

# **STRATTON PARISH COUNCIL**

## Minutes of Annual Meeting of the Parish Council

Held on 17<sup>th</sup> May 2016 at Stratton Village Hall

### **UNADOPTED**

**Present.** Cllr's G Slade, C Hobbs, A Aylott, P Jackson, P Hallett, H Richardson  
D/Cllr's T Yarker & F Horsington.

Parish Clerk and 11 members of the public.

Mr Stephen Smith, Managing Director of Celebration Developments, was in attendance.

**Apologies.** None.

#### **1/16. Welcome.**

The Chair welcomed all attendee's

#### **2/16.Election of Chairman/Vice-Chairman.**

The Clerk called for nominations for Chairman and Vice-Chairman. Cllr Slade was proposed as Chair by Cllr Hobbs, seconded by Cllr P Jackson. The Clerk asked if there were any other nominations, and as there were none, Cllr Slade was duly elected.

Cllr Hobbs was nominated as Vice-Chairman, seconded by Cllr P Jackson. The Clerk asked if there were any other nominations, and as there were none Cllr Hobbs was duly elected. Declarations of Acceptance forms were duly signed

#### **3/16. Co-option**

The Chair advised that, following the resignation of Cllr Maureen Putnam, there was now a vacancy on the Council, which could be filled by co-option. Notices had been published in the Parish and any residents of the Parish who were interested were being asked to contact the Clerk.

#### **4/16.Code of Conduct/Declarations of Interest.**

The Chair reminded the Council of its agreed Code of Conduct and the need for Councillor's to declare if they have any interest in any of the items to be discussed in the agenda which have not already been entered in the members' register of interests. The Chair reported that she, together with Cllrs Jackson and Richardson, are members of the working group which had been established by the previous Parish Council to take forward the proposals for the play area and therefore, for the sake of probity, declared a non-pecuniary interest in the item regarding the adventure play area.

### **5/16. Specific Duties of Councillors.**

A list of the specific duties of councillors was reviewed for the new financial year, and the following duties were agreed:

Social Care – Cllr Hobbs

DAPTC – Cllr Aylott

Children’s Playground – Cllr Hallett

Village Hall Committee – Cllr Hallett

Footpaths and Rights of Way – Cllr Jackson

Highways – Cllr Slade

Trees – t.b.a.

Transport – Cllr Richardson

Notice Boards – Cllr Slade

Ancient Monuments – special advisor on planning applications – Maureen Putnam

Crime Prevention – Cllr Hobbs

Housing – Cllr Jackson

It was agreed that the writing of the precis of each meeting to be published in The Chalk Stream would be undertaken by Councillors on a rota basis.

### **6/16. Public Participation.**

The Chair invited members of the public to comment on any of the items on the agenda.

Thanks were expressed to the Council for their support in requesting the Wrackelford Estate to prune the trees outside the church. The chair reported that County Councillor Jill Haynes had asked to be able to present some feedback to the Council on local government re-organisation at the next public participation session at the meeting on 19<sup>th</sup> July.

Concerns were raised with regard to the development of land at the western end of Dorchester Road adjacent to no. 72.. Stephen Smith, Managing Director of Celebration Developments, confirmed that detailed planning consent for the building of two houses had been granted in 2002 and following the development of the visibility splay within the 5-year deadline following the granting of permission, the consent is now confirmed. He commented that there are two forms of contamination on the site which need to be dealt with. These are glass and asbestos, which was known about at the time of the original planning application, and now also Japanese Knotweed. Plans for addressing the asbestos and glass contamination have been drawn up by a specialist company and approved by West Dorset District Council. A specialist contractor has been appointed to address the issues of the Japanese Knotweed and it is proposed that the weed will be dug up and buried on the site (but not in the area where the glass and asbestos is located) in accordance with Environment Agency conditions. Mr Smith left copies of the plans with the Clerk to the Parish Council should anyone wish to view them.

## **7/16.Minutes of the meeting of 15<sup>th</sup> March 2016**

The Chair asked if there were any reasons why the Minutes should not be signed as a correct record of the proceedings. There were none stated and the Minutes were duly signed and dated.

### **8/16 Matters Arising.**

81/15 (1) Activities Fair – the Chair reported that a reminder letter had been sent out to those organisations who had not yet replied to the original letter but no further replies had been received. Further consideration about the way forward would be given at the next meeting.

