

**Charminster Parish Council meeting Tuesday 7th June 2022
at Charminster Community Hall at 7pm**

Draft Minutes

Present: Mark Simons (MS) (Chair), Carol Matthews (CM) (Vice-Chair), Keith Beeson (KB), Peter Dangerfield (PD), Susan Frazer (SF), Oliver Greenaway (OG), Julie Jackson (JJ), Louisa Swabey-Payne (LP), Alan Rolls (AR), Richard Wareham (RW) and Tim Yarker (TY)

Also in attendance: Sarah Davies (Clerk), Dorset Cllr Andy Canning (AC) (standing in for David Taylor) and 3 members of the public

MS welcomed everyone to the meeting at 7pm

2022/176 **Declarations of Interest** – to record declarations of interest in any item on the agenda.
None

2022/177 **To consider grant of dispensations**
None received.

2022/178 **To receive apologies for absence**
Apologies had been received from Geri Brown and Richard East

2022/179 **To approve the minutes** of the meetings held on 3rd May 2022
CM proposed the minutes be approved. RW seconded. Majority in favour. MS signed and dated the minutes.

2022/180 **Matters arising from the above minutes**
None

2022/181 **Public Discussion Period**

MS suspended the formal part of the meeting at 7.05pm

The owners of Ivy Cottage asked for an update on the potential screening at Broken Cross Play Area. The Clerk explained that further to emails sent to them, she had not received any quotes from contractors yet and as promised would let them know once these quotes had been received.

MS resumed the formal part of the meeting at 7.12pm

MS thanked Cllr Andy Canning for attending in the place of David Taylor who is taking a leave of absence. AC provided members with an update on the North of Dorchester proposals. He reported that Dorset Council has received a grant of £135,000 to look at creating a completely new plan and what would be needed to achieve this.

2022/187 Traffic Issues within the Parish

MS brought forward item 2022/187 so that he could invite Steven Milner from St Mary's Church to speak about the problems with traffic around the church. He explained that parking in that area in front of the church on West Hill is causing major problems when funeral cars and wedding cars need to park and there is a constant problem with traffic flow.

There was a lengthy discussion around the way forward in terms of solving traffic issues around the Parish. TY felt the Parish Council should be proactive in trying to solve some of the problems. MS suggested employing the services of a planning consultant and inviting residents to an event where they could share their thoughts on the issues rather than the Parish Councillors and the few members of the public that attend meetings deciding what the issues are. It was agreed a working party should be formed.

RW proposed the Parish Council take ownership of the problem and create a forward-thinking plan with the support and assistance of the local community and assistance from a professional TY seconded. Majority in favour.

KB proposed a working party be formed. LP, TY, KB, PD, MS and OG all volunteered to be part of the group. CM seconded. Majority in favour.

To solve the immediate issue of parking outside the church, AC offered to speak to Highways to see if any quick solutions could be found for example disabled parking bays.

LP suggested installing specialised bollards outside school to encourage motorists to drive more carefully near school. She showed members some photos of bollards that resemble small children and said she would find out prices and look at other options for another meeting. The Clerk will establish if Highways would allow them to be installed.

2022/182 Planning Matters

One planning application came in after the agenda had been set.

P/HOU/2022/03407 – 2 Westleaze Close (erect a first floor extension over an existing ground floor garage). KB proposed the Parish Council raise no objection to the application. TY seconded. Majority in favour.

2022/183 Finance

- a) Financial Statement
MS checked the bank statements against the financial statement.
- b) Payments to be agreed
KB proposed accepting the financial statement and all payments including additional ones listed at the meeting. CM seconded. All in favour.

- c) Insurance renewal
CM proposed £1316.77 for the renewal of the insurance. KB seconded.
Majority in favour.

- d) Finance & General Purposes Committee recommendations

Annual Governance and Accountability Return

MS read out the Annual Governance statement and members answered yes to all questions that were applicable. KB proposed the Parish Council accept the Annual Governance and Accountability Return for 2021/22. CM seconded. All in favour. MS and the Clerk signed the relevant forms.

