

VALE OF ALLEN PARISH COUNCIL

MINUTES

**of the PARISH COUNCIL MEETING, held at 7.30 pm in Witchampton Village Hall
on Tuesday 12th December 2017**

PRESENT

Cllr Mr J. Campbell - Chairman

Cllr Mr S. Wathen – Vice Chairman

Cllr Mrs S. Gilchrist, Cllr Ms D. White, Cllr Mrs M. Cook, Cllr Mrs P. Hill, Cllr Mr R. Hill

**Also present were County Councillor Mr S. Butler, the Parish Clerk Mrs K. Bradbury
and two members of the public**

17/1. APOLOGIES

There were no apologies to report.

17/1. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Mrs P. Hill and Cllr Mr R. Hill declared an interest in Planning Application 3/17/2857, Land Adjoining Summer Hill, Gussage All Saints and did not vote on this application.

17/1. REQUESTS FOR DISPENSATIONS TO PARTICIPATE IN A MEETING

There were no requests for dispensations to report.

17/1. PUBLIC PARTICIPATION SESSION

Mr & Mrs Best, Gussage All Saints: Re: Planning Application 3/17/2857, Land adjacent to Summer Hill, Gussage All Saints. The proposed development is on land outside the village envelope and is classed as grade 4 agricultural land. It is also within the AONB and the village conservation area. By building low down on the plot the intention is to mitigate the effect on the openness and amenity of the AONB and reduce any harmful effect due to loss of privacy.

17/1. MINUTES OF THE PARISH COUNCIL MEETING HELD ON – Tuesday 17th October 2017

The Minutes of the Parish Council Meeting held on Tuesday 21st November 2017 (pages (1227 - 1229) were approved and signed as a true record

17/1. MATTERS ARISING FROM THE MINUTES

Ward Budget Allocation: It was reported that Hinton Martell Village Hall Committee has agreed to set up a joint “Wildflower Verges” bank account for the Ward Budget Allocation. Cllr Mrs J. Campbell agreed to complete the application form for the grant.

17/1. COUNTY COUNCILLOR’S REPORT

Cllr Mr S. Butler

Local Government Reform: The Secretary of State has indicated that he is “minded” to approve the amalgamation of the District, Borough and County Councils

into two unitary authorities. EDDC had a Cabinet meeting at which it was decided to go along with the reform and EDDC I now in discussions with DCC. Christchurch does not agree and is planning to hold a referendum. Although Christchurch and East Dorset share staff all property and other assets are kept separate so that disengagement, if necessary, will be fairly straightforward. The reform is not expected to have much effect on Parish Councils. The next major issue will be the harmonisation of the Council Tax. While some councils appear to have a lower level of Council Tax, this is often because they provide fewer facilities for their residents and is not necessarily due to super-efficiency.

Children's Services: Cllr Mr S. Butler is now the lead member for Children's Services. The aim is to attain a good OFSTED report with improved figures for children in care. Children now have care plans but 18% of the children are being re-referred to a joint group of agencies. The figure for W. Sussex is 6% so there is room for improvement. DCC is aiming to hire another 20 Social Workers to lighten the load on existing staff and to improve outcomes for the children.

Adult Social Services: some nursing homes are failing the Quality Control Commission for nursing due to poor standards and are being re-classified as Care Homes. As a result more of the elderly are being sent back to hospital

17/1. DISTRICT COUNCILLOR'S REPORT

There was no report this month.

