

WINTERBORNE ST MARTIN PARISH COUNCIL MEETING

DRAFT MINUTES

27th April 2023 - 7.00pm at St Martin's Church

Two Representatives of the Half Hardy Marathon Event were present. No other members of the public were present.

The meeting was recorded.

Councillors Present:

Mark Pemberton (MP) Chair, Raphaella Rooke (RR), Martin Usherwood (MU), David Read (DR), David Hutchings (DH).

Preliminaries:

Report from Dorset Council Councillor - None

Report from Police Liaison – No Recorded Crimes in the Parish

27/4 - 1 To receive and accept apologies and declarations of interest.

Apologies Received from: Karen Delafield (KD) Vice Chair, Richard Eversden (RE), Andy Daw (AD)

No declarations of interest were received.

27/4 – 2 To approve the draft minutes of the Parish Council meeting held on 23rd March 2023.

It was brought to the attention of those present by MP that RE had complained on previous occasions that the minutes had not been accurate and therefore full acceptance that these minutes were accurate was sought from those present.

Proposed RR Seconded MU approved 4/5 (DH was not a PC at the last meeting so unable to vote).

27/4 - 3 To discuss matters arising from those minutes not covered in this Agenda.

MU requested the following to be noted:

Following last month's meeting I have been in communication with Councillor Eversden. The reply I have received has led me to write a letter to the Clerk for it to be entered into the record. I do not wish to follow up with any other type of action at this moment. However, I will say that several unsubstantiated claims have been made against past and present councillor's re: decisions and the accuracy of the Minutes.

The Chair and I have had discussions and I am happy to let it be dealt with by him.

MP requested the following to be noted:

Whilst I believe that 23-3 – 7 is an accurate summation of the discussion, it barely touches on the accusatory belligerence displayed by Cllr Eversden in relation to my failure to "post a letter by recorded delivery" to the "trustees" of the Reading Room. At the meeting I agreed to review my correspondence to determine why this was the case and presented my findings to Councillors in an email sent on 24th March. I now wish a summary of my findings to be placed into the public domain.

Cllr Eversden is factually correct in stating that I did not send a letter by recorded delivery but I believe that it is important to place this apparent failing in to context. I was first tasked on the 29 Sep 22 and so circulated a draft to Councillors on 1 Oct 22. In this email I specifically required Cllr Eversden's approval prior to despatch, as he was to my mind the principal antagonist. Instead, on 13 Oct 22 I received an email from Cllr Eversden requesting me to delay

this until the November Council Meeting. On the 9th November I received another email from Cllr Eversden requesting that this be further delayed until January's meeting. On the 26th Jan 23 I was again tasked with despatching my letter, but for the record minutes were not finalised until 11 Feb 22. In the interim, on 9 Feb 23 we received a letter from Porter Dodson Solicitors, representing the "trustees". This to my mind completely changed the situation as I was then faced with responding to that letter. Of note I shared the Porter Dodson letter with Councillors immediately on receipt, and twice circulated possible draft responses to it, but on neither occasion was I favoured with a response by Cllr Eversden.

The second point made by Cllr Eversden related to him not being kept informed. In my email of 24th March I recounted the actuality: I had sent him 310 emails, and received 17 from him – of his emails 1 related to this debate about communication, and 5 related to a new email address.

Cllr Eversden has made great play of his memory of events being superior to minutes, whereas I can evidence all of the above. I therefore ask that my comments be reported in full.

27/4 – 4 Co-option and elections

27/4 – 4.1 Election Update -

No election update has been received. MP requested that confirmation is needed to confirm that WSMPC now have the right to co-opt a parish councillor – ***clerk to action.***

27/4 – 4.2 Welcome to David Hutchings (DH)

The Chair (MP) gave a warm welcome to our newest member Councillor David Hutchings.

27/4 – 5 Finance to note and approve.

