

Charminster Parish Council
Draft Minutes of Meeting held on Tuesday 6th July 2010 at 7.30pm at Charlton Down Village Hall

Present: Mark Simons (MS) (Chair), Keith Beeson (KB), Brian Charman (BC), Mark Ellis (ME), Dave Gulliford (DG), Peter Hopford (PHo), Crayston Lee (CL), Mike Ostridge (MO)

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

2010/085 **Declarations of Interest**

MS declared an interest in item 1/D/10/000923 Millmartin Planning Application

2010/086 **To receive apologies for absence**

Apologies for absence were received from Brian Charman, Jane House, Claire Horne and Tony Mackle

2010/087 **To approve the minutes** of the meeting held on 1st June 2010

There were no amendments. MS signed and dated the minutes.

2010/088 **Matters arising from the above minutes**

The clerk confirmed work on the playground had started and was estimated to take between 3-4 weeks. The replacement springer toy for North Street had been delivered and fitted by Mark Simons. The bus timetable cases for Broken Cross had been ordered but not yet delivered. The football posts, the entrance to North Street Playground and strimming and spraying in the Orchard/Nature Area should all be done soon.

MS stated that following the presentation made by Catherine Farrugia of the Environment Agency at the June meeting he had received a copy of the culvert drawing which shows very little detail. He is waiting for a photo montage which will hopefully be ready before the September meeting.

The sunken manhole in Sherren Avenue has been repaired.

CL mentioned that the wheelie bin by the MUGA is often filled with recyclable material. It was agreed this issue would be considered at another time.

2010/089 **Public Discussion Period**

MS temporarily suspended the meeting at 7.40pm

Following a question regarding the cost of the Playground installation, MS confirmed that the £16,000 set aside was for the installation of the equipment, the safety tiles and the fencing. The play equipment had already been paid for by WDDC.

MS resumed the meeting at 7.43pm

2010/090 **County Councillors and District Councillor's Report**

JHa informed the meeting she had been told previously by DCC that the planings in Mill Lane could not be rolled until the weather warmed up. As this has still not been done she will speak to DCC to remind it to carry out the work

Action: JHa to speak to DCC

It was agreed that JHa will request Richard Stubbs from DCC attend a Parish Council meeting to talk about speed limits and hidden dip signs.

Action: JHa to request Richard Stubbs contact the Clerk

ME requested JHa liaise with DCC regarding its expenditure on literature sent out to Parish Councils and also its inspection of roadside hedges and trees from the point of view of commercial vehicles.

FH confirmed the swimming pool development was progressing.

A decision on the possible creation of a single management structure between WDDC and W&P Borough Council will be made later this month.

2010/091 **Planning matters**

1/D/10/000861 – Frome Whitfield Farmhouse (Adjoining Parish Consultation)

KB proposed the Parish Council raise no objection. PH seconded. Majority in favour.

1/D/10/000827 – 20 Chestnut Court, Charlton Down

There was discussion regarding the visual appearance of the proposed sun room. MO proposed the Parish Council object to the application on the grounds of visual appearance. PHo seconded. All in favour.

1/D/10/000897 – 15 Birch Way, Charlton Down
MO proposed the Parish Council raise no objection. ME seconded. Majority in favour.

1/D/10/000923 – Millmartin, 9 Mill Lane, Charminster
There was discussion regarding the various aspects of the application. DG proposed the Parish Council object on the grounds of the scale and form of the garage, the overall affect on the conservation area (including the number of trees to be felled) and the possible effect on flooding. However, the Parish Council has no objections to the proposed alterations to the house itself. PHo seconded. All in favour.

2010/092 **Finance**

- a) Financial statement – Appendix 2.
ME requested the clerk find out if the inside of the new notice board is reversible as it does not match the inside of the existing notice board.
Action: Clerk to look at notice board
- b) Payments made since last meeting – appendix 3.
KB proposed the payments be approved. PHa seconded. All in favour.
- c) Approval of annual return
CL proposed the annual return for 2009/2010 be accepted. KB seconded. Majority in favour. MS then read out the annual governance statement required by the audit commission. All agreed to these statements and MS signed the form.
- d) Insurance Renewal
The clerk explained she had obtained quotes from 2 companies and explained the differences in the cover. KB proposed the Parish Council remain with Zurich Insurance Company at an annual cost of £1243 per year especially as the difference in price was minimal. PHa seconded. All in favour.

