

Stratton Parish Council

UNADOPTED DRAFT

Official Minutes of the Annual Meeting of Stratton Parish Council held on
21st July 2020 at the Stratton Village Hall

Present

Cllrs A. Aylott, C. Hobbs, M. Garner, and one member of the public.

Welcome

The Chairman welcomed everyone to the Annual Meeting of Stratton Parish Council.

Apologies

Apologies received from Cllr A. Wheeler and DC Cllr. D. Taylor.

It was noted by Councillors that Cllr A. Wheeler was now recovering from a serious illness. All at the meeting passed on their best wishes for him to make a speedy recovery.

1/20 Election of Chairman/Vice Chairman

Requests for nomination for Chairman – Cllr A. Aylott was proposed by Cllr C. Hobbs and seconded by Cllr M. Garner. No other nominations were put forward. Cllr A. Aylott was elected unanimously.

Requests for nominations for Vice-Chairman – Cllr C. Hobbs was proposed by Cllr A. Aylott and seconded by Cllr M. Garner. No other nominations were put forward. Cllr C. Hobbs was elected unanimously.

2/20 Public Participation

Mrs G. Slade asked what actions had the Parish Council taken to try and attract a new Parish Clerk. Cllr. C. Hobbs outlined the actions taken by the Council – a number of local adverts via the Council's own web site and face-book, use of Stratton Active and the Chalkstream plus several adverts via the DAPTC's vacant posts system. A number of people had also been approached direct by Councillors but to date with no avail. See also Minute 8/20 I) - Finance.

Mrs G. Slade made comment and wanted to give thanks for the amount of assistance, support and co-ordination work carried out by Pamela Clark-Simpson through her Stratton Active portal during the Coronavirus lockdown period. Councillors agreed with the comment and would also pass on its thanks to Pamela for the good work carried out and recognised that it had assisted many organisations and individuals in the Parish.

Mrs G Slade gave an update on what actions had been taken by the A37 Action Group with the Dorset Council and various people contacted. This concerned the southern side of the A37 from the railway bridge up to the entrance to Stratton. Councillors thanked Mrs Slade for her update. See also Minute 12/20 A)- Highways.

A written question had been submitted by Mr C. Jackson – 'That the Council considers all aspects of its approach into conducting remote meetings using internet technology; the Council's ability to engage with those parishioners who choose not to attend, or who are unable, for whatever reason, to attend meetings physically; the Council's role in relevant information distribution and its ability to meet that role and the Council's ability to communicate with parishioners and vice versa'. Chairman confirmed that 'Communication' was already one of the areas identified by the Council to review and as stated in an e-mail sent to Mr Jackson on the 5 April 2020 that because of the Coronavirus lockdown Councillors had had no opportunity to discuss this matter. Therefore, It was felt that this question could not be answered at this point in time.

3/20 Minutes of the Ordinary Meeting and Extra-Ordinary Meeting of Stratton Parish Council

Councillors agreed the Minutes of the Ordinary Meeting held on 21st January 2020 and the Extra-Ordinary Meeting of Stratton Parish Council held on the 27th March 2020

4/20 Acceptance of National Legislation and Local Conditions

Chairman outlined the basic legislation which the Parish Council had already adopted and those local conditions and policies it held. All Councillors agreed and reaffirmed their intent to follow these.

5/20 Code of Conduct/ Declaration of Interest

Chairman reminded Councillors of the need to declare any interest in any of the items to be discussed in the agenda which had not already been entered in the Member's Register of Interests. There were no declarations.

6/20 Co-option of Councillors

A discussion was held on actions taken so far and what the Council could do to try and attract new councillors to fill the vacant positions. A further Parish wide appeal was to be made.

7/20 Specific Duties of Councillors

Allotments	Cllr A. Wheeler
Ancient Monuments	Mrs M. Putnam (voluntary)
Children's Playgrounds	Cllr A. Aylott
Communications	Cllr C. Hobbs
Crime Prevention	Cllr C. Hobbs
DAPTC	Cllr A. Aylott
Finance	Cllr A. Aylott
Footpaths and Rights of Way	Cllr M. Garner (with Mrs H Jury and Mrs E Baker – voluntary)
Highways	tba.
Housing	Cllr M. Garner
Maintenance	Cllr A. Aylott
Notice Boards	tba.
Parish Plan	Cllr A. Wheeler
Social Care & Safeguarding Officer	Cllr C. Hobbs
Transport	Cllr M. Garner
Trees	Cllr A. Wheeler
Village Hall Committee	Cllr C. Hobbs

Those duties marked as 'tba.' are covered by all councillors until allocated to a specific councillor.

