**SHILLINGSTONE PARISH COUNCIL**

 **MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT**

**7.30PM ON THURSDAY 7th JUNE 2018 IN THE CHURCH CENTRE, SHILLINGSTONE**

**PRESENT:** Councilors M Webberley, C Oakley, T Kennard, K Ridout, P Watts, P Arron, ROW Officer G Rains; and the clerk D Green; in addition, there were 11 members of the public in attendance.

**267. APOLOGIES FOR ABSENCE:** Received from Cllr McNamara, Cllr Jespersen

**268. DECLARATIONS OF INTEREST:** Cllr Oakley re item Japonica Cottage

**269. MINUTES OF THE PREVIOUS MEETING:** the minutes of the meeting held on 5st May 2018 were approved.

**270. MATTERS ARISING:**

The matter of the Councils policy concerning the usage of the Pavilion & the Pod was discussed, specifically the suggestion that the council starts charging users for cleaning. The clerk had written to all the users of the pavilion asking for their ideas and proposals. A very constructive reply had been received from the Clive Nelson of the Cricket Club with suggestions as to a way forward (see below).

The clerk had identified that the key issue relates to VAT Registration. Public Bodies are not subject to the normal VAT Registration threshold (currently £85,000) but are subject to a ‘zero-threshold’. Charging users for cleaning the facilities could amount to the making of taxable supplies. The VAT position is unclear/ambiguous even within HMRC guidance. The VAT Public Notice and HMRC Internal guidance differ, NALC guidance did not give a categorical 100% watertight answer. A submission was sent to the National Local Authorities Council via the DAPTC, and a reply received. They have successfully ‘passed the buck’ back to us, advising that we are potentially registerable for VAT if we do start charging, and have advised that we seek a ruling from HMRC. The clerk, in his experience, has advised the Chairman that it will take between 3 and 6 months to get a written decision from HMRC. The clerk confirmed that he was not prepared to take the risk of charging without a written ruling from HMRC.

In view of this situation, the Chairman suggested that the issue of charging for use of the facilities would be shelved. Cllr Watts advised that the football club had said that they were prepared to pay £20 per match for cleaning, and if necessary appoint their own cleaner. It was not felt that this would be a problem, but the football team would have to make their own arrangements.

The issue of possible improvements to Pavilion facilities was discussed in the light of Clive Nelsons letter. Clive has proposed that an upgrade of the sanitary facilities be considered, as a priority. The clerk advised that he has discussed the issue with Clive who indicated that he may be able to locate some match funding for an improvement initiative through Sport England. The matter was discussed further under item below.

**271. PUBLIC SESSION TO RAISE ISSUES**

Sharon Pryor of the Tennis Club raised the issue of the hedge cutting around the court and queried why Jeff Ling the contractor hired by the Council did not cut the hedge next to the tennis court. The Chairman explained that this was because Jeff Ling is a hedgerow contractor and uses a tractor for his work and there was no access around the tennis court for his tractor.

Graham Rains raised the issue of replacement signage at the Knapps, which had been previously raised with Cllr Jespersen, but had still not been rectified. Cllr Kennard raised the issue of the sign at the top of Church Road which required replacement. The Council instructed the clerk to raise these issues with Cllr Jespersen.

**272. COUNTY/DISTRICT COUNCILLOR’S REPORT:**

Cllr Jespersen could not attend the meeting as at a meeting concerning the formation of the new unitary authority, a subject which featured in the report.

The main item of interest/relevance being the notification of further road closures affecting the village: a) the closure of the A357 Fiddleford to Shillingstone between the 26th July and 15 August and b) the closure of Haywards Lane to Station Road, Child Okeford between 02 July and early October. The matter of the road closures programme generally was further discussed under item 274 below

**273. FOOTPATHS:**

**Footpaths officer report:** Graham Rains reported the Youth Club volunteering will take place on Saturday 9th June, though not at the original venue. The club volunteers will clear the village trail behind the transport yard down to the Red House.

Graham advised that other paths require clearing including the path between Lesley Gassons house and the Glanvilles, though Graham Stanley the DCC Ranger is aware of this. Path width should be 1.8 metres.

**274. ROAD CLOSURES**

The Chairman summarized his views in relation to the road closure scheme, namely that a) DCC Highways appear to have no interest in or any idea of the impact of the closures on the local area, particularly the effect on local businesses. There has been with no explanation of why some closures can and have taken place overnight, whereas other, very disruptive closures take place in the day, and that two-way traffic flow appeared to have been disregarded. The conclusion being drawn is that Highways are following the cheapest possible option irrespective of the impact of this on local residents. The Chairman added that the signage has been totally confusing, with roads signed as ‘closed’ when in fact still ‘open’, and vice versa, and the re-routing has been very confusing. The Chairman advocated a different approach should be adopted by Highways, with intended closures being referred to a consultative committee, which could consider the need for any closure and advise as to the least disruptive solution. The Chairman will be writing to Deborah Croney regarding this issue.