2010/093 **Charlton Down**

- a) Grass Cutting Contract
There was discussion regarding the quotes received from 4 contractors for the grass cutting contracts for the Orchard/Nature Area and the Open Spaces. ME proposed Land Products is given the contract for both areas. CL seconded. Majority in favour.
Action: Clerk to appoint contractor and inform unsuccessful contractors
- b) Herrison Road Hedges
It was agreed the Clerk would arrange a meeting between herself, ME and Dawn Atkins from DCC to discuss the hedge line along the stretch of Herrison Road from the Cricket Club to the junction with Sherren Avenue.
Action: Clerk to arrange meeting
Clerk to make enquiries about the piece of land where the SID is located in Charlton Down as a tree is obscuring the view of the SID. To be discussed at September meeting.
Action: Put item on September agenda
- c) Hedge Cutting at allotments
MS confirmed that following requests by the police, DCC and residents he spent £20 to hire a hedge cutter and cut back the allotment hedge along the C12 as visibility was being impaired. KB proposed the Parish Council reimburse MS and spend up to £300 on having the hedge cut this year (with removal of cuttings from site). PHo seconded. All in favour.
Action: Clerk to arrange contractor
- d) Benches for Open Spaces
PHo proposed spending up to £2,500 on 3 black benches from Lightmain (to be located by MUGA, in Young Children's Play area and off Cyprus Road) including the building of concrete bases and installation of the benches. This includes the £200 received from BT. DG seconded. Majority in favour. Precise location to be agreed by NWAAC at meeting on 20th July. ME requested the concrete bases be flush to/below the grass.
Action: Clerk to order benches and arrange installation
- e) Pathway from Village Hall to Cricket Pitch
It was agreed to refer this issue back to NWAAC.
- f) MUGA – hedge near road
MS explained that the end of the hedge adjacent to the path leading from the MUGA obscures the view of the road. It was agreed that this was a Health and Safety issue so the clerk can arrange for the hedge to be cut back.
Action: Clerk to arrange for work to be completed

- g) Request from Youth Club to use MUGA for the Mobile Skatepark
The clerk explained the Youth Club had asked if the MUGA could be used to temporarily site the Mobile Skatepark in the summer holidays. It was agreed that as the tarmac was still new and not yet fully hardened this would not be possible this year.

Action: Clerk to inform Youth Club

- h) Sale of Security Fencing
KB proposed that the clerk endeavour to obtain a price in excess of £250 from the contractor otherwise she should sell the panels and bases on ebay. PHo seconded. All in favour.
It was noted that the MUGA Health and Safety assessment has been carried out. Clerk to liaise with MUGA contractor regarding issues.

Action: Clerk to liaise with contractor

ME requested the top of the grass bump near the Wheelie Bin be removed.

2010/094 **Charminster**

- a) North Street Play Area – inspection report
It was agreed the Inspection Reports be passed back to the SWAAC.
- b) Section 106 monies
MS read out extracts of a letter received from WDDC regarding the 106 monies available. It was agreed the SWAAC should discuss how the Haydon Hill money could be used to improve the playground. It was agreed the clerk should write to WDDC to confirm when the North Ward Money will be available and if there is a closing date for applications.

Action: Clerk to contact WDDC

2010/095 **Cemetery – grave markers**

DG proposed 20 markers are purchased at a cost of £12 + VAT each. CL seconded. Majority in favour.

2010/096 **Parish Grants Scheme for Rights of Way**

MO proposed the Parish Council apply for £1,000 from DCC to carry out maintenance works on rights of way in the Parish. PHo seconded. Majority in favour.

Action: Clerk to apply to DCC

2010/097 **Playground Inspections**

It was agreed to carry out the next cycle of inspections and reconsider the possibility of paying the clerk or splitting the two wards at the September meeting.

Action: Clerk to put item on September agenda

2010/098 **Monthly meetings**

KB proposed the Parish Council continue with monthly meetings other than in August and January. ME seconded. Majority in favour.

2010/099 **Point of Contact for PMU**

It was agreed that the Clerk should be the point of contact for the PMU and should request a list of jobs completed by the PMU after each visit.

2010/100 **Bus Shelter Cleaning**

MS proposed that for the time being the clerk will arrange for the Broken Cross shelter and Sherren Avenue shelter to be cleaned every 2 months. KB seconded. Majority in favour.

2010/101 **Matters of information and interest and items for next agenda**

The Clerk informed members that Cerne Abbas Parish Councillors would like to know if any neighbouring parishes would be interested in joining the Lengthsman scheme. It was agreed MS should meet with the Chair of the Cerne Abbas Parish Council and a representative of DCC Highways.

DG requested that flooding be put on the September agenda.

North Ward Councillor Vacancy will be put on September agenda.

There being no further business, MS closed the meeting at 9.58pm