8/20 Finance

A) Annual Governance Statement 2019/2020

Section 1 of the Annual Governance Statement 2019/2020. Each of the Statements were read out to the Councillors, the Councillors reviewed each statement and unanimously agreed to statements number one to eight and not applicable to statement number nine.

B) Accounting Statements 2019/2020

Section 2 of the Accounting Statements 2019/2020. The figures entered in Items 1 to 10 were reviewed and agreed by Councillors. It was unanimously agreed that the figures entered in this section were a correct and true record of the Council's financial position for the year. Item 11 to show a negative entry.

C) Internal Audit Report

The Internal Audit Report had been received. The report stated that the balances held at the end of the financial year were correct and properly stated, and all areas stated in the Internal Control Objective have been correctly actioned.

D) Audit Regulations and acceptance as an Exempt Authority

Councillors unanimously agreed that the terms of Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 still applied and agreed to submit a Certificate of Exemption – AGAR 2019/2020 Part 2 and to be an Exempt Authority.

E) Income and Expenditure

Details of income received and expenditure made since the previous meeting was circulated:

Accounts to 31st March 2020

Monies in the Village Green account cannot be used for any other purpose

Account	Parish	V/Green	Parish Plan	VAT	Balance
Balance b/f	13,026.43	37,685.35	1,784.71	620.72	51,875.77
Receipts	0.00	361.75	250.00	0.00	611.75
Payments	596.46	1,254.42	0.00	260.78	2,111.66
Balance c/f	12,429.97	36,792.68	2,034.71	881.50	50,375.86

Receipts

National Savings – Annual Interest	361.75
Computer Reserve – Contribution for 2019/2020	250.00
Total	611.75

Payments

Parish

Frank Herring – Green Baize	7.95
Dorchester Timber - Posts	12.36
Dodgsons - Ironmongery	33.92
Qwikfast – Bolts and Screws for new bench	4.12
Jetpack – Software security for web-site	33.00
Expenses – Travel/Parking/Broadband/Telephone	56.50
Stratton Village Hall – Hire January and March	22.50
G. Rose – Repairs to Noticeboard	186.00
Computer Reserve – Contribution for 2019/2020	250.00

Village Green

Dorset Council – Grass cutting 2019/2020	1,491.78
Groves Nurseries – Grass Seed	13.53
Total	2,111.66

Accounts from 1st April to 21st July 2020

Monies in the Village Green account cannot be used for any other purpose

Account	Parish	V/Green	Parish Plan	VAT	Balance
Balance b/f	12,429.97	36,792.68	2,034.71	881.50	50,375.86
Receipts	2,850.00	2,140.00	250.00	881.50	6,121.50
Payments	1,095.12	183.94	250.00	31.91	1,560.97
Balance c/f	14,184.85	38,748.74	2,034.71	31.91	54,936.39

Receipts

Dorset Council 1 st Tranche - Precept	4,990.00
VAT Refund for 2019/2020	881.50
Allotment Rent	250.00
Total	6,121.50
Payments	
<u>Parish</u>	
Dorset Council – Dog Bin Collection	156.00
Zurich - Insurance	551.80
Plants	24.00
Plants	43.70
Harrisons Packaging – Dog Bags	33.59
RoSPA Annual Inspection	82.20
DAPTC – Annual Subscription	227.75
Stationery	7.99
<u>Village Green</u>	
Zurich - Insurance	183.94
<u>Parish Plan</u>	
Allotments -Rent 1/4/20 to 31/3/21	250.00
Total	1,560.97

F) Budget Monitoring

The budget monitoring position for the end of 2019/2020 and for the current financial year to date was reviewed and accepted.

G) Asset Register Review

A review was carried out of the Asset Register, all assets have been updated and the new insurance values are to be entered on the Register.

H) Risk Assessment Review

A review was carried out of the Risk Assessments. One new section had been added to cover the Debit Cards that the Parish Council now held. Councillors unanimously agreed that all sections were satisfactory and did not require alteration.

I) Vacancy - Parish Clerk

Cllr Hobbs confirmed that no applications had been received by the first deadline. Further adverts had now been made locally and via the DAPTC vacant posts system, but again with no sign of interest. (Minute 60/19 F) – 21st January 2020. One person has however, recently contacted the Parish Council and discussion is to take place with them to see if the application is serious or workable. See also Minute 2/20 Public Participation.

9/20 General Maintenance

A) Current Maintenance issues

A review of the Maintenance schedule was made, the planned tidy up of bus shelter at the top of Manor Close had been completed and one bench has been identified as requiring work during the summer and autumn.