17/1. PARISH CLERK'S REPORT

- a. **Audit Plan:** It was unanimously resolved to approve the audit plan for 2017. Proposed by Cllr Mrs P. Hill and seconded by Cllr Mrs M. Cook-
- b. **Characteristics and Standards of Effectiveness:** It was unanimously resolved to approve the Characteristics and Standards of effectiveness of the Internal Audit for 2017. Proposed by Cllr Mrs M. Cook and seconded by Cllr Mrs P. Hill.
- c. **Risk Assessment:** It was unanimously resolved to approve the Annual Risk Assessment for 2017. Proposed by Cllr Mr R. Hill and seconded by Cllr Ms D. White.
- d. **Budget 2018/2019:** It was unanimously resolved to approve the proposed budget figures for 2018/2019. Proposed by Cllr Mr R. Hill and seconded by Cllr Ms D. White. See attached pages of the minutes
- e. **Precept 2018/2019:** It was unanimously resolved to set the precept for 2018/2019 at £15,600
- f. **Witchampton Club Bus Shelter:** It was unanimously resolved to accept the the quotation received from David's of Wimborne for the repair of the Witchampton Club Bus Shelter roof
- g. **Local Government Review:** The Parish Council discussed the consultation document from the Boundary Commission regarding proposals to straighten out some anomalies in the boundaries between Witchampton and Chalbury. It was considered that the changes relating to the Vale of Allen were very minor and would not have any significant effect so the Parish Council had no objection to the proposals.
- h. **Lime Trees Witchampton:** The Tree Officer for DCC has judged that the middle tree T2 of the group of three Limes at the entrance to the Witchampton Club car park needs to be felled. The other two trees in the group need to be crown lifted to allow in more light and also crown cleaned to remove dead wood. The tree officer has suggested that the trunk of the felled tree could be laid on the ground to prevent parking on the verge and that the remaining trunk and branches can be stacked in a corner of the car park for use by the Witchampton Club and the local residents. The Witchampton Club has agreed to this. However the Parish Council was not happy about leaving the tree trunk on the verge as it will gradually rot down and become a hazard.

The Clerk was asked to request that posts are installed instead as they would be more appropriate to prevent parking on the verge.

- i. **Box Car Derby Witchampton:** Notification of road Closure was received for Boxing Day 2017.
- j. **Website:** The Parish Clerk announced that she would include a regular Website item on the agenda to remind Councillors to Notify her of Diary Dates for the website

17/1. PLANNING APPLICATIONS FOR CONSIDERATION

Parish Council comments on Planning Applications

Application No:	Location	Proposal	Type
3/17/2467	Horseshoes Farm, Holt	Erect replacement two story property with detached garage following demolition of existing two storey property. (Amended by drawings received 23/10/17 and 27/11/17)	FUL
3/17/3230	Crows Nest Bungalows, Moor Crichel	Single storey extension to existing house, workshop to rear of property.	HOU
3/17/2857	Land Adjacent to Summerhill, Gussage All Saints	Erect two dwellings with associated parking. Departure from the development plan as the site is outside the village infilling boundary	FUL
3/17/3092	The Barn, Uppington, Hinton Martell	Use as a Class 3 dwelling house	CLE

Parish Council Comments on Planning Applications

- a. **Planning Application 3/17/2467.** Horseshoes Farm, Holt. Parish Council comment – NO OBJECTION.
- b. **Planning Application 3/17/3230.** Crows Nest Bungalows, Moor Crichel. Parish Council comment – NO OBJECTION.
- c. **Planning Application 3/17/2857.** Land adjacent to Summer Hill, Gussage All Saints. Parish Council comment- NO OBJECTION.
- d. **Planning Application 3/17/3092/CLE.** The Barn, Uppington, Hinton Martell. It was agreed that Cllr Mr S. Wathen would make enquiries regarding the length of time for which this property has been in use as a dwelling and that Cllr Wathen & the Clerk are delegated to come to a decision regarding this property.

17/1. EAST DORSET DISTRICT COUNCIL PLANNING DECISIONS

Application No:	Location	Proposal	Decision
3/17/2669 /CONDR	Manor Farm Buildings, Gussage All Saints	Change of use from live/work to dwelling only	Refused
3/17/2324 /HOU	Forest View, Gaunts Common	Erection of retaining boundary wall to front (retrospective)	Permit
3/17/2887/ HOU	46 Mill Lane, Witchampton	Single storey side extension	Permit

3/17/2589 /CLP	Church Mead, Harley Lane, Gussage All Saints	Replacement of existing conservatory roof with pitched 35' roof	Not lawful
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17/1. OTHER PLANNING MATTERS

- a. **3/17/2757/TCA: Culpepper House, Gussage All Saints. Fell T1 – Field Maple - Approved**
- b. **3/17/2890/TCA:** Church Mead, Harley Lane, Gussage All Saints. T1 – Copper Beech – Reduce crown by a maximum 3m, crown thin by 20%. - **Approved**
- c. **3/17/3000/TCA:** All Saints Church, Gussage All Saints. T1 – Cherry Tree – Fell. T2 – Cherry Tree crown reduce by 1 metre. T3 – Hawthorn – Fell – **Approved**
- d. **D3/17/3478/TCA: Church Mead, Harley Lane, Gussage All Saints.** T2 Cedar – remove 6 lowest branches. The Parish Council had no objection to this proposal.

