**SHILLINGSTONE PARISH COUNCIL**

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

**7.00 PM ON THURSDAY 4th MAY 2023 AT THE PORTMAN HALL SHILLINGSTONE**

**PRESENT:** Councillors R McNamara (RM), I Suter (IS) L Gasson (LG), R Harwood (RH), and K Ridout (KR); and the Clerk D Green

In addition, there were four members of the public present.

**1081. ELECTION OF CHAIRMAN**

Cllr McNamara was nominated to stand as Chairman for the forthcoming year, seconded, duly elected and signed the Acceptance of Office

**1082. ELECTION OF VICE-CHAIRMAN**

Cllr Suter was nominated to stand as Vice-Chairman, seconded and duly elected.

**1083. APOLOGIES FOR ABSENCE**

Cllr White

**1084. DECLARATIONS OF INTEREST**

None

**1085. TO APPOINT OFFICERS AND REPRESENTATIONS TO OUTSIDE BODIES**

The Council agreed to appoint Graham Rains the as Footpaths Officer.

**1086. STANDING ORDERS/FINANCIAL REGULATIONS/CODE OF CONDUCT**

It was **AGREED** that the quorum for Council decision making should be reduced from 4 to 3 following the reduction in the number of serving Councillors. This decision would be reviewed in September 2023 if an additional Councillor can be co-opted. Amended versions of the Standing Orders were **AGREED** by the Parish Council. The Chairman has placed a Facebook notice seeking a new Councillor.

**1087. GRANTS FOR THE FORTHCOMING YEAR**

The Parish Council **RESOLVED** that the following grants should be made:

1. Parish Magazine - £ 500
2. Churchyard maintenance - £ 250
3. Shillingstone Youth Club - £ 250

**1088. RESERVE ACCOUNT PROVISIONS**

The Parish Council **AGREED** to the following reserve account allocations:

1. Tennis Club - £ 250
2. Play Equipment at Hine Town Lane - £ 1000
3. Tree Survey - £250
4. Neighbourhood Plan - £ 1000
5. Defibrillators - £ 500

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

**7.10 PM ON THURSDAY 4th MAY 2022 AT THE PORTMAN HALL SHILLINGSTONE**

**PRESENT:** Councillors R McNamara (Chairman), I Suter (IS) L Gasson (LG), R Harwood (RH), and K Ridout (KR) and the Clerk D Green

In addition, there were four members of the public present.

**1089. APOLOGIES FOR ABSENCE**

Cllr White and Unitary Councillor Batstone

**1090. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION**

Cllr McNamara declared an interest in relation to the PC meeting planning item re Ham Farm.

Cllrs Suter & Ridout concerning the Old Ox Bid committee

**1091. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 6th April 2023 were approved.

**1092. MATTERS ARISING**

The Chairman provided an update in relation to several matters:

**War Memorial Handrail**

The Clerk had not received any additional quote in relation to the proposal to install a handrail at the War Memorial and had suggested that the quote from Newton Forge of £ £3,825.86 plus VAT be accepted and can be funded from reserves. The Council unanimously accepted that this should be APPROVED. The Clerk will communicate with architect James Cain concerning the submission of a Listed Building consent.

**Defibrillator training**

An enquiry had been received suggesting possible defibrillator training. There had though been no interest in an event held in 2022 at Hinton St Mary. The Clerk has agreed that a local trainer could provide an overview of training at the Annual Parish Meeting on 25th May and that this would be followed up with a series of training events.

**PC Laptop**

In view of the age of the machine the decision has been taken to buy a new laptop

**1093. PUBLIC SESSION**

There were no questions asked.

**1094. UNITARY COUNCILLOR REPORT**

A written report had been received and circulated.

**1095. FOOTPATHS**

The Footpaths Officer was not present and there were no reported issues.

**1096. COUNCILOR REPORTS**

**Roads -**

* The Village Traffic Survey had identified concerns regarding excess speed in several locations in the village – Cookswell (Co-op), The Cross, the School and White Pit. It had been noted that it was becoming very difficult to cross the road at the Cross, despite this being a Speedwatch location. It was proposed and agreed that the Council should request a quote for a traffic survey.
* Consideration will be given to requesting a survey at Cookswell after the extension of the 30-mph limit at Little Lane has been implemented.
* A meeting with the Community Highways Officer will be sought to discuss outstanding issues including the question of dropped kerbs near Augustan Avenue. (RM)

**The Church -**

* A part vicar will be appointed from July 2023
* The Church has raised £125,000 of the £140,000 required for the roof repairs. The remaining £15,000 is being sought from the community. (LG)

**Coronation Big Lunch -** It has been difficult finding volunteers to put up and take down tables for the event. Cllr Suter offered to assist. There will be a large number of events on the day, and a bouncy castle (LG)

**Bee-Keepers -** Following the assistance of a solicitor the bee-keepers Have now been provided with a lease after three years of waiting. (LG)

**The Portman Hall -**

* The Coronation will be screened live from 10:30 and there will be teas, coffees biscuits and cakes
* There will be a Film night on 20th May and a Table Top sale on 21st May (KR)

**Facebook -** There have been reports of broken glass being deposited on fields with horses and of vandalism at White Pit Farm

**Youth Club** – held a very successful Pizza Night and will resume in the autumn

**Allotments** – one allotment holder has left and the plot has been re-let

**1097. OLD OX COMMUNITY BID UPDATE**

The bid committee understand that there have not been any further bids in respect of the Old Ox

A grant application was made before the 15th April deadline and the main focus now is to raise funds. The community group are hiring a stand at the Three Okefords Fair to raise awareness of their campaign with banners, t-shirts and stickers. There will be email updates and more leaflets.

