

DEWLISH PARISH COUNCIL

WARDON HILL FARM, LONG ASH LANE, DORCHESTER, DORSET, DT2 9PW

CLERK: MRS AMANDA CROCKER

TEL: (01935) 83454

E-MAIL Dewlish@dorset-aptc.gov.uk

Dear Councillor

You are hereby summoned to attend a meeting of the Parish Council on Monday 12th August 2024 at 7.30pm at Dewlish Village Hall for the purpose of conducting the following business.

A Crocker

Amanda Crocker

Clerk to the Parish Council

AGENDA

1. Period of public participation
2. To receive apologies for absence
3. To receive Declarations of disclosable pecuniary and other interests
4. Minutes of previous meeting dated 13th May 2024
5. Matters Arising from previous minutes for report only
6. To receive the Dorset Councillor's report
7. To receive reports on the following matters and to agree actions:
 - (a) Planning and Tree work Applications – including tree works at Pound Lane
 - (b) Police, Traffic and Roads – report attached
 - (c) Parish Amenities and Rights of Way
 - (d) Parish Surgeries – To consider any items raised for including on a later agenda
8. Finance
 - (a) To agree the payment of accounts and note any income received
 - (b) To confirm the reconciliation of accounts and position against budget
 - (c) To accept the Internal Audit Report – attached
 - (d) To consider the purchase of a dedicated Parish Council laptop
9. To consider obtaining .gov.uk email addresses
10. To review the D-Day Commemorations
11. To consider whole council training
12. Parish Councillors' Reports on items not covered by the agenda
13. Agenda items for the next meeting
14. Date of Next Meeting - Monday 23rd September 2024

Dorchester Rural East Neighbourhood Policing Team Crime Report

JUNE 2024 (covers reports 01/06/2024 – 20/06/2024)

Dear Councillors,

Below is a breakdown of crimes/incidents that have occurred in your areas during the month of July.

N.B. Any crimes/incidents of a sensitive nature are not in this report, e.g., of a personal nature or which may identify individuals.

- We continue to patrol all areas and are using social media to keep members of the public apprised of our actions.

Dorchester NPT website address is [Dorchester | Your area | Dorset Police | Dorset Police](#)

Our Face Book Page address is: www.facebook.com/DorchesterPolice/

Our Twitter Page is: <https://twitter.com/DorchesterPolice>

Our Instagram Page is: <https://www.instagram.com/dorchesterpolice/>

Dorset Alert messaging system registration to receive messages is:

<https://www.dorsetalert.co.uk/pages/2451/1/Register.html>

Contacting Dorset Police (non-emergency)

Do it Online: [Contact us | Dorset Police](#)

Telephone: 101 **(Calls to the 101 non-emergency number from both landlines and mobiles are free)*

To report information to the police with 100% anonymity, contact the independent charity Crimestoppers online at www.crimestoppers-uk.org or call Freephone 0800 555 111

DFCA

Broadmayne Parish Council:

19/06/2024 Report of parking issues. Complaints that garage parks vehicle in the road directly outside the business, sometime with cones around. In same report complaints of a big black car parking on the pavement on West Knighton Lane, this is causing people with double buggies etc, having to enter the road.

The issues relating to the cars from Prestige Sales is still causing problems in the village. Enforcement teams did attend the village and one van was clamped awaiting recovery. However, the clamp was removed and there was no evidence, for example CCTV or independent witnesses, who had stolen it. I am aware they are parking in the road directly outside the business and although this is opposite a junction, which is particularly difficult to exit, there is no enforcement that can be implemented. There are no double yellow lines, and parking opposite a junction is an advisory in the highway code. However, if an accident was to occur the owner of the vehicle may be liable to prosecution for causing the accident. The Neighbourhood Team are currently reviewing the problem and a multiple agency approach is required.

Knightsford Parish Council (Tincton/West Knighton/West Stafford/Woodsford):

07/06/2024 Tincton – smashed rear windscreen of vehicle, while parked on private drive.

DFCB

Crossways Parish Council:

07/06/2024 Crossways – criminal damage, car keyed while parked on road.

13/06/2024 Crossways – damage to gate and fence – under investigation

I wanted to update on the male who has been sleeping in his van in Bingham Road. While I was at the Community Contact Point, I received complaints about the male appears to be urinating outside his van (this is based on staining on the road by the side door) and leaving faeces in carrier bags on the side of the street. I have spoken to the male and passed words of advice regarding his behaviour. I have also consulted with Julian House (Homeless Support) and updated them on the situation. Finally, I have advised environmental health of the issues regarding urinating etc.

Osmington Parish Council:

06/05/2024 Osmington - report of abandoned vehicle – owner traced, and vehicle recovered.

