

**Minutes of the Annual General Meeting of Charminster Parish Council
Tuesday 5 May 2009 at 7.30 pm in the Village Hall, Charminster.**

Councillors Present: Mr MA Simons, Chairman (MS), Mr Ian Vincent, Vice Chairman (IV), Mr B Charman (BC), Mrs C Horne (CH), Mr Crayston Lee (CL), Mr Dave Gulliford (DG), Mr M Ellis (ME), Mr P Hanson (PHa), Mr P Hopford (PHo), Mr T Mackle (TM)

Sarah Engerran (Clerk)

Also present: County Councillor John Peake (JP), District Councillors Sarah East (SE) and Fred Horsington (FH) and 4 members of the public.

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

2009/46 To Elect a Chairman:

It was proposed by PHo and [seconded by PHa](#) that MS be re-elected. This was agreed by a majority. The Declaration of Acceptance of Office was duly completed.

2009/47 Apologies:

Mr K Beeson (KBe), Mrs J House (JH) and Mr M Ostridge (MO)

2009/48-49 New Councillors:

At this point, Crayston Lee (CL) joined the other councillors and signed the Declaration of Acceptance of Office. MS formally welcomed BC who had joined the Parish Council at the last meeting.

2009/50 To elect a Vice-Chairman:

It was proposed by MS [and seconded by ME](#) that TM should be elected as Vice-Chairman. This was agreed by a majority. MS confirmed that IV wished to stand down as Vice-Chair and thanked IV on behalf of the whole council for his contribution as vice-chairman.

2009/51 Councillors to serve on committees:

The following were proposed by MS and agreed by a majority.
Finance & General Purposes Committee: Chair, Vice-Chair, KBe, MO and PHo.
Planning Committee (North Ward): Chair, Vice-Chair, BC, CL and IV
Planning Committee (South Ward) : Chair, Vice-Chair, DG, PHo and KBe
North Ward Amenities Advisory Committee: Chair, Vice-Chair, BC, CL, ME and MO
South Ward Amenities Advisory Committee: Chair, Vice-Chair, CH, DG, KBe and PHa

2009/52 Other Representatives:

The following were proposed by MS and agreed by a majority.
Transport: ME
Rights of Way: JH
Ancient Monuments: IV
DAPTC: PHo
Charminster Village Hall: JH
Charlton Down Village Hall: TM
Trees Officer for North Ward: ME
Trees Officer for South Ward: MS

2009/53 Dates of meetings for coming year:

There was discussion around whether council meetings should take place monthly or bi-monthly. DG proposed that the meeting be monthly but ME said it was important to consider the workload of the clerk whilst she was getting used to the role [especially as workload for the clerk was one of the reasons the council changed to bi-monthly](#)

meetings. PHa said it was necessary to look at what went on the agenda each time as some items only needed to be discussed every 3 or 4 months.

It was agreed that the matter would be discussed at the next F&GP meeting with recommendations being put to the next council meeting in July.

ACTION: To be put on agenda for next F&GP meeting

2009/54 Attendance of councillors at meetings within the past year:

The clerk confirmed these details would be circulated at the next meeting.

ACTION: Clerk to circulate at next meeting

2009/55 Declaration of Interests

MS declared an interest in item 2009/67 (Planning application for 11 Mill Lane)

DG and PHo declared an interest in item 2009/68 update on North Street Traffic Calming

TM declared an interest in item 2009/69 – allotments.

2009/56 To confirm, sign and date the minutes of the meeting held on 3rd March 2009.

The minutes were agreed as correct by all and signed & dated by the Chairman.

2009/57 Matters Arising:

ME proposed that the bus shelter order for Charlton Down should have perch seats added to it and also 2 double A4 timetable cases. All agreed that these should be purchased up to an amount of £450 + VAT.

