Minutes of a meeting of the Parish Council held in the Savill Hall, Cattistock on Monday, 23 May 2016 commencing at 7.30 pm.

**Present**

Ms Palmer (Chairman) and Ms Browning plus Messrs Anderson, Browne, Gibbs, Gregory, Lashbrook, Mitchell, Sennett and Tosswill were present.

Ms Penfold (WDDC Councillor) also attended

**Apologies**

Apologies were received from Ms Haynes (DCC Councillor).

**Democratic Period**

The democratic period took place prior to the formal meeting.

**Declaration of Unrecorded Pecuniary Interests**

None

1. **Introduction of new Parish Clerk**

A new Parish Clerk had been appointed and was introduced to the Council but unfortunately indicated shortly after the meeting that she would not be taking up the post.

1. **Election of Chairman and Officers**

Ms Palmer indicated that other commitments meant that she felt she could not continue as Council Chairman however after a protracted delay no other Councillor was willing to take up the post. Therefore, and reluctantly, Ms Palmer agreed to continue as Chairman. It was formally agreed that the Chairman and other Officers would continue as in the previous year, namely:

* Chairman – Ms S Palmer
* Vice-Chairman – Mr I Mitchell
* Planning Officer – Parish Clerk
* HMS Cattistock Liaison Officer – Mr I Gregory
* Transport Advisor – Ms S Falkingham
* Conservation Advisor – Mr J Willows
* Central Region Representative – Unfilled
* Community Space Committee Representatives – Chairman, Mr I Gregory
* General Purposes Committee – Chairman, Vice-Chairman, Mr I Anderson, Mr I Gregory, Mr B Sennett

1. **Consideration of Dispensation Requests**

None

1. **Higher Authority Reports**
   1. DCC . No DCC report was presented.
   2. WDDC. It was reported that action was in hand to have vegetation impeding visibility at the A37/Holywell junction cut back and also to have the sign impairing the line of sight moved. The meeting was also informed there was a campaign headed by local residents for further improvements at the junction and to this end the Chairman asked for reports of any near misses to be sent to her to add to the statistics that would need to underpin the campaign. The meeting was advised that 3 new staff had been recruited to the WDDC Planning Office and would start imminently however queries to the Planners should be minimised to allow the staff to work on the current planning backlog. It was noted that there had been no response from the Flood Risk Manager to a letter concerning flooding in Chilfrome and Ms Penfold agreed to investigate.

1. **Minutes of Last Meeting**

Minutes of the last meeting held on 04 April 2016 had been previously circulated and were unanimously approved and signed by the Chairman.

1. **Matters arising from Last Meeting**
2. *Updating of the Parish Plan*

The revised Parish Plan documents had been forwarded to the WDDC Local Plan Manager. Item closed.

1. *Signpost Repair Project*

The Sandhills signpost had been remounted including the only undamaged fingerpost. The replacement of the other fingerposts was in hand and additional local funds continued to be sought.

**Action:** Continuing

1. *Appointment of Parish Clerk*

See Item 1 above.

1. *Bus shelter mud deposit*

The rainwater drain and mud deposit at the Cattistock bus shelter had been cleared. Item closed.

1. *Fly-tipping near Cattistock Cricket Club*

The reported fly-tipping had been investigated and it was noted the cricket club had a procedure for clearing rubbish bags that accumulated during matches. However it was noted that garden rubbish was also being deposited lower down the pathway. It was agreed that the Clerk should contact the Rectory Gardens Residents Association concerning the matter.

**Action:** The Rectory Gardens Residents Association to be contacted.

1. *Broken rainwater grating*

The broken rainwater grating near to Bun House, Cattistock had been repaired. Item closed.

1. **Financial Matters**
   1. *Annual Risk Assessment and Insurance*

It was noted that the risks to Council’s operations remained unaltered from the previous year and a quotation of £825.16 for insurance to cover these risks had been received. The quotation was accepted.

* 1. *Annual Governance Statement and Financial Audit*

The annual governance statement and financial return for 2015/16 had been prepared by the Clerk and passed with laudatory comments by the internal auditor. The annual governance statement and financial return were unanimously accepted and were to be forwarded to the external auditors.

**Action:**  The annual governance statement and financial return to be forwarded to the external auditors

* 1. *Outstanding Accounts*

Payment of the following accounts were noted and authorised:

Main account

|  |  |  |
| --- | --- | --- |
| *Cheque No* | *Value(£)* | *Comment* |
| 100642 | 99.00 | Community Space inspection fee |
| 100643 | 441.03 | Clerk’s salary Apr/May |
| 100644 | N/A | New Clerk’s salary, not presented, see Item 1 |
| 100645 | 123.98 | Clerks’ PAYE Apr/May |
| 100646 | 78.96 | Contribution to telephone/broadband |
| 100647 | 10.00 | Computer repair cost |
| 100648 | 825.16 | Parish Council insurance premium |
| 100649 | 15.00 | Hire of meeting room |

1. **Development Applications**
2. Following circulation to Councillors and comments made the council responses to development applications received since the last meeting were noted, namely:

* WD/D/16/000398, Water Treatment Works, Chalmington – **No objection**

1. The Council noted the development decisions received since the last meeting, namely:

* WD/TP/16/00084, Chalmington Gardens, Chalmington – **Approved**
* WD/D/16/000398, Water Treatment Works, Chalmington – **Approved**
* WD/D/15/002968, Chalmington Farm, Chalmington - **Withdrawn**

1. **Correspondence**
   1. A member of the public had complained that due to the speed of traffic entering Cattistock a number of her pets had been struck and killed over recent years. A reduction of the speed limit from 30 mph to 20 mph had been proposed. The proposal was debated and it was noted that a similar suggestion some years ago was unsuccessful on the grounds of insufficient evidence. It was felt that the situation had not changed and was similar to that pertaining to the A37/Holywell junction where even a person’s death was not considered sufficient cause for a change to the speed limits. Therefore although the Council had sympathy with the trauma caused by the death of a pet it felt unable to support the proposal for a reduced village speed limit.
   2. Council notedthe action on correspondence received since the last meeting, namely:

* Latest “Transport News” – posted on Parish Council website
* Various emailed survey and consultation requests from higher authorities – forwarded to Councillors
* Various emailed event notifications – forwarded to Councillors

1. **Other Relevant Information**

The meeting was advised that the 2016 Dorset Knob-Throwing (DKT) event had once again been a major success generating a surplus of approximately £19,000 for the various nominated beneficiaries including the Community Space Fund. But due to personal commitments the original instigators and prime organisers, Nigel and Shelley Collins needed to end their involvement with the event. Moreover, the success of the event now caused very significant traffic problems in Cattistock and all the surrounding roads. It would be necessary to reconsider the organisation of the event and a possible change of venue for future years. The Council noted the likely changes. It also recorded a unanimous vote of thanks and appreciation to Nigel and Shelley Collins for their sustained efforts over many years in developing the DKT event and generating so much funding for local causes.

1. **Arrangements for Next Meeting**

It was agreed that the next meeting would be on Monday, 25 July 2016 at 7.30pm in the Savill Hall, Cattistock.

The meeting closed at 9.15pm.

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Chairman