

**Charminster Parish Council meeting Tuesday 5<sup>th</sup> June 2018  
at Charminster Village Hall at 7.00pm**

**Draft Minutes**

**Present:** Mark Simons (Chair) (MS), Carol Matthews (CM) (Vice-Chair), Keith Beeson (KB), Amanda Edwards (AE), Richard East (RE), Ben Lucas (BL), Peter White (PW), Sandie Woodrow (SW), Tim Yarker (TY), Iain Young (IY)

**In attendance:** Sarah Davies (Acting Clerk), District Councillor Fred Horsington (FH) and 1 member of the public.

2018/082 **Declarations of Interest** – to record declarations of interest in any item on the agenda.  
None declared.

2018/083 **To consider grant of dispensations**  
None received.

2018/084 **To receive apologies for absence**  
Apologies had been received from Gill Reese and County Councillor Jill Haynes

2018/085 **To approve the minutes** of the meeting held on 1<sup>st</sup> May 2018.  
CM proposed accepting the minutes of the 1<sup>st</sup> May 2018 as an accurate record. KB seconded. All in favour.

2018/086 **Matters arising from the above minutes**  
MS informed the meeting that the DCC is still trying to progress the cycleway between Charlton Down and Charminster. Discussions are still taking place with the landowners of the tarmac road and the woodland beyond.

MS has spoken to Ian Madgwick (DCC Highways) about the North Street footway. A safe exit on to North Street needs to be created. Ian Madgwick has agreed to visit the site and take a look for the Parish Council.

2018/087 **Public Discussion Period**  
MS suspended the meeting at 7.05pm. One member of the public was present and asked for an update on planning applications within Charminster. TY confirmed that the Strawberry Fields application had been refused at Committee and the Charminster Farm site was due to be discussed later in the meeting.  
There was discussion about the future of the Fairfield Market site and the future of South Walks House  
MS resumed the meeting at 7.11pm

2018/088 **District Councillors Report**  
FH informed members that the first meeting of the Shadow Authority is being held on Thursday 7<sup>th</sup> June. TY confirmed that the meeting and all subsequent meetings are open to the public. Details of the meetings can be found on the Dorset Area Joint Committee website (links available from [www.dorsetforyou.gov.uk](http://www.dorsetforyou.gov.uk))

TY confirmed that the public consultation of the Local Plan is due to take place in August/September. The plan is due to be discussed by the Overview and Scrutiny committee shortly.

2018/089 **County Councillors Report**  
No report received

2018/090 **Planning Matters**  
WD/D/18/000655 – Cowden, North Street, Charminster  
There was a lengthy discussion about the application including concerns raised by residents about noise after previous camping events. Access on to the site was also discussed.  
SW proposed the Parish Council object to the application on the grounds of poor access, noise and light pollution and the visual impact of the bell tents on the surrounding area.  
RE seconded. Majority in favour.

WD/D/18/000674 – Forston Grange, Forston Grange Access Road  
PW proposed the Parish Council raises no objection to the application. IY seconded. All in favour.

WD/D/18/000882 – 7 Ellerslie Close, Charminster  
IY confirmed he had visited neighbouring properties and spoken to some of the neighbours who had no objections to the plans. PW proposed the Parish Council raises no objection to the application. IY seconded. All in favour.

WD/D/18/000909 – 26 East Hill, Charminster  
KB proposed the Parish Council raises no objection to the application. CM seconded. Majority in favour.

WD/D/18/000296 – Land west of Charminster Farm (amended plan)  
The amended plans were discussed. TY proposed the Parish Council object to the application due to the volume of traffic coming out on to Weir View and the lack of an alternative access. RE seconded. All in favour.

