

## Charminster Parish Council

### Draft Minutes of Meeting held on Tuesday 1<sup>st</sup> December 2009 at 7.30pm at Charlton Down Village Hall

Present: Mark Simons (MS) (Chair), Tony Mackle (TM) (Vice-Chair), Keith Beeson (KB), Brian Charman (BC), Mark Ellis (ME), Dave Gulliford (DG), Peter Hopford (PHo), Jane House (JH), Crayston Lee (CL)

Also present: Sarah Engerran (Clerk), Sarah East (SE) (District Councillor), Fred Horsington (FH) (District Councillor) and 3 members of the public.

#### 2009/150 **Declarations of Interest**

MS declared an interest in 2009/161 Parking in Mill Lane

TM declared an interest in 2009/162 Allotments

KB informed the meeting that some of the logs from the removal of the trees in Broken Cross had been delivered to his address. DG confirmed that this had meant no costs were incurred by the Parish Council for the disposal of the logs.

#### 2009/151 **To receive apologies for absence**

Apologies for absence were received from Ian Vincent, Phil Hanson, Claire Horne and Mike Ostridge. Apologies also received from County Councillor Jill Haynes.

#### 2009/152 **To approve the minutes of the meeting held on 3<sup>rd</sup> November 2009**

ME asked why no mention of WDDC appeared under 2009/136. The clerk confirmed WDDC had not been contacted yet in relation to releasing the money for the MUGA as Bellway had not replied to give permission for it to be built under licence. KB felt it was irrelevant as building it under licence would be superseded by the land transferring to the Parish Council.

The following amendment was agreed by a majority:

WDDC haven't been contacted yet pending a response from Bellway.

DG requested the following amendment to 2009/144:

"This was seconded by TM but when pointed out that he had not declared an interest this was withdrawn and the motion was further seconded and carried" [6 were in favour. ME and TM abstained. KB was against accepting the document.] "It was prior to the vote that ME accused the Chairman of consistently not declaring interests items on the agenda and that this was typical of him".

MS proposed that "Vice-Chair" be added as ME had accused both MS and TM. A majority were in favour.

There being no further amendments MS signed and dated the minutes as a true record of the meeting.

#### 2009/153 **Matters arising from the above minutes**

DG read out the following statement:

"At the last meeting Councillor Ellis made allegations against our Chairman Mark Simons. Since Councillor Ellis chose to involve me as a witness to the Chairman's "keeping of information and making decisions without reference to the council" in an email dated the 16<sup>th</sup> February 2009, I feel that I should make my support for the Chairman absolutely clear. This document contained some 31 points – of which I had no knowledge. He later came to my home to solicit my help – I told him to go to the Standards Board with proof. Mark Ellis has continued with allegations and innuendoes. And since the last Parish Council meeting he has sought to involve our clerk, as we can see in his email to her on the 27<sup>th</sup> November 2009. This was copied to all council members. This email, besides anything else, could be construed as bullying. This is just not acceptable. Our Chairman has not reacted to Councillor Ellis' criticisms and I therefore propose that the members of this council support our Chairman with a vote of confidence"

DG then proposed that the council wholeheartedly and unreservedly support Councillor Mark Simons as the Chair of Charminster Parish Council and the manner in which he has managed the affairs of the Council. KB seconded this proposal. 6 were in favour. There were 2 abstentions (1 from the Chairman) and 1 against.

DG informed members that the work on the trees in the Broken Cross Play Area was nearly completed.

KB asked if any progress had been made with the design of a new website. The clerk stated that no progress had been made to date.

KB asked if any quotes had been received for the grass cutting contracts. The clerk confirmed that as yet no replies had been received.

2009/154 **David Morgan of Charlton Down Youth Club – request for funding**

David Morgan was not present to speak about the Youth Club. Since the meeting he has sent his apologies for not attending.

ME proposed giving an interim donation. PHo proposed agreeing a sum of £200 to be donated once the Chair and Vice-Chair are satisfied with the organisation. KB seconded this proposal. All in favour.

2009/155 **Public Discussion Period**

MS temporarily suspended the meeting at 7.50pm

John Gillard offered to repair the notice board in Meech Way that fell over during the recent strong winds at a cost of £50. BC and ME proposed installing it on plastic legs. DG proposed that the Parish Council accept John Gillard's offer to repair it for the time being. Majority in favour.

John Gillard informed the meeting that the Salt Bin in Meech Way had still not been filled up. Clerk to contact DCC.

**Action: Clerk to contact DCC**

MS resumed the meeting at 7.58pm

2009/156 **District Councillors Report**

SE informed the meeting of the new Christmas tree recycling scheme that will enable residents to phone WDDC and request their tree is collected.

