

# WINTERBORNE ST MARTIN PARISH COUNCIL

28<sup>TH</sup> March 2024 – 7:00pm – St Martins Church

## DRAFT MINUTES

Present – Chair Cllr Mark Pemberton (MP), Cllr Karen Delafield (KD), Cllr Andy Daw (AD) arrived at 7:03pm, Cllr David Read (DR), Cllr David Hutchings (DH), Clerk Victoria Badman

6 members of public

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

- ❖ A representative for Hardys Half Marathon confirms they are here to answer any questions relating to the event
- ❖ A parishioner would like to discuss how the council intend to make use of the Reading Room
- ❖ A parishioner would like to put forward their view on the parking at Fishers Barn. Parishioner feels that as there is a dropped kerb this means they can lawfully park there, Cllr MP confirms this only applies if permission has been granted and crossing the pavement is a separate matter. Parishioner informs that parking here was initially permitted by an ex-senior councillor and feels if said councillor can/could park there, then so can local residents. Cllr MP feels this has come over as a mild threat but parishioner insists this has been bought up for information only. Cllr MP explains that due to a single title deed this patch of land is classed as a 'Village Green'. Parishioner expresses concern about parking on the road due to large tractors driving passed. Cllr MP says council will take the above points into consideration.

#### 1) APOLOGIES

N/A as all Councillors are present.

#### 2) DECLARATIONS OF INTEREST

Cllr AD informs he is a member of Green Martinstown.

#### 3) DC COUNCILLOR REPORT

No report received. Cllr MP requests Clerk sends meeting papers to Cllr Tarr.

#### 4) POLICE REPORT

No report received.

#### 5) MINUTES

To receive and approve the minutes of the Full Council Meeting held on Thursday 22<sup>nd</sup> February 2024 (circulated).

Proposer Cllr DH, Seconder Cllr KD. All in favour: 5.

Cllr MP asks if all councillors are prepared to bring forward item 16 of the agenda which are of interest to the parishioners present. All councillors agree.

#### 16) CORRESPONDENCE

16.1 Parking at Fishers Barn

To discuss the following Motions:

A) Being mindful of the laws relating to Village Greens, s72 of the Highways act, s34 of the Road Traffic Act, and Rule 145 of the Highway Code, the Council is disposed to do nothing about the parking on the Village Green adjacent to Fisher's Barn.

B) Being mindful of the laws relating Village Greens, s72 of the Highways act, s34 of the Road Traffic Act, and Rule 145 of the Highway Code, the Council is disposed to grant lawful permission for local people (defined as residents of the Parish and their guests) to park on the part of the Village Green adjacent to Fishers Barn.

C) Being mindful of the laws relating Village Greens, s72 of the Highways act, s34 of the Road Traffic Act, and Rule 145 of the Highway Code, the Council is disposed to make that part of the Village Green adjacent to Fishers Barn available for use for exercise and recreation.

Cllr MP informs a fourth motion can be added if required. Cllr MP clarifies we are required to maintain VG as per lease, as well as recognising parishioner's best interests.

To keep it fair to parishioners Cllr KD has suggested we charge for 'season tickets', and monies received goes towards maintenance/gardener for this part of the VG.

Cllr AD expresses concerns over damage to cars if they park on the road and doesn't want to encourage parking on pavements.

After much discussion it is suggested motion 'B' be amended to include the following phraseology '*subject to future arrangements to make this self-financing*'.

Cllr DH requests if anything were to come up that we have done something wrong, then to withdraw immediately so no comeback on us, Cllr MP suggests this be minuted rather than be part of the motion which Cllr DH agrees to. Therefore, the following motion has been put forward:

B) Being mindful of the laws relating Village Greens, s72 of the Highways act, s34 of the Road Traffic Act, and Rule 145 of the Highway Code, the Council is disposed to grant lawful permission for local people (defined as residents of the Parish and their guests) to park on the part of the Village Green adjacent to Fishers Barn, subject to future arrangements to make this self-financing.

Proposer Cllr AD, Seconder Cllr KD. In favour: 3.

#### 16.2 Half Marathon

Hardy Half Marathon Partnership would like to request approval for use of the Martinstown Village Green in support of the charity running event on Sunday 12<sup>th</sup> May 2024.

Cllr MP asks parishioner to explain how they intend to use the VG.

Parishioner explains it would be the same as last year, except the barrier near the shop will be moved back slightly further towards the green so it effects less people. A band will be playing on the green and parishioner has confirmed this doesn't clash with a church service. In favour: 4. Abstain: 1.

