

STRATTON PARISH COUNCIL

Chair A Aylott

Clerk D Northover

Minutes of the Annual General Meeting of Stratton Parish Council held on Tuesday 10th May 2022 at 7.30 pm at Stratton Village Hall

Present: Cllrs A Aylott, C Hobbs, S Joslin, (Clerk) D Northover and 7 members of the public.

22-1 Election of Chairman for 2022/23 and signing of the acceptance of office

Cllr Aylott was nominated by Cllr Hobbs and seconded by Cllr Joslin. Agreed – That Cllr A Aylott be elected Chairman.

22-2 Appointment of Vice Chairman for 2022/23 and signing of the acceptance of office

Cllr Garner was nominated by Cllr Aylott and seconded by Cllr Joslin. Agreed – That Cllr M Garner be appointed Vice-Chairman.

22-3 To receive apologies of absence

Apologies were received from Cllr M Garner and Dorset Ward Councillor, David Taylor.

22-5 To receive declarations of interest on agenda items - none

22-6 Public participation

Gill Slade understood that the Parish Council had written to Highways, Dorset Council about actions still outstanding and said that this should be followed up by the Parish Council as no response had been received. The ice highway signs remained in place at the eastern end of the village and arrangements should be made for their collection and storage when not required as they would lose their impact if seen to be unnecessary. Mike Bowman was happy to store and erect, as necessary. The A37 Action Group would contact Highways in this regard. The Chairman confirmed that the Parish Council would deal with matter and contact Highways direct. AA/DN to do

Concern was raised at the condition of a strip of unattended land behind the Village Hall and asked what could be done to improve the setting. Whilst this was the responsibility of the Village Hall Committee, it might well be able to be tidied up and improved with native wildflowers.

22-7 To approve the minutes of Parish Council meeting on Tuesday 8th March

Councillors agreed to the accuracy of the minutes of the last meeting.

22-8 To confirm the Roles and responsibilities of Councillors for the coming year

Allotments - Cllr S Joslin

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

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Footpaths and Rights of Way - Cllr M. Garner
Highways - Cllr M Garner
Housing - Cllr M Garner
Maintenance - Cllr A Aylott
Notice Boards - Cllr S Joslin
Parish Plan - Cllr A Aylott
Social Care & Safeguarding Officer - Cllr C Hobbs
Transport - Cllr S Joslin
Trees - Cllr S Joslin
Village Hall Committee - Cllr C Hobbs

22-9 To reaffirm and accept the National legislation and Local conditions/policies of the Council.

The Chairman outlined the basic legislation which the Parish Council had already adopted and those local conditions and policies it held.

Members were reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: i. Equal Opportunities (race, gender, sexual orientation, marital status and any disability); ii. Crime and Disorder; iii. Health and Safety; iv. Human Rights; v. Age Discrimination; vi. Safeguarding and Vulnerable Groups; vii. Freedom of Information; As well as abiding by its own Standing Orders, the Code of Conduct for Councillors (as adopted from standard NALC code, as part of Localism Act 2011) and those specific adopted policy documents affecting Stratton – Finance Policy/strategy, Trees Policy, Equalities and Safeguarding Policy and Communication Policy.
Councillors confirmed their acceptance of this general duty.

22-10 Finance

The Accounts for 2021-22 was read out during the Annual Parish Meeting in detail.

a. To confirm the Council qualifies as exempt from external audit and approves the certificate of Exemption 2021-22 - The Council confirmed it is exempt from external audit - all Councillors agreed

b. To approve the Annual Governance Statement 2021-22

The Council confirmed its responsibility for ensuring that there were sound systems of internal control, including arrangements for preparation of the accounting statements and confirmed the accounting governance statements to 31st March 2022.

c. To approve the Accounting Statements 2021-22 - The accounting statements were approved for the year to 31st March 2022.

d. To receive the Internal Audit Report – the internal report was read out by the Chairman and was accepted by the Councillors.

e. Audit Regulations and Certificate of Exemption AGAR

The Council confirmed that it would apply for the AGAR audit exemption.