ACTION: Clerk to order

2009/58 Chairman adjourned the meeting for the Public Discussion

- Val Gillard informed the Parish Council that Charlton Down was holding an Open Gardens on 28th June 2009 and asked permission to include the location of the Nature Area and Allotments on the map they were producing for the event. All agreed. [ME advised that he would ensure the grass was cut for this date.](#)
- John Gillard informed the Parish Council that the problem of flooding from Chestnut Court had now apparently been resolved.
- Kenneth Addison enquired about the Charlton Down Entrance Signs. MS explained that we were still waiting for responses from all the utility companies.
- Two of the 30mph signs are submerged in a hedge. MS confirmed he had written to the council to ask them to clear them. Clerk to chase up and TM to enquire whether two sets of 30mph signs are required. [ME asked the clerk to write to Highways asking for confirmation of ownership of the hedge between brick pillar and byway. TM suggested that the hedge be removed to create footway to allotments. This was supported by ME.](#)

ACTION: Clerk to contact DCC and TM to contact Highways re signs

The meeting was reconvened by the Chairman.

2009/59 Report by PCSO Sarah Pilcher

- PCSO Pilcher informed everyone that the second meeting regarding a Youth Club at Charlton Down had been more successful and there are now enough people willing to start it up again so hopefully it will be up and running soon.
- The Dog Warden and PCSO Pilcher will soon be doing walks around the village in regards to dog owners letting their dogs foul footpaths etc.
- She will soon be out and about doing speed checks in the area.
- PCSO Pilcher made a request that the council consider installing lighting in the BX play area so that the children are able to play there once its dark in an attempt to keep them away from the roads. It was agreed that this would be discussed at a SWAAC meeting.
- ME asked PCSO Pilcher [if she had spoken to Forston Clinic about their staff parking down Herrison Road, as agreed at the Traffic Flow Meeting. She said she hadn't but had witnessed the problem so would contact them.](#)

2009/060

District Councillors Report

- SE: affordable housing was still a priority of the District Council's and that there was now a new system for allocating social housing whereby people "bid" by expressing an interest in a property. The idea is to speed up the system of allocating properties.
- SE: The District Council have objected to the proposal that Dorchester is earmarked for 3,000 new homes.
- SE: the main capital expenditure this year is the swimming pool which is due to open in 2011.
- FH confirmed that weekly refuse collections will continue along with fortnightly recycling collections.

2009/61

County Councillors Report by John Peake

- JP confirmed that he would not be standing again in the June elections.
- He hoped that the cycle way between Charlton Down and Charminster would be completed and that young people should be encouraged to cycle to school in Dorchester.
- JP requested that PSCO Pilcher arrange speed checks on the Old Sherborne Road.
- JP wished CPC well for the future and MS thanked him for all his help.
- MS asked JP about the road surface in North Street and it was agreed to send JP a copy of the letter received from John Munslow regarding no action being taken to repair North Street.

ACTION: Clerk to copy letter to JP

MS reported that we had received a letter from Highways informing us they were putting together a new drainage scheme on the Old Sherborne Road.

2009/62

Report of the Burial Committee

This will now come under the SWAAC.

2009/63

Finance Report

Letters of thanks had been received from some of the organisations money had been donated to.

A list of payments since the last meeting was circulated. All were in favour of accepting the payments.

Details of current balances and current commitments would be circulated at the next meeting.

2009/64

Report and Recommendations of F&GP Committee

- FGP/2009/002 Allocation of budget for 2009/10: Clerk to circulate the recommendations.
- FGP/2009/003 Street Map project for Charlton Down: This was not agreed as some felt it was too big a job for an art student.
- FGP/2009/004 Councillors Expenses. A majority were in favour of councillors being able to request expenses of £25 per year to cover the cost of printing and paper.
- FGP/2009/005: Use of different file types: A majority agreed that nothing need be done in reference to this as KBe had now downloaded Open Office so was able to read .doc and .xls documents.
- FGP/2009/006 Up to date list of items purchased. The clerk is to provide an up to date list of all the council's commitments at each meeting.

2009/65

South Ward Amenities Advisory Committee

- Group has not met since last council meeting.
- North Street goal nets have been secured.
- National Pay Back (Probation) are coming on 11th and 12th May to carry out a clean up around the North Street play area. They are unable to help with the Prince's Plot area as there are no toilet facilities.

- Damage to trees in the Broken Cross Play area and evidence of alcohol consumption to be addressed at next South Ward meeting on June 9th.
- A quote has been received from Keith Pritchard to repair loose or fallen headstones in the cemetery. It was proposed by DG and seconded by PHo that the quote of £220 for 6 headstones be accepted. All agreed.
- ME requested that the SWAAC discuss tree work in the Broken Cross Play area at their next meeting as there are trees with broken branches at child's height and [trees with cavities at ground level](#) within the area.
ACTION: To be put on agenda of next SWAAC meeting
- DG confirmed the nettles around the entrance to the play areas were being cleared w/c 11th May.

