTES

To receive and approve the minutes of the full council meeting held on Thursday 23<sup>rd</sup> May 2024 (circulated).

No comments. Proposer Cllr RE. Seconder Cllr DH. All in favour: 5.

#### 6) MATTERS ARISING FROM THE MINUTES THAT ARE NOT COVERED ON THIS AGENDA

6.1 To receive a report from the Clerk regarding actions taken on the minutes of 23<sup>rd</sup> May 2024.

Clerk confirms which actions have been completed. Incomplete actions are:

- ❖ Garage Land Registry – this is an ongoing task for **Clerk**.
- ❖ Clerk has reviewed Grievance and Disciplinary policies, but still needs to contact DAPTC for guidance on a basic employment policy which is relevant for a council of our size – **Clerk**.
- ❖ Clerk provides details about changing the meeting venue. Cllr MP is keen to deal with this at this point on the agenda. Clerk advises the earliest time we can get into the Village Hall would be 7:45pm however the Magna Room (MR) have plenty of availability and are very flexible on days / times. Benefits of moving the meeting would be: its more comfortable, warmer in winter, easier for parishioners to hear discussions, councillors can sit at a desk and the use of a toilet. Cllr RE asks if the tumble dryer is still in the same room? Clerk is unsure so will find out. Other than this being raised everyone agrees to moving the meeting back to the MR. Clerk to liaise with MR about moving as of the August meeting. Cllr RE then requests the meeting also be moved to every fourth Wednesday of the month (as opposed to Thursday’s), everyone is in agreeance with this. – **Clerk**.

#### 6.2 Any other matters

- ❖ As Cllr PN wasn’t present at May’s meeting, Cllr MP asks him if he has read and understood the Standing Orders. Cllr PN confirms he has.
- ❖ Cllr PN wants to confirm what is required of him as the representative for SID. Cllr MP confirms the role and responsibility.

## 7) FINANCE

### 7.1 To approve the schedule of payments and bank reconciliation.

Cllr PN signs.

### 7.2 Grant Application from Martinstown Cricket Club.

After much discussion the council feel unclear exactly how much money MCC are requesting. Although it states 'a contribution to the balance' the council would require further clarification. The council would also like further information about how many parishioners would benefit from the completed works. The club have stated they have approximately 100 members, but the council would like to know how many of these members are local parishioners. In order to use CIL, Cllr MP confirms a councillor needs to lead on it, and would have to prove that the money spent enhances the village in terms of encouraging people to move here. As per our budget we can approve a Section 37 grant of £250. Anything over would require a motion being published by a councillor, which no councillor is prepared to lead on, at least until the above points have been clarified. What happens to our money if they don't reach their remaining target also needs to be addressed. – **Clerk.**

### 7.3 To revisit the AGAR in light of the now completed audit. Confirm responses to AGAR:

#### 7.3.1 Certificate of Exemption

Proposer Cllr RE. Seconder Cllr DH. All in favour: 6.

Cllr MP and Clerk sign.

#### 7.3.2 Annual Governance Statement

Proposer Cllr DH. Seconder Cllr PN. All in favour: 6.

Cllr MP and Clerk sign.

#### 7.3.3 Accounting Statements

Proposer Cllr DH. Seconder Cllr CC. All in favour: 6.

Cllr MP and Clerk sign.

## 8) PLANNING

### 8.1 By exception – any planning applications submitted following publication of agenda.

Nothing received.

## 9) READING ROOM

To receive a report from Working Group as per ToR.

Report has been published. Cllr MP questions the sentence mentioning we are seeking "absolute title" as he believes we are in fact applying for "possessory title". He also mentions that any request for funds needs to be put forward as a motion. Also, regarding signing to take it back from the trustees, Cllr MP suggests this would be dependent on them transferring the remaining funds. Cllr RE mentions the condition of the RR is worsening at an alarming rate as roof slates are now starting to fall off. Cllr MP again stresses the fact that a motion needs to be raised in order to spend money on it. Cllr PN asks what the use of the RR would be for the future, Cllr MP confirms this is for the WG to advise in their report.

## 10) REPORTS

To receive reports from representatives of the following:

### 10.1 Highways, ROW and SID

No report.

### 10.2 Allotments

No report.

### 10.3 SID

This has been incorporated into item 10.1.

### 10.4 Flood, Stream and Riverbanks

Cllr LS highlights how the streams are extremely overgrown. Cllr MP advises if additional funds are required for work to be carried out then a motion needs to be brought forward. We are unable to change to date of the cut due to environmental controls.

### 10.5 Washpool

Cllr LS has met with the contractor. They have confirmed the lump of concrete found in the Washpool is not from the structure itself. To repair the exit tunnel roof, they are going to place two stone cross beams inside and seal in with resin. This has been costed at a further £300. As this is within budget Cllr LS will give the go-ahead for the contractor to proceed with the work.

### 10.6 Grounds

So far everyone seems happy with the work JB has done. As simplified contract is still outstanding but will be done before the three-month probation is up.

### 10.7 V+V

Cllr DH to do September's. Cllr LS has requested a push to encourage parishioners to use the bus service be mentioned. – **Cllr DH.**

## 11) CORRESPONDENCE

### 11.1 Ivy at Garage

The new tenant has highlighted the excessive Ivy at the garage. Cllr MP confirms this needs to be dealt with before it breaks into the garage. Cllr DH and Cllr RE will take a look at the end of the meeting and organise a time to pop down and clear it – **Cllr DH and Cllr RE.**

### 11.2 Grass cutting on verge

A parishioner has been in touch as the verges are so overgrown, visibility up the road from their driveway is poor thus becoming dangerous. Clerk has been in touch with DC who are unable to give a time frame of when verges are likely to be cut but have forwarded a link to report individual cases. Clerk offered to complete, but because certain information and photos were required, the parishioner confirmed they are happy to complete.

Further correspondence received post publication of agenda:

- ❖ Neighbourhood watch scheme (NWS).  
Dorset police have been in touch to find out if we are still interested in being part of the NWS. The consensus is we should re-join, as long as we can find a volunteer to lead it. Cllr MP happy to advertise on Facebook. In the interim Clerk will reply to DC to inform them of our attention and will provide details of the representative once established. – **Clerk and Cllr MP.**
- ❖ Water quality monitor.  
Wessex Water have applied for permission to install a water quality monitor in the river. Date TBC.

## 12) PARISH MATTERS

To include an open forum for 10 minutes.

- ❖ Cllr RE has been approached by a parishioner who is concerned by the products being sold from a temporary building within the parish. It is felt this is taking business away from the shop. Cllr MP confirms the original planning application can be checked as to what is permitted to be sold from the premises. Cllr MP happy to look it up although confirms any parishioner can actively do the same search themselves via DC Planning website. – **Cllr MP.**
- ❖ Cllr RE also mentions a Warehouse that is being built on Bridport Road and wants to check planning permission has been granted. Cllr MP recalls an application was made for the address mentioned but can't recall the outcome, so again says he will check on the DC website – **Cllr MP.**
- ❖ Cllr DH has requested that if a Declaration of Interest is made, for the agenda item it refers to, to also be listed with the declaration.

**THE NEXT MEETING WILL TAKE PLACE ON 25<sup>TH</sup> JULY 2024 AT 7:00PM**