WD/D/18/000645 – Manor Cottage, Main Road, Godmanstone (adjoining Parish Consultation)  
No comment

#### 2018/091 **Finance**

- a) Financial Statement
- b) Payments to be agreed  
CM proposed accepting the financial statement and payments. KB seconded. Majority in favour. MS signed the bank statements. KB requested the Clerk create a new budget heading for Mobile Phone costs.
- c) Approve the Annual Governance & Accountability Return  
MS explained the year end accounts and the annual governance statement had been discussed by the F&GP committee prior to the meeting and the committee recommended approving both items. MS read out the Annual Governance statement and members answered Yes to all questions that were applicable. SW proposed the Parish Council accept the Annual Governance and Accountability Return for 2017-2018. CM seconded. All in favour.
- d) Recommendations from the F&GP Committee
  - i) KB proposed spending £444.35 on the insurance renewal, CM seconded. All in favour.
  - ii) KB proposed the Disciplinary Policy and Grievance Policy be adopted by the Parish Council. CM seconded. All in favour.
  - iii) CM proposed the Standing Orders be amended to include a staffing committee made up of the members of the F&GP committee. The Chair of the F&GP committee can also co-opt other Parish Councillors on to the committee. IY seconded. All in favour.
  - iv) The proposed Social Media policy was discussed. Members were reminded that they need to be mindful when posting on Social Media that they make it clear they are posting as an individual and not as a Parish Councillor. KB proposed the Parish Council adopt the Social Media Policy and all members are required to read it. CM seconded. All in favour.
  - v) KB proposed the amendments to the Risk Assessment document be approved. CM seconded. All in favour.
  - vi) The Asset Register was reviewed. KB proposed the register be accepted. CM seconded. All in favour.
  - vii) KB proposed the NALC Contract of Employment be accepted with an amendment to the Pension section to read "The Parish Council shall offer a pension in accordance with the current law on workplace pensions. CM seconded. All in favour.

#### 2018/092 **Charminster**

- a) New notice board for the Cemetery  
CM proposed spending up to £520 on a new notice board for the cemetery. AE seconded. All in favour.

**Action: Clerk to order notice board**

- b) Traffic Surveys for proposed 20mph areas.  
TY proposed spending up to £600 on traffic surveys as required by Highways.

**Action: Clerk to contact Highways.**

- c) Pruning of Trees in The Square  
SW proposed spending up to £200 on pruning the trees in The Square. RE seconded. All in favour.

**Action: Clerk to arrange for work to be carried out**

- d) Request from Charminster Village Hall for a further donation for new chairs.  
KB proposed donating £500 to Charminster Village Hall for the purchase of new chairs. IY seconded. Majority in favour.

2018/093 **Charlton Down**

- a) KB proposed spending up to £30 on creating a concrete base for a sunken firepit in the Edible Orchard. CM seconded. All in favour.  
b) Litter Bin outside shop  
IY proposed spending £4.50 a week on an extra collection from the bin outside the shop to alleviate the problem of the bin overflowing. PW seconded. All in favour.

2018/094 **Recruitment of a new clerk**

MS discussed contracts and recruitment/advertising for a new clerk and RFO (the role should be advertised as one position) with reduced hours of 40 and 20 respectively.  
KB proposed the Chair and Vice-Chair put an advert together and put it in the Pilot and on notice boards and the website. RE seconded. All in favour.

**Action: MS and CM to arrange advert**

2018/095 **Consider purchase of a new Speed Indicator Device (SID)**

RE proposed spending £2550 on a new SID including the solar panel adaptors. KB seconded. All in favour.

**Action: Clerk to purchase new SID**

2018/096 **Dates for Future Litter Picks**

Litter Picks were agreed for Saturday 22<sup>nd</sup> September 2018 and 16<sup>th</sup> March 2019

2018/097 **Matters of Information and Interest and items for next agenda**

AE informed members that 2 drivers of the X11 route had confirmed that the X11 will no longer run on Saturdays. RE offered to contact Jill Haynes regarding this and also ask her to follow up on the informal arrangement that the bus will stop opposite Charlotte Close.

**Action: RE to contact Jill Haynes**

KB requested that Parish Council Policies should be discussed at the July meeting.

**Action: Item for July agenda**

Princes Plot – TY proposed that the contractor who currently cuts the footpaths be asked to trim Princes Plot when appropriate. RE seconded. Majority in favour.

**Action: MS to liaise with the DCC Ecologist.**

2018/098 **Date of next meeting – 3<sup>rd</sup> July at Charlton Down Village Hall**

The meeting closed at 8.45pm