

**COMPTON ABBAS PARISH COUNCIL
MINUTES of
MEETING ON WEDNESDAY 15th May 2019**

**In Attendance: Cllrs. C McHenry (Chairman), S Ryan, C Owen, M Owen,
J Coupe
M Wheatley (Clerk) and Cllr. Jane Somper (Dorset Council)**

Annual Parish Meeting

Notice had been given of the Annual Parish however no-one from any of the clubs and societies were present and accordingly the meeting was closed at 7.05pm.

PUBLIC QUESTIONS

There were no Public Questions.

MINUTES

- 15/05/01 To elect a Chairman of the Parish Council for the year 2019/2020**
Cllr. McHenry stepped down as the Chairman. Cllr. C Owen then nominated Cllr. McHenry to be the Chairman for 2019/20. Cllr. McHenry confirmed he was happy to act and Cllr. Coupe seconded this nomination. There being no other nominations Cllr. McHenry was duly elected as the Chairman of the Parish Council for the year 2019/20.
- 15/05/02 To elect a Vice Chairman of the Parish Council for the year 2019/2020**
Cllr. McHenry nominated Cllr. Clements to be the Vice Chairman of the Parish Council for the year 2019/20. Cllr. J Coupe seconded this nomination. There being no other nominations Cllr. Clements was duly elected in his absence as Vice Chairman for the year 2018/19.
- 15/05/03 To receive declarations of acceptance of office** – The Clerk confirmed she would circulate the acceptance of office forms to be signed by the Councillors.
- 15/05/04 To confirm Councillors responsibilities for 2019/20** – The following responsibilities were agreed:
- Community – Fanners Field/Villages Committee – with PCC – Cllr. McHenry
 - Planning/Footpaths – Cllr. Clements
 - St James Common – Cllr. Ryan
 - Highways – Twyford – Cllr. M Owen; Compton Abbas – Cllrs. Clements & Coupe
 - Airfield – Cllr. C Owen
 - Assets – bus shelters/grit boxes/notice boards – Cllrs. M Owen & C Owen – Twyford & Cllrs. McHenry & Coupe – Compton Abbas
- 15/05/05 Apologies for absence** – There were apologies for absence from Cllr. Clements
- 15/05/06 Declarations of Interest** – There were no declarations of interest.
- 15/05/07 Approval of Minutes held on 20th March 2019** - The minutes had been circulated to the Councillors and were unanimously approved and signed by the Chairman.

Matters arising from previous minutes that are not dealt with elsewhere on the agenda

- a. **Fanners Field** – Cllr. Coupe had prepared a report on the condition of the assets in the Parish this included some items in Fanner's field including an exposed pipe and the fact that there was barbed wire near the entrance and on an old stile linking to a neighbouring field. Given that CATS were disbanding at the end of the year the Parish Council also needed to consider what it was going to do with the shed. Cllr. Coupe also recommended that the Parish Council needed to consider what it wanted to do about the maintenance contract and that some benches in the field needed to be moved to allow for the grass to be cut properly. The Chairman confirmed that they would go through the report and deal with the items mentioned. He went on to comment that for some years the Parish Council had been deliberating as to what to do with the play area and that 3 months ago they were considering whether to decommission the play area however a time limit of 6 months had been set to repair the play area and that in the first 3 months a substantial amount of work had been undertaken. He thought the play area would be ready to be opened in 3 or 4 months' time. It was agreed that the Clerk would arrange for the play area to be inspected before it was opened. The Clerk was to be advised as to when to arrange this inspection. The Clerk confirmed that the Parish Council had received £450.00 in donations from residents. The Parish Council thanked the residents for their contributions. The Clerk had prepared and circulated an up to date Income & Expenses report and confirmed that the current balance was £6488.39. As per the Clerk's email of 26th March 2019 in accordance with the Precept Plan it was anticipated that the balance - assuming the contingency for 2019/20 is used – would be £3276.90. If £800 was to be contributed to the playground this would reduce the balance to £2476.90. To date the Council has contributed £805.78 (including £32 due to Cllr. Coupe). However it has received £450.00 by way of donations and accordingly has actually contributed £355.78 to date so it still has approximately £450.00 to spend. Cllr. Somper commented that she thought that having a play area was very important. The Chairman thanked all of the volunteers for their hard work.
- b. **Leaflet** – The Chairman confirmed that he and Cllr. C Owen had circulated the leaflet about the Parish Council to the residents. This was an awareness exercise to make the residents aware of the work of the Parish Council. It had asked various questions and the Chairman had received various responses. One of the responses was from someone who had expressed an interest in becoming a Councillor. Someone had asked whether the speed between Compton Abbas to Cann could be reduced to 40mph. The Council considered this request but thought it was unlikely that this would be done. There had also been a question about making financial contributions to the safety of the roads this was intended to be a reference to for example purchasing a speed gun but perhaps needed to be clarified given the responses received. One of the residents had also asked for a tractor turning sign to be erected on the A350 by Gourds Lane. Cllr. Coupe confirmed this should have been done as part of the A350 works and she would chase Highways to have this installed.
- c. **Fingerpost** – The Chairman confirmed he had not made any further progress in this regard but would follow this up. He and Cllr. Clements had visited the proposed site and thought that two arms would be better than 3 arms and therefore the fingerpost would not have an arm pointing to Compton Abbas. The roundel at the top would however say Compton Abbas. Cllr. Coupe commented that given the proposed site she was concerned that people looking for Twyford would go down the lane opposite which went to the water reservoir. Cllr. Ryan stated that there was already a white fingerpost style sign for Twyford at the junction for Hawkecombe Lane. The Chairman confirmed that the arms could be arranged so that this would not happen.
- d. **Speed Watch** – Cllr. Coupe confirmed that Cllr. Clements had been looking at the purchase of a speed gun but that he had recently been advised that Fontmell Magna might be willing to share their speed gun. This would need to be investigated further.

