

**Minutes of Meeting of Charminster Parish Council held on
Tuesday 7th July 2009 at 7.30pm in Charlton Down Village Hall**

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

Sarah Engerran (Clerk)

Also in attendance: County Councillor Jill Haynes (JHa), District Councillor Sarah East (SE) and 2 members of the public.

The chairman welcomed everyone to the meeting at 7:30pm.

There then followed a Public Discussion Period:

Kenneth Addison asked whether it would be possible to have the litter bins put back near the cricket club as since they had been removed a lot of litter had begun to accumulate. MS suggested waiting until the Parish Council take on the Open Spaces land and then look at installing them again.

Kenneth Addison also asked for the hedges covering the 30mph signs along Herrison Road to be trimmed back. MS confirmed that we were waiting for a response from DCC Highways as to ownership of the hedge. Jill Haynes agreed to speak to Highways.

Kenneth Addison commented that the SID that had recently been installed down Herrison Road was in fact obscured by a tree. MS explained that the section of land that the tree was on was actually privately owned so we would need to find the owner and ask them if they would cut it back.

2009/080

Declarations of Interest

CL declared an interest in 2009/91b

KB, DG and PHo declared an interest in 2009/92b

ME declared an interest in 2009/88 (Appendix 3 payments to be agreed) and 2009/89

TM declared an interest in 2009/89

MS declared an interest in 2009/90 Mill Lane Bollards

2009/081

Apologies: Phil Hanson (PHa), Claire Horne (CH) and Fred Horsington.

2009/082

To approve the minutes of the meetings held on 5th May 2009 and 10th June 2009.

It was agreed that the minutes from the Annual Parish Meeting should be approved at next year's annual parish meeting.

5th May Annual General Meeting: A few minor amendments were made and agreed. The minutes were then signed and dated by MS.

ME requested that Cycle Paths be put on the next agenda as he didn't feel that the subject had been fully covered at the previous meeting.

10th June Extraordinary Meeting: KB proposed that the minutes be signed as they are and related issues are brought up under Matters Arising. Majority in favour. MS then signed and dated the minutes.

2009/83

Matters arising from the above minutes

ME stated that he believed the cricket pitch driveway has never been owned by Bellway and is owned by WDDC and is not covered by the 106 monies.

DG asked Cllr East if she had received an answer from WDDC Legal Department regarding the issue of whether the 106 monies held on behalf of the cricket club could be used to maintain the road. Cllr East confirmed she would check with WDDC solicitors.

KB asked about the process for looking at the documents from our solicitors prior to the transfer of land from WDDC to the Parish Council. MS confirmed this would be dealt with under item 2009/91.

