

COMPTON ABBAS PARISH COUNCIL
MINUTES of
MEETING ON WEDNESDAY 16th May 2018

**In Attendance: Cllr. C McHenry (Chairman), T Clements, S Ryan, C Owen, M Owen
and M Wheatley (Clerk)**

Annual Parish Meeting

Cllr McHenry confirmed he had recently attended a meeting of the Compton Abbas and Twyford Social Club (CATS), the Parochial Parish Council had been invited and Cllr. McHenry had reported to that meeting about the activities of the Parish Council and this was effectively the Annual Parish Meeting. It had been agreed that there would be a craft fair on 30th June 2018. People from the village would be invited to take a stall which would cost £10 and could then sell their arts and crafts. Money from the sale of the arts and crafts would be retained by the individuals. There would however also be a bric a brac stall, and cream teas and a barbeque. The method of advertising the event was still being discussed.

Cllr. McHenry had made a report to the meeting about the activities of the Parish Council. He had told the meeting about the new speed limits. The play area had been discussed and this was coming along quite well. He had informed the meeting about the refurbishment of the footpath to the church. The PPC had agreed to contribute £300 to the cost of the fingerpost. Cllr. McHenry would visit the signpost manufacturer to firm up the cost and was going to speak to various people about the positioning of the post. The retention of the phone box was discussed and Cllr. McHenry would look into whether the village could take the phone box on. This year was the 150th anniversary of the church and the church was trying to put a choir together. The bus shelters needed cleaning and Cllr. McHenry was hoping to get a team of volunteers together to sort them out. Some of the potholes in Hawkcombe Lane had been filled in and the gully has been dug out. The lane to the on the opposite side of the A350 to the farm was now almost impassable and it was agreed that this would be followed up by reporting the lane on the Dorset for You website and referring the potholes to the Highways officer for the area. The Fanners Field volunteers had been asked to put together a budget so that the Parish Council would know how much might be needed.

PUBLIC QUESTIONS

There were no Public Questions.

MINUTES

- 18/05/01 To elect a Chairman of the Parish Council for the year 2018/2019**
Cllr. McHenry stepped down as the Chairman. Cllr. Ryan then nominated Cllr. McHenry to be the Chairman for 2018/19. Cllr. Clements seconded this nomination. There being no other nominations Cllr. McHenry agreed to act and was duly elected as the Chairman of the Parish Council for the year 2018/19.
- 18/05/02 To elect a Vice Chairman of the Parish Council for the year 2018/2019**

Cllr. McHenry nominated Cllr. Clements to be the Vice Chairman of the Parish Council for the year 2018/19. Cllr. C Owen seconded this nomination. There being no other nominations Cllr. Clements agreed to act and was duly elected as Vice Chairman for the year 2018/19.

