

Minutes of the Annual General Meeting of Charminster Parish on 6th May 2008 at Charlton Down Village Hall at 7.30pm.

Present: Mr M Simons, Chairman (MS), Ian Vincent, Vice Chair (IV), Mark Ellis (ME), Dave Gulliford (DG), Keith Beeson (KBee), Peter Hopford (PHo), Mike Ostridge (MO), Jane House (JH), Paula Blizzard (PB), Sarah East (SE) District Councillor, Fred Horsington (FH) District Councillor, John Peake (JP) County Councillor, Aileen Heckford (AH, Clerk), Tina Davison (TD, minutes)

In attendance 4 members of the public

Abbreviations: CPC – Charminster Parish Council
 WDDC – West Dorset District Council
 DCC – Dorset County Council
 PCSO – Police Community Support Officer

- 2008/84 **To elect a Chair** - It was proposed by KB and 2nd by PB that MS be elected Chair. Majority in favour. The Declaration of Acceptance was signed by MS.
- 2008/85 **Apologies** were received from Phil Hanson, Keith Bendall and Claire Horne.
- 2008/86 **Councillor vacancy** – The notices to inform the public have been displayed as legally required. The period for response requesting an election ends on 9th May. One person has expressed an interest in the vacancy. Candidates for cooption are to be put forward by the next meeting if an election is not forced. Interviews of prospective co opted councillors to take place before next CPC meeting.
- 2008/87 **Election of Vice Chair** – IV was proposed by PHo and seconded by DG. ME was proposed by MO and seconded by KBee. A secret ballot took place and IV received 5 votes, ME received 4 votes. IV was duly elected Vice Chair.

At this stage the Chair informed the meeting that AH has resigned as Clerk but will stay on until the summer.

- 2008/88 **Councillors to serve on Committees**
 K Bee asked how an advisory committee could function without standing orders. MS proposed 3 members + Chair + Vice Chair make up Advisory Committees. This was seconded by PHo. DG amended the proposal that groups would meet and set up their terms of reference. Agreed, all in favour.
- 1) Finance and General Purposes Advisory committee – PHo, KBee, MO.
 - PB stated that there were 3 Councillors absent. It was noted that Councillors could stand down from posts if they wished.
 - 2) Planning Advisory Committee – North Ward – KBen, ME, + vacancy.
 - 3) Planning Advisory committee – South Ward – KBee, PHo, DG
 - 4) Recreation Areas Advisory Committee - South Ward – KBee, DG + vacancy – North Ward ME, MO and PB.

- 2008/89 **Other representatives**
1. Transport – ME
 2. Rights of Way Officer – JH
 3. Ancient Monuments Liaison Officer – PB
 4. DAPTC – PHo
 5. Village Halls – Charminster - JH, Charlton Down – Crayston Lee to advise.

- 2008/90 **Dates of meetings for the coming year.** A list of dates was circulated and it was agreed that if planning applications required consideration in August then an extra ordinary meeting would be called to discuss them.

- 2008/91 **Attendance of Councillors at meetings in the past year** – list was circulated.

- 2008/92 **Declaration of interest**
 DG, KBee and PHo declared an interest in item 2008/100f.
 PB declared an interest in items 2008/99a, e and f.
 MS declared an interest in item 2008/102.

- 2008/93 **Minutes of the meeting of the 1st April 2008.**

The minute 2008/79 was omitted from the draft so it was included to read 'Dogs – It was agreed that ME prepare a one page document for the website. MS to include in future Pilot edition. Agreed, all in favour.'

The wording in minute 2008/65 was amended to read ' Majority in favour'

The Chair then signed and dated the minutes as correct.

2008/94

Public Discussion Period

The Chair adjourned the meeting at 20.05 hrs.

- a) A representative of the Allotment Society raised the issue of the water supply. It was requested that the Council might supply a water bowser or funding for water butts. MS proposed the item be discussed under 2008/99a. Seconded by KBee. Majority in favour.
- b) The CDVH committee are still awaiting action regarding the ramp. CPC has had no response to it's letter to Bellway. This was passed back to CDVH for action. Copy of letter CPC sent to be forwarded to Crayston Lee.

The chair reconvened the meeting at 20.08hrs.

2008/95

PCSO Sarah Pilcher - no report

2008/96

District Councillor's Report

SE reviewed WDDC priority issue. Firstly affordable housing – 35%of development sites must be affordable housing. Additionally WDDC is using it's own land for such projects.

