

VALE OF ALLEN PARISH COUNCIL

MINUTES

of the PARISH COUNCIL MEETING, held at 7.30 pm in Witchampton Village Hall on Tuesday 16 April 2019

Present:

Cllr J Manson – Vice Chairman

Cllr S Wathen, Cllr T Read, Cllr D White, Cllr M Cook

Also present was the Parish Clerk Ian Hanstead, and 1 member of the public

18.188 APOLOGIES

Cllrs J Campbell, R Hill, P Hill

18.189. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest to report.

18.190 REQUESTS FOR DISPENSATIONS TO PARTICIPATE IN A MEETING

There were no requests for dispensations to report.

18.191. PUBLIC PARTICIPATION SESSION

Simon Tong was present to say 'good bye' as ex-East Dorset District Councillor. He was still on the shadow executive of Dorset Council, with last meeting the day after. He had been in post 12 years and was glad to have been at the VoAPC's service. His 'farewell gift' was that of adding Gussage St Michael to the Parish Council's group. He reported that the two new Gussage St Michael councillors will add strength to the VoAPC.

The vice chairman gave thanks on behalf of the committee to Simon Tong for all the hard work and help to fight its cause. Cllr Wathen added that his calm and logical approach, along with clear and articulate explanations were very extremely helpful.

18.192 MINUTES OF THE PARISH COUNCIL MEETING HELD ON – Tuesday 5 March 2019

The Minutes of the Parish Council Meeting held on Tuesday 5 March 2019 (pages 1317 - 1323) were approved and signed as a true record.

18.193. MATTERS ARISING FROM THE MINUTES

None. However, Cllr Wathen raised that members ought to keep an eye on the disposal of the Furzehill site, and bid for funding if appropriate.

18.194. COUNTY COUNCILLOR and DISTRICT COUNCILLOR'S REPORT

None, as there was no positions from 1 April due to the council restructuring.

18.195 PARISH CLERK'S REPORT

- a. Website (future dates) – members were reminded to send details of events including artwork to the Clerk via email
- b. Witchampton Development Plans – Savills will be attending the May meeting to give a presentation.
- c. Witchampton PCC liaison meeting – Cllr White talked through suggestions needed to improve the burial ground. It was agreed that:
 - i. Cllr White to approach the Village Hall committee to discuss the potential of creating a slope access way up the bank and the ad-hoc use of the car park for access to the burial ground
 - ii. Cut back hedges, laurels etc as required, and moving/relocating surplus soil from the site
 - iii. Both at no cost to the council
 - iv. Create a new ashes row after the current coffin row, to be reviewed after all works to site
 - v. signage etc to be arranged after all the above works
- d. Witchampton Burial Ground Extension – following the circulation of the draft transfer documents and grazing licence, a response raising numerous queries had been returned to the Crichel estate's solicitors. Good progress had been made to increase the council's burial ground size.
- e. New Committee – there will be no contested seats at the May elections. Jamie Campbell, Steve Wathen, Debbie White and Marion Cook will continue. Gussage St Michael will be Kate Mitchell and Susan Hanstead. Co-options for Witchampton – Tim Read, Gussage All Saints Scott and Michelle Bushell, Crichel – Simon Tong. For the remaining Witchampton seat, two candidates had come forward. One had been in contact via email, with the chairman responding but no further contact to report, the other via phone conversation with the Parish Clerk, who was to let the Clerk know of her decision.

18-196 PLANNING APPLICATIONS FOR CONSIDERATION

Application No:	Location	Proposal	Decision
3/19/0778	By Brook, Gussage All Saints	Extend front and rear dormers and provide them with mono-pitched roofs in lieu of flat roofs. Dummy pitched roof to form a covered porch to utility room on front extension	No objection – Not overlooked at the front or rear. Tidies up the flat roof detail

18.197 DISTRICT COUNCIL PLANNING DECISIONS NOTED

Application No:	Location	Proposal	Decisions by EDDC
None			

18.198 OTHER PLANNING MATTERS

Application No:	Location	Proposal	Decision
3/19/0823	Bobbin Holme, Hinton Martell	T1 Sycamore – reduce points approx 0.5m	No Objection – managing the garden. One of several trees being maintained

18.199. FINANCIAL MATTERS

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

	Details	Amount (£)	V.A.T	Payment Total	Cheque No:	Or BACS
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
	Total	1408.60	64.00	1472.60		

Plus – see (i) below – Mrs K Mitchell

£100.00

Cheq 997

b) 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

c) Payments over £100 had been 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	Yes
5	HMRC PAYE Qtr 4	289.00	0.00	289.00	No
6	DAPTC	130.00	0.00	130.00	Yes

- d) Bank Update – ebanking had been resolved. The TSB had paid £158 in compensation for all the hassle caused since last October.
- d) VAT reclaim update – a claim was made on 15 January. Still awaiting a refund.
- e) Internal Audit – half year 2018/19 – minor comments had been made, all of which had been actioned. The full year’s audit will be taking place in May to input into the AGAR for 2018/19.
- f) External Audit – 2018/19 – the paperwork had now been received. Work was about to commence on completing the various documents. Because the council had failed to submit 2016/17 and late submission in 2017/18, it was one of the 5% in the country that had been ‘called in’ for review.
- g) Bank reconciliation – The Clerk advised that the cash book agrees to bank statement received 09 March 2019. Further, an on-line statement up to 31 March produced and again, the cash book agrees to the bank statement for the end of year accounts
- h) Quarter 4 accounts – the were produced and discussed. The position was healthy as at year-end. Earmarked funds were discussed, which were also in a healthy state.
- i) Gussage St Michael – it was agreed to make a payment to the Gussage St Michael Meeting Clerk for work she will be undertaking to wind up the accounts and collation of paperwork and records to pass over to the VoAPC Parish Clerk. The sum of £100 was unanimously approved

18.200 BURIAL APPLICATIONS

Type Interment of:	Ref	Details for consideration	Decision
Body	2019/004	(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	Noted - Approved via email between meetings (burial 28 March)

		<p>cleaning and flowers</p> <p>(5) her grandparents, half sisters and brothers are also buried in Witchampton as her father remarried</p> <p>(6) her nephew M R is also buried there and he worked many years at Witchampton Paper Mill</p> <p>(7) the family home was the house just before the bridge until her parents passed away</p> <p>(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</p> <p>(9) she also has cousins in the Steel family that are buried there</p>	
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 and able to visit him locally.</p>	Approved

18.201 CORRESPONDENCE

- a) none that had not been previously circulated

18.202 RETIRING MEMBERS

In the absence of the chairman, the Parish Clerk passed on the chairman's thanks for all the hard work and support given in representing their Wards and the council over the years. He wished them well for the future.

18.203 MATTERS OF INFORMATION

- a) Cllr Wathen – handed the Clerk two invoices for the maintenance of the Hinton Martell fountain (2017/18 and 2018/19), for payment.

He also feedback on the DAPTC seminar he attended recently. The Dorset Council bulletin recently circulated provided a useful summary of what the Dorset Council's Chief Executive spoke about. Adult and children services were a high spend for the new council. The other key item from the seminar was that from the Health Services. There was a growing moving to community care and joined up services.

Meeting closed at 8.40 pm

Signed.....

Date 14 May 2019

Chairman