

## **VALE OF ALLEN PARISH COUNCIL**

6 April 2019

Dear Councillor

You are summoned to attend a Meeting of the Vale of Allen Parish Council to be held:

**Date: 16 April 2019**

**Time: 7:30pm**

**Venue: Witchampton Village Hall**

to transact the following business:

### **AGENDA**

- 1. To receive apologies for absence**
- 2. Declarations of interest in matters on this agenda**
- 3. Dispensations to participate in a meeting**
- 4. Public participation session** (Standing Orders Suspended) an opportunity for members of the public to raise issues of concern or interest
- 5. To approve and adopt the minutes of the parish council meeting** – held on Tuesday 5 March 2019 (pages 1317 – 1323)
- 6. Matters arising from the minutes** – for information only
- 7. District Councillors' report**
  - (a) Cllr Mr S Tong
- 8. Parish clerk's report** – see attached list
- 9. Planning applications for consideration** – see attached list
- 10. EDDC planning decisions** – see attached list
- 11. Other planning matters**
- 12. Financial matters**
  - a. Approval and signing of invoices for payment – see attached list
  - b. Payments received
  - c. Bank update
  - d. VAT update
  - e. Internal Audit – update
  - f. External Audit – 2018/19
  - g. Bank reconciliation – agrees to bank statement received 9 March 2019
  - h. Quarter 4 financial position
  - i. GSM – 'wind up' payment to out going clerk
- 13. Burial Ground Applications – for decision**
- 14. Correspondence**
- 15. Retiring members**
- 16. Matters of information**

Yours sincerely

Ian Hanstead

Parish Clerk

The Willows, Gussage St Michael, Wimborne, BH21 5HX 01258 840634 [voapc@outlook.com](mailto:voapc@outlook.com)

### **Item 8 – Parish Clerk’s Report**

- a. **Website** - Notification of Future Diary Dates for the website
- b. **Witchampton Development Plans** – Savills attending May meeting
- c. **Witchampton PCC liaison meeting** – feedback (notes of that meeting already circulated). Decisions required.
- d. **Witchampton Burial Ground extension** – update
- e. **Ward AGM** – dates all booked. Adverts for website?

### **Item 9 EDDC Planning Applications for Consideration**

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>	<b>Type</b>
3/19/0778	By Brook, Gussage All Saints	Extend front and rear dormers and provide them with monopitched roofs in lieu of flat roofs. Dummy pitched roof to form a covered porch to utility room on front extension	HOU

### **Item 10 EDDC Planning Decisions**

<b>Application No:</b>	<b>Location</b>	<b>Decision</b>
	None	

### **Item 11 Other Planning Matters**

<b>Application No:</b>	<b>Location</b>	<b>Proposal</b>
3/19/0823	Bobbin Holme, Hinton Martell	T1 Sycamore – reduce precious points approximately 0.5m

### **Item 12 Financial Matters:**

#### **a. Payments for authorisation**

	<b>Details</b>	<b>Amount (£)</b>	<b>V.A.T</b>	<b>Payment Total</b>	<b>Cheque No:</b>	<b>Or BACS</b>
1	Ian Hanstead – Clerk’s salary Apr + qtr 4 expenses	561.75	0	561.75		Yes
2	CT Mee – Bus shelters, burial ground, seat	111.00	0	111.00		Yes
3	CT Mee – HM seat maintenance	45.00	0	45.00		Yes
4	Bournemouth Water (Hinton fountain)	74.68	0	74.68		Yes
5	James Campbell – annual allowance	50.00	0	50.00	990	No
6	Stephen Wathen – annual allowance	50.00	0	50.00	991	No
7	Richard Hill – annual allowance	50.00	0	50.00	992	No
8	Patricia Hill – annual allowance	50.00	0	50.00	993	No
9	Debbie White – annual allowance	50.00	0	50.00	994	No
10	Marion Cook – annual allowance	50.00	0	50.00	995	No
11	Janet Manson – annual allowance	50.00	0	50.00		Yes
12	Tim Read – annual allowance part	20.85	0	20.85	996	No
13	Flavourfy Digital (web site)	320.00	64.00	384.00		Yes

	<b>Total</b>	1408.60	64.00	1472.60		
--	--------------	---------	-------	---------	--	--

### Payments over £100 issued

	Details	Amount (£)	V.A.T	Total	BACS
1	Ian Hanstead – Clerk’s salary Mar	210.28	0.00	210.28	No
2	S Wathen expenses (HP noticeboard)	125.00	25.00	150.00	No
4	Mrs K Bradbury outstanding hours and gratuity	2411.50	0.00	2411.50	No
5	HMRC PAYE Qtr 4	289.00	0.00	289.00	No
6	DAPTC	130.00	0.00	130.00	Yes

*Note: Mrs K Bradbury cheque was cancelled due to figures and numbers not agreeing. Instead of issuing another cheque, a BACS payment was made instead*

### Payments received

	Details	Amount (£)
1	Burial	364.00
2	TSB complaint compensation – to Parish Clerk for numerous visits to branch to sort out bank account and e-banking	158.00

### 13. Burial Ground Applications

Type	Ref	Details for consideration
Interment of body	2019/004	<p>(1) that her parents are both buried in Witchampton  (2) her father worked on Crichel Estate for many years  (3) her father used to light the Church fires for the services  (4) her mother used to do the Church cleaning and flowers  (5) her grandparents, half sisters and brothers are also buried in Witchampton as her father remarried  (6) her nephew M R is also buried there and he worked many years at Witchampton Paper Mill  (7) the family home was the house just before the bridge until her parents passed away  (8) she left the village when she married a local timber man and moved to his family home in Three Legged Cross but she always had strong connections with Witchampton and attended many events until her mobility in later life prevented this  (9) she also has cousins in the Steel family that are buried there</p> <p><b>Approved via email between meetings (burial 28 March)</b></p>
Interment of ashes	2019/005	<p>Application to inter son’s ashes. Mother and father live in Witchampton since 1975. Son and daughter were borne in Poole hospital. 1983 family returned to London for work reasons, however, at weekends and holidays were spent in Witchampton home. Father (who is currently 79 years old and registered on the electoral role) moved back to Witchampton 20 years ago, however wife still works in London. Son continued to live in London with his partner.</p> <p>Son took his own life last November. Mother, father and son’s partner wish for son to be buried in Witchampton, to put him to rest</p>

		and able to visit him locally.
--	--	--------------------------------

**14. Correspondence**

- a. all general correspondence circulated by e-mail when received