- 2009/84 PCSO Sarah Pilcher's Report**
There was no report from PSCO Pilcher but she had emailed the clerk to confirm that she had been doing visits to the Broken Cross Play Area.
- 2009/85 District Councillor's Report**
SE reported that Vivienne Jenkins (WDDC Legal Department) had informed her that Bellway contractors were currently on site in Charlton Down and the minor works should be completed this week. The S.38 agreement could then be signed.
SE also reported that she had arranged to meet a Magna Housing representative at Broken Cross to discuss the footpaths that were in a very bad condition.
- 2009/86 County Councillor's Report**
MS introduced Jill Haynes and thanked her for attending the meeting. JHa explained that she was on various committees including the Community Overview Committee, Planning Committee and Adult and Children Appeals committee.
MS highlighted the issue of Highways especially Traffic Calming down North Street. It was agreed that MS, JHa and DCC officers would meet to talk about this issue.
Action: Clerk to arrange
- 2009/87 Planning Matters**
Application 1/D/09/000983 4 Higher Burton Farm Cottages – Erect two storey and single storey extension. Recommend no objection. Majority in favour.
- 2009/88 Finance**
a) A financial statement was circulated to all members. ME pointed out that 2 metal benches for Charlton Down had not been included in the money allocated but not yet spent section.
b) Payments made since last meeting (appendix 1) – KB proposed they be accepted. Majority in favour. BC asked it to be noted that the pruning that had taken place in BX Play area had not been done in line with British Standard guidelines. MS felt this was useful to know for next time this work needed completing.
c) Expenditure to agree (Appendix 1) – It was agreed that ME should be paid £46.44 which would include the £25 councillor expenses that all councillors were entitled to and also a one-off payment of £21.44 for the printing that he had done for Best Kept Village Awards. An internal invoice would be raised by the clerk (with reference to these minutes) for the difference as receipts were not available for the full amount of £21.44.
It was agreed that the Parish Council would reimburse Nigel Barrow (Chair of CDAS) for the money he had spent on replacement padlocks for the allotment gates. MO proposed and MS seconded that the amount of £84.70 be paid as a gesture of goodwill but in the future CDAS should ask the Parish Council prior to spending, whether money will be reimbursed. 4 were in favour, 4 were against and 2 abstained. MS had the casting vote and voted in favour.
PHo proposed to accept all other proposed payments listed on appendix 1. Majority in favour.
d) Report from Internal Auditor: MS read a report from Peter Woods, the internal auditor. He confirmed that the Year End Audit Commission return had been submitted. The asset register needs updating. The tennis courts should be treated as a separate cost centre in the 2009/2010 accounts. Control over the tennis court income would be improved by the introduction of a simple 'Collection and Deposit' record. The bookings diary should be retained at year end for audit purposes. Mr Woods also noted that the VAT refund claims were now up to date.
- 2009/89 NWAAC Report and recommendations from the North Ward Amenities Advisory Committee – appendix 3**
a) Forston Clinic Parking. It was agreed to write to Miles Butler to ask if anything could be done about the cars being parked on Herrison Road near Forston Clinic.
b) Yellow Lines – Sherren Avenue and Herrison Road. TM had spoken to the planning officer familiar with the Rural Roads Protocol who was not in favour of yellow lines being put in place. TM also reported that Ian Madgwick (off DCC Highways) thinks lines should be limited to the original suggestions. He felt another meeting was required to discuss the matter.
c) Water Troughs – TM explained that a 2nd trough was required at the allotments as during peak times water was not available as the existing trough did not fill up quickly enough. A

detailed quote had not been obtained so DG proposed that NWAAC provide a quote at the next Parish Council meeting and the matter could be discussed again. Majority in favour.

- d) Pull Handles – Community Orchard. It was agreed to purchase 6 pull handles at a cost of £5.50 each + £7.50 post and packing. Majority in favour.

Action: Clerk to order

- e) Reallocation of C.D. Orchard Trees. NWAAC recommended that trees in the orchard be reallocated to children within the village once families who originally planted a tree move away or children turn 18. IV was concerned that in time the history surrounding who planted the tree would be lost and proposed that if children who planted a tree moved away from the parish, their tree would be relocated to a child within the village but the names of those who planted the tree would be maintained. Majority in favour.
- f) Roundup Pro Biactive – it was agreed by a majority that Roundup Pro Biactive be used as a weed wipe within the nature area and the orchard.
- g) Life Buoy for Nature Area. It was agreed by a majority that a life buoy with housing be purchased at a price of £250.
- h) Greenwood House – it was agreed by a majority that the clerk writes to Woodlanders Management and request that their grass cutting contractor stops leaving the grass cuttings down by the railings near the road.

Action: Clerk to write to Woodlanders Management

2009/90

SWAAC Report and recommendations from the South Ward Amenities Advisory Committee - appendix 3

- a) The reflective bollards in Mill Lane have been damaged/vandalised and SWAAC recommended that the oak posts (that came with the Village Entrance Signs) be used and painted white once the oak has aged. It was proposed by KB and agreed by a majority that the clerk writes to Highways and request if this is possible.

Action: Clerk to write to Highways

- b) Rural Roads Strategy - As agreed earlier, the clerk would formally write to the County Councillor to request a meeting.

Action: Clerk to write to JHa

- c) Village Entrance Signs – MS explained that due to problems with insurance the students from Weymouth College would be unable to build the bases for the entrance signs. He suggested the lecturers from the college could do it instead – they would need to install a concrete plinth and then use second hand bricks to build the base. BC requested that it be put in the minutes that he was opposed to spending any more money on the signs. KB proposed that the Parish Council completes the project by building brick bases for £2,000 and if it will cost more than this, the signs be put in on their original posts. Majority in favour.
- d) Notice Boards – SWAAC recommended that the original notice board from Higher Charminster could be refurbished and be moved to the Allotments and a new board be installed at Higher Charminster once the bus shelter had been resolved. It was agreed by a majority to discuss this at the NWAAC meeting that was being arranged with CDAS.
- e) Waste Bins – It was agreed by a majority that the Parish Council would request 2 bins from WDDC. One for Charminster Cross and one to replace the existing bin by the telephone box in North Street. JH requested that this bin have a lid to prevent the seagulls emptying it.

