

MILBORNE ST ANDREW PARISH COUNCIL - MEETING MINUTES



Held on: 20/06/2012

at: 19:30

Location: Milborne St Andrew Village Hall

Present: Cllr Janet Allen (Chairman)
Cllr Jennifer Balcon
Cllr Dean Hamilton
Cllr John Harris
Cllr Michael Hopper
Cllr Philip Smith
Cllr Jane Somper (District Councillor)

In attendance: Joyce Holman (Parish Clerk)

Prior to the start of the meeting Cllr Balcon gave a presentation on the Olympic Torch to the public present which included Trustees of the Village Hall. Details of the presentation are contained in Minute No 35

28 **Apologies** Cllr Paul Morgan (Vice-Chairman)
Cllr Mrs H Cox (County Councillor)
Cllr Emma Parker (District Councillor)

29 **Declarations of Interest**

None

30 **Minutes of Parish Council Meeting on 16 May 2012**

RESOLVED that the Minutes of the meeting be confirmed and signed as a correct record.

31 **County & District Councillors' Reports**

Cllr Somper advised that she is now a Member of the Planning Committee at North Dorset District Council and also Vice-Chairman of the Services Review Committee.

A major review was being undertaken of the Planning Department which involved an outside company looking at the practices of the department and how they could improve communication, particularly with Town and Parish Councils. The new online computer system to enable plans to be viewed on the internet would be in place by September 2012.

Cllr Somper gave details of the Travel Study Workshop that she attended last week and felt that progress was being made for the future.

32 **Parish Councillor Representatives' Reports**

Cllr Hopper reported that the Allotment Society had now appointed their Committee. It consists of 9 member including representatives from the Parish Council and Milborne Sports Club with 4 officers, being Chairman, Vice-Chairman, Treasurer and Secretary. Thirty allotment plots, measuring approximately 20 metres by 10 metres have been marked out with paths between. Half the allotments had been rented and an advert would appear in the next edition of The Reporter for new allotment holders. A new logo has been agreed following a competition. Grant Applications had been made and the Allotment Society was waiting to hear whether they have been successful. New Tenancy Agreements have been drawn up and would be starting in July 2012.

Cllr Balcon reported that Milborne Sports Club had been host to one of their major fund raising events and the other would take place at the end of June 2012. The main pitch had been re-fertilised and the new pitch had been laid, but it was proving popular with rabbits.



Cllr Hamilton reported that he would be attending the next meeting of the Governors of Milborne St Andrew First School and would report back to the next Parish Council Meeting.

33

Planning Application

<u>No.</u>	<u>Location</u>
2/2012/0621/PLNG	Adjacent Bramble Cottage, Chapel Street

Decision

The amended plans only contained additional flood works and the same objections applied as were given for the original Planning Application consider by the Parish Council on 17 August 2011. They were:

- | | |
|-----------|--|
| Objection | a) overdevelopment of site;
b) visual impact on neighbouring properties;
c) overbearing and light reduction on neighbouring properties;
d) not suitable in size for the location;
e) concerns about flooding issues;
f) concerns about parking and access for emergency vehicles. |
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In addition the following comments were added:

- g) new drainage systems are not sufficient to address the flooding issues;
- h) request that determination is made by the Planning Committee.

34

Her Majesty The Queen's Diamond Jubilee (Min. 177 – 14.03.12)

The Chairman gave details of her visit to Milborne St Andrew First School and the distribution of the Diamond Jubilee mugs to the children attending the school.

The Clerk reported that she had applied for 60 trees from the Woodland Trust but the decision on whether the Parish Council had been successful in their bid would not be known until late September or early October.

35

Olympic Torch (Min.19 – 16.05.12)

The Clerk submitted the Minutes of the Olympic Torch Working Party a copy of which appears as Appendix A in the Minute Book.

Cllr Balcon made a presentation which covered the following points:

- a) Parking would be available at the factory and The Grove (from blue gates to the pillars) and the Village Hall car park;
- b) It was hoped that the Village Hall Trustees would agree the use of the field as a car park if the weather was dry;
- c) Toilet would be available at the Village Hall, the factory and the Royal Oak.
- d) Cllr Balcon was in the process of arranging some live music;
- e) The fish & chip van would be attending in their normal place outside Londis;
- f) It was hoped that refreshments could be provided at the Village Hall. Shirley Dunkley offered to get together some helpers and provide cold drinks outside the front of the Village Hall. It was not possible to provide teas & coffees for the large numbers expected due to the facilities available at the Village Hall;
- g) The local scouts would be providing a clean up of the village the day before the Olympic Torch;
- h) A working party would be required to clean up the village after the event and it was agreed that this should be on the Thursday afternoon;
- i) Each marshal would be provided with a black bag to collect rubbish at their



location;

- j) The blue bins would be moved from the Sports Club for use with rubbish.

RESOLVED that the Olympic Torch Working Party Recommendations and Minutes be adopted by the Parish Council.

36 **Housing Strategy Statement Consultation Draft (Min. 173 – 14.03.12)**

The Clerk submitted a report from Cllr Morgan a copy of which appears as Appendix B in the Minute Book.

The report précised the priorities contained in the report and included the timetable for the delivery of affordable housing.

37 **Highways Grass Cutting 2012 (Min.21 – 16.05.12)**

The Clerk referred to a letter considered at the Parish Council Meeting on 16 May 2012 from the Dorset County Council Ground Services Manager about the reduction in grass cutting and that rural areas would only be cut twice a year.