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f. To consider receipts and payments due to be paid or paid since the last meeting

To acknowledge the necessary payments.

Accounts to 31 March 2022

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

Account	Parish	V/Green	Parish Plan	VAT	Balance
Balance b/f	16,405.62	36,738.85	1,698.06	45.01	54,797.52
Receipts	-400.00	400.00	0.00	0.00	0.00
Payments	163.78	0.00	0.00	8.20	171.98
Balance c/f	15,841.84	37,138.85	1,698.06	53.21	54,625.54

PAYMENTS IN

Parish

Virement to Village Green Account -400.00

Village Green

Virement from Parish Account 400.00

TOTAL £ _____ 0.00

PAYMENTS OUT

Stratton Village Hall - Hire - January - March 2022	43.13
Home Allowance - December 2021 - March 2022	72.00
Harrison's Packaging Ltd - Dog Waste Bags	49.20
Post Office - Postage	7.65

TOTAL £ _____ 171.98

Accounts to 10 May 2022

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

Account	Parish	V/Green	Parish Plan	VAT	Balance
Balance b/f	15,841.84	37,138.85	1,698.06	53.21	54,625.54
Receipts	3,450.00	2,300.00	0.00	0.00	5,750.00
Payments	1,513.79	189.38	0.00	106.78	1,809.95
Balance c/f	17,778.05	39,249.47	1,698.06	159.99	58,565.59

Receipts

Stratton Allotment Society - Rent - Inv. 107	250.00
Dorset Council - 1st Tranche - Precept	5500.00

TOTAL £ _____ 5,750.00

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Payments	(inc VAT)
Parish	
Wrackleford Farms - Allotments 1/4/22 to 31/3/23	250.00
Dorset Council - Dog Bin Collection	161.72
W.H. Smith - Stationary	12.50
Zurich Municipal - Insurance	568.15
Wow Creative Print - Jubilee Mugs	628.20
Village Green	
Zurich Municipal - Insurance	189.38
TOTAL	£ ____ <u>1,809.95</u>

g. To receive the Budget Monitoring report

The budget monitoring report was received, no comment at present, although payment for Jubilee mugs had been made without an allocated budget.

h. To review the Asset Register and Risk Assessments

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. A review was carried out of the Risk Assessments. Particular consideration was given to a risk assessment relating to the traditional cheque signing method as this was evolving to become electronic payments, with internet banking to be added in as a risk. On that basis, the Asset Register and Risk Assessments were agreed.

22-11 Planning – To consider any planning applications in circulation

- P/FUL/2022/00090- 7a Furbers Paddock, Stratton – Change of Use
- P/HOU/2021/03195 -18 Dorchester Road, Grimstone – First Floor Extension
- P/FUL/2022/02153 – 24 Dorchester Road, Grimstone – Convert Barn

An outline was provided by the Chairman on each so as the meeting had a better understanding of what the current position was. Councillors noted the current position.

22.12 - To receive reports on General Maintenance

a. New Play Equipment (Village Green) -The Chairman confirmed that he was likely to receive a quotation for the new/replacement equipment by the end of the week and would circulate this to Councillors for their consideration and comment.

b. Queen's Canopy - The Chairman confirmed that the Woodland Trust was to provide the Parish Council with 105 saplings: the specimens being – Alder, Willow, Poplar, Birch, and Aspen. A site had been identified for these and would be planted in clumps for aesthetic purposes. The Parish Council to ask later in the year for help by parishioners to assist and plant the saplings.

c. Jubilee Plans -The Jubilee Voluntary Group reported that arrangements were all in place for the beacon lighting ceremony on 2 June at The Clumps and the Street Party in the village

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on the afternoon on 5 June. Limited transportation was to be provide for those with limited mobility to the ceremony, with the four oldest residents of the parish being asked to play their part in the lighting of the beacon.