2009/91

Charlton Down

- a) Open Spaces – KB said that all systems need to be in place before the land transfer takes place. MS proposed that a temporary working party be set up to create a permanent working party consisting of Chairman, Vice-Chairman and all north ward members. Majority in favour. KB proposed that the working party should meet before the next Parish Council Meeting. Majority in favour. ME asked if the clerk had written to Bellway to request permission to complete the MUGA and the play area. The clerk confirmed she had written to Bellway to request permission to complete the play area as the MUGA would be completed once the Parish Council owned the land.
- b) CDVH. CL explained that WDDC had agreed to donate £5,000 towards the installation of new sound equipment (including a hearing loop for the Watts Room) on the condition that CDVH write to the Parish Council requesting a donation. CL also explained that they were waiting to hear from Awards to All as to whether their grant application had been successful. It was agreed by a majority that the Parish Council would wait to make a decision until CDVH had had a reply from Awards for All.

- c) Correspondence regarding bus shelter. MS read out a letter received from Woodlanders Management on behalf of Greenwood House and also a letter from a lady living at 13 Greenwood House. It was agreed by a majority that the bus shelter installation would go ahead as planned. Mr Smith, Chairman of Woodlanders Management, confirmed that he would ensure the tree near the proposed site would be pruned in time as Woodlanders did not want the bus shelter contractors to prune it. ME advised Mr Smith that the tree was within a tree conservation area. It was agreed by a majority that the clerk would write to Woodlanders Management and advise them of the installation date and request they prune the tree.

Action: Clerk to write to Woodlanders

- d) Tennis Court Bench – it was agreed by a majority that up to £550 be spent on a wooden bench with Charminster Parish Council engraved in the back. The £550 included £250 prize money from the Best Kept Village Awards.

Action: Clerk to order

- e) Village Entry Signs – discussed earlier.

IV noted that he had heard reports that the tennis courts keys were not being returned straight after a booking and that people were phoning the shop to make bookings which should be discouraged. It was agreed by a majority that the Chairman speak to the shop about this.

Action: MS to speak to shop manager

MO confirmed that the children's chairs and tables had been delivered to the Nature Area. It was agreed that a meeting would take place on Monday 13th July at 7pm to decide on where they should be positioned.

2009/92

Charminster

- a) The Clerk stated that PHa had confirmed to her prior to the meeting that the issue of overgrown hedges in North Street and Wanchard Lane had been resolved.
b) Road Maintenance: MS read out the schedule of works that had been sent to the Parish Council by DCC. It showed that work was scheduled to take place in North Street in 2010 but was subject to budget. DG proposed that the Parish Council write to Oliver Letwin MP and to Highways to stress the importance of this work. Majority in favour.

Action: Letter be sent to Oliver Letwin and Highways

- c) Waste Bin – discussed earlier.
d) Dog and Horse fouling – MS confirmed that this issue had been resolved at the recent SWAAC meeting.

2009/93

Speed Indicator Device – to consider the request from Cerne Valley to contribute towards purchasing the new SID. MS explained that Cerne Valley had put £1,305 in reserves to purchase a new SID when the existing one can no longer be repaired and the estimated costs of £3,000 + VAT would be split between Charminster Parish Council, Cerne Valley and Cam Vale. KB proposed that CPC also set aside £1,305 in reserves to purchase a new SID subject to all three parish councils contributing equally. Majority in favour.

2009/94

Monthly Meetings – There was discussion around changing back to monthly meetings. ME suggested having planning meetings open to the public in between full parish council meetings. KB proposed a 4 month trial where meetings would be held on 1st September, 6th October, 3rd November and 1st December and a decision could then be made at the meeting on 1st December. A majority were in favour.

2009/95

Issues raised at New Clerks Seminar – discussed earlier.

2009/96

There were no matters of information and interest.

2009/97

Date of next meeting – 1st September 2009.

The meeting closed at 9.50pm