

# **FROME VALLEY PARISH COUNCIL**

Minutes of a meeting of the Parish Council held in the Savill Hall, Cattistock on Monday, 27<sup>th</sup> November 2017 commencing at 7.30 pm.

## **Present**

Cllr Palmer (Chair)	Cllr Tosswill
Cllr Mitchell	Cllr Lashbrook
Cllr Kilby	Cllr Sennett
Cllr Browning	Cllr Harpur
Cllr Anderson	Cllr Gregory

## **In Attendance**

Mrs K Sheehan (Clerk)  
Cllr M Penfold (WDDC), Cllr J Haynes (DCC)  
Mr M Gardiner (Rights of Way Officer)  
No members of the public

## **Democratic Period**

The democratic period took place prior to the formal meeting. No issues were raised.

### **17/052. Apologies**

Apologies were received from Cllr Browne.

### **17/053. Code of Conduct and Declarations of Interests**

None. All members were permitted to take part in Budget discussions and decisions as otherwise business would not be able to be transacted.

### **17/054. Minutes of the Previous Meeting**

Minutes of the last meeting held on 18<sup>th</sup> September 2017 had been previously circulated and were unanimously approved and signed by the Chair, subject to the minor amendment of £150 to £50 at item 17/045/c.

### **17/055. Matters arising from Last Meeting**

#### **a. Back Lane, Cattistock**

Cllr Haynes reported that she had attended the site and walked the length of the bridleway with the DCC Officer responsible for Rights of Way. She stated that the path was not as wet as it had been and consequently the conclusion was that it was not in bad enough condition for DCC to undertake serious works, but that the wettest bend could benefit from road planings and had been added to the list for this work when the materials were next available in the area. It was not known how long this might take. Cllr Harpur was thanked for her efforts looking at other options, which were put on hold until such time as it became clear that the County Council would/not carry the works.

#### **b. BT Poles, Chilfrome**

Cllr Tosswill reported that all of the BT poles had now been removed following correspondence between the Clerk and BT. This item was closed.

#### **c. Dog fouling signage**

Cllr Sennett confirmed that the signage ordered had now been received and he could possibly attach them with long cable ties. It was agreed that any costs incurred in mounting the signs could be reclaimed.

### **17/056. Higher Authority Reports**

#### **a. Dorset County Council**

Cllr Haynes reported that:

- The Secretary of State had announced he was 'minded' to support the Future Dorset proposals, but that confirmation was anticipated in early January;
- A lot of work was now required to amalgamated departments and move staff accordingly;
- Ward boundaries for the new authority would need to be redefined;
- The Care Home in Cattistock was now closed due to recruitment problems, there was also a wider problem with a lack of foster families in the county;
- An interim CC Chief Executive would be appointed to lead the process.

Cllr Haynes responded to a question from Cllr Browning about the reasons for the shortage of available foster families.

b. West Dorset District Council

Cllr Penfold reported that:

- Shire Hall renovations and the Museum refurbishment were added value to the cultural centre of Dorchester;
- The Tourist Information Centre was being incorporated into the library; and
- The backlog of landcharge and planning enforcement work was reducing slowly.

In response to a query from Cllr Mitchell regarding the application of S106 funds to the refurbishment of the Museum, Cllr Penfold agreed to provide some information behind the source(s) and allocation of the funds in question.

**17/057. Financial Matters**

*a. To authorise payments for goods and services received since the last meeting*

Payments were authorised for the following:

<i>Cheque No</i>	<i>Value(£)</i>	<i>Comment</i>
100696	42.00	I Gregory – Defibrillator training flyer printing costs
100697	45.00	Savill Hall Committee – hall hire to year end
100698	620.57	Staff salaries and expenses
Direct Debit	35.00	Annual ICO registration fee
100699	610.00	Cattistock PCC – Churchyard and Clock grant
100700	210.00	F St Q PCC – Churchyard grant
100701	210.00	Chilfrome – Churchyard grant

**Proposed: Cllr G Browning**

**Seconded: Cllr B Sennett**

**RESOLVED FOR PAYMENT**

*b. To consider the Budget and Precept 2018-19*

Members considered a pre-circulated budget for the coming financial year with actual spend figures to end of November 2017 to inform current year progress. A precept of £10,395 was discussed, a slight increase on the 17/18 precept of £10,000. Some discussion took place about allocating reserves and the following points were noted:

- Transfer of £750 to Community Space Account to be made in January
- Works to the Community Space were likely to include a roundabout and repairs to the swings
- Additional grass mowing should be factored in, given increasingly wet summers.