27/4 – 5.1 To note the statement of expenditure to date and bank reconciliation and to approve the schedule of payments since the last meeting – ***reconciliation attached.*** MP requested that MU and AD undertake a cross reference with the bank account re the reconciliation monthly. DR asked if he could also have permissions for electronic banking approvals. All agreed.

To Action -Clerk to facilitate DR's request for electronic banking. MU to cross reference the next bank reconciliation.

Bank Reconciliation accepted as correct – DR proposed, DH seconded, all in agreement.

27/4 – 5.2 To Submit the Certificate of Exemption of Limited Assurance 2022 – 2023 and sign the certificate.

The Clerk explained that this could not be presented until after the internal audit which was due to be finalised on 15/06/2023 and should then be followed by an EGM to present and agree the accounts/Agar. All should be finalised and presented in the public domain by the 30th of June 2023. It was decided that an EGM was not required as it could be facilitated in the normal Parish Meeting held in June.

27/4 – 5.3 To note CIL update.

To discuss further (adjourned from last meeting) a request for AV equipment for Village Hall

MP updated that we had offered to potentially provide 50% of these costs from CIL finance and have enquired if the cost included VAT. No response has yet been received back from the VH committee. MU suggested there may be finance available from the VIP for them to tap into.

27/4 – 5.4 To confirm procedure and timeframe for Internal Audit and AGAR

As stated in 27/4 – 5.2

27/4 – 5.5 Ground Maintenance update

To note: MP, KD and Clerk have authorised an additional payment for preliminary work carried out by the contractor ahead of the tender commencement (£250 including VAT) this was agreed as we have an underspend on the agreed budget from last year.

MP explained that the contractor had indicated that some preliminary work would be needed, and this had inadvertently been agreed to by MP during the initial walk around the village. No concerns were raised.

27/4 – 6 Planning

27/4 – 6.1 Planning application P/HOU/2023/00958

Comments as agreed by majority have now been posted on DCC planning portal.

27/4 – 6.2 Penn Barn Bridleway Diversion

All present voted in favour of this diversion – **Action – clerk to update applicant.**

27/4 – 7 Deferred Motion - Meeting recordings

MP advised that KD was working on a new ruling and would report back. There is a concern on the existing ruling in place for the PC and that of the public which needs to be considered.

27/4 – 8 Reading Room

MP provided a full and detailed update. MP, MU and DR had visited the site and noted that some building work would be needed fairly soon in order to maintain the building.

MP advised that WSMPC needed to consider whether to accept the terms laid down but no motion would take place tonight.

A discussion ensued including consideration of forming a sub-committee or working party (which could include parishioners), making a registration of interest, or perhaps forming of a Trust. The timing and complexity of this was considered of vast importance and the main aim agreed as acquiring the land and building for the use/benefit of the village.

It was agreed that a motion be proposed on the way forward for the May 2023 Meeting

27/4 – 9 Washing Pool

No update provided.

27/4 – 10 Highways and Rights of Way

DR advised that bikes were hurtling down the cycle track into the road and that a Stop Sign was needed if possible. MU advised that some give way makings had been added to the road recently. DR also advised that the Kings Farm bridlepath/ track was again full of ruts which needed some attention for safety reasons. – **action DR to provide details and Grid reference to clerk who will then take forward.**

27/4 – 10.1 Hardy Half Marathon

1) Is the PC willing to support the road closure plan submitted to DC - proposed RR and seconded by DH.

MP advised that in law it was Dorset Council who had made the overall decisions and thus they would be held fully accountable.

RR advised that she had received 7 emails in support of the road closure plan from parishioners and would forward these to the clerk.

MU had voted against the proposed road closure initially and wanted assurance that the road would not be closed for a full 2 hours and would in fact open after the last runner was clear.

The Chair of the Half Hardy Marathon (HHM) then gave a full explanation of how the road closure would take effect and confirmed that the signs were now in place and that the physical barrier would be in place from 10am for approximately 30 to 40 minutes and the main road through the village of WSM would then re-open. The main road towards Upwey however would remain closed for the full 2-3 hours.