81/15 (2) Trees – The works to raise the crown and shorten overhanging branches on three of the trees outside the church had now been undertaken by the Wrackleford Estate.

87/15. HM Queen's 90<sup>th</sup> Birthday celebrations – The Chair reported on the successful barbecue and beacon event held on 21<sup>st</sup> April. Thanks were expressed to both the Saxon Arms and the Wrackleford Estate/Farms for their support.

91/15. Bus Service – Cllr Aylott reported back on the recent meeting called by County Councillor Jill Haynes to discuss, among other things, the outcome of the recent rural bus survey. The outcome was that the 213 service from Broadwindsor to the Dorchester market, through Grimstone, had been withdrawn and the 212 service through Stratton had been combined with the school transport to save on costs.

96/15 (a) Proposal for Memorial for Wrackleford Auxiliary Unit – this matter is to be discussed at a meeting of the History Group on Thursday 26<sup>th</sup> May and any actions requiring the attention of the Parish Council will be referred to the next Ordinary Meeting of the Council.

96/15 (f) Flood, Electric and Emergency Procedures – The Clerk reported that he is willing to act as the Flood Warden.

### **9/16. Finance.**

The Clerk reported the income and expenditure up to 31<sup>st</sup> March 2016 and to 17<sup>th</sup> May 2016.

Accounts up to 31<sup>st</sup> March 2016

Monies in the Village Green account cannot be used for any other purpose.

Account	Parish	V/Green	Parish Plan	VAT	Balance
Balance b/f	7354.43	33920.50	3780.98	-3740.64	41315.27
Receipts		800.00			800.00
Payments	991.53	248.62	0	-72.25	1312.40
Balance c/f	6362.90	34471.88	3780.98	-3812.89	40802.87

Payments In

Transfer from Parish Acct	<u>800.00</u>
Total	<u>800.00</u>

Payments out

Wessex Ground services	298.34
Viking Direct	135.19
Materials	20.00
Stratton Village Hall	36.38
DCC – Dog Waste	22.49
Transfer to Village Green Account	<u>800.00</u>
Total	<u>1312.40</u>

Accounts to 17<sup>th</sup> May 2016

Account	Parish	V/Green	Parish Plan	VAT	Balance
Balance b/f	6362.90	34471.88	3780.98	-3812.89	40802.87
Receipts	2610.00	460.00	812.30		3882.30
Payments	118.62	126.80	350.00	-114.09	709.51
Balance c/f	8854.28	34805.08	4243.28	-3926.98	43975.66

Payments In

Cake Sale	312.30
Precept – 1 <sup>st</sup> Tranche	<u>3570.00</u>
<b>TOTAL</b>	<u>3882.30</u>

### Payments Out

Chalk Stream – Printing	20.00
Harrisons Packaging	33.59
DCC – Traffic monitoring	420.00
Amazon – Deadbolts	18.76
Louis Knight – Generator – Hire	60.00
Chalk Stream- Printing	5.00
Wessex Grounds Maintenance	<u>152.16</u>
<u>Total.</u>	<u>709.51</u>

Cllr Aylott presented the budget for the Financial Year 2016/17.

The setting of the date for the exercise of Electors' Rights was agreed as 3<sup>rd</sup> June and a notice to this effect will go on the notice-boards and website.

9/16 (A) It was noted that the External Audit papers still had to be completed as well as posted on the council's website. The Internal audit was to be carried out shortly and papers submitted to the External Auditor within the timeframe stated.

9/16 (B) The Annual Governance Statement was read out by the Clerk and each point was agreed and approved by Councillors.

9/16 (C) The Annual Accounts as presented to the Annual Parish Meeting was accepted by Councillors as a true record of Income and Expenditure for the year 2015/16.