**275. FINANCES:**

The clerk confirmed that all allotment holders had paid their rents for the year. The clerk also confirmed that a debit card had been obtained & that he also had online banking view access.

1. **Cheques for payment as per list below:**

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| --- | --- | --- | --- |
| **CQ No** | **Amount** | **Payee** | **Reason** |
| S/O | £333.00 | Cricket Club | Mowing |
| 2162 | £250.00 | PCC Shill | Churchyard Grant |
| 2163 | £ 48.75 | I K Services | Litter pick |
| 2164 | £483.63 | D Green | May pay |
| 2165 | £476.05 | D Green | June pay |
| 2166 | £ 45.00 | HMRC | PAYE |
| 2167 | £ 123.15 | D Green | May Expenses |
| 2168 | £ 7.50 | Mike Powell | Jubilee Cup Engraving |

1. **Clerks Hours**

The matter of clerk’s hours was discussed. The Chairman said that the cut in hours with the appointment of the new clerk had been excessive. Although there was a learning element to the job, the hours necessary to do the job were more than the 11 contracted hours. The clerk produced a table showing an average of 15.80 hours per week over the 12 weeks since he commenced the job. Cllrs Arron Kennard supported the view that the cut in hours had been overdone and that 14 was in fact more appropriate. The council agreed that his hours should be increased to 14, still including the play area inspections. The clerk queried the payment of arrears of hours and it was agreed that these would be paid.

1. **GDPR Policy**

The clerk has advised that he has devised and published, as legally required, a GDPR policy statement and a ‘Data Privacy Notice’ and has sought to ensure consent form those affected by the policy. The main consideration of this being the impact on this for allotment holders could. The clerk explained that he had heard on Radio 4 of allotment societies up & down the country tying themselves in knots over the need to obtain consent from each & every allotment holder. Expert opinion noted that this is unnecessary, there are a number of exceptions to the policy, most notably where there is a ‘legitimate expectation’ that a public body would have to retain personal name, address, email etc details, and a contract to supply an allotment space falls into this category. The clerk has explained the position to existing allotment holders, and stressed the importance that he holds accurate information, and is promptly notified of any inaccuracies or changes. The clerk advised that the ‘legitimate expectation’ clause does not apply to the 5 people on the allotment waiting list and he has had to seek consent from them. Four people had expressly given their consent, and they will remain on the waiting list. One name will be deleted from the waiting list. The Clerk confirmed that he is doing an GDPR course at The Corn Exchange in Blandford on 3rd July 2018.

**276. PLANNING:**

1. **To report on outstanding applications:** None
2. **To consider any new applications received before the meeting:**
3. **Mr & Mrs Slight, Broughton House, Lanchards Lane, Shillingstone**

Proposal to install 25m x 45m riding arena for private use. Land presently agricultural, change of use to equestrian. Plan is for post & 3 rail fencing.

Michelle Gibbs explained the potential impact of the proposal on her business ‘Loose Reins’; their business operates a ‘Western’ riding experience business in a beautiful amphitheatre, which is characterized by peace, quiet and having the benefit of beautiful views. Michelle said that the business now also offers 6 high quality luxury accommodation units which look directly onto the area where the proposed equestrian arena would be constructed. Michelle believed that the applicants had already constructed two stable blocks on adjacent land without planning permission. Her feeling is that the granting of permission for the proposed development in that particular location would negatively affect her business in terms of intruding into the views her accommodation facilities presently offer, together with a potential for noise and general disturbance. She does not understand why the facility could not be located across the other side of Lanchard’s Lane in a place where it would not impose on anyone’s views.

The Council considered the matter. It was noted that the application was though for private use only and noted that loss of a view would not be a reason in itself to oppose the application, but accepted that the visual impact of the arena, with a black membrane surface and jumps did have the potential to adversely impact on her business. This could amount to a ‘material planning consideration’ which should be taken into account when a decision is being made. The Council instructed the clerk to make a submission to Andrew Hollingsworth at NDDC planning.

1. **Mr Michael Hoey, Japonica Cottage Blandford Road Shillingstone**

Application to demolish 2 No. outbuildings, erect single storey rear extension and carry out associated internal and external alterations.

The council noted that this appears to be an unobtrusive single storey extension replacing existing temporary outbuildings and cannot be seen from the main road. The view was taken that if their neighbours had no objections, the Council would not oppose this development.

**iii) To consider applications to carry out works to trees in the conservation area received before the meeting:**

None

**277. THE CROSS – update from the clerk**

The clerk advised that he had a discussion with Sylvia Andrews, Director of Blandford Town Museum, who confirmed that the Museum would like to have the Cross Head. She had been under the impression that it would need to be indoors. The clerk advised that this was not the case, and that it be located anywhere outside where the Museum had sufficient space. She felt that this would complement the existing Shillingstone collection. The clerk will be in discussion with the Museum as to how to best arrange this.