- 18/05/03 To receive declarations of acceptance of office** – The Clerk confirmed she would circulate the acceptance of office forms to be signed by the Chairman and the Vice Chairman.
- 18/05/04 To confirm Councillors responsibilities for 2018/19** – The following responsibilities were agreed:
- Community – Fanners Field/Villages Committee – with PCC & CATS – Cllr. McHenry
 - Planning/Footpaths – Cllr. Clements
 - St James Common – Cllr. Ryan
 - Highways – Twyford – Cllr. M Owen; Compton Abbas – Cllr. Clements
 - Airfield – Cllr. C Owen
 - Assets – bus shelters/grit boxes/notice boards – Cllr. M Owen
- 18/05/05 Apologises for absence** – There were apologises for absence from Cllr Catherine Langham District Councillor.
- 18/05/06 Declarations of Interest** – There were no declarations of interest.
- 18/05/07 Approval of Minutes held on 28th March 2018** - The minutes had been circulated to the Councillors and were unanimously approved and signed by the Chairman.
- 18/05/08 Matters arising from previous minutes that are not dealt with elsewhere on the agenda**
- a. Trees on Sandpit Lane** – the Clerk had been informed that the way forward would be to contact SSE or for the neighbour to cut back the branches herself and try and reclaim the money from the owner. The Clerk had written to the resident in question who had confirmed she was continuing to pursue this matter through NDDC and through Highways.
- b. Footpath by the Church** – the Clerk has emailed the Rangers to confirm that the Parish Council would contribute 1% of the costs up to up to a maximum of £150.00. The Clerk is still waiting to hear when the work is likely to commence.
- c. Mirror at end of Hawkcombe Lane and Rural Lanes** – As reported above some of the potholes on Hawkcombe Land had been repaired and the gullies had been cleared. Highways would not however move the mirror at the end of Hawkcombe Lane, as this would cost too much. It was agreed that Cllr. M Owen would contact the Highways Officer for the area to ascertain if the Parish could pay for the mirror to be moved. In the meantime Cllr. Clements would ask Andrew Martin who was responsible for the current works on the A350 whether the mirror could be moved as part of the current works on the A350.
- d. Fingerpost** – As reported above Cllr. McHenry was following this up.
- 18/05/09 Vacancies** – There are still two vacancies on the Parish Council. The Cllrs had approached various people but to date there were still no other volunteers who were willing to join the Parish Council.
- 18/05/010 Reports from County/District Councillors** – reports have been circulated to the Councillors. The matters relevant to Compton Abbas are:
- Update on Local Government Reorganisation**
The County Council has received a ‘letter before action’ from legal representatives of Christchurch Borough Council, advising of that council’s intention to pursue a Judicial Review of the Secretary of State’s recent decision to implement local government

reorganisation in Dorset. DCC have received the letter as they are legally considered an 'interested party' in the matter. The seven other Dorset councils who have consented to local government reorganisation in the county have also received the correspondence. Legal advice is being taken as a matter of priority, to determine the most appropriate course of action to take in response to this letter.

Budget

The DCC accounts were finalized earlier and DCC also managed to reduce the overspend in the final quarter of the year. The draft outturn position shows that service budget overspends have been reduced to £4.9m, and with restructuring of some of the capital financing arrangements and savings in central and corporate budgets, the overall position was an underspend of £4.3m. A huge improvement compared to some of the early forecasts.

Dorset For You Go-Live

The new Dorsetforyou website will be going live shortly. The new homepage will go live first and then it will be a gradual process to move all the pages to the new site, which will be done section by section over the next weeks until the end of June.

18/05/011

Finance

a. Audit – the Internal Auditor Martin Cross has reviewed the end of year accounts and has signed the internal auditors statement to confirm everything is in order. I would like to thank Martin on behalf of the Parish Council for doing the internal audit. The bank balance as at 31st March 2018 was £5547.76. The major expenses for the year were the Clerk's salary £1260.00 and the insurance £330.00. The Audit Statements and end of year accounts had been circulated to the Parish Council and the Clerk asked the Parish Council to approve them. The Clerk read out the statements in S1 of the Audit Statement and the Parish Council confirmed each item. The end of year accounts and S1 & 2 of the Audit Statement were unanimously approved by the Parish Council. The new audit regime does not require the Audit Statements to be sent to the External Auditor and the Clerk also asked the Parish Council to confirm that it is in order for her and the Chairman to sign the Exemption certificate confirming that neither the income or expenses of the Parish Council for the year 2017/18 exceeds £25,000.00.

b. Bills to be paid – It was agreed that the following bills could be paid:

- M Wheatley £315 for April to June 2018
- D Malley – PAYE bookkeeper £58.00
- Colin McHenry – reimbursement for expenses £26.23
- Alex Fairchild - £200.00 for the removal of the branch in Fanners field.

c. Bank account – the current bank and cash balance is £6732.76 being the end of year balance less the uncashed cheque in the sum of £315.00 plus the first half of the precept in the sum of £1500.00.

d. Insurance – the insurance is due to be renewed the quote had been circulated and the Clerk asked for confirmation that the insurance should be renewed for the sum of £277.14. It was agreed that the insurance should be renewed for the sum of £277.14

18/05/012

Fanners Field – As referred to above Alex Fairchild had removed the branch that had broken off the tree in Fanners Field. Cllr. McHenry had asked Basil Lane to do this but it was not within his expertise. Basil was still working on the lawns and was going to keep the hedges and brambles under control.

