

Charminster Parish Council
Minutes of Meeting held on Tuesday 6th April 2010 at 7.30pm at Charminster Village Hall

Present: Mark Simons (MS) (Chair), Tony Mackle (TM) (Vice-Chair), Keith Beeson (KB), Mark Ellis (ME), Dave Gulliford (DG), Phil Hanson (PHa), Peter Hopford (PHo), Claire Horne (CH), Jane House (JH), Crayston Lee (CL)

Also present: Sarah Engerran (Clerk), Sarah East (SE) (District Councillor), Fred Horsington (FH) (District Councillor) and 2 members of the public.

2010/033 **Declarations of Interest**

DG, PHa and MS declared an interest in 2010/042b (Mill Lane)
KB declared an interest in 2010/042c (WI Meeting)

2010/034 **To receive apologies for absence**

Apologies for absence were received from Brian Charman, Mike Ostridge, Ian Vincent and County Councillor Jill Haynes

2010/035 **To approve the minutes of the meetings held on 2nd March 2010 and 30th March 2010**

2nd March Meeting:

2010/026b "bys" was changed to "bus"

2010/029b "issued" was changed to "issues"

ME requested that the nature reserve spreadsheet referred to in 2010/024 be published on the notice board in addition to being circulated to members as he had been asked for the information by several people. The clerk asked ME to send her the details of the people requesting the information and she would ensure they received it.

Action: ME to send clerk details of those wishing to see the NR spreadsheet

ME requested that "and would issue a statement after the meeting" be added to the sentence "ME apologised for the comments he made at the meeting on 2nd February 2010" (2010/020)

KB proposed that the minutes with the above changes be approved. PHa seconded. Majority in favour.

30th March Planning Committee Meeting:

KB proposed the minutes be accepted. DG seconded. Majority in favour.

2010/036 **Matters arising from the above minutes**

The clerk confirmed the following:

- Permission has been given by the landlord of the Charlton Down shop for a new notice board – this has been ordered. Delivery time of 4-6 weeks.
- MUGA has been started and the contractor hopes to be finished by end of April
- Nick Baber of the Crew and Compliance Team (School Transport) will investigate the situation regarding the school bus stopping opposite Forston Clinic on his return from annual leave.
- Work in the cemetery is now over half way.
- No reply as yet from WDDC regarding spending the 106 monies (Charminster)
- John Alford from DCC will contact the clerk regarding planting trees in North Street on his return from annual leave.
- School Crossing officer has visited the school crossing patrol lady – he will update the clerk on his findings on his return from annual leave. Clerk is meeting with Jon Lake on 19th April regarding yellow lines near the crossroads.

DG stated that further to the letter received from the Commonwealth War Graves Commission, there is only one war grave at Charminster Cemetery and it is currently in good order.

ME asked for it to be noted that the Clerk had circulated his statement to all councillors.

2010/037 **Public Discussion Period**

MS temporarily suspended the meeting at 7.40pm.

MS gave a vote of thanks to John Gillard for repairing the Meech Way Notice board.

The public discussion period ended at 7.44pm and MS resumed the meeting.

2010/038 **District Councillors Report**

SE confirmed that WDDC is holding drop-in centres to give members of the public the opportunity to speak to council officers about the proposed plans for new offices in Charles Street. A "Frequently Asked Questions" handout is being produced based on letters received by WDDC regarding the matter.

FH confirmed that non-earning parking meters around Dorchester are being reviewed. The Swimming Pool completion is still on course for 2011.

DG asked SE if WDDC had any plans to change to fortnightly waste collections despite assurances in the past that this wouldn't happen. He quoted from Community Link, which discussed the trial scheme in Sherborne to collect food waste and to limit households to 2 black bags of general waste. DG suggested this might be a precursor to fortnightly collections. SE confirmed that the current council (which ends in 2011) will not introduce fortnightly collections.

PHa suggested that item 2010/046 be brought forward. A majority was in favour.

PHa outlined the concerns of some members of the public and there was discussion about the proposed costs, the benefits of staying in the current offices and if an alternative of having out of town offices for backroom staff and a smaller central office for front of house staff should be looked at. SE confirmed that the proposed new offices would be approximately half the size of Stratton House.

DG proposed that as the topic had become political and the Parish Council is non-political the Parish Council should take no further action at this time. A majority was in favour.

2010/039 **Planning Matters**

MS informed the meeting that at the Planning Committee Meeting on 30th March 2010 it had been agreed to raise no objections to the planning applications relating to 2 Chestnut Court, Charlton Down and 11 Charlotte Close, Charminster.

1/D/10/000313 – 54 North Street, Charminster - extension and convert dwelling into 2 dwellings. There was discussion around the visual appearance and practicality of converting the house into 2 dwellings. KB proposed the council object on the grounds of the visual appearance from the road. PHa seconded. 4 in favour. 5 abstentions.

1/D/10/000407 – 8 Pound Close, Charminster - two storey extension
KB proposed the council raise no objections. DG seconded. All in favour.

1/D/10/000437 – Charlton Down Playground
MS explained this was the Parish Council's own application.

2010/040 **Finance**

a) Members considered the Financial Statement – appendix 2. KB stated his concern that the Open Spaces Money was listed under "money allocated but not yet spent". The Clerk explained that this was a temporary measure until the Open Spaces money is moved to a separate bank account. ME stated he felt it was listed correctly as the money is allocated to the Open Spaces.

b) Payments made since the last meeting - appendix 3. KB proposed they be accepted. PHo seconded. Majority in favour.

ME requested that NWAAC ask BT for a donation towards a bench as the Parish Council amended the drawings for the playground at no cost.