Owermoigne Parish Council:

17/06/2024 Owermoigne – cyclist on carriageway at nighttime with no lights.

DFCC

Cheselbourne Parish Council:

12/06/2024 Cheselbourne – report of suspicious van, possibly linked to the unwanted door to door sales – Nottingham Knockers information below.

Dewlish Parish Council:

13/06/2024 Dewlish – report of man going door to door selling items. See Nottingham Knockers Information below.

Puddletown/Tolpuddle/Athelhampton/Burleston Parish Council:

05-06-2024 Tolpuddle – theft of Char Broil BBQ & gas cylinder.

DFCD

Buckland Newton Parish Council:

No Reports

Melcombe Bingham Parish Council:

No Reports

Piddle Valley Parish Council:

17/06/2024 Piddlehinton – fly-tipping. Name identified amongst the waste – under investigation.

17/06/2024 Piddlehinton – trailer appeared abandoned near Snowdrop corner, no vehicle registration attached. No reports of stolen trailer. Trailer was on side on the road and not blocking carriageway.

OTHER:

COMMUNITY CONTACT POINTS

The scheduled Contact Points are:

18/07/2024 Broadmayne – Corner House Stores 14:30 – 15:30

15/08/2024 Puddletown – Spar 14:30 -15:30

13/09/2024 Crossways – Crossways village hall – Oddfellows coffee morning 11:00 – 12:00

A Community Contact Point is a pop-up event where you can speak to me to discuss an issue and receive crime prevention advice. You can also report a crime (incident) or discuss any issues affecting you or your community.

This is a drop-in style event with no need to make an appointment.

There may be additional Community Contact Points over the next three months. Community Contact Points will be advertised by Dorchester Police on the Dorset Police website and the Dorchester Police Facebook Page.

NOTTINGHAM KNOCKERS

Please warn your neighbours, particularly elderly or vulnerable neighbours, not to open the door to strangers to buy on the doorstep. Some doorstep callers may offer poor quality goods at inflated prices and if a caller is not genuine, they may be gathering information for future crime. Please keep in mind that if cold callers do not get any sales in your area, they are less likely to return.

How they work

The sellers may say that they are on a “rehabilitation course” arranged by probation services or other organisations trying to find people work. This is not the case and often they are known criminals. Probation services do not run such schemes.

Usually, they are dropped in the area from a transit van and given a list of streets to work. An hour or so later they are collected and dropped off in another location. They often work from 9am to 9pm.

SOCIAL MEDIA COMMUNITY GROUPS

I am aware that incidents that would be of interest to the police are not being reported, but instead discussed on community social media groups. Although raising the issue on a community social media page is useful to the neighbourhood, it is also important to report incidents to the police. This can be done by calling 101 or completing the online reporting form on the Dorset Police Website, “Contact Us” section.

[Contact us | Dorset Police](#)

Dorset Police does not have the ability to monitor Community social media groups and valuable intelligence is missed.

In addition, if there is an ongoing problem, for example anti-social behaviour, I am unable to seek support for additional police resources to address the issues.

Regards

PCSO 6500 Alison Donnison

Dorchester East Rural Neighbourhood Policing Team

Item 8 (a)

Payments Requested - July 2024

Date	Payee	Comments	Folio	Precept £
08.06.24	Barker-Fox Associates	Internal audit Ye 31.03.24	BACS038	71.00
15.07.24	HMRC	June/July 24 PAYE	BACS039	81.00
15.07.24	A Crocker	June/July 24 salary	BACS040	400.82
Total amount requested				552.82

Item 8(b)

**Dewlish Parish Council
Reconciliation of Accounts**

Balance b/fwd	From 31.03.24			20355.27
Add:	Income year to date			3147.07
Less:	Expenditure to date			2611.23
Balance as at 15.07.24				20891.11
Funded by:				
Deposit account	00260298		1833.67	
Current account	01230392		19610.26	
				21443.93
Add:	Uncleared Income			
				0.00
	Barker-Fox Associates	Internal audit ye 31.03.24	BACS038	71.00
08.06.24				
15.07.24	HMRC	PAYE June/July 2024	BACS039	81.00
15.07.24	A Crocker	June/July 24 salary + expenses	BACS040	400.82
				552.82
Balance as at 15.07.24				20891.11
		Difference		0.00