To raise the precept at £10,395 and adopt the proposed 18/19 budget was:

**Proposed: Cllr Gregory**

**Seconded: Cllr Sennett**

**RESOLVED**

**Action: Clerk to raise internal transfer of £750 from main account to CS Account for January.**

*c. To appoint an internal auditor for the 2017/18 financial year*

Mrs M Harding was proposed as the internal auditor for the 17-18 financial year.

**Proposed: Cllr Sennett**

**Seconded: Cllr Browning**

**RESOLVED**

*d. To consider the contents of the HSBC safety deposit box:*

*i. Chair's Ceremonial Chain*

After some discussion Cllr Gregory agreed to contact the Collins family for permission to frame and display the chain in the Savill Hall.

**Action: Cllr Gregory to make arrangements to display the chain.**

*ii. Deeds of variation relating to the former school playing field at Duck Street, Cattistock*

The Clerk reported that also in the safety deposit box had been lease and deeds of variation relating to the former school playing field at Duck Street. The Clerk was asked to seek clarification over the current status of the land and rent payable (if any) and report back to the next meeting of the Parish Council.

**Action: Clerk to research status of the land in question.**

*e. To consider the current grass cutting arrangements*

The Clerk reported that it was proving increasingly difficult to contact the current contractor, however it was possible that there was some confusion between the grass cutting undertaken for the Parish Council and the PCC. In the first instance Cllr Sennett agreed to follow this up with the contractor and Cllr Anderson would look at the PCC invoices to see what had been billed to the Church.

**Action: Cllrs Sennett and Anderson to follow up queries as outlined in e) above. Grass cutting arrangements to be reviewed at January meeting.**

*f. To dispose of defunct electronic equipment and amend the asset register accordingly*

The Clerk presented a number of items of electronic hardware, including the laptop, printer, defunct router and various other parts which were no longer required/useful/working. Cllr Palmer also stated that she was currently holding a monitor and it was agreed that all of these items could be disposed of and removed from the asset register. The hard drive would be destroyed.

**Action: Clerk to amend asset register.**

*g. To note the conclusion of the 16/17 audit*

Members noted that the 2016/17 audit had been signed off by the external auditor. The paperwork had arrived two months ago, but after the agenda for September had been published so was delayed until November.

## **17/058. Development Applications**

Cllr Palmer requested that all members of council encourage members of the public to submit their comments directly to West Dorset District Council via the planning portal.

*a. Planning Applications currently in circulation:*

- WD/D/17002475 – Manor Farm, Cattistock

Cllr Palmer stated that this amended application was submitted to comply with certain requests from the District Council's planning team. No objections were recorded to this application.

**Action: Clerk to submit FVPC response to District Council.**

*b. To note development decisions received since the last meeting:*

Those listed on the agenda were noted, in addition Members noted that the planning appeal relating to Barnhayes Farm had been allowed and the Clerk was asked to amend the agricultural ties database to reflect this. Members were asked to send any further additions to the list to the Clerk as soon as possible.

## **17/059. Correspondence**

The following matters were discussed:

*a. Matters discussed or raised with the Clerk*

Members noted the circulation of various bulletins, consultations since the last meeting.

*b. To note action on other correspondence received since the last meeting*

Various emails circulated to members.

## **17/060. Other Relevant Information**

Cllr Gregory reported that 61 people had attended the defibrillator training session and proposed to run the next one on a Saturday morning to be accessible to different people. Members noted that the defibrillator was likely to be moved onto the wall of the pub, pending the future of the 'phone box. Cllr Gregory added that there remained some uncertainty over the future of the DKT but would keep members updated.

Cllr Sennett reported that the drain by the bus stop seemed to be blocked but Cllr Anderson stated it had recently been cleared and this had improved the situation.

Mr Gardiner reported that DCC had confirmed some funding would be made available for a bridge at Voss' Lane in this financial year. Thanks were recorded to Mr Gardiner for his efforts on this project.

**17/061. Arrangements and items for the next meeting**

The next meeting was set for Monday 29<sup>th</sup> January, starting at 7.30pm in the Savill Hall, Cattistock.

Items for the agenda to include:

- Update on lease documents from safe deposit box

The meeting finished at 9.00pm.