**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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