18/05/013

Planning/Tree Works – There had been a planning application in relation to the Erection of a first floor extension Longthornes Hawkcombe Lane. The Parish Council had no objection to this application. A further application had been received just prior to this meeting in relation to Bere Knap Drones Lane Compton Abbas SP7 0JQ. The response was due by 8th June 2018 and Cllr. Clements would visit the site and report back to the Parish Council.

18/05/014 Footpaths/Rights of Way – As above the Clerk is waiting to hear from the Rangers as to when the works on the footpath by the Church are likely to start.

18/05/015 Highways

a. Roads through Compton Abbas – As above some of the potholes on Hawkcombe Lane had been filled and the gullies had been cleared. Cllr. Owen and Clements would follow up the re-positioning of the mirror at the end of Hawkcombe Lane and the potholes on the lane to the farm would be reported.

a. A350/C13

Now that the weather has improved and the Traffic Regulation Orders have been approved Highways would be returning to the A350 and C13 between Blandford and Shaftesbury in the coming weeks to lay the remaining road markings, install the remaining road studs and erect the new village gateways.

Traffic management i.e. traffic lights will need to be erected to allow this work to take place safely. With the exception of the village gateways all of the work will be completed at night.

As the work is highly weather dependent, information signs have been erected advising road users that the A350 will be closed 1900-0600 from Monday 21st to Friday 25th. Highways should only need to close the road overnight on the 22nd. This date may however change due to the weather. The remaining night work will be completed under stop and go traffic management.

The A350 Community Group are continuing to lobby for an improved North/South route and have recently submitted a response to the DfT consultation on the proposals for the creation of a “Major Road Network” (MRN). The major concern being that this proposal does not recognize any north/south route from Poole through North Dorset.

18/05/016 Travellers – As per the last meeting as soon as anyone heard that the travellers were returning to the site Cllr. Ryan would write to Paula Clover and ask her to ensure the travellers parked in the right places and did not block any gateways.

18/05/017 Website – The Clerk had been sent the first version of the website and will review the same and hopefully the new website will be up and running shortly. At which stage the Clerk will also set up the new email which will be on the cloud and therefore more readily accessible in the event that Marianne is unable to monitor the emails.

18/05/018 Correspondence/A.O.B

Data Protection – The Clerk had reviewed the new Data Protection legislation and had carried out an audit of the information held and how the Parish Council uses it. She produced various documents which she has asked the Parish Council to approve and adopt:

- Privacy and Freedom of Information Policy – this will go onto the website and should be reviewed by the PC at least once a year to ensure it is being complied with
- Privacy Notice for Staff and Councillors – this will be issued to all new councillors
- Privacy Notice General – this will be issued by the Clerk as and when it is necessary
- Information Audit – this should be reviewed at least annually

The Parish Council unanimously approved and adopted the said documents.

Cllr. Clements confirmed that when the new speed limits were introduced during the first week there would be a push to enforce them. He also confirmed that some of the villagers had indicated they would be happy to do a speed watch and Cllr. Clements was looking into

the training for this. Cllr. Clements also confirmed he was looking at the introduction of a footpath from Compton Abbas to Fontmell Magna.

Cllr. Clements asked whether the Parish Council would consider putting into place a design statement. He was not suggesting that there should be a Neighbourhood Plan as this would take a great deal of time and effort and in any event the grants for this were no longer available. He also commented that a document that constrained development might not be popular as the people who bought into the village seemed to want to refurbish, rebuild and convert the existing buildings. The Clerk confirmed she would as the Planning Consultant who was doing the Fontmell Magna Neighbourhood Plan to come along to the next meeting. She also confirmed she would give the contact details to Cllr. Clements who was not able to attend the next meeting.

18/05/019 **Date of next Meeting** – The next meeting will be on 19th September 2018 at 7.30pm in the Church Hall.

There being no further business the Chairman closed the meeting at 8.35pm.

Signed.....
Colin McHenry - Chairman

Dated.....