The swimming pool at Thomas Hardy School is progressing – WDDC had allotted £4.5 million and DCC £1.5 million towards the project.

Dorchester Transport and Environmental Plan – pedestrianisation of South Street with disabled bays –the disabled parking bays will go ahead but the remainder of the scheme is under threat due to lack of funding from DCC.

Waste Management Scrutiny – WDDC collect refuse and DCC dispose of it. There is no intention currently to introduce a kitchen/garden waste collection due to costs. Composting will be encouraged. Plastic recycling is expensive and there are no plans for kerbside collection.

FH advised of changes in the Housing Benefit system – now called Local Authority Housing Allowance. This will now be paid to the tenant.

Poundbury development is set to reach 2,500 dwellings.

The major issue with the swimming pool development is the £1.5 million VAT.

FH thanked the electorate for voting and electing him last May.

2008/97

County Councillor's Report

JP said he will keep pressing for the broken signpost and apologised for the delay.

The cycleway at Charminster/Charlton Down is reported to on an official list but not seen as urgent. (MS and ME met with Sustrans, who can look at a feasibility study but the report would cost £3000, but was seen as a good way to put pressure on DCC. MS suggested CPC write to DCC requesting they pay for this. JP will support this.)

One primary school in Dorset which was on special measures is now coming off this list.

The school music service recently took 1200 pupils to the Royal Albert Hall in April for a performance.

SE added that the Cerne Valley Parish has a cycleway movement and may wish to link up with a cycleway along the A352.

2008/98

Financial Report

- a) The statement of accounts 2007/8 was reviewed. Balance brought forward £20,792.86. Balance carried forward £30,091.08.
- b) The accounts have been internally audited. MS read out a statement by Peter Woods regarding the accounts 1st November 2007 – 31st March 2008. He states that 'the statement of accounts produced by the Clerk presents clearly the financial transactions of the Council during 2007/2008'. Acceptance of the accounts was proposed by PHo and seconded by DG. Agreed majority in favour.
- c) External Audit – A copy of the submission was circulated. The assets listed were revised to add the cemetery and Princes Plot. KBee requested information on freehold/leasehold status of property. It was noted that Broken Cross play area is in its second year of a 15 year lease. Assets were reassessed to amount to a nominal £53,433. The form was

amended at item 9 as of 31st March 2008. ME proposed and JH seconded acceptance to sign the Statement of Accounts and Annual Governance Statement. Agreed majority in favour

- d) Financial Statement – Budget analysis has been circulated.
- e) Payments made – Information has been circulated.
- f) Costs to agree – DAPTC annual membership at £626.13 proposed by PHo. Agreed all in favour.
- g) Asset Register -See c.

2008/99

Charlton Down

- a) Allotments – Water supply a problem. Wessex Water gave a quote but it was for incorrect siting. The price now is £2000 plus VAT as extra work is needed to dig the trench. DG asked for reassurance that the water pressure would be adequate. It was proposed that an additional £1000 be allocated to supply water. Proposed by PHo and seconded by PB. Agreed all in favour. PB said the allotments were fully allocated and there was now a waiting list. ME said that Land Products have offered to build a leaf bin 8'x16' out of pallets. This was passed to the Allotment Society for discussion -agreed all in favour. A draft of the Allotment Society Tenancy Agreement was circulated. The tenancy term was amended to one year. The Agreement with Charlton Down Allotment Society was also circulated and an amendment was made to add signatures of the Chair of CPC and the Allotment Society. It was proposed by MO to accept these amended documents. Majority in favour.
- b) Tennis courts – Some issues regarding the coach who no longer uses the courts. The use needs to be monitored and may need to be opened up to wider use e.g. residents of Dorchester if under utilised. The booking system appears to be working. Temporary notices regarding parking have been erected.
- c) Open Spaces –The legal transfer of the land is still to take place. Plans for the new site will be submitted soon. Council expressed disappointment that the procedure is so lengthy. SE is working on it. MS requested SE ask a representative of WDDC to attend next CPC meeting. This was proposed by KBee and seconded by PB. Agreed all in favour. MS to have the authority to submit plans for MUGA when prepared. AH to obtain 3 quotes based on the plans submitted. ME noted that Bellway have removed 9 loads of debris and added 120 tonnes of top soil from the area. A letter of thanks has been sent to Bellway for this work. It was suggested that CDRA and North Ward Recreation Advisory Committee members liaise to devise a programme of activities for children for the summer.
- d) Bus shelters –DCC have agreed to extend the footpath but as yet no definite plans have been received. When received CPC will be able to consider obtaining a grant and purchasing a bus shelter.
- e) Orchard – The padlock has been left off the gate to allow delivery of mulch. IV has offered to spread mulch.
- f) Wildlife area – The tractor has a problem accessing, but grass will be cut on Saturday. PB to mark area not to be mown. Pondliner is now in and the wildflower scrape seeded. The fire brigade are coming to pump water from the river Cerne into the pond tomorrow.

