**V**of**A**

**Parish Council**

2 January 2023

Dear Councillor

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

**Date: Tuesday 10 January 2023**

**Time: 7:00pm (NOTE earlier start time)**

**Venue: Gussage St Michael Village Hall**

to transact the following business:

**PRE MEETING**

**Neighbourhood Planning** – presentation by Ed Gerry and Fiona Ajram, Community Planning Team, Dorset Council

**AGENDA**

1. **Recording, Photography, Social-Media –** applications tooperate this at the 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 6 December 2022 (pages 50 - 53).
7. **Neighbourhood Plan** - Members to consider what position they wish to take in light of the presentation from Dorset Council.
8. **Dorset Councillor(s) Report**
9. **Highways** –
   1. **20 mph speed suggestions** – members to present areas to be considered.
   2. **General -** update and action.
10. **Fly Tipping -** standing item for update and action.
11. **Financial matters**
12. **Bank Reconciliation** – members to note the bank statement xx December 2022 reconciles with the cashbook.
13. **Quarter 3 Financial Position** – members to note the current position.
14. **Budget 2023/24**
    1. To approve the budget for the next financial year.
    2. To approve the Clerk applies to Dorset Council for the Precept required.
15. **Financial Regulations – Banking Signatories –** The current FRsrequire cheques and BACS authorisations to be approved by 3 people, one of whom is the Clerk. With committee membership falling (Cllr Van Etten being a signatory who has just resigned, and a replacement for Cllr Campbell who left over a year ago not found) and the difficulty to get members as new signatories (TSB takes over a year!), we are currently down to three available members for cheques (Cllrs Mitchell, Bushell and Read) and only two for BACS authorisations (Cllrs Mitchell and Bushell). At a recent meeting, two members agreed to take on this role, but one has since dropped out. That one member needs to go to the nearest TSB at Boscombe, which is some distance away, to give proof of ID.

In order maintain our commitments to invoices, it is proposed to reduce the signatories on cheques and BACS to two – the Clerk and one member of the committee, as an interim measure until bank and BACS signatories are back up to five. Not paying invoices is a high Financial Risk which needs to be mitigated as a priority. Financial Regulations are reviewed annually, and this issue to be discussed at each review until committee membership or bank/BACS signatories increase to five.

Members are asked to approve an amendment to Financial Regulations 6.4 (cheques) and 6.9 (BACS/CHAPS) reducing signatures to two – one being the Clerk and the other a TSB authorised member.

1. **Payments** - for approval:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Details** | **Description** | **Net (£)** | **V.A.T** | **Total** | **Pay by:** |
| 1 | Salaries | Jan | 604.23 | 0 | 604.23 | BACS |
| 2 | Expenses | Qtr 3 | 212.83 | 0.75 | 213.58 | BACS |
| 3 | CT Mee | Bus shelters | 50.00 | 0 | 50.00 | BACS |
| 4 | Savills | Manswood play area rent | 1.00 | 0 | 1.00 | BACS |
| 5 | GSMCHA | Hall hire Jan | 10.00 | 0 | 10.00 | BACS |

Over £100 payments since last meeting – to note:

|  |  |  |
| --- | --- | --- |
| **Details** | **Description** | **Total** |
| Salaries | Dec | 854.03 |
| Hillmeadow Services | Burial ground | 120.00 |
| Cheap Printing Dorset | Various signs | 166.80 |
| Evans Above | Millennium Ave trees | 1740.00 |
| HMRC | PAYE | 500.00 |

**d) Income Received** – members to note

|  |  |  |
| --- | --- | --- |
| **Details** | **Description** | **Total** |
| Haven Memorials | Plot F7 | 180.00 |

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

|  |  |  |
| --- | --- | --- |
| **Address** | **Proposal** | **Comment** |
| P/HOU/2022/07392 - Sweet Apple Farm, Gussage All Saints \* | Erect 2 no. single storey extensions. | Support  No issues raised |
| P/STA/2022/07452 - Land Hinton Mill Farm, Hinton Parva \* | Section 37 Application for a 3rd Wire addition to existing overhead line network | Support  Needed for new buildings. |
| P/HOU/2022/07474 & P/LBC/2022/07475 Manor Farmhouse Harley Lane Gussage All Saints \* | Restoration and conversion of barn into a studio and storage space. | Support  Good plan for renovation and usage of existing structure with little observable impacts to the surroundings. |
| P/VOC/2022/07676 Hinton Mill Farm, Mill Lane, Witchampton \* | Vary Condition 2 and Discharge Condition 7 of Approved P/A 3/20/0929/FUL (Change of Use and Conversion of four existing agricultural buildings to Class C3 Residential Use (9 dwellings), works to further outbuildings, demolition of a redundant building and construction of new car port) | Support  Good use of an unused site and good to diversify the type of properties with the 2 bed houses in the area.  We question the use of sky lights given this is a Dark Skies area. |

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

1. **Matters of information.**

**Ian Hanstead**

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Parish Clerk

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