**V**of**A**

**Parish Council**

 27 June 2022

Dear Councillor

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

**Date: Tuesday 5 July 2022**

**Time: 7:30pm**

**Venue: Witchampton Village Hall**

to transact the following business:

**AGENDA**

1. **Recording, Photography, Social-Media –** applications tooperate this meeting (to have been made 24 hours before meeting)?
2. **To receive apologies for absence**
3. **Declarations of interest in matters on this agenda**
4. **Dispensations to participate in a meeting –** applications from members.
5. **Public participation session** (Formal meeting Suspended in accordance with Standing Orders) an opportunity for members of the public to raise issues of concern or interest.
6. **Minutes –** to approve and adopt the minutes of the Parish Council meeting held on Tuesday 7 June 2022 (pages 22 - 29).
7. **Dorset Councillor(s) Report**
8. **Highways** (previously Verges) – update and action.
9. **Councillor Recruitment** – A New Member Panel met a prospective candidate for a vacancy in Gussage All Saints. Further, the Panel also considered a reapplication following a former Ward councillor for Gussage All Saints. The Panel will update members and make a recommendation for the full council to agree.
10. **Financial matters**
11. **Bank Reconciliation** – members to note the bank statements 2 May and 1 June 2022 reconcile with the cashbook.
12. **Quarter 1 Finances** – members to note the current position.
13. **Accountability and Governance Return 2021/22** – members to note this has been placed on the website for public consideration and a copy of the whole document submitted to the External Auditor – all within the appropriate timescales.
14. **Payments** - for approval:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Details** | **Description** | **Net (£)** | **V.A.T** | **Total** | **Pay by:** |
| 1 | Salaries | July | 573.23 | 0 | 573.23 | BACS |
| 2 | Expenses | Qtr 1 | 181.08 | 4.67 | 185.75 | BACS |
| 3 | Normtec | Fingerpost refurb (GSM roundel) | 312.00 | 0 | 312.00 | BACS |
| 4 | Normtec | Fingerpost refurb (Hinton) | 461.08 | 0 | 461.08 | BACS |
| 5 | CT Mee | R&BT seat area | 26.00 | 0 | 26.00 | BACS |
| 6 | GSMCHA | Hall hire | 10.00 | 0 | 10.00 | BACS |
| 7 | Hillmeadow Services | Burial ground cuts | 240.00 | 0 | 240.00 | BACS |
| 8 | Gallagher | Annual Insurance Policy | 1115,20 | 0 | 1115.20 | BACS |
| 9 | Envisage Ltd | Payroll services | 75.00 | 0 | 75.00 | BACS |
| 10 | DAPTC | New Councillor books | 29.95 | 0 | 29.95 | BACS |

Over £100 payments since last meeting – to note:

|  |  |  |
| --- | --- | --- |
| **Details** | **Description** | **Total** |
| Salaries | June | 573.03 |
| HMRC | PAYE | 458.80 |
| S Wathen | Hinton fountain annual maintenance | 160.00 |
| JRF Consultancy | Burial ground rotavating | 351.00 |
| Hillmeadow Services | Burial ground cuts | 180.00 |
| Normtec | Fingerpost refurb (GAS) | 1142.19 |
| DAPTC | Annual subs | 557.65 |

1. **Debit Card use** – members to note:

|  |  |  |
| --- | --- | --- |
| EE | Reinstate service | 12.44 |
| EE | Monthly Direct Debit restarted (originally set up October 2021, but credit on account being used up) |  |
| Microsoft | Annual licence fee by DD on 22 July | 59.99 |

1. **a) Planning Consultation** – to provide comment where necessary:

|  |  |  |
| --- | --- | --- |
| **Address** | **Proposal** | **Comment** |
| P/HOU/2022/03508 – Roseberry Tipping, Gussage All Saints \*(Note – This property is Millstream House. Roseberry Tipping is the property’s old name) | Erect flat roof garden room to the west elevation of the existing dwelling | Support• Proposal cannot be seen from the road, but not sure if the extension will overlook the neighbours all around. We have dropped the letter into the 7 houses near this one• Roof light should have a blind fitted - its within Cranborne Chase AoNB• DC trees consulted, which means the tree mentioned may be taken into account• AONB not consulted (AGAIN!!) even though the Planning, Design, Access and Heritage Statement says that the property is in Gussage All Saints Conservation Area\* Will give the property more living space |
| P/HOU/2022/03719 – The Lodge, Moor Crichel to Long Crichel | Demolition of existing garage and construction of timber frame garage with 1no. bedroom above | For discussion at meeting |
| P/HOU/2022/03755- Riverside, Gussage All Saints  | External rendering and partial cladding to entire property, in keeping with adjacent properties.  | For discussion at meeting |
| P/HOU/2022/03290 & P/LBC/2022/03291- Linden Lea, Witchampton | Convert loft  |  |

* Decision via email, as per Standing Orders, as between council meetings

**11b Planning Application Guide -** to consider the list previously circulated to all members from Cllr S Hanstead.

1. **Policy Reviews –** members to approve the following policies:
	1. **Standing Orders**
	2. **Financial Regulations**
	3. **Work Plan**
2. **Fly Tipping** – standing item for update and action.
3. **Award –** DAPTC has awarded this council a two-star certificate for member development during 2021/22. The certificate is attached to the agenda.
4. **Matters of information.**

**Ian Hanstead**

Ian Hanstead

Parish Clerk

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