### **10/16. Adventure Play Area.**

Cllr Jackson explained the current position with regard to fund-raising for the new adventure play area, which had achieved income of £22,402. There was still a shortfall of £5,234 against the cost of the equipment, which in total amounted to £27,637. He outlined future fundraising events which were planned for the spring and summer and proposed three options to meet the potential shortfall in funding. It was agreed that:

- a. The adventure play area should be installed this summer;
- b. The third main piece of equipment should be ordered;
- c. In the meantime the planned fundraising events should continue;
- d. In addition, a maildrop to every household with requests for donations should be undertaken;
- e. Subject to knowing the level of the final deficit after all the fundraising was complete, the Council would look at internal financing of any balance amount. This could be a mixture of a further amount from the Parish Plan fund, a contribution from the balances of the General Fund, and the possibility of the final balance being a loan from the Village Green Reserve. This loan to be repaid over a number of years – subject to the amount and what can be afforded. Repayment would be

from the Precept, and include an interest amount equating to what would be lost in interest.

Cllr Aylott suggested that the Village Green account could be used to pay for the ongoing inspection and maintenance costs.

### **11/16. Speed of Traffic.**

Cllr Hobbs reported that, as agreed at the last meeting, a letter to all residents of Stratton had been distributed which set out the results of the traffic speed survey and called for volunteers to participate in a community speedwatch scheme. She suggested that the outcome should be referred back to the working group to propose any future action and this was agreed.

### **12/16. Requirements of new Transparency Regulations.**

Cllr Hobbs reported back on behalf of the working group on progress to meet the new transparency regulations. The website provider which had been identified at the last meeting had failed to provide the necessary input and this was now no longer a viable option. The Council ratified the decision to use an independent person who had been identified to help develop the Council's original strattondorset.org site and this was referred back to the working group to set up the website within the required deadlines. Work was progressing well and the person concerned was thanked for his help and ongoing support.

Cllr Aylott updated on the preparations for the audit requirements and confirmed that everything would be in place to meet the Regulations.

### **13/16. General Maintenance.**

Cllr Aylott reported that the price for the wood for the bus shelter repairs amounted to £100 - £120. Posts for the village green amounted to 4 x £10.20. It was also noted that Sadolin and replacement locks would need to be purchased to repair notice boards. This expenditure was agreed.

The Clerk also reported on the outcome of investigations with DWP regarding their support for an annual village spring clean, which included the provision of plastic bags and gloves, and removal of the rubbish. It was noted that litter was not so much a problem, but that a general tidying up of the village green and surrounding areas was required. Cllr Aylott was asked to draw up a list of items that needed attention. The date for the spring clean was agreed for Saturday 4<sup>th</sup> June, starting at 10am. A note would be sent to Stratton Active to call for volunteers.

### **14/16. Allotments.**

Cllr Aylott reported back on the recent public meeting held to discuss the level of interest in the potential offer of land for allotments. 10 people at the meeting confirmed their interest as well as a further 5 people who had been unable to attend. On that basis it was agreed to go ahead and confirm the level of interest with the Wrackleford Estate, and work with their nominated agent, Savills, to draw up a lease,

subject to the cost. Cllr Aylott commented that an Allotment Association would need to be formed to take on the day to day management of the site.

#### **15/16.Planning Matters.**

The Clerk confirmed the completion of the tree work outside the church and the ongoing concerns regarding the development at the western end of Dorchester Road.

#### **16/16. Highways.**

The Chair reported on the recent discussions with the Highways Department of DCC and Wessex Water with regard to the recent flooding issues on the A37. She had been advised that the back-up diesel pump had developed an electrical fault on the starting system and failed to operate. This fault had now been rectified. Amendments have been made to the Highways Dept's procedures so that when water levels reach a certain point the relevant people are alerted automatically so that a crew can be sent out to the site to assess both the pump status and/or the need to deploy temporary traffic signals. Although it may not stop the road flooding in every instance it will mean that they can deploy traffic management quicker.

#### **17/16. Correspondence.**

The Clerk confirmed the precept monies had been received.

#### **18/16. Items for the next agenda.**

Cllr Hobbs suggested that, in view of the anticipated concerns regarding the future funding available for local councils, and the impact of further changes to local government, Stratton Parish Council might want to consider the potential for more joint working with other local parish councils. It was agreed that this should be investigated in principle and brought forward to the next meeting.

#### **19/16 Public Participation.**

The Parish Council was congratulated in moving ahead with allotments, and Cllr Aylott in particular was thanked for his input.

#### **20/16. Date of next meeting.**

This was confirmed as 19<sup>th</sup> July 2016.

There being no further business the meeting was closed at 9.25 pm.