SE stated that the C12 and A352 are currently included in a route management scheme.

SE also confirmed that the cycle way from Charlton Down to Charminster is undergoing a pre-feasibility study and although there is still no funding allocated for the scheme it is still on the list.

The swimming pool in Dorchester has now received planning permission.

FH confirmed that LIDL's request for planning permission on the site of the old Toyota garage has been turned down. He explained this is due to Highways concern over the increase in traffic and edge of town shopping centres not being encouraged by Government.

FH also confirmed that the proposed increase in Council Tax for next year is currently 1%.

2009/157 **Planning Matters**

Application 1/D/09/001725 10 West Hill Close, Charminster was discussed. MS noted that Phil Hanson who lives near 10 West Hill had written to state he has no concerns over the proposed dormer window. MS confirmed DG had spoken to the other neighbours and they had no concerns. The recommendation from the Planning Committee was to state no objection. A majority was in favour.

Tree work TP/09/00374 application was considered. KB proposed that we should state no comment and leave it to the Tree Officer to decide what is best. A majority was in favour.

2009/158 **Finance**

a) Members considered the Financial Statement – appendix 2. No comments were received.

b) Payments made since the last meeting - appendix 3. No comments were received. KB proposed they be accepted. A majority was in favour.

MS explained that the felt roof of the Meadow View Bus Shelter had blown off during the recent bad weather. Mr McLuckie who lives nearby had offered to repair the roof for the cost of the materials. This has been done to prevent any further damage being caused by water getting in. The cost was £20.13. PHo proposed this payment be accepted. All were in favour.

c) 2010/2011 Budget

KB explained that the Finance and General Purposes Committee had met and prepared a budget for 2010/2011 that was very slightly lower than the previous year. MS explained the committee had felt it was important to keep the budget the same or lower as the previous two years. DG noted that although £1,000 for maintenance of the cemetery seemed high, this was due to the increase in repairs due to the new topple tests that have to be done. MS confirmed that this budget was not an agreement to spend the money in this way, it was merely a guide.

ME asked if the Parish Council charged enough for cemetery plots. DG confirmed he has asked the Clerk to liaise with other local cemeteries to check their rates. KB requested the Clerk prepare a spreadsheet detailing income and expenditure for the cemetery over the last 3 years.

**Action: Clerk to prepare spreadsheet**

MS stated that audit fees will increase once the Open Spaces money is received. PHo felt that this cost could be covered for a year. KB proposed the budget of £37,000 for 2010/2011 be accepted. All were in favour.

**Action: Clerk to complete Precept papers for WDDC**

2009/159 **F&GP Committee – Recommendations (Appendix 4)**

The 4 items listed in Appendix 4 were voted on individually.

- a) Proposal: The Chair of the F&GP committee will meet with the internal auditor and review the effectiveness of the process and report back to the Parish Council before end of March 2010. All in favour.
- b) Proposal: Before the end of March 2010, the F&GP committee will review and update our risk assessment document and report back to the Parish Council. All in favour.
- c) Proposal: Before the end of March 2010 the F&GP will review and update the Fixed Asset Register and report back to the Parish Council. All in favour.
- d) Proposal: The Parish Council consider the quote of £295.42 to increase our Fidelity Guarantee Insurance to cover the sum of £260,000 (includes Open Spaces Money). All in favour.

**Action: Clerk to increase fidelity guarantee insurance**

2009/160 **Charlton Down**

- a) Salt Bins. The Clerk confirmed she had received a quote from Dorset Works to install 1 x 400 litre salt bin on a concrete base at a cost of £980. The clerk stated that the bin costs less than £200. It was agreed that it would be possible to have the bases built considerably cheaper. All were in favour of authorising the clerk to spend up to £1,500 to purchase 4 new bins and have them installed on concrete bases in Birch Way, Poplar Drive, Cypress Road and Sherren Avenue outside the Village Shop.

**Action: Clerk to obtain quotes for concrete bases and salt bins**

- b, c & d) Village Entrance Signs, Seats at Nature Area and Removable post at Orchard. TM proposed that out of the 3 quotes received the Parish Council accept the quote from JTM Landscapes do carry out all 3 jobs. A majority was in favour.  
**Action: Clerk to authorise JTM to carry out work**
- e) Charlton Down Bus Stop – parking in front of the bus stop. Following a couple of times when cars parked in front of the bus stop it was agreed by a majority to monitor the situation to see if it happens again. MS and TM explained that unfortunately bus stops cannot be simply marked with advisory white lines. Double yellow lines with large yellow letters are the only option.