17/1. FINANCIAL MATTERS

- a **Authorisation and payment of Cheques:** The cheques having been approved were signed by Cllr Mrs S. Gilchrist and Cllr Mr R. Hill

	Details	Amount (£)	V.A.T	Cheque Total	Cheque No:
1	K. Bradbury, Clerk's Salary November 2017	342.28	0.00	342.28	911
2	HMRC PAYE due November 2017	63.03	0.00	63.03	912
3	Normtech - die cast letters for fingerpost	179.97	40.00	219.97	913
4	Mark Goodwin - Deposit for H. Parva Noticeboard (£115)and general notice board maintenance (£166)	281.00	0.00	281.00	914
5	Gussage All Saints Village Hall Hire x4 for 2017	48.00	0.00	48.00	915
6	DAPTC budgets & Precepts Seminar (Less £2.50 refund)	32.50	0.00	32.50	916
7	Gussage All Saints PCC - Church clock Maintenance 2017	200.00	0.00	200.00	917
	Total	1146.78	40.00	1186.78	

17/1. CORRESPONDENCE

- a. **Local Councils Update:** November 2017 Edition

17/1. MATTERS OF INFORMATION

Cllr Mr R. Hill: reported that the fingers and numbers for the next two Gussage All Saints finger posts are ready.

Meeting closed at 9.15 pm

Signed.....

Date.....

Chairman

VALE OF ALLEN PARISH COUNCIL						
General Administration						
Description	2015/2016 Actual Expenditure	2016/2017 Actual Expenditure	2017/2018 Budget Estimate	2017/2018 Expenditure to 30/09/17	2017/2018 Revised Expenditure Estimate	2018/2019 Preliminary Budget
Clerk's Salary	3987.60	3,917.43	4355.00	2352.65	4863.72	6200.00
Telephone	90.00	60.00	120.00	80.00	230.00	200.00
Car Mileage	147.46	96.57	250.00	154.23	250.00	250.00
Postage	22.80	0.00	250.00	43.60	250.00	250.00
Stationery	175.83	150.36	350.00	27.33	350.00	350.00
Office Equipment	0.00	0.00	200.00	0.00	200.00	0.00
Photocopying	0.00	2.80	75.00	31.04	75.00	750.00
Quarterly Broadband	90.00	60.00	200.00	80.00	230.00	200.00
Insurance	653.53	681.86	680.00	711.38	711.38	712.00
Audit Fee	120.00	432.00	120.00	0.00	140.00	140.00
Election Costs	0.00	0.00	0.00	0.00	0.00	0.00
DAPTC	431.52	413.06	450.00	420.98	420.98	435.00
Training/Publications	188.50	65.00	550.00	95.00	550.00	550.00
Members Expenses	76.50	0.00	600.00	0.00	600.00	600.00
Village Hall Hire	98.00	256.00	150.00	60.00	150.00	150.00
Data Protection Register	35.00	35.00	35.00	0.00	35.00	35.00
Donations	200.00	400.00	200.00	100.00	200.00	400.00
Website Maintenance	0.00	0.00	200.00	500.00	200.00	250.00
Clerks Gratuity	123.00	123.00	123.00	123.00	123.00	123.00
L.Goodwin	0.00	389.20	0.00	0.00	0.00	0.00
Projector	454.92	0.00	0.00	0.00	0.00	0.00
Sub-Total	6894.66	7,082.28	8908.00	4779.21	9579.08	11595.00