It had now been established that the areas within the village are considered urban and not rural for grass cutting. This meant that there would be six cuts a year and the Clerk had received copies of the maps for Milborne St Andrew showing the areas that would be cut by Dorset County Council. A copy of these maps appears as Appendix C in the Minute Book.

38 **Action Plan (Min.18 – 16.05.12)**

The Clerk submitted a report a copy of which appears as Appendix D in the Minute Book.

The report included a revised Action Plan which was drawn up following an informal meeting held on 6 June 2012. The plan would now be worked on in the coming year.

Cllr Harris reported that he had already looked at the condition of the seat at Lane End and would carry out the necessary repairs. He had also cut the hedge adjacent to the factory to make the bus stop sign visible.

RESOLVED that the Action Plan submitted be adopted by the Parish Council.

39 **Consultation on Day Care Services & Vocational Services (Min.98 – 19.10.11)**

The Clerk submitted a letter dated 23 May 2012 from the Director of Adult & Community Services at Dorset County Council a copy of which appears as Appendix E in the Minute Book.

The letter gave details of further public consultation meetings and invited the views of the Parish Council. Cllr Balcon would endeavour to attend one of the meetings and report back to the next Parish Council Meeting.

Cllr Harris made apologies and left the meeting.

40 **Highway Procedure Changes**

The Clerk submitted for information a letter dated 27 April 2012 from the Traffic Engineering Team manager at Dorset County Council a copy of which appears as Appendix F in the Minute Book.

The letter gave details of the new procedure being introduced which would direct any request from the public for highways changes to the Parish Council first. The request would then be made by the Parish Council to Dorset County Council.



41 **Re-designation of Highway at Deverel House**

The Clerk submitted an email dated 19 April 2012 from the Mr R Fugard of Deverel House a copy of which appears as Appendix G in the Minute Book.

The email gave details of the road that leads to Deverel House which is an adopted road which Mr Fugard wished to apply for a 'Stopping Up Order' to take the road back into his private ownership.

Standing Orders were suspended to allow Mr Fugard to make representation and provide more details of the history of Deverel House.

Before Dorset County Council would consider the request they required to know the view of the Parish Council.

Standing Orders were reinstated.

RESOLVED that there is no objection to the Stopping Up Order for the highway between Milton Road and Deverel House.

42 **Appointment of Village Crier**

The Clerk submitted a report a copy of which appears as Appendix H in the Minute Book.

The report gave details of an application by Mr Richard Pointer to be Village Crier for Milborne St Andrew. The post would be voluntary and there would be no cost to the Parish Council.

RESOLVED that Mr Richard James Pointer be appointment as Village Crier for the village of Milborne St Andrew.

43 **Charges for Administering Town & Parish By-Elections**

The Clerk submitted for information a letter dated 31 May 2012 from the Democratic Services Manager at North Dorset District Council a copy of which appears as Appendix I in the Minute Book.

The letter stated that North Dorset District Council would no longer fund the cost of Parish Council by-elections from April 2013. The Parish Council would therefore have to include this cost in their future budgets and the approximate cost of a by-election in Milborne St Andrew would be £928.

44 **Code of Conduct**

The Clerk submitted a report a copy of which appears as Appendix J in the Minute Book.

The report gave details of the requirement to agree a new Code of Conduct in accordance with the Localism Act and there was a deadline for this to be implemented by 1 July 2012. The DAPTC had issued guidance that the NALC model should be used although they were still seeking clarification on the disclosable pecuniary interests.

RESOLVED that NALC model Code of Conduct and the specified pecuniary interests contained in Appendix A be adopted.

45 **Internal Auditor Report (Min.22 – 16.05.12)**

The Clerk submitted for information a report a copy of which appears as Appendix K in the Minute Book.

The report contained the Internal Auditor's final report which was not available for the

MILBORNE ST ANDREW PARISH COUNCIL - MEETING MINUTES



Parish Council Meeting on 16 May 2012. The report also contained a copy of the instructions from the external auditor regarding the recording of the valuation of assets.

RESOLVED that the report of the Internal Auditor be noted and the suggestions be put in place during the 2012/13 financial year.

46

Review of Funds

The Clerk submitted a report a copy of which appears as Appendix L in the Minute Book.

The report gave details of the Parish Council's current funds and suggested new funds for the Diamond Jubilee expenditure, the Localism Act and the Allotments. The report also brought to the Council's attention the future of the Parish Plan fund.

RESOLVED

- a) That new funds be set up for the Diamond Jubilee, Localism Act and Allotments and the Millennium Walk fund be closed in accordance with the report;
- b) that the Parish Plan fund be retained.

47

Cheque Schedule

The Cheque Schedule for June - see Appendix M to these Minutes.

RESOLVED that the cheques on the Cheques Schedule for June totalling £833.42 be approved and the cheques signed.

The meeting closed at 21:15

Signed :

Chairman of the Council

Dated :

PUBLIC SESSION NOTES

Dog Fouling

Fly posting left after event

Empty property on corner Milton Road

Land adjacent Little England Cottage not kept – not owned by cottage

Street signage

Include time with the date of next meeting

Action

Report to Dog Warden

Noted

Clerk to report

Cottage contacting Owner of land

Part of Action Plan

Website admin