2009/066 North Ward Amenities Advisory Committee

- A pear tree needs to be replaced in the orchard. NWAAC to find out what type of pear tree.
- MO is still looking at life buoys for the nature area.
- ME stated that Mr Garrett had still not returned to ensure signs were in the ground securely.

2009/067 Planning Applications received for comment and decisions

Mark Simons left the meeting at this stage while the council discussed an amendment to a planning application for 11 Mill Lane.

- The proposed amendments are to change the roofing material, reduce the south wing by 3m, to construct additional timber doors on the north side and face the walls of the south gable and inner walls with brick/flint/stone instead of timber. PHo recommended that the council accept the amendments. All agreed.

2009/068 Charminster

North Street Traffic Calming: The curb by the hall has been changed and railings are soon to be installed on the school side. School crossing signs have been re-sited.

MS confirmed that following the council's request for a footway from the Inn for All Seasons to Higher Charminster, the LTP & Improvements Group have replied saying they are carrying out a pre-assessment feasibility study. They are also looking at routes and costings for a footway/cycleway from the Village Centre to the A37, requested by CPC.

MS read out the letter from Jon Munslow regarding no action being taken in terms of repairing the road surface in North Street. TM suggested writing to Miles Butler confirming that John Peake was in support of the road surface being repaired. It was agreed that a letter would be sent to Miles Butler with a copy of the letter from John Munslow and also a letter be sent to our MP.

ACTION: Letters to be sent

2009/069 Charlton Down

Allotments:

It was agreed that the clerk would be advised of any [plot](#) vacancies arising.

It was agreed that allotment society would advise the clerk of any changes to the committee after each AGM.

It was agreed the Allotment Society would pay all money owed to the Parish Council and request money from the council to undertake certain work.

The NWAAC would look at the current rules and recommended any changes at the next meeting.

Open Spaces:

SE to find a date when WDDC can attend a public meeting at CDVH. CL to advise of available dates for the hall.

ACTION: SE to advise clerk once date has been agreed.

ME asked SE to speak to Andrew Martin about the planning permission for the children's play area which runs out in June.

ACTION: SE to advise clerk of outcome of discussion with Andrew Martin

Traffic Flow: ME declared an interest in the traffic flow item.

No agreements was made on the recommendation from the Traffic Flow meeting so it was agreed that the NWAAC discuss it at their next meeting and put forward some recommendations at the next council meeting.

ACTION: To be put on agenda for next NWAAC meeting

Wessex Garden Services – All agreed that Ian Cheke from Wessex Garden Services should have a key to the [Community Orchard](#) and the Nature Reserve.

Swale Fencing: All agreed that this should be discussed at the next NWAAC and recommendations be made at the next Council meeting.

ACTION: To be put on agenda for next NWAAC meeting

2009/070

Cycle Paths

MS confirmed that correspondence had been received from the LTP & Improvements Group confirming that the scheme had been scheduled to start in 2011/12 but the budget for this period has not yet been agreed so this was subject to change. It was agreed a letter would be sent in the autumn if no further progress by then.

2009/071

Speed Indicator Device

DG and BC confirmed they were happy to be trained in installing the SID and be on the rota for moving it. Clerk to arrange for them to be trained.

ACTION: Clerk to arrange training

2009/072

Cheque Signatories

All agreed that the signatories should be the Chairman, Vice-Chairman, PHo and the clerk with any 3 of the 4 signing each cheque.

ACTION: Clerk to arrange paperwork from bank

2009/073

Matters for information

A letter had been received from DCC asking the Parish Council to request property owners cut back any overhanging trees and hedges. DG proposed we said no to their request and PHa seconded. All agreed a letter would be sent saying the PC would prefer DCC to continue carrying this out as they have done in previous years.

ACTION: Letter to be sent

2009/074

Date of next meeting

The date of the next meeting is Tuesday 7th July at 7.30pm in Charlton Down Village Hall.

The meeting closed at 9.50pm