VALE OF ALLEN PARISH COUNCIL			Ward Expenses			
Description	2015/2016 Actual Expenditure	2016/2017 Actual Expenditure 30/09/2016	2017/2018 Budget Estimate	2017/2018 Expenditure to 30/09/17	2017/2018 Revised Expenditure Estimate	2018/2019 Preliminary Budget
Burial Ground Grass	560.00	1270.00	675.00	525.00	675.00	750.00
Bus Shelter (Club)	110.00	125.00	110.00	110.00	110.00	110.00
R & BT Seat Grass	108.00	132.00	144.00	84.00	144.00	150.00
R & BT Seat Replacement	0.00	1000.00	500.00	500.00	500.00	0.00
H. Martell Water Rates	139.26	0.00	75.00	69.67	69.67	70.00
Fountain Electricity	20.00	0.00	60.00	0.00	60.00	60.00
Fountain Maintenance	307.00	317.58	160.00	160.00	160.00	300.00
Manswood Play Area Maintenance	955.00	955.00	1600.00	0.00	1600.00	1000.00
Manswood Play Area Remedial	0.00	0.00	0.00	0.00	0.00	250.00
Manswood Rent	0.00	1.00	2.00	0.00	1.00	1.00
Manswood Seat Grass	39.00	78.00	60.00	26.00	60.00	65.00
Manswood Seat Maintenance	38.98	26.00	500.00	37.00	26.00	40.00
4 x Bus Shelters Grass	180.00	120.00	180.00	120.00	120.00	185.00
Bus Shelters Repairs & Maintenance	180.00	0.00	250.00	0.00	250.00	200.00
H.M. Bus Shelter	0.00	0.00	500.00	0.00	0.00	0.00
Noticeboards	321.00	596.00	500.00	0.00	500.00	500.00
Parish Clock (GAS)	200.00	200.00	200.00	0.00	200.00	200.00
W Bus Shelter Roof	0.00	0.00	0.00	0.00	0.00	300.00
Fingerposts	0.00	960.90	1000.00	1000.00	1000.00	500.00
Salt & Grit	0.00	0.00	400.00	0.00	400.00	400.00
Millennium Avenue	0.00	0.00	2500.00	0.00	1000.00	500.00
Wildflower Verges	0.00	0.00	0.00	0.00	0.00	250.00
Sub-Total	3,158.24	5781.48	9416.00	2631.67	6875.67	5831.00
General Administration Brought forward	6929.66	7182.28	8908.00	4779.21	9,679.08	11595.00
Total	10087.90	12963.76	18324.00	7410.88	16,554.75	17426.00

Year 2017/2018		Year 2018/2019	
Revised Expenditure Estimate	16,554.00		
Non Precept Income Estimate		Non-precept Income Estimate	
Burials	1,200.00	Estimated Balance at 1st April 2018	13,245.00
Interest	5.00	Add Non-precept Income Estimate	1,205.00
		Add Estimated VAT Refund	200.00
Sub-total	1,205.00	Sub-Total	14,650.00
Earmarked funds			
Fountain Materials	654.00		
Minutes Binding	130.00	Overall Expenditure Estimate	
Election Expenses	677.00	Budgeted Expenditure Estimate	17,426.00
Bus Shelters	877.00	Add Earmarked Funds 2017/2018	10,897.00
R&BT Seat	500.00	Add Working Balance	2,000.00
Notice Boards	843.00	Sub-Total	30,323.00
Clerk's Gratuity	1964.00		
Salt & Grit	1500.00		
Computer Replacement	812.00	Overall Expenditure	30,323.00
Fingerposts	440.00	Less Non-precept Income	14,650.00
Millennium Avenue	2,500.00		
Sub-total	10,897.00	Precept Calculation 2017/2018	15,673.00
Precept Calculation 2017/2018		Proposed Precept 2017/2018	15600.00
Balance at 1st April 2017	14,895.00		
		14% Increase	
Add Precept Income 2016/2017	13,700.00		
Add Non-precept Income Estimate 2017/2018	1,205.00		
Sub-Total	29,800.00		
Less Expenditure Estimate	16,555.00		
Estimated Balance 1st April 2018	13,245.00		