

VALE OF ALLEN PARISH COUNCIL
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MINUTES
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*of the PARISH COUNCIL MEETING, held at 7.30 pm in Gussage All Saints Village Hall on Tuesday 11 December 2018*

**Present:**

Cllr J Campbell – Chairman  
 Cllr S Wathen, Cllr Ms D White, Cllr Mrs M Cook, Cllr S Gilchrist, Cllr Mrs P Hill, Cllr R Hill,  
*Also present was the Parish Clerk Ian Hanstead*

18.128. APOLOGIES

Cllr J Manson, Cllr T Read, County Cllr S Butler, District Cllr S Tong

18.129. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest to report.

18.130 REQUESTS FOR DISPENSATIONS TO PARTICIPATE IN A MEETING

There were no requests for dispensations to report.

18.131. PUBLIC PARTICIPATION SESSION

There were no members of the public present.

18.131 MINUTES OF THE PARISH COUNCIL MEETING HELD ON – Tuesday 6 November 2018

The Minutes of the Parish Council Meeting held on Tuesday 6 November 2018 (pages 1297 - 1301) were approved and signed as a true record.

18.132. MATTERS ARISING FROM THE MINUTES

None

18.133. DISTRICT COUNCILLOR'S REPORT

No report

18.134. COUNTY COUNCILLOR'S REPORT

No report

18.135 PARISH CLERK'S REPORT

- a. **Website (future dates)** – members were reminded to send details of events including artwork to the clerk via email
- b. **DAPTC training** – a seminar on Planning was circulated, in advance of the meeting. The Chairman and the Parish Clerk were interested in attending

18.136 PLANNING APPLICATIONS FOR CONSIDERATION

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Decision</b>
3/18/3036	Horseshoes Farm, Holt	Demolish existing property and cow shed, and erect 2 replacement properties and new vehicular drive	<b>No Objection</b>

18.137 ST DORSET DISTRICT COUNCIL PLANNING DECISIONS NOTED

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Decisions by EDDC</b>
3/18/1717	Pound Farm, Hinton Martell	Retention of summerhouse for purposes ancillary to the domestic enjoyment of the dwelling	<b>REFUSED</b>
3/18/2474	Manor Farm Buildings, Gussage All Saints	Block up existing gate and form two new access gates	<b>PERMITTED</b>
3/18/2597	Manor Farm Buildings, Gussage All Saints	Changes to front and rear elevation design	<b>PERMITTED</b>
3/18/2773	Heddol, Hinton Martell	Widen/raise existing front gables, extension to main roof, new dormers to front and rear elevations and other alterations to bungalow	<b>PERMITTED</b>

18.138 Other Planning Matters

a)

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Decision</b>
3/18/3266/TCA	Old Vicarage, Witchampton	T1 Pine – remove lowest branches southwest side, remove lowest branch northeast side	<b>No Objection</b>
3/18/3301/TCA	Harvest Hwome, Gussage All Saints	T1 – Ash – fell G1 – group of sycamores – raise height to BT line – 5 metres	<b>No Objection</b>

b) Witchampton Housing Needs Survey

It was proposed that 6 to 10 units could be provided by Savils, who produced the report. Discussion between members concluded:

- \* The Vale of Allen Parish Council wants to engage and be further consulted if development of site(s) was proposed
- \* homes would need to be affordable
- \* homes were needed for local needs only
- \* concern was expressed about how affordable was 'affordable housing'
- \* to await further contact with Savils on how this report might progress

18.139. FINANCIAL MATTERS

a) The following items were approved for payment – cheques signed by Cllrs J Campbell and R Hill

	Details	Amount (£)	V.A.T	Cheque Total	Cheque No:
1	Chandler IT Services	170.00	0.00	170.00	967
2	Hinton Martell village hall hire 2018	60.00	0.00	60.00	968
3	Gussage Accounting services	250.00	0.00	250.00	969
4	Ian Hanstead – Clerk’s salary Dec	525.78	0.00	525.78	970
5	HMRC – PAYE (Oct – Dec)	394.20	0.00	394.20	971
6	CT Mee – bus shelters	40.00	0.00	40.00	972
7	Krystyna Bradbury Q1 & 2 expenses	682.74	0.00	682.74	973
8	CT Mee R&BT seat, burial ground	50.00	0.00	50.00	974
	<b>Total</b>	<b>£2172.72</b>	<b>0.00</b>	<b>£2172.72</b>	

## b) Cheques received

	None	
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## c) Cheques over £100 issued:

	Details	Amount (£)	V.A.T	Cheque Total	Cheque No:
1	Chandler IT Services	119.00	0.00	119.00	961
2	PKF Littlejohn LLP	240.00	0.00	240.00	962
3	Ian Hanstead – Clerk’s salary Oct and expenses (£525.78 + £154.93)	680.71	0.00	680.71	963
4	Ian Hanstead – Clerk’s salary Nov	525.78	0.00	525.78	964

- d) 2017/2018 end of year accounts – the accounts for last year were formally agreed and adopted
- e) Assets – as at 31 March 2018 – Members agreed that these were an accurate record and appropriately maintained. These were signed off by the Chairman and Cllr R Hill.
- f) Internal Audit – Members noted the feedback (previously circulated) and resultant action plan. The action plan to be presented and updated accordingly at future meetings. Members also agreed to hold additional Finance Working Group to ensure the finance of the Parish were being regularly managed
- g) Risk Assessment and Management 2018 – the revision was agreed following Internal Audit
- h) 2017/18 Annual Return – Members unanimously agreed and approved annual return form for returning to External Auditor, having considering the Internal Auditor’s comments first. The Annual Governance Statement was agreed and the Annual Accounting Statement 2017/18 was approved.
- i) 2019/2020 budget/precept – was agreed. There was no feedback. This would be submitted to EDDC once the 2019/20 tax base was advised
- j) Grant application - Citizens Advice East Dorset – the donation request was discussed, and it was agreed to award £100 (within budget provision for the current financial year and in pursuance of the power conferred by section 142 Local Government Act 1972)

- k) Grant budget generally –
  - a. Agreed to Donate £100 to the Dorset and Somerset Air Ambulance (within budget and agreed to award £100 (within budget provision for the current financial year and in pursuance of the power conferred by section 137 Local Government Act 1972)
  - b. To advertise on Vale of Allen website the availability of grants for local good causes
- l) Burial site – discussion took place on whether to apply a small increase on standard fees. This item was deferred for further information on charges, expenditure and current fees. Cllr White suggested a meeting with the Parish Clerk on site to discuss possibilities for works to the top end of the site. Photos will be taken and presented to committee.

18.140 CORRESPONDENCE

- a. Blandford Neighbourhood plan – members reminded to provide comments to previously circulated documents. Closing date very soon
- b. Shaping Dorset Council newsletters – circulated prior to meeting for information. The Parish Clerk provided an update from a Shaping Dorset Council seminar the previous day.
- c. Church Warden querying memorial stones in burial ground. Recently a memorial stone was erected which breached the permitted guidelines which was provided to the memorial stone company. After discussion, it was agreed that the Chairman would write to the company and request the stone be replaced (free of charge to the relatives)

18.141 MATTERS OF INFORMATION

- a) Cllr Wathen – advised members that the Christmas tree and lights had been stolen from the communal area after the carols around the tree event
  - The occupants of Blue Hill, Uppington have had several planning applications made using their name and address, but wish to make it clear that it is not them but the owner of the land in question. This has also been raised with EDDC
- b) Cllr White – advised that Pound Hill will be closing on 26 December for the annual cart race
- b) Cllr P Hill – mentioned that their village hall had an annual inspection of their flat roof. It was discovered that the lead had been stolen

**Meeting closed at 9.25 pm**

Signed.....

Date.....January 2019

Chairman