e. Checking Bus Shelter and other assets – Cllr. Coupe had prepared a very thorough report on the condition of the assets which had been circulated. The Chairman suggested that Councillors should meet on the weekend to tidy up the bus shelter. Cllr. Ryan asked whether a mirror could be erected to assist people getting out of the car park by the church. It was agreed that the Parish Council would look at whether this could be done and Cllr. Coupe would speak to Highways. Once the bus shelters had been done the Chairman suggested they then look at the notice boards. It was confirmed that there would be a quarterly asset report.

15/05/09 Vacancies – co-option – There is still one vacancy on the Parish Council.

15/05/010 Reports from Dorset Councillors – The new Dorset Council came into being on 1st April 2019 and the elections for the Dorset Council took place on 2nd May 2019. The Councillor elected to the Beacon Ward is Jane Somper. Cllr. Somper confirmed that she did not have a report at present she was still undertaking induction training. The first full meeting of the Council was due to take place the following day. There would be 4 planning committees in the area. The Northern Area Planning Committee would meet in the Exchange in Sturminster Newton. Whilst there would still be a council hub at Norden in Blandford the rest of the site was going to be made into houses. There was also a Council hub in Gillingham. Cllr. Somper was planning to have a meeting with the Clerks and Chairman shortly but she was not proposing to hold surgeries as she did not think people would come along to these.

Cllr. Ryan confirmed that one of the caravans had recently been moved to the top of the Common but there was nothing to be done at the moment. Cllr. Coupe suggested that given the time it took to get the process going to move the travellers on should this process be started now? It was agreed that Cllr. Ryan would continue to monitor the situation and this would be discussed further at the next meeting.

Cllr. Somper confirmed that she was going to be driving round the district with the Community Highways Officer on Monday and asked if there was anything the Parish Council would like her to raise with the officer. Cllr. M Owen commented that the Highways were supposed to be sorting the ditch by the footpath on Twyford Road. The ditch was blocked and the road became a stream on occasion and when it was cold it became very icy. Highways had agreed to do the work but had said it was too wet to do this in the winter. Cllr. M Owen had emailed them twice recently but had not heard back. Cllr. Somper asked Cllr. M Owen to email her the details and she would mention this. The Clerk confirmed she would send an email with any other issues including issues in her other parishes.

15/05/012 Finance

a. Audit – approval of end of Year Accounts and Audit Statements - Martin Cross had undertaken the end of year Internal Audit and had confirmed that there was nothing adverse to report. The Parish Council thanked Martin Cross for doing the Internal Audit. 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 Clerk also asked the Parish Council to confirm that it was 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. The Parish Council unanimously agreed that the Exemption certificate should be signed. Cllr. Coupe queried how the Council reviewed its spending against the budget. The Clerk confirmed that the accounts were very simple and that the Council reviewed them on a regular basis and minuted its expenditure. The budget was reviewed before any major or unbudgeted items of expenditure were incurred.

b. Bills to be paid In accordance with the budget for this year the Clerk's pay was due to be increased by 2% from 1st April 2019. This pay rise was agreed.

- i. Clerk's salary for April to June 2019 - £321.30
- ii. DM Payroll Services Ltd - £58.00
- iii. DAPTC renewal - £81.11
- iv. Alex Fairchild - £130.00
- v. Cllr. Coupe £32.00

The PC had also reimbursed the Chairman for printing the flyer in the sum of £103.20 and £200.00 for the slide for Fanner's field and £573.78 to Cllr. Clements for the playground.

The Insurance is due to be renewed the Clerk has obtained 3 quotes:

- BHIB the current insurers in the sum of £287.22
- Community First (who insure Sutton Waldron) £424.44 (if the PC enter into a LTA the premium will be £403.21 for the next 3 years)
- Came & Co. (who insure Fontmell & Stourpaine) £403.68 reduced to £386.00 if the PC enter into a LTA.

The Clerk has tried to do a comparison between the policies but was not an expert and was unclear as to what the significant differences were. She suggested that she asks the current brokers to compare their policy with that from Came & Co. so that the Parish Council could determine the differences. The policy is due for renewal on 31st May 2019 so the Parish Council had a little while to consider.

- c. **Bank account** – The bank and cash balance as at 31st March 2019 was £5165.37 and as at 15th May 2019 date was £6488.39

15/05/013 Planning/Tree Works – Since the last meeting there has been one application which the Parish Council have been consulted on. It was for the erection of a detached carport at the Old Barn, Lower Lane. Cllr. Clements has looked at this and has confirmed to the Parish Council that the application had been refused in October 2018 and the new application is the same. He has therefore suggested the Parish Council should support the original refusal which stated:

The change in design and materials alter the character of the development from a simple, open, timber framed car port, to a larger, more substantial garage structure with stone walls with cladding above. The decision notice refers to the 'erection of car port' - this application is described as a 'cart barn', a wholly different type of structure. The overall scale of the development has a more visually dominant impact to the character of the immediate locality and would be more visually intrusive in the Conservation Area and AONB.

The Parish Council confirmed that they would object to the application along these lines. The Clerk would draft a response for approval. Cllr. Ryan commented that there were two dead oaks at the Shaftesbury end of the road going from Bedchester to Twyford which she thought needed to be removed. The Clerk confirmed she would email Cllr. Somper about this.

15/05/014 Footpaths/Rights of Way – The Clerk is waiting to hear from the Rangers as to when the works on the footpath by the Church are likely to start.

15/05/015 Highways – Cllr. Coupe confirmed that Highways were still doing work on the C13. The one way advisory system had been installed and a new layby and extra signage had been installed. The works had taken longer than expected as a result of there being some very hard rock. Durweston Bridge was to be closed shortly but hopefully this would be after the C13 had been re-opened. The Clerk commented that she had been informed that Zig Zag hill was also going to be closed in the near future. Cllr. Coupe also confirmed that the A350 Community Group had had various meetings including with Wiltshire County Council, the new Councillors and with Simon Hoare. The A350 were looking at what funding would be available. Cllr. Coupe had been assisting Shaftesbury Town Council with their traffic

policies. Wiltshire were unlikely to improve the A350 beyond Warminster as there were other north/south routes available from Warminster. There was land earmarked for a Shaftesbury by-pass but it was unlikely that a by-pass would now be created but this land could be used to extend the road round to Wincombe.

15/05/016 Travellers – This had been discussed as above.

15/05/017 Correspondence/A.O.B - There were no matters arising.

15/05/018 Date of next Meeting – The next Parish Council Meeting will be on 28th August 2019. It was due to be on 18th September 2019 but the Clerk is hoping to be away.

There being no further business the meeting the Chairman closed the meeting at 8.20pm.

Signed:.....
Chairman

Date:.....