A TRO would provide for the necessary road closure on the 5 June. To comply with the conditions of the closure, the party was by invitation only: open to residents and families of the parish. Whilst trestle tables would be set up as far as practicable, those attending were asked to bring their own food and drinks and chairs, as necessary. Residents were encouraged to enter into the spirit and dress up patriotically on the day.

150 commemorative mugs had been purchased and would be given free of charge to children in the parish - any leftover could be bought by other parishioners and those who so wished. A mug was shown to the meeting and all agreed the design was very good.

Bunting and the like were to be made available throughout the village as far as possible, but residents were being encouraged to decorate their own houses in celebration with the organising committee judging that which they considered to be the best.

Whilst it was recognised the village green had a specified number of cuts each season, it was hoped that this could be done before the 5 June and certainly before 26 June, when the Summer Fayre was to be held.

A suggestion that a flagpole for the Jubilee could be located on the green – where the Christmas tree usually stood – was agreed, providing it complied with all the necessary health and safety legislation and could be readily and logistically achieved.

Thanks was given by the Parish Council to all those who were actively volunteering to arrange all these events and any additional help would be appreciated.

d. Mention was made that the bus shelters needed to be spruced up. Cllr Joslin and the Clerk agreed to do a clean-up.

e. Chairman said that plants needed to be purchased for the village troughs. Agreed by all that plants could be purchased. Request made that the colours should be red, white, and blue to reflect the Jubilee celebrations. Chairman to arrange.

22-13 - Highways and Rights of Way

Issues regarding this had already been covered in the meeting.

22-14 - Correspondence

The Chairman confirmed that he had received a second letter from the Deliberator Group on how it should best be managed, the responsibilities it entailed and who by and what arrangements should be put in place for its future management.

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Whilst understanding the benefit of the device to the village, before any commitment be made by the Parish Council in assuming responsibility for it, Cllr Hobbs considered there to be need for an assessment of its costs, how it would be managed and maintained, who could be authorised to maintain it and what training was needed to do this and what any long-term commitment meant for the Council. As it stood, the Council was not able to make a decision on assuming responsibly as Councillors had to be sure this could be readily achieved, given the commitments needed.

Colin Jackson was of the view that the letter set out clearly all that it entailed and clarified some of the practical and logistical issues and what part the South West Ambulance Service played in its provision : the device essentially being leased by the Parish for its use, with ownership being retained by the Trust. There was a visual check once a week to ensure it was in working order and available for use, as necessary.

The Parish Council considered there was still a need for them to assess in more depth what such a commitment would mean for it and how any future management could be applied before the Council assumed responsibility. It might well be that the Parish Council could take it on in a different form with a new volunteer group being organised to do this, but that arrangement would be essentially informal and rely on the goodwill of those taking part, the issue remained that the Parish Council would have ultimate responsibility. However, it was recognised that it was in the interests of all residents that the management of the unit was assured and what commitments were made, were delivered. Cllr Joslin considered that further discussions were needed, and the Parish Council should meet with the Group to understand all the implications of any commitment.

22-15 To reaffirm the arrangements for dogs

The Parish Council agreed that the arrangements for dog use of the Playing Field be maintained, on the basis that dog owners remained responsible for dogs in their charge.

Concern was raised that residents remain ever vigilant of dog theft as there had been some evidence that treats were being left in the vegetation near the Playing Field, which would naturally attract dogs, especially those off their leads. Chalk markings – associated with dog theft - was also evident around the village. This had been highlighted on the Parish website and on the Face Book page. The local Community Police officer had been notified of this.

22-16 Public Participation

The opportunity was provided for public participation.

Question raised about use of the dial-a-bus service. The Chairman gave a brief history and the fact that few in the village currently used the service.

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22-17 To consider meeting dates of the coming year and items for the next meeting.

The next meeting is on 12 July 2022 at 7.00 pm.

The dates of future meetings were available on the website and on the Village Hall website too.

Highlighted items for inclusion on the next Agenda - defibrator and trees

Meeting ended – 8.50 pm