**278. PLAY AREAS, RECREATION GROUND AND PROPERTY CHECK:**

1. **Play areas**

**Whitepits –** we are still awaiting chains for swings, clerk has pursued HAGS for these for an update.

Damage reported to the surface to rear of small swings. Wet pour repair required.

**Recreation Ground** – spare parts have been ordered but there is a 10-week lead time. Steven Day will do the work. Decision has to be made as to how to deal with the roundabout. Steven Day has inspected this but advised that we cannot use matting to reduce the ground clearance at it will become too narrow. He suggested resetting the roundabout in concrete or moving it somewhere else. The Council agreed that a site visit with Steven Day would be essential to decide the best way forward with this. To be arranged.

Cllr Kennard advised that he had spoken to Alec Fincham with regard to removing the defunct Cross Trainer. Alec will do the work for £70. The Council approved this action.

1. **Trees and hedges:**

Tree survey to be conducted on 12th June.

**iii) Pavilion:**

The clerk reported that the 5-year electrical safety test had been conducted by Lewis Electrical Solutions of Blandford, with number of C1 and C2 issues noted which require immediate action. A safety certificate will not be issued without the rectification of those issues. The council agreed that his quote of £696 plus VAT to deal with the C1 and C2 issues is very reasonable. Work to go ahead as soon as possible.

Clive Nelson’s proposal for an improvement of the Pavilion sanitaryware was discussed. The state of the toilets being a particular concern which was compelling users to make use of the Pod facilities instead. It was noted that Clive may be able to assist with match funding via Sport England and the Council agreed that this avenue should be pursued. Decision taken to ask Clive and other users plus representatives of the council to a site visit to discuss what should be designated for improvement. Clerk to arrange this.

**iv) Skatepark proposal**

Cllr Oakley introduced his idea for the provision of a facility for older children in the form of a concrete skatepark/BMX facility, there being no provision elsewhere in the village. The idea was supported by Nik Gray and Russ Holbert, both of whom live in the village. Nik representing parents from the village work, explained that in the absence of facilities, older children are likely to take to the streets, thereby putting themselves in danger. Russ Holbert, who is also a director of Maverick Skateparks, a skatepark development business, outlined how a possible development would work. Maverick have been involved in a number of developments and showed some examples of the type of facilities which can be provided, which are permanent landscaped concrete structures, installed to a very high precision standard., with no long-term costs on-going costs. Funding for these projects is usually available. Maverick though do offer a complete package service including securing funding, design, planning applications, and installation using a ‘preferred contractor’ system.

The Council discussed where an installation could be sited at the Rec. Cllr Watts suggested that the only location would be the 5 a side pitch which is little used, if used at all.

The Council agreed that a site meeting of interested parties should be held. Cllr Oakley said he would organise this.

**279. CORRESPONDENCE:**

The Council noted this correspondence

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| --- | --- |
| 22/05/2018 | Laura Stout email re allotment fencing damage |
|  | Laura reported that fencing in the field side has been bent down allowing rabbits access to her allotments; also damage to plastic pipes, thinks could be maliciousCllr Kennard has kindly inspected the matter, but any repair is presently thwarted by presence of a large bull in the field. |
| 29/05/2018 | John Paul email to Sherry Jespersen, cc Shillingstone Parish Council  |
|  | Querying whether an appeal re the Hine Town Lane planning refusal had been received; Sherry Jespersen replied that no appeal has been received |
| 30/05/2018 | David Caddy email re Station advisory consultation meeting on 27 June 2018. |
|  | Proposed planning application to divert the Trailway behind the Down platform. I & Penny will be attending |
| 30/05/2018 | DAPTC email re new care team |
|  | New medical care team being set up by Blackmore Vale Partnership for ‘urgent on the day care’. To note |
| 30/05/2018 | Ian Kerr email |
|  | Reported vandalism to Whitepits playground surface near swings. Inspected by Chairman & myself. Judged to be not safety critical, but needs a repair |

**280. SOCIAL MEDIA PRGRESS:**

Cllr McNamara had kindly created a ‘matrix’ of possible App content which had been circulated, together with some Power-point slides showing content screens of the sample app provided. The clerk had compiled his own view as to what the Council should include in the App. Cllr Ridout had asked contributors to her Facebook page to provide some photographs, but none had been received. Gary Ridout has assembled some old photographs which might be useful in a gallery, but not the main screens. The Chairman has created some excellent logos which will be utilised and agreed to provide some more quality images which could be used in the screen slider. This matter will be progressed with developers, The App Office.

**281. TO AGREE ITEMS FOR NEXT AGENDA:**

Pavilion progress

Skatepark

Cross update

Social Media update

**282. NEXT MEETING:** This will be held at 7.30pm on Thursday 5th July 2018 at the Church Centre. There being no further business, the meeting closed at 9.50 pm.