**1098. ANNUAL PARISH MEETING ARRANGEMENTS**

The content has been confirmed as:

* Chairmans Annual Update
* Royal Connections – interviews of residents by village children
* Countryside Restoration Trust – history and future plans with Elaine Spencer White
* Defibrillator Training awareness

IS will prepare a flyer to promote the event

**PLANNING APPLICATIONS**

**Applications update:**

**P/FUL/2022/02998 -Land at Old Ox Inn Blandford Road Shillingstone**

**T**he Chairman confirmed that the Dorset Planning Consultant had prepared an excellent appeal submission. This matter in now under review by the Planning Inspectorate.

**New Applications to consider:**

**P/FUL/2023/00616 Orchard House Everetts Lane Shillingstone DT11 0SJ**

*Change of use from holiday accommodation into residential annexe & erection of single storey extn*

There were no objections to this application which would appear to have minimal impact on neighbouring properties.

**P/FUL/2023/01744 - Ham Farm Brodham Way Shillingstone Dorset DT11 0TE**

*Siting of permanent agricultural workers dwelling*

Support comments had been returned in advance of the meeting based on previous PC discussions

**Westleigh site**

Thomas Faithfull (TF) attended the meeting an explained plans for completion of the Westleigh site following negotiations with Blaze Construction.

TF confirmed that he had offered to buy the site but this was not possible and will now be completing the dwellings, it is hoped, by Christmas, with work starting in the next 3 or 4 weeks.

There will be some design changes to reduce the ‘red brick’ appearance with cedar cladding and a rendered wall. There will also be a lighting scheme.

TF enquired whether parking for some contractor vehicles would be possible. KR will refer this question to the Portman Hall committee.

**White Pit** – it was noted that the PC had received confirmation of the intention to sell by tender on 28th April, and the importance of Neighbourhood Plan had been acknowledged by Dorset Council

**1099. FINANCES**

**i) Retrospective Payments approval:** the following payments were **APPROVED**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Payee Name** | **£ Total** | **Reason** |
| 03/04/2023 | Shillingstone Cricket Club | £ 416.66 | Mowing |
| 03/04/2023 | Edens Landscapes Limited | £ 252.00 | Grass cutting contract |
| 05/04/2023 | Dorset Association of Parish | £ 421.32 | Annual subscription |
| 05/04/2023 | Les Elsworth | £ 50.00 | Repair benches |
| 05/04/2023 | TEEC Limited | £ 28.80 | Planning tracker |
| 11/04/2023 | David Green | £ 32.55 | Expenses March 2023 |
| 14/04/2023 | HM Revenue & Customs | £ 184.60 | PAYE Q4 2022-2023 |
| 14/04/2023 | Elite Playground Inspections | £ 63.00 | Inspections |
| 17/04/2023 | Fireline Ltd | £ 240.36 | Renew fire extinguishers |
| 24/04/2023 | Rialtas Business Systems | £ 194.60 | Alpha software |
| 26/04/2023 | Water2business | £ 29.70 | Pavilion water |
| 26/04/2023 | Water2business | £ 17.27 | Allotment water |
| 27/04/2023 | Tim West - Sturcomps | £ 30.00 | Computer repair |
| 28/04/2023 | David Green | £ 693.38 | April 2023 pay |

**ii) New payments approval**

Clerk’s expenses £ 40.49

**1100. PLAY AREAS, RECREATION GROUND AND PROPERTY CHECK**

The Clerk reported that there had been continuing complaints from the Tennis Club concerning strimming around the tennis courts. These had been referred to the Cricket Club. The Tennis Club have been advised that the reserve account could be used to fund additional strimming costs if they wish to engage their own contractor but that no further contribution would be made by the Parish Council.

The Clerk had explained that the new 3-year agreement with the Cricket Club in 2022 was not instigated by the need to provide additional services to the Tennis Club but was necessary because the existing contract had expired. The Cricket Club have advised that the major part of the increased cost of this was to need their increased operational costs and there was no funding that that could be diverted to Tennis Club use.

**1101. CORRESPONDENCE**

The Clerk confirmed that the following correspondence had been circulated:

|  |  |  |
| --- | --- | --- |
| **DATE** | **FROM** | **DESCRIPTION** |
| 07/04/2023 | Climate & Ecological support | Notes from March C&EE Support meeting |
| 11/04/2023 | Dorset Council | Blandford + Neighbourhood Plan Review |
| 11/04/2023 | Faithful Property Group | Blaze Site |
| 12/04/2023 | Faithful Property Group | response to PC reply Blaze Site |
| 20/04/2023 | Cllr Batstone | RE: Whitepit Farm update |
| 20/04/2023 | Dorset Council | RE: Whitepit Farm |
| 20/04/2023 | Dorset Council | Old Ox Inn, Shillingstone - ACV - Full Moratorium |
| 20/04/2023 | Christine Keating | Defibrillator training suggestion |
| 24/04/2023 | Dorset Council | Old Ox - re holiday accommodation issue |
| 28/04/2023 | Dorset CAN | Invite to DCAN Retrofit Energy Event |
| 28/04/2023 | DAPTC | Infrastructure Funding Statements 2021/22 |
| 28/04/2023 | The App Office | Notice of App Cancellation – new supplier |

**1102. ITEMS FOR THE NEXT AGENDA**

* Approval of Internal Audit report/Annual Governance Statement and Accounting Statements

**1103. NEXT MEETING**

The next meeting will be on **Thursday 1st June 2023 at 7:00 pm**, at the Portman Hall. There being no further business, the meeting closed at 20.07