Budget Monitoring for the year ended 31st March 2025

Description	2024/25 Budget	Actual	Balance	
Receipts				
Account Interest	75.00	84.57	9.57	
Precept	6,125.00	3,062.50	(3,062.50)	
CIL receipts		0.00	0.00	
Misc income		0.00	0.00	
VAT refunded		0.00	0.00	
Total receipts	6,200.00	3,147.07	(3,052.93)	
			0.00	
Payments				
DAPTC Subs. + other subs	100.00	159.34	(59.34)	
Insurance	730.00	721.65	8.35	
Training	50.00	35.00	15.00	
Wages - Clerk	2,795.00	810.00	1,985.00	
Clerk Expenses - mileage	50.00	36.54	13.46	
Office costs	150.00	36.47	113.53	
Stationery & postage	50.00	4.60	45.40	
Computer costs- web hosting	145.00	0.00	145.00	
Telephones		101.74	(101.74)	
Venue hire	200.00	0.00	200.00	
Grass cutting	250.00	0.00	250.00	
Audit fees	70.00	71.00	(1.00)	
Honorarium	50.00	0.00	50.00	
Defib Maintenance	130.00	0.00	130.00	
Contingencies	100.00	57.60	42.40	
Election costs	50.00		50.00	
Grants	500.00	0.00	500.00	
Bridge upgrade		570.00	(570.00)	
Asset maintenance	700.00	0.00	700.00	
VAT		7.29	(7.29)	
Total payments	0.00	2,611.23	3,508.77	
			0.00	
Balance b/fwd from 31.03.24	20,355.27		Monies held in bank	21,443.93
Income to date	3147.07	23,502.34		
Earmarked Reserves				
Election costs	450.00		Add:	
Training	115.00		Income not cleared	
Venue hire	400.00		Less:	
Grass cutting	500.00			
Audit fee	74.00			
Telephone box maintenance	200.00		Cheques not cleared	(552.82)
Upgrade of The Green	4,430.00			
CIL receipts	2,390.01			
General asset maintenance	1,758.34	10,317.35	Earmarked funds	(10,317.35)
Expenses for current year to date	2,611.23			
		<u>2,611.23</u>		
Balance available not yet committed	10,573.76		General Reserve	10,573.76
				0.00

Item 8 (c)

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Cerne Abbas
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DT2 7SJ

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Telephone: 01300 341912

Mobile: 07765 241914

08th June 2024

Dear Amanda,

Dewlish Parish Council Internal Audit

Please find attached the internal audit report for April 2023 - March 2024.

Overall, the files were well presented and the recommendations are minor in nature and very easily rectified, they are just minor administrative errors and no reflection on the processes or procedures of the Council. They also do not affect the financial position of the council at year end.

With regard to the Annual Return, I have signed off the Internal Audit section for the accounts with compliance for all except the Petty Cash and Trust sections which are Not Applicable.

My overall Audit opinion is as follows:

Audit Opinion

I am able to offer **substantial** assurance as the areas reviewed were found to be adequately controlled. Internal controls are in place and operating effectively and risks against the achievement of objectives are well managed.

(The Audit grades are Substantial, Reasonable, Partial and None.)

The Audit Checklist Report, Recommendations and this letter should be copied to all Parish Council members so that they can fully understand the recommendations being made and published on the website. As always, I am happy for any of the Parish Council to contact me personally if they wish to discuss any of the recommendations made, the tests carried out, or the overall opinion given.

Regards

Paula Harding (MAAT/AATQB)

Appointed Internal Auditor for Dewlish Parish Council

Dewlish Parish Council Audit – 2023-24

Summary of Audit Checklist Recommendations:

Recommendation 1:

That the revised Standing Order and Financial Regulations are updated to the website.

The website is showing older versions of these two documents. The Standing orders were last uploaded on 14th Feb 2020 and the Financial Regulations 2019.

As it is clear from the minutes that these have now been amended the revised versions should be uploaded to the website for transparency.

Recommendation 2:

That the current agreed Risk Assessment document is updated with the correct review date on the website.

The website is showing that this document was last uploaded in 2017 and further checks show that the document itself states it was last reviewed in 2017, when it is being reviewed and updated if required annually.

The new version should be uploaded with the corrected review date so that the public can have confidence that governance documents are being monitored.

Recommendation 3:

That the Internal Audit report for 22-23 is uploaded to the Council website.

The internal audit report for 22-23 should be uploaded to the Council website as per the decision minuted in May 23.

Recommendation 4:

That an addendum to the Clerks contract is created showing that the new pay scale is SCP 11 and the new monthly hours change to 15.

This is to ensure that the Clerks pay scale is clear and can be cross-checked easily as and when the pay rates change. It also updates the contracted hours that the Clerk is expected to work.

Recommendation 5:

That the AGAR form is amended to report the correct asset figure.

This looks like it is just an admin error as the reported figure is £64474 rather than £62474.

Recommendation 6:

The street furniture insurance coverage should be re-considered to match the figure on the asset register.

This ensures that should a claim be made against the insurance policy the correct values are showing in the financial records.

Paula Harding
Internal Auditor