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## **Minutes of Winterborne St Martin Parish Council**

**Wednesday 27 August 2025**

**Magna Community Room**

**Present:** Cllrs, Nuttall (Chair), Pemberton, Marsh, Eversden, Fitzgerald

**Apologies:** Cllrs Walker, Hutchings

### **Democratic Period:**

Cllr Pemberton advised the meeting of reports he has received concerning anti-social behaviour at the milk machine during the evenings. The local PCSO is aware of the disturbances being caused.

A parishioner present at the meeting who lives near the milk machine raised the concerns of others who have been very upset by the noise and individuals involved, especially the last couple of incidents which have been unacceptable.

Cllr Marsh declared his interest in this discussion as the milk machine is part of his business. Cllr Marsh went on to say that he and his family are very sorry for the disturbance, noise and confrontation parishioners are experiencing.

Cllr Marsh advised the following.

- The Police have advised this is a police matter and parishioners should not get involved, leave it to the Police.
- Signs have been ordered, 'Please respect our neighbours' & 'Don't leave cars idling'.
- Police patrols in the village will increase when resource allows.
- It has been suggested that the milk machine closes overnight but this is a 24-hour business, so this is not an option currently.
- If the incidents continue then the milkshake option may be turned off overnight.

Cllr Nuttall confirmed that the suggestion of reduced hours is that of a personal opinion and not of the Parish Council.

All parishioners who witness the disturbances should report to Police via 101.

The Clerk informed the meeting that the resignation of Cllr Newell has been received with immediate effect.

**Action: Clerk to contact Elections team to advise resignation of Cllr.**

### **115/2025 Declarations of Interest**

Cllr Marsh – any discussions regarding milk machine disturbance

### **116/2025 Dorset Cllr report**

No update received.

### **117/2025 Police report**

This has been circulated to all Cllrs.

Reports of cold callers included in the report.

*[Handwritten signatures and dates are present, including "20/11/25"]*

### **118/2025 Minutes of Winterborne St Martin Parish Council May meeting on Wednesday 23 July 2025**

It was proposed by Cllr Fitzgerald and seconded by Cllr Pemberton that these minutes should be accepted as a true record of the meeting. All agreed - Resolved.

### 119/2025 Action points from last minutes

- a) 77b/2025 – Memorial Hall Working Group to explore insurance options – Next agenda
- b) 93/2025 – Cllr Pemberton to advise Dorset Cllr of the new Chair – COMPLETE
- c) 94/2025 – Clerk to contact PCSO Pilcher to advise of incorrect reports under Winterborne St Martin – COMPLETE
- d) 98a/2025 – Clerk to issue monthly payment schedule along with the bank reconciliation with agenda – COMPLETE
- e) 98b/2025 – Clerk to request mid-year internal review – COMPLETE
- f) 98e/2025 – Clerk to respond to Garage tenant regarding payment and ivy
- g) 101/2025 – Cllrs Pemberton & Marsh to explore options to renew Village Green sign – Cllrs Pemberton & Marsh have carried out some of the work, materials are required, and a new map has been produced.
- h) 102/2025 – Clerk to discuss with Transport Planning team regarding Beryl Bikes for the village – COMPLETE – The Clerk advised that the team at Dorset Council don't believe Beryl Bikes are looking to invest in Villages at this time.
- i) 103/2025 – Clerk to advise Dorset Council the Speed Indicator Device (SID) is still in operation - COMPLETE
- j) 104/2025 – Cllr Walker to draft letter to allotment holders for Clerk to send
- k) 105/2025 – Cllr Marsh to obtain quotes for stream clearance – Next agenda, Cllr Marsh to forward a motion.
- l) 108/2025 – Cllr Nuttall to produce Parish Council page for next edition – COMPLETE – The Clerk advised that the editor has apologised for missing the Parish Council's page for the August edition.
- m) 110ii/2025 – Clerk to send letter to Lloyds – COMPLETE – no response received to date.
- n) 112/2025 – Cllr Hutchings to liaise with Dawson Services – COMPLETE – since the meeting, these actions need to be withdrawn as they were not achievable – it was proposed by Cllr Nuttall and seconded by Cllr Marsh that these actions are withdrawn. All agreed. Resolved
- o) 112/2025 – Cllr Hutchings to arrange order for new laptop – COMPLETE
- p) 113a/2025 – Cllr Fitzgerald to draft letter of support for Cricket Club grant and Clerk to send – COMPLETE
- q) 114/2025 – Cllr Nuttall to chase up with guardian of the defibrillator at Village Hall the status of repair – confirmation has been received that the defibrillator is now working again. COMPLETE

### 120/2025 Finance

- a) Approval of schedule of payments & bank reconciliation

It was proposed by Cllr Pemberton and seconded by Cllr Nuttall that with the addition of Jon Buddle grounds payment, these payments are approved. All agreed. Resolved.

### 121/2025 Planning

- a) Planning Consultation

P/VOC/2025/04527 - Rew Manor Farm North Rew Lane Martinstown - Extension to form Replacement Garage and Games Room (with variation of condition 2 of planning permission P/HOU/2021/02088) to change layout and design.