Local parishioners had volunteered to man the road closures and had been briefed that if access was justified then, if safe to do so, vehicles could be let through.

The HHM Chair admitted that the procedure and in particular the communications had not been ideal, and that improvement was definitely needed moving forward. He explained that it was an event that would hopefully continue and grow and fully acknowledged there were evidently some future learning points for consideration.

MU stated that he was happy with this flexibility and re-assurance that the road would be closed for the shortest time possible. MU stated that as the signs were now in place and the event fully advertised in the VV magazine then if the parishioners did have any major concerns, they would have come to this evening's meeting to raise them.

It was agreed that a de-briefing should be held after the event.

MP stated that he still wants to resolve why WSMPC was not included in the initial meetings and negotiations and would be pursuing this. MP strongly feels that early negotiations could have addressed any concerns and resulted in a plan that would have had less impact on the village.

MP requested that RR remind the organisers that it is an offence (under section 34.1 of the road traffic act) for any vehicle to drive onto the village green. MP stated that he will be contacting the Police regarding this event as he was assured they would be present. MP also raised a concern that by allowing vehicles through a road closure was also an offence under this act. MP suggested it may be a good idea for RR to provide the organisers with a map indicating exactly what was the Village Green area.

Motion – RR proposed, DH Seconded, 4 in favour and 1 against (MP).

2) Is the PC willing to support the request to use the Village Green for the band - proposed by RR and seconded by DH and majority approval received.

MP explained that as the Village Green was a WSMPC asset that a motion is not generally required.

27/4 – 11 Flood and Riverbanks

No update provided.

27/4 – 12 – Old Documents returned by Steepleton Abbas PC

MP suggested that a group of PC volunteers help to sort through the historic documents as many would be of some interest to parishioners. This was agreed. **Action – MP to organise time and date.**

27/4 – 13 Proposed Solar Farm, Jurassic Coast

This proposal has now been withdrawn.

27/4 – 14 Correspondence to be discussed and noted.

14.1 An enquiry has been received regarding obtaining some woodchip supplies for the allotments. MU advised that we could obtain these free of charge from a contractor in Crossways – **action – clerk to contact contractor to facilitate delivery.**

14.2 An enquiry had been received with regards to the jubilee tree and posed the question – are we now having a coronation tree instead? The clerk confirmed that she had responded to the enquiry advising that the Jubilee Tree was still going ahead and had been postponed as Autumn/Winter was a much better time for planting. **Action – clerk to put on agenda in September.**

27/4 – 15 Councillors Responsibility Matrix

MP reiterated that this was a necessary distribution of roles and responsibilities between WSMPC and without this in place he would not be prepared to continue as Chair.

27/4 – 16 Annual Parish Meeting

MP explained that although this was not our meeting, we did have certain responsibilities to facilitate it. We have booked the VH and advertised the meeting. Councillors do not have to attend. It was agreed that all the organisations within the parish be written to with a request to provide a description and update of their group at this meeting. Request to clerk to attend to collect VH key and take minutes as an additional reimbursement to the allocated monthly salary.

Action – MP to write to all parish groups with request to attend. Clerk to attend and take the minutes.

27/4 – 17 To consider urgent matters to report from members and items for the next meeting. To include an open forum 10 minutes.

Complaints – MP advised that no further communication had been received with regards to the two open complaints from any party including the ICO. MU proposed a motion that the complaints from now on should only be reported at a meeting by exception (if any further information is received)

Proposed MU, seconded by RR, DR, DH in favour.

27/4 – 18 Date and venue of the next Parish Council meeting

The Annual Meeting of the Parish Council

25th May at 19:00 at the Parish Church, Winterborne St Martin

MP reminded the councillors that this meeting will include the standing annual agenda items.

Meeting closed at 20:55pm

Signed by The Clerk

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