Cemetery Charges:

The F&GP committee had reviewed the cemetery charges. MS reminded members that the Parish Council now pay business rates for the cemetery. RW proposed the following increase in Cemetery charges be accepted (proposed increases in blue). PD seconded. Majority in favour.

	Parish	Non-Parish
Interment - stillborn child or a child under 16	No fee	No fee
Interment - adult (over 16)	£300 £350	£500 £700
Interment of ashes	£80 £100	£160 £200
Interment of ashes on existing grave	£20 £50	£40 £100
Headstone	£100 No change	£200 No change
Vase	£50 No change	£100 No change
Additional inscriptions	£40 No change	£80 No change
Exclusive rights of burial (9ft x 4ft)	£200 No change	£400 No change
Exclusive rights of burial (ashes plot)	£40 £50	£80 £100

Review of Investment Policy and Donations Policy

RW proposed no changes need to be made. PD seconded. All in favour.

Risk Assessment document

RW proposed the following changes recommended by Finance and General Purposes committee be accepted.

The section relating to "Travellers occupying Parish Council land" be amended to grant the Clerk the power to spend up to £5,000 on legal fees.

That the Financial Regulations are reviewed bi-annually rather than annually.

PD seconded. Majority in favour.

2022/184 Community Hall

a) Children's reading sessions at the hall

LP explained that the Charminster Book Club would like to support early literacy and reading in the community. They would like to start a children's book group for families in Charminster, Charlton Down and Forston. They will draw on expertise from St Marys School and have a children's book swap. KB proposed agreeing in principle to awarding a grant of £200 to assist with hall hire costs. PD seconded. Majority in favour.

b) Cupboards and sound system at hall

MS explained he had met with the contractor regarding the cupboards at the hall. A few tweaks have been made to the original design and costs have increased due to the increase in price of materials. KB proposed spending up to £2,000 on the cupboards. CM seconded. Majority in favour.

The clerk explained the hall networking was now complete. The sound system and hearing aid loop system is in the process of being installed. The contractor and the clerk have discussed the cabinet that will store the sound system and as it will be wheeled in and out by hirers as required and sit in the main hall when being used, it was proposed spending more on the cabinet to ensure it is sturdy. TY proposed spending up to £900 on the cabinet. LP seconded. Majority in favour.

2022/185 Signage for Charminster Stores

MS explained that when the fingerpost at Charminster Cross (North Street/West Hill) was refurbished, we paid for an extra arm to be added signposting Charminster stores. It was agreed at the time that we needed extra signage off the C12 but costs at the time were extortionate. LP proposed we get quotes again for a single sign at the end of Cocklands and get quotes for refurbishing the finger post at the end of Vicarage Lane and add in "Charminster Stores & PO". RW seconded. All in favour.

2022/186 Higher Charminster

a) Replacement tree

TY proposed spending up to £100 on a tree to replace the dead tree near the bus stop. CM seconded. Majority in favour.

b) Replacement bench

There was discussion about replacing the bench near the ford at Higher Charminster and also the one at Charminster Cross. OG proposed spending up to £1500 purchasing a Jubilee bench and making the base for Charminster Cross. CM seconded. Majority in favour. It was agreed to look for a suitable bench for Higher Charminster.

2022/187 Discussed earlier in meeting

2022/188 Matters of information and items for the next agenda

TY thanked everyone who had attended the fete. He confirmed £8,500 had been raised.

CM suggested a small group carry out a litter pick on the C12 near the bridges whilst the road is closed.

MS is repairing the Information Board for Princes Plot.

RW asked it to be noted that the clerk is arranging for the goal mouths on the MUGA field to be filled in and turfed.

2022/189 Date of the next meeting

5th July 2022

There being no further business MS closed the meeting at 8.43pm