This application was discussed, and it was proposed by Cllr Nuttall and seconded by Cllr Fitzgerald that the Parish Council has no comments to make. All agreed. Resolved

*Approved*

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**Action: Clerk to submit no comment to Planning**

b) Discharge of conditions

P/VOC/2024/03497 - Anaerobic Digester Plant Rainbarrow Farm Monkeys Jump Roundabout to Junction Below Alington Place Martinstown -

The construction and operation of an Anaerobic Digestion and Combined Heat and Power Plant and associated infrastructure including a new site access road at Rainbarrow Farm (Site 1) and underground service corridor linking to a new Combined Heat and Power engine in existing Engine House (Site 2) at Poundbury to supply Poundbury with renewable heat and power (Revised proposal) (Changes to proposed plant, infrastructure and land profiling at Rainbarrow Farm (Site 1)) and as varied by 1/D/2011/2113 to include repositioning of flare and CHP container, and additional equipment to include standby generator, switch gear, back up boiler, DMT Membrane Plant, transformer, 3 tank propane store and new gas pipeline to site boundary, to enable the majority of the gas produced by the anaerobic digester plant to be fed directly into the public gas supply network at the pressure regulating station adjacent Monkeys Jump Roundabout (with variation of conditions 27 and 28 of planning permission 1/D/2011/2113 to regularise the existing development by increasing traffic levels, annual feedstock throughput and feedstocks).

This has been received for information if the Parish Council has no further comments.

It was agreed that the Clerk will circulate the conditions.

**Action: Clerk to circulate conditions**

c) Planning enforcement

Stevens Farmhouse – unauthorised building works – reported to Planning enforcement.

**122/2025 Village Green sign renewal**

An update was given under item 119/25.

**123/2025 Highways, Rights of Way and SID**

No update.

*Approved.*  


**124/2025 Set up of village improvements working group to include parishioners – Cllr Nuttall to lead on discussion**

Cllr Nuttall was of the opinion that a working group including parishioners may be of benefit to discuss what improvements to the village could be achieved.

Cllr Marsh agreed this would be beneficial. He suggested that social media rather than a working group might be more practical.

Cllr Pemberton stated that the turn out of parishioners to the Parish Council meetings reflects the interest from the Village.

Cllr Nuttall advised he is looking for involvement not support.

**126/2025 All Policy and Procedures to be reviewed – Cllr Nuttall to lead on discussion**

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Cllr Nuttall informed the meeting that these documents should be reviewed on a regular basis and updated to reflect when they have been reviewed. He pointed out that most of the procedures have a review date on them over four years go.

The Clerk suggested a working group is formed to take responsibility. It was agreed that Cllrs Nuttall, Fitzgerald and the Clerk would form the group.

**127/2025 Access to website and Scribe – Cllr Nuttall to lead on discussion**

Cllr Nuttall raised concern that there are currently only 2 people who have access and this needs to be widened to two additional people to ensure the Council has resilience.

Cllr Pemberton flagged that regardless how many have access; all website items will appear as the Clerk has issued them so need to be careful what is being displayed on the website.

Cllr Pemberton advised that Scribe could have 4 people, 2 with change access and 2 for read only.

The Budget Working Group are meeting to discuss this further.

**128/2025 Process for Parish Council purchases – Cllr Nuttall to lead on discussion**

Cllr Nuttall expressed concern regarding the way purchases are made for the Parish Council. As there is no 'petty cash' or debit card associated with the bank account, the current process of individuals purchasing and then being reimbursed doesn't seem to be the most transparent method. He was particularly troubled by the implications for VAT invoices. The Clerk agreed to discuss with DAPTC for advice.

**Action: Clerk to contact DAPTC**

**129/2025 Allotments**

The Clerk on behalf of Cllr Walker advised that he was going to write to the allotment plot holders regarding maintenance of the site. However, this would be better if included in the annual renewal.

This was agreed.

**Action: Cllr Walker/Clerk**

**130/2025 Flood, Stream & Riverbanks**

No update.

**131/2025 Washpool**

No update

**132/2025 Grounds**

No update

**133/2025 V & V**

Cllr Marsh agreed to produce the Parish Council page for the next edition.

**Action – Cllr Marsh**

**134/2025 Village Hall Trustee**

No update.

**135/2025 Memorial Hall**

Approved  
[Redacted Signature]  
[Redacted Date]

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No update

#### **136/2025 DAPTC**

A discussion took place regarding the recent Parish Council survey issued by DAPTC and it was agreed that Cllr Nuttall would go through it, propose the responses and circulate for consideration ahead of the September meeting.

**Action: Cllr Nuttall/All Cllrs**

#### **137/2025 External correspondence received**

None.

#### **138/2025 Parish Matters**

Cllr Nuttall raised the issue of vehicles parking on the Village Green following recent communications and asked why a Risk Assessment was required when others use the space frequently without any Risk Assessment. As the Parish Council leases the Green it is our duty to ensure risk assessments are received when the use is requested. It was acknowledged by Cllr Pemberton that we take no action against the many who park there without a Risk Assessment.

A parishioner raised concern with the trees in front of the church, which are now so big the church isn't visible.

These trees do have protection orders on. Cllr Marsh agreed to explore options.

**Action: Cllr Marsh**

There being no further business the meeting closed at 20.41 hrs with notice that the next meeting will be the September meeting to be held on Wednesday 24 September 2025, 1900hrs at Magna Community Room.

Approved  
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