2008/100

Charminster

- a) Play areas –The injury compensation claim by a local resident following an accident at Broken Cross Play Area has been heard in court. The Council's insurance company has been ordered to pay a 3rd party injury claim of £2537 and solicitors fees of £5000. The annual inspection of North Street play area has been sent by e mail to councillors. Suggestions for improvement work made, mostly for safety issues. It was proposed by KBee that up to £1000 be spent on this work in agreement with the clerk. Agreed all in favour. Broken Cross needs no work. Bird boxes have been erected and the springer toy repaired and re erected by the Chair.
- b) Parking Charminster Cross – A recent accident resulted in a pedestrian injury. Unable to discuss further without police input.
- c) Orchard – New seat in, grass cut and weeds sprayed.
- d) The Square - Awaiting inspection.
- e) Princes Plot - Seat needs repair.
- f) North Street Traffic Calming –No start date for work yet received from DCC. AH to contact engineer.
- g) North St Developers – No further developments
- h) Flood Alleviation Scheme - Recent presentation by the Environment Agency. Awaiting

feedback so will be discussed at Junes meeting.

- i) Cocklands lighting – At the request of residents CPC asked DCC for increased lighting. There has been an objection from a resident on environmental grounds as there is set to be 17 lights. It was referred back to CPC. It seems there is a regulatory number of lights and it is all or nothing. It was agreed to go back to the residents pointing out the situation. AH to write to residents taking words from DCC and a photo is to be placed at the village shop illustrating lighting proposed. AH to report back to CPC.

2008/101 **Report of the Burial Committee**

Interments, memorials and graves purchased – none.

2008/102 **Report of the Planning Committee**

Applications received and recommendations to date-

1/D/08/000692 – 11 Mill Lane Charminster - Erect detached stables.

IV chaired this item as MS declared a prejudicial interest. MS left the meeting briefly. It was agreed to approve the application subject to the conditions circulated. Majority in favour.

MS rejoined the meeting.

2008/103 **Speed Indicator Device** – Is back from repair and ready for use. Transport costs were £97 to be split between the 3 parishes. IV will erect and AH will devise a rota.

2008/104 **Change of name of Council** – A public consultation is under way – as yet only 14 responses.

2008/105 **Matters for information and items for next Agenda**

Correspondence list circulated.

WDDC Draft Housing Strategy requires comment. To be circulated to Councillors.

Flood Plan – WDDC is issuing sandbags and have requested representatives to liaise with CPC – DG and KBee.

Website – It was agreed that IV migrate website to new server. All in favour. It was requested addresses be removed - AH to check with DAPTC regarding personal details.

Litter picking – It was requested that the litter picking take place in October as well as April as there is less vegetation at this time.

Additionally

- Litter bins – WDDC can only supply 2 bins but further bins can be purchased at a cost of £160 plus VAT each to supply and install. It was agreed CPC sponsor up to 2 bins - all in favour. ME and MS to look at sites.
- The Parochial Church Council is consulting with the Diocesan Advisory Committee regarding improvements to the path through the churchyard.
- North Street/Drakes Lane – since CPC have written to DCC more complaints have been received and forwarded to DCC.
- C12/A352 improvements. The status of these roads is being reconsidered by DCC. Their letter is to be circulated.
- DCC informing of temporary speed limit on A37 in Charminster.
- PHo requested that the agenda be culled.
- KBee asked how Advisory Committees call a meeting. AH will suggest dates.

2008/106 **Date and time of Next Meeting**

Tuesday 3rd June 2008 at 7.30pm, Charminster Village Hall.

There being no further business the meeting closed at 22.07 hrs.

Date:

Chairman: