**V**of**A**

**Parish Council**

29 May 2023

Dear Councillor

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

**Date: Tuesday 6 June 2023**

**Time: 7:30 pm …. but pre-agenda 7:00pm – meeting speaker**

**Venue: Gussage All Saints Village Hall**

to transact the following business:

**7pm Neighbourhood Planning – planning consultant Jo Withered**

**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 Annual meeting held on Tuesday 2 May 2023 (pages 19 - 22).
7. **Neighbourhood Plan** - Members to consider further and determine next steps.
8. **Dorset Councillor(s) Report**
   1. **Highways** – update and action.
   2. **Retrospective Planning Applications** – members toraise with Dorset Councillors.
   3. **Dorset Council Consultation – Planning for Climate Change Guidance Documents** – members toraise with Dorset Councillors.
9. **Fly Tipping -** standing item for update and action.
10. **Financial matters**
11. **Bank Reconciliation** – members to note the bank statement 1 May 2023 reconciles with the cashbook.
12. **Bus Shelter Repairs** – members agree to vary Financial Regulations and appoint a contractor.
13. **Noticeboard Replacement** – members to confirm action taken and agree to vary Financial Regulations.
14. **Payments** - for members’ approval:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Details** | **Description** | **Net (£)** | **V.A.T** | **Total (£)** | **Pay by:** |
| 1 | Salaries | June | 620.90 | 0 | 620.90 | BACS |
| 2 | Hillmeadow Services | Burial ground (Apr) | 240.00 | 0 | 240.00 | BACS |
| 3 | CT Mee | Burial Ground seat refurb | 65.00 | 0 | 65.00 | BACS |
| 4 | CT Mee | R&BT area (Apr) | 14.00 | 0 | 14.00 | BACS |
| 5 | Gallagher | Insurance premium | 1137.94 | 0 | 1137.94 | BACS |
| 6 | T Read | Expenses | 39.00 | 0 | 39.00 | BACS |
| 7 | Gussage Accounting Services | Internal Audit | 250.00 | 0 | 250.00 | BACS |
| 8 | Envisage | Annual payroll services | 86.25 | 0 | 86.25 | BACS |
| 9 | HMRC | PAYE qtr 1 | 465.60 | 0 | 465.60 | BACS |
| 10 | GAS Village Hall | GAS Ward meeting May | 21.00 | 0 | 21.00 | BACS |
| 11 | CT Mee | R&BT seat (May) | 14.00 | 0 | 14.00 | BACS |
| 12 | CT Mee | Manswood seat area | 14.00 | 0 | 14.00 | BACS |
| 13 | CT Mee | Bus shelters | 95.00 | 0 | 95.00 | BACS |
| 14 | CT Mee | GSM Roman Road sign | 12.00 | 0 | 12.00 | BACS |
| 15 | PCC Gussage All Saints | Clock Maintenance | 200.00 | 0 | 200.00 | BACS |
| 16 | Hillmeadow Services | Burial Ground (May) | 240.00 | 0 | 240.00 | BACS |
| 17 | Mark Gracey GDPR | Website hosting + works (Apr 2022- Apr 2024) | 640.00 | 128.00 | 768.00 | BACS |

Over £100 payments since last meeting – to note:

|  |  |  |
| --- | --- | --- |
| **Details** | **Description** | **Total (£)** |
| Salaries | May | 620.90 |
| DAPTC | Annual subs | 534.41 |
| S Wathen | Fountain maintenance | 100.00 |
| S Wathen | Fountain chemicals | 120.74 |
| Normtec | Lawrence Lane fingerpost | 786.34 |
| Normtec | Cock Road fingerpost | 396.97 |

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

|  |  |  |
| --- | --- | --- |
| **Details** | **Description** | **Total (£)** |
| Dorset Council | Precept first half | 10,498.00 |
| CPRE | Fingerpost grants | 550.00 |
| Haven Memorials | Memorial stone (part payment) | 158.00 |
| HMRC | VAT reclaim 2022/23 | 592.35 |

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

|  |  |  |
| --- | --- | --- |
| **Address** | **Proposal** | **Comment** |
| P/HOU/2023/02080 - Sweet Apple Farm, Gussage All Saints \* | Erect single storey side & rear extension. | Support  Preserves the integrity of the house. |

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

1. **Dark Skies/Light Pollution** – standing item for discussion and action.
2. **Policy Review –** members to review/update the Training and Development Policy.
3. **Member Attendance Record 2022/23** – members to note.
4. **Matters of information.**
5. **Date of Next Meeting –** Tuesday 4 July, Witchampton.

**Ian Hanstead**

Ian Hanstead

Parish Clerk

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