#### 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 22<sup>nd</sup> February 2024.

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

Scribelite subscription will be initiated from 1<sup>st</sup> April however Cllr MP highlights this may require a monthly direct debit and is unsure if this can be set up from our bank account. Cllr AD volunteers to investigate this –

**Cllr AD.**

Set date of APM – **Cllr MP**

Thank you letter to Parishioner for the cleaning around the Reading Rooms – **Cllr MP**

CIL Application for Washpool. Cllr AD has requested help from Clerk to find relevant form – **Clerk**

Painting of garage door – **Cllr AD**

#### 6.2 Any other matters

Cllr AD has put forward the idea of a Dynamo in the river to the Green Group. Following some further research, it seems due to Dynamo's being fairly inefficient – the Green Group are not keen to pursue this.

#### 7) FINANCE

7.1 To approve the schedule of payments and bank reconciliation.

Cllr MP has amended a 10p difference, therefore asks if this can be cross checked and signed. Cllr AD signs.

Cllr MP informs council that he will be checking with our Auditor whether or not he will be permitted to sign the upcoming AGAR documents as a 'temporary' RFO. If he can then Cllr AD may have to Chair that part of the debate.

7.2 To review the approved budget in order to prepare for the new FY.

No CIL receipts have been inputted due to two builds being changed to self-build, therefore the CIL figure is up for discussion. Cllr KD suggests we input the CIL figure currently presented to us (£8727.90) by the CIL team, but Cllr MP points out this could risk a variance for the following year if figures change. All agree if this does happen then the budget will have to be amended to reflect this, but to proceed on the information provided thus far.

Figures for things that have been approved but not yet completed also haven't been included (e.g. replacing bench with a coronation bench, and the balance of the legal fees relating to the RR), so this must be taken into account.

Cllr MP mentions a £200 invoice from DC for Elections. As these were uncontested Elections, DAPTC are investigating this on our behalf but Cllr MP questions if this should be paid in this financial year or carry it forward to next. Cllr AD suggests we await the outcome from DAPTC.

Showing a garage income has also been questioned. Cllr KD would prefer to show this as £0 in the event we don't lease this out, however three other councillors would prefer to show a figure of £1500. Cllr MP will amend budget to reflect this.

7.3 Review savings policies

Cllr DH has identified a savings account that has around a 4% interest rate. This comes with a 6 month minimum term. As it is not expected CIL money would be required within 6 months it has been proposed all CIL money be transferred.

Proposer Cllr KD. Secunder Cllr DR. In favour: 4. Abstain: 1. – **Cllr AD and Cllr DH.**

## 8) PLANNING

8.1 P/FUL/2024/01024 Proposal: Erect two-storey extension to provide extra care accommodation, alterations to main entrance and residents day room, associated landscaping works to include new planting and space for car parking, and erection of 2no. staff accommodation pods. Location: Casterbridge Lodge, B3159 Junction A35T To Rew Manor, Winterbourne Steepleton, DT2 9LG.

Cllr DR points out surface water drains to the sewage system in that area, therefore due to additional loading to the inadequate sewage system, this is to be opposed. In favour: 5.

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

None received.

## 9) ELECTIONS

Set date of APM.

APM needs to be held between 7<sup>th</sup> May and beginning of June. Cllr MP asks if everyone is agreeable he goes ahead and books a date (one of the Fridays at the Village Hall) all happy with this – **Cllr MP**

## 10) READING ROOM

To receive reports from Working Group as per ToR.

Cllr MP asks if any members of the public object to the report being taken due to it not being published three clear days prior to meeting. No objections.

Cllr KD summarises report and in doing so highlights an email received this afternoon from a parishioner disputing some comments made. As the email hasn't been disclosed to Cllr KD in full she feels she is unable to comment appropriately but understands the parishioner is objecting to the reference of 'the personnel committee being instrumental in the work to separate the parish rooms from the parish council'. Cllr KD informs that this information came from Cllr DR.

Cllr DR admits his recollection of this may vary and instead suggests 'the council' may be more appropriate wording than 'personnel committee'.

Cllr DR suggests this paragraph be removed completely – Cllr KD agrees to this.

Cllr MP asks if the WG can re-present their report – WG agree to this – **Cllr KD.**

Cllr KD asks if the council can find any parishioners of long standing who would be willing to provide a statement to suggest they have always been under the impression the RR has always belonged to the PC, as this will help our case with Land Registry.

Cllr MP mentions an email received earlier today from DC trying to ascertain the point of contact to send the rates to. Cllr KD suggests we change the address to Clerks address – all agree. – **Clerk**.

