

MINUTES OF THE DEWLISH PARISH COUNCIL MEETING HELD ON MONDAY 13th MAY 2024 AT DEWLISH VILLAGE HALL, COMMENCING IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING

Present: Cllrs A Barnett, J Booth, and W Britton

Chair: Cllr M Fell

Clerk: Mrs A Crocker

Also present: 4 members of the public

Prior to the start of the meeting, all members signed their Declaration of Acceptance of Office.

1. Apologies for absence

24.017 Apologies had been received from Dorset Cllr Haynes.

2. Elections

24.018 Election of Chairman

Cllr Barrett proposed Cllr Fell for the role. This was seconded by Cllr Britton and agreed unanimously. Cllr Fell signed his Acceptance of Office in the presence of the meeting.

24.019 Election of Vice Chair

It was agreed that this role would remain vacant for the time being until some of the vacancies are filled.

24.020 Councillor responsibilities

Responsibilities for the year to 31st March 2025 are required as follows:

Parish Amenities and Rights of Way
Planning and Tree Applications
Police, Traffic and Roads
Neighbourhood Plan
Village Hall Liaison
DAPTC
Defibrillator

This will also be deferred until new councillors are co-opted. In the meantime, the list of roles will be sent to the existing officers for them to decide which roles they would like to take on.

3. To receive the Dorset Councillor's report

24.021 No report was available at this time, but it will be issued upon receipt and will be made available on the Parish Council website.

4. To confirm the minutes of the meeting held on 22nd April 2024

24.022 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Booth proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Britton and agreed unanimously. The Chair signed the minutes in the presence of the meeting.

5. Matters arising from those minutes, for report only

24.023 Church donations – The Clerk had contacted the Clerk for Milborne who confirmed that the entry in the Village News was incorrect. It should have read that this is something Parish Councils **could** do and not that this is something the Parish Council actually does.

Asset Register – The Insurance Company have been contacted and have issued a template for completion.

A St George’s flag will be purchased in due course.

D-Day flags have been put up.

Grit bins will be moved from the bus shelter and stored at the Chairman’s property until they are installed.

6. Declaration of pecuniary and other interests

24.024 No interests were declared at this stage.

7. To review and agree Policies

24.025 To confirm the Standing Orders and Financial Regulations

Members were provided with copies of both documents. Cllr Barnett proposed they are accepted. This was seconded by Cllr Booth and agreed unanimously.

24.026 To confirm the Asset Register

A copy of the Register had been issued with the agenda. It was noted that the restored bench at the Bridges should be included although no cost had been incurred. In addition, the new picnic bench to be located on The Green also needs to be included. Cllr Barnett proposed the Register is accepted with the understanding that the additions will be made. This was seconded by Cllr Booth and agreed unanimously.

24.027 To review and confirm policies and procedures

Copies of the existing policies were issued to all members. Cllr Britton proposed they are accepted. This was seconded by Cllr Booth and agreed unanimously.

24.028 To confirm the insurance for the coming year

The Parish Council is currently within a 3-Year Long Term Agreement, as agreed in the meeting dated 26th May 2022, item 22.27. Cllr Britton proposed the insurance arrangements continue. This was seconded by Cllr Barnett and agreed unanimously.

8. Finance

24.029 To agree the payment of accounts

The following payments had been requested:

| | | | |
|---------------------|--------------------------------------|---------|--------|
| S Munnings Planning | Advise & assistance re Land Registry | BACS034 | 480.00 |
| Gallagher | Insurance renewal | BACS035 | 721.65 |
| A Crocker | May 24 wages | BACS036 | 231.92 |
| HMRC | May 24 PAYE | BACS037 | 40.60 |

The total amount requested from the Precept is £1,474.17.

Cllr Booth proposed the payments are made. This was seconded by Cllr Britton and agreed unanimously.

It was noted that income received since the last meeting was as follows:

| | |
|---------------------------|-----------|
| 50% of the Annual Precept | £3,062.50 |
| Account interest | £20.93 |

24.030 To accept the Reconciliation of Accounts and position against budget for April 2024

Copies of both reports were issued with the agenda. Cllr Booth proposed the reports are accepted. This was seconded by Cllr Barnett and agreed unanimously.

There is a substantial amount of money in the account at the moment and the Clerk will look into possibly transferring some of it to a high interest account.

ACTION: CLERK

24.031 To agree the Certificate of Exemption for the year ended 31st March 2024

A copy of the Certificate of Exemption had been issued to all members prior to the start of the meeting. Cllr Barnett proposed the Certificate is signed and this was seconded by Cllr Britton. The Chairman and RFO signed the Certificate in the presence of the meeting.

24.032 To agree the Annual Governance Statement

A copy of the Governance Statement had been issued to all members prior to the start of the meeting. Each item was considered and approved, and Cllr Barnett proposed the Statement is accepted. This was seconded by Cllr Britton and agreed unanimously. The Chair and RFO signed the Statement in the presence of the meeting.

24.033 Annual Statement of Accounts for the year ended 31st March 2024

A copy of the Annual Statement of Accounts had been issued to all members prior to the start of the meeting. Cllr Fell proposed the Accounts for the year ended 31st March 2024 are accepted and signed. This was seconded by Cllr Barnett and agreed unanimously. The Chair signed the Accounts in the presence of the meeting.

9. To receive reports on the following matters and to agree actions

24.034 Planning

P/HOU/2024/02283 5 Milbourn Wood Cottage – form vehicular access

One written objection has been received saying that the second exit as proposed could represent a hazard to on-coming traffic along what is a busy, fast stretch of road. Members expressed concern over site line on exit. Cllr Fell proposed that an objection is submitted. This was seconded by Cllr Barnett and agreed unanimously.

P/TRC/2024/02502 Old Parsonage Farmhouse, Middle Street
G1- Beech x 22; reduce crowns by 4.5m and reduce lateral branches
T2 – Multi-stemmed conifer; fell
T3 & T4 – Leylandii; fell

It was felt that this proposal was considerably better than the original application. Members support the application.

24.035 Police, Traffic and Roads

The latest Police report had been issued with the agenda.

24.036 Parish Amenities and Rights of Way

(i) Update on the Green

Nothing to add at this stage.

(ii) Update on Rights of Way

Nothing to add at this stage.

10. To agree the amended dates of the meetings for the coming year

24.037 Following agreement at the last meeting, future Parish Council meetings will be held every other month. The new dates are:

22nd July
23rd September
25th November
27th January 2025
24th March 2025

11. To receive reports from Parish Councillors

24.038 Cllr Barnett reported that the D-Day commemorations are moving forward. Three wheelbarrows are needed for the game, together with a dozen 4” fence posts. Details will be posted to every household over the next few days.

12. To consider correspondence received since the agenda was set

24.039 Nothing to report.

13. Agenda items for the next meeting

- 24.040 - .gov.uk email addresses for members
- protocol for backing up information

Any additional items should be passed to the Clerk by the 10th July for inclusion on the agenda.

12. Date of Next Meeting - Monday 22nd July 2024

There being no further business, the meeting closed at 20.20hrs.