The RoSPA report on the Younger Children's Play area has been received, a few small repairs were identified and will be undertaken later in the year.

B) Noticeboard

Repairs have been made to one of the main village noticeboards. It is ready to be re-installed and a contractor has been approached to carry out the work shortly.

C) Zip-wire Slide

A new seat has now been fitted to the zip-wire slide. Minute 34/19 D) – 17th September 2019 and Minute 48/19 B) - 19th November 2019. Understood however that the wire itself required tightening. This to be done shortly.

D) Map Stand

A local contractor has been in discussion with the Council and will be carrying out the work to replace the legs of the map stand. This to be in late summer/autumn 2020.

E) New Bench at the Alms-houses'

A new bench has been purchased and is ready for installation. A contractor has been approached to carry out the work shortly. Minute 23/19 F) – 16th July 2019, Minute 34/19 E) – 17th September 2019 and Minute 48/19 C) – 19th November 2019).

F) Skateboard Ramps and ground work

Initial repairs have been made to the previous skateboard ramps area with the concrete sub base material being raised. Further soil cover needs to be laid plus grass seed to tidy the area up this to be done later in Autumn. Minute 23/19 D) – 16th July 2019, Minute 34/19 A) – 17th September 2019 and Minute 48/19 A) – 19th November 2019.

G) Tree Report

Councillors agreed to leave the planned review of the Tree Report until the next meeting.

H) Planting in Village Tubs

Chairman confirmed that a number of plants had been purchased and had been planted. All agreed that the flowers seen on entering the village was beneficial.

10/20 Planning

An update on the following planning notices has been received:

WD/D/20/001083 – 7-8 Furbers Paddock, Stratton. Confirmation of a Grant of Non Material Amendment approved 20 July 2020 by Dorset Council.

WD/D/20/001182 – 7-8 Furbers Paddock, Stratton. Variation of Condition 1 of planning approval WD/D/18/000490. No objections raised by Parish Council.

WD/D/20/001132 – 18 Dorchester Road, Grimstone. Confirmation of a Grant of Non Material Amendment approved 8 June 2020 by Dorset Council.

WD/D/20/001582 – Notification of intention to remove 23 public payphones in various West Dorset. Cllr Hobbs to report views and position of Parish Council back to Planning, Dorset Council as per previous applications.

11/20 Future Policy Changes/Areas of Improvements

Councillors agreed to start looking at making contact with the other Parish Councils within the Charminster St Marys Ward. Chairman to prepare a list of names and contact points.

12/20 Highways

- A) Safety of A37 Road. See also Minute 1/20 Public Participation. Following the update provided by Mrs G Slade, the Chairman confirmed that the Parish Council had also been in contact with Highways endeavouring to get Highway Officials to hold a site meeting to discuss and hear of local concerns and its thoughts on the safety of this length of road. A general debate took place which included Mrs G Slade, in relation to the most recent e-mail received from Highways which it was felt was 'glossing' over the position and was not accurate. Chairman confirmed that a reply to that e-mail had already been sent back to D. Cllr. David Taylor expressing the Parish concern and the lack of understanding and requesting that a site meeting be held as had been previously promised. Minute 57/19 and Minute 65/19 A) - 21st January 2020
- B) Chairman confirmed that further information was now to hand with regard to Phase 3 of the Dorchester to Grimstone Cycleway. It appears that National Government funding is no longer available for this project to the Dorset Council, and that delays had occurred as there was a design safety concern on where the cycleway crosses the A37 and the Bradford Peverell turnoff. These concerns still to be resolved. Minute 65/19 A) – 21st January 2020.
- C) Pavement Parking/Road Safety. As requested at the last Meeting an announcement was made regarding parking within Stratton requesting residents to be careful and mindful of pedestrians' requirements to be able to use pavement areas safely. A number of positive comments had been received back in relation to this public announcement. Minute 65/19 B) & C) – 21st January 2020.
- D) Phase IV Cycleway Improvement. Although it was thought that a Phase IV was to take place from Stratton to Grimstone, as there is no Government funding is available, the recent works undertaken in clearing undergrowth extending over the cycleway and strengthening and resurfacing where required was effectively going to be Phase IV and no further works are planned by the Dorset Council.

13/20 Correspondence

Confirmed that all relevant information received by the Parish had been circulated to Councillors.

14/20 Items for the next Agenda

New Parish Clerk, Tree Report – review, Section 137 Grants, Policy Improvements.

15/20 Public Participation

No further questions were raised.

Date of the next Meeting

Ordinary Meeting – 15th September 2020 at 7pm

Meeting closed at 9.40 pm