#### 11) CHRISTMAS/JUBILEE TREE

Motion: For the Council to approve the purchase of:

- A) 4- 5 foot Spruce for approx £200 + £50 contingency. A volunteer is sought for planting.
- B) An 6-7 foot Spruce for approx. £600 +£50 contingency. A volunteer is sought for planting.
- C) No tree to be purchased and await a gift tree from Mr Eversden, preferably a 7 foot plus spruce; or
- D) No tree, Christmas tree purchase issue to be closed without action

Cllr KD points out the bigger the tree the less likely it is to take (in the ground) therefore risky to spend a lot of money. Cllr AD highlights it is now too late in the year to plant a tree and November would now be the earliest. Option C is put forward as the preferred option. Proposer Cllr KD. Seconder Cllr DH. In favour: 4. Against:1.

#### 12) COUNCILLOR COMPLAINT REF - CCF458466575

Clerk to provide update.

At the request of Cllr MP, Clerk has looked into the above complaint. Although complaint remains open there is no update as the complainant hasn't provided any response from ICO.

#### 13) JUNE MEETING DATE

To reschedule the date of the June PC meeting to accommodate Clerk annual leave.

Staffing committee have already approved holiday.

Due to it being the first normal meeting (second for the new council) it is preferred the meeting be brought forward a week. Clerk to reschedule with the Church – **Clerk**

#### 14) REPORTS

To receive reports from representatives of the following:

14.1 Highways – No rep, however Cllr MP has written to Highways about mud on road, but hasn't had a reply.

14.2 RoW – Any road closures received are uploaded to the website, otherwise nothing to report.

14.3 SID – Cllr DR says parishioner is awaiting parts although Cllr MP is under the impression he is awaiting confirmation regarding the quote/invoice. Cllr MP to email parishioner to clarify – **Cllr MP**.

14.4 Flood and Riverbanks – Cllr MP has received communication from a parishioner stating they are unhappy we pay for this rather than someone else.

14.5 Washpool – Cllr AD confirms payment has been made but contractor won't be back to finish off work until there is less water in it.

14.6 Grounds – Cllr AD has requested to meet with Gardener but to date had no response therefore Cllr MP suggests an email is sent (by Clerk), highlighting the uplift in pricing, but also a requirement to adjust the contract to reflect the bits he is not doing and vice versa things he is doing that are not in the contract.

Cllr KD requests for itemised invoices (as per contract) – **Clerk**

14.7 V+V – Cllr MP to do next month – **Cllr MP**

14.8 Garage / Door – no update but Cllr MP requests this item stays on each month's agenda until we lease it out.

#### 15) GREEN MARTINSTOWN

Verbal update from Green Martinstown re Community Asset Transfer Application for land in Martinstown.

Cllr AD informs that Green Martinstown are seeking somewhere to put a 1 acre solar farm and were referred to the community asset transfer team who have confirmed there is a 10 acre field which may be up for sale/lease. Following multiple presentations the general consensus is supportive therefore an initial application will be submitted. The possible options if obtained could be: grazing, tree planting, solar farm (of 1 acre), a pond or

alternative site for allotments if required. This would be negotiated/managed with the village. Although a motion isn't required for the PC at this stage, Cllr AD would like this to be minuted to demonstrate the PC have been notified, but when the time comes will raise a relevant motion to seek the councils support.

#### 16) CORRESPONDENCE

##### 16.3 Picnic on the green

Cllr MP has received notification the VG will be used for an informal event to mark a parishioner's 100<sup>th</sup>. It is expected this will be a large event.

##### 16.4 Full Fibre Rollout

A parishioner has asked a government body when they are receiving high speed broadband and received a reply to state that suppliers have been invited to tender.

#### 17 PARISH MATTERS

To include an open forum for 10 minutes.

- ❖ Cllr DR brings up the meeting with Wessex Water regarding digging up the VG to install a valve to regulate water distribution. Both Cllr DR and Cllr MP met with WW yesterday (Wednesday 27<sup>th</sup> March) and have rejected the request but have suggested if they can push it to the western side of the edge of the boundary with Church cottage - we would not object. All agree this is a reasonable compromise.
- ❖ Parishioner is happy to defer his request for the use of the RR as mentioned earlier in the meeting but mentions that the Parish Office Notice can be proven on Google Maps from 2009, 2011, 2016 then disappears by 2021.
- ❖ Cllr DH mentions insurance policy may be due for renewal so needs to be looked into – **Clerk**.

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