2009/161 **Charminster**

- a) Jubilee Light – Electrical safety test on the lamp. PHo proposed that GBC's quote of £85 + VAT be accepted. A majority was in favour.

**Action: Clerk to authorise safety test**

- b) Damage to headstone in cemetery – it was agreed by a majority to accept the quote of £25 from Keith Pritchard to repair the headstone of the Holts. The clerk explained that when she visited the cemetery with Keith Pritchard he identified further headstones that were loose or fallen over. It was agreed that DG would contact Keith in the New Year to arrange to walk around the cemetery and identify the headstones in need of repair.

**Action: Clerk to authorise work**

Speed Limit on the C12 – MS explained that DCC had replied to our letter asking why the C12 was being reviewed. The C12 and one other C road are being reviewed as they are classed as primary C Roads. They still require a response from the Parish Council. DG proposed we recommend DCC leave the speed limit unchanged. A majority was in favour.

**Action: Clerk to write to DCC**

- c) Parking in North Street, Mill Lane and Outside the Village Hall  
MS explained that he and the clerk had met Jon Lake from DCC at the above three locations and also Herrison Road near Forston Clinic. He will revisit North Street and Forston Clinic as there were no cars parked in those locations when he visited.  
School Crossing (North Street) The clerk confirmed that Jon Lake had requested the School Crossing Patrol department visit during school drop off time to see the problem of cars parking along North Street near the crossroads.  
ME asked if a zebra crossing was an option. TM felt that the school crossing patrol was a better option and MS explained that a zebra crossing required full street lighting.  
It was agreed by a majority to ask DCC to investigate double yellow lines near the crossroads.  
Mill Lane (on the right hand fork) - DCC have confirmed they would be able to mark out an advisory bay for 4 cars to discourage a 5<sup>th</sup> car parking behind and blocking the road. A majority was in favour.

**Action: Clerk to contact Jon Lake**

#### 2009/162 Allotments

- a) Refurbishment of notice board  
MS informed members that the cost of repairing the notice board from Higher Charminster to give to the Allotment Society would be approximately £200 (£140 + glass). ME asked why the board wasn't being repositioned back at Higher Charminster. DG explained that a new location needed to be found for the board as the old location was not suitable due to the glass being consistently broken. ME said the board should be positioned within the allotment site and not outside.  
KB proposed that up to £250 be spent on refurbishing the notice board on plastic legs and re site the board at the allotments in a position agreed with the chair of the allotments society. A majority was in favour.
- Action: MS/Clerk to arrange refurbishment of notice board**
- b) MS explained that at the meeting with the allotment society a clear process for paying fees had been agreed upon. There had been a suggestion that some money be returned to CDAS to enable them to carry out their function. KB proposed that £200 be returned to CDAS in January once it had paid its fees in order to help them run the allotments. A majority was in favour.

#### 2009/163 Open Spaces

MS provided an update on the current situation. WDDC has proposed 2 completion dates. The Parish Council's solicitor has produced a comprehensive report and he felt our questions have been well responded to. KB agreed with this. WDDC has received the money from the Nursing Home.

- a) Tree Surveys – MS explained that to walk the site with a DCC tree officer would cost £45 per hour. BC felt it would take about 4 hours. ME said new surveys should be done and Bellway would be responsible for carrying out work. MS, BC, KB and PHo all expressed concerns that Bellway would not complete the work now that they have long since left the site.  
BC confirmed that trees on Open Spaces land should be surveyed every two years and it would be a costly process.  
It was agreed by a majority that BC would inspect the trees and DCC tree officer would not be asked to attend.
- b) A majority was in favour of not requesting new searches.
- c) It was agreed that an extraordinary meeting would be held on Tuesday 8<sup>th</sup> December at 7.30pm in Charlton Down Village Hall.

#### 2009/164 Continuation of Monthly meetings

KB proposed that monthly meetings continue for the next 6 months and the situation be reviewed again at that time. A majority was in favour.

#### 2009/165 Matters of Information

CL asked if any progress had been made in terms of lighting between the Village Hall and the Pavilion. It was agreed that this would be looked in to further once the land transfer had taken place.

JH asked it to be noted that the hedge in Weir View (on the school side) was overgrown.

**Action: Clerk to contact DCC**

ME asked it to be noted that there was frequent flooding on the C12 between the Charlton Down and Piddlehinton turnings.

**Action: Clerk to contact DCC**

KB asked it to be noted that the Parish Council was aware of the auction taking place in December for the Sewer Field but no action will be taken at this time.

MS closed the meeting at 9.47pm