Action: MO to put on agenda for next NWAAC meeting

c) Donations to village organisations and local groups

JH proposed and CL seconded the following donations. A majority was in favour.

Dorchester CAB	£200
Charminster Pre-School	£200
CD Brownies	£100
Charminster Brownies	£100
Charminster Scouts	£200
St Mary's School	£400 (Subject to the money being used for the Life Bus)
1 st Charminster Guides	£100
Tiddlywinks	£100

The above donations are for the financial year 2009/2010. Donations for 2010/2011 will be put on the agenda in September 2010. The Clerk will find out if the West Dorset Womens Refuge is still open and if Charminster or Charlton Down children attend Frampton Brownies as donations have been given to it in the past.

Action: Clerk to issue cheques

2010/041 **Obtaining quotes for minor works**

There was discussion regarding obtaining 3 quotes for minor works. The clerk explained she is spending a lot of time asking 3 contractors for quotes for very small jobs such as the repair of the basketball hoop in NS Playground. Some members felt this was not cost-effective as the clerk has to meet 3 contractors on site to ask for quotes for work that is costing around £100. ME had concerns that work may be consistently given to a contractor who is over-priced. TM stated this wouldn't be allowed to happen as the financial information provided at meetings would show if only one contractor was being given work. TM also stated he trusted the clerk not to do this. KB proposed that on the next agenda there be a

proposal to amend the financial regulations so that the clerk does not have to obtain 3 quotes for work up to £500 with agreement of the chairman.

Action: Clerk to put on next agenda

KB proposed spending £82 on the repair of the basketball hoop. TM seconded. Majority in favour. ME stated the post should be approx 3 feet in the ground.

Action: Clerk to authorise work

2010/042 Charminster

a) North Street Play area – resurfacing of entrance slope

There was discussion about the different options for the repair of the entrance slope based on the quote received from James Moger. KB proposed the clerk be authorised to spend up to £1,100 to have 2 tracks excavated (0.175m deep and 0.45m wide) that run the length of the slope plus approx 2 metres beyond the end of the slope. The tracks will be filled with Portland Stone and compacted. The clerk will obtain 2 further quotes and when appointing a contractor will take in to account their availability to start as well as the price.

TM seconded. Majority in favour.

Action: Clerk to obtain to 2 further quotes

CL asked for the gap in the tiles under the toddler swing to be noted.

b) Posts near seating area in Mill Lane

DG confirmed that he had visited Bredys to get a quote for plastic posts as suggested at last month's meeting. Bredy's had quoted £94 per post.

ME proposed installing eleven 5" round posts backfilled with soil at a cost of £300. PHo seconded. Majority in favour.

Action: Clerk to authorise work

c) Charminster WI meeting

MS informed the meeting that the Charminster WI group had invited members of the Parish Council to speak at its November meeting and explain the role of the Parish Council.

Action: Clerk to circulate date and ask for volunteers to attend

d) Scarecrow Competition

It was agreed that the Clerk would arrange a meeting to be chaired by CH. Members interested in organising the scarecrow event to attend meeting.

Action: Clerk to arrange meeting

2010/043 Charlton Down

a) To consider quotes for purchase and planting of new trees

The Clerk explained she had met with Carl Stoodley of Forest and Tree Care who Brian Charman had recommended. He had looked at the trees on the list for replacement and felt that several of them did not need replacing. It was agreed to look at this another time as the planting season had been missed.

Volunteers are required for putting in the remaining stakes in the Orchard.

ME proposed spending up to £25 on a brass plaque for the Oak Tree that was purchased with the money from the International Tree Foundation. DG seconded. Majority in favour.

Action: Clerk to circulate wording prior to purchasing plaque

2010/044 Website

The clerk explained the 3 different options available and the maintenance issues relating to each option. KB proposed spending £850 on a Content Management System Website that would be easily maintained by any future clerks. CL seconded. All in favour.

Action: Clerk to authorise work

2010/045 Footpaths

a) Footpath Signpost Repair

MS explained he had retrieved the footpath sign near Alley Bridge from the river after it had been broken off. MS offered to repair it and stated the cost of materials would be approximately £30. JH proposed MS repair it at a cost of £30 and PHa seconded. Majority in favour.

MS also explained the Rights of Way Board near Alley Bridge needed the posts repairing as one post has rotted away. MS proposed that subject to obtaining further quotes the clerk be authorised to spend up to £140 on the repair of the notice board. KB seconded. Majority in favour.

Action: Clerk to obtain further quotes

b) Monitoring of footpaths

Clerk to work out where the footpaths are through out the Parish and ask for volunteers to walk them in order to check them.

Action: Clerk to circulate details

2010/046 New Offices for West Dorset District Council (appendix 5)

This item was discussed earlier in the meeting.

2010/047 Matters of Information and Interest and items for next agenda

PHa stated he had been contacted by a member of the public who is concerned about the lack of lighting along the footway/cycleway from Loders to the Sun Inn. It was agreed that the Parish Council write to DCC regarding the lack of lighting.

Action: Clerk to write to DCC

SE suggested that following the recent accident on the C12 and local residents concerns about the lack of "hidden dips" signs that this be added to the agenda for the next meeting.

Action: Clerk to add to next agenda

ME requested DCC Highways be contacted regarding the sunken manhole on Sherren Avenue outside the gym

Action: Clerk to contact DCC Highways

ME requested that the subject of the soil from the playground being moved to the Orchard be put on the next agenda and that the NWWAC meet before the next Parish Council Meeting.

Action: Clerk to add to next agenda

It was agreed that the F&GP meet in May to discuss Risk Assessment, Asset Register and the presentation of financial information.

There being no other business MS declared the meeting closed at 9.50pm