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| **V**of**A****Parish Council****VALE OF ALLEN PARISH COUNCIL - MINUTES** |
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of the PARISH COUNCIL ANNUAL MEETING, held at Gussage St Michael village hall on Tuesday 2 May 2023 at 7:30pm

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| Present:Chairman - Cllr T ReadCllr K Lannon, Cllr S Hanstead, Cllr K Mitchell, Cllr S Bushell, Cllr D Burford-May, Cllr S Glover and I Hanstead, Parish Clerk. |

##### 23.061 Recording, Photography, Social Media

No applications.

##### 23.062 Election of Chairman

##### Cllr Read was proposed and seconded, unanimously approved. The Declaration of Office was signed.

##### 23.063 Election of Vice Chairman

Cllr Bushell was proposed and seconded, unanimously approved. The Declaration of Office was signed.

##### 23.064 Apologies

Received from Cllrs Porretta, Warnock, Collie, Dorset Cllr Cook.

###### 23.065 Declarations of Interest on the Agenda

Cllr Mitchell declared an interest in item 12e regarding insurance cover.

**23.066 Requests for Dispensations to Participate in a Meeting**

There were no Requests for Dispensations to report.

**23.067 Public Participation**

There were no members of the public present.

**23.068 Minutes**

Members unanimously approved the minutes of the Parish Council meeting held 4 April 2023 (pages 14 - 18).

**23.069 Neighbourhood Plan**

A consultant will be attending the June meeting to outline the process and issues.

**23.070 Dorset Councillor’s Report**

Cllr Cook sent a report in advance of the meeting which was discussed:

* **Household Support Fund** – the next round of funding was open for low-income households.
* **Highways maintenance** - Several roads in Dorset are being given an ‘early life intervention’ to keep them in good condition. This is a preventative treatment which stops water ingress and surface deterioration. Dorset Council was given a £2.9m slice of the £200m budget set aside by the Government.
* [**Home Upgrade Grant (HUG) scheme**](https://www.gov.uk/government/publications/home-upgrade-grant-phase-2) - Dorset Council, BCP Council and Public Health Dorset have been awarded £4,343,000 by Government to upgrade homes and off-grid households with energy efficiency measures as part of the [Home Upgrade Grant (HUG) scheme](https://www.gov.uk/government/publications/home-upgrade-grant-phase-2). [The scheme](https://www.gov.uk/government/publications/home-upgrade-grant-phase-2) will provide energy efficiency upgrades and low carbon heating via local authority funding, to households that are low income, off the gas grid or have an Energy Performance Certificate (EPC) between D and G.
* **Free outdoor health and wellbeing activities in Wimborne** - The Health and Activity team is running free physical activity sessions in Wimborne over the coming weeks to encourage people to get outdoors, get some light exercise and make some new friends. Health walks start from Wimborne on Mondays at (not Bank Holidays) and Tuesdays every week, followed by a coffee stop locally! There is also a new outdoor fitness circuit class launching at Bytheway Field on Tuesday evenings.
* **Electric Vehicle charging points** - Aiming to provide access to charging points within a 10-minute drive for most residents within 10 years will expand the charge points into villages and rural locations across the local authority.

**23.071 Highways**

The C2 works have been complete with good road markings around the pumping station stretch of road. The works down to the A354 will be resurfaced next financial year. Awaiting the options from the Collision Reduction Team for the pumping station/single road hill issues.

A council senior officer had visited Newtown to look at the road and would install a warning sign (parent and child) and mark the road with ‘Slow’. He was also aware that Gussage St Michael did not have a 30mph zone.

Note – Dorset Council Cabinet Chairman Cllr Simon has been replaced with Cllr Ray Bryan.

**23.072 Fly Tipping**

None reported.

**23.073 Finance**

**a)** **Bank Reconciliation** - members noted that the bank statement of 1 April reconciles to the cashbook.

**b) VAT –** members noted a claim had been submitted for last financial year.

**c) Asset Register** – members approved the Asset Register as at 31 March 2023.

**d) Annual Governance and Accountability Return 2022/23**

1. **Certificate of Exemption** – members agreed to apply for an exemption as income and expenditure were both below £25,000.
2. **Internal Auditor Feedback** – members noted that the audit did not raise any issues except for the wrong asset value on page 6 of the return. All appropriate measures seem to be in place. She wanted to raise that the ’exemption’ status was very near the threshold.
3. **Conflict of Interest with BDO LLP** – members confirmed no interest in the company.
4. **Annual Governance Statement** – members were satisfied that all measures were in place and appropriate reporting undertaken, and agreed to approve this.
5. **Accounting Statement** – members approved the statement as an accurate record.
6. **Publication** – members approved the publication of the AGAR at the appropriate time in June on the website.

**e) Insurance Cover** – members discussed the issue of ‘cyber security cover’ and raised several questions to raise with the Insurers. To be discussed next meeting.

**f) Payments** – members unanimously approved payment of:

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| **Details** | **Description** | **Total** |
| Salaries | May | 620.90 |
| GSMCHA | Village hall hire | 10.00 |
| DAPTC | Annual subs | 534.41 |
| Rev S Allen | Fountain electricity | 62.19 |
| Witchampton Village Hall | 2023 hall hire | 45.00 |
| S Wathen | Fountain maintenance | 100.00 |
| S Wathen | Fountain chemicals | 120.74 |
| Normtec | Lovely Farm fingerpost | 97.28 |
| Normtec | Lawrence Lane fingerpost | 786.34 |
| Normtec | Cock Road fingerpost | 396.97 |

**Over £100 payments since last meeting** – members noted:

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|  **Details** | **Description** | **Total** |
| Salaries | April | 604.03 |
| Expenses | Qtr 4 | 186.75 |
| Expenses | Member allowances | 474.98 |
| Bournemouth Water | Hinton fountain | 114.19 |
| VisionICT | Email hosted | 259.20 |
| CT Mee | Fingerpost washing | 270.00 |

 **e) Debit Card Use –** members noted.

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| **Details** | **Description** | **Total** |
| Horizon Parking | Boscombe TSB car parking | 3.50 |

**23.074 Planning Applications**

Members confirmed their consultation comments to Dorset Council.

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| **Address** | **Proposal** | **Comment** |
| P/LBC/2023/01662 -Thatched Cottage, Long Crichel \* | Replace windows and doors. | Supportprovided that this is allowed under the Grade 2 listing provisions |
| P/HOU/2023/00532 - Flowers Cottage, Witchampton \*  | Construct outdoor swimming pool. Erection of plant room/changing room. | SupportPossible noise to neighbourCover required to pool to protect wildlife. |
| P/HOU/2023/01688 - The Lodge, Long Crichel | Erection of timber frame building providing accommodation and office space. | CommentTrading as ‘The Retreat’ – is this a commercial or private housing application?Losing two car parking places.Plans do not appear to look right as the plot is small than shown.Requires further on-site investigation by Dorset Council. |

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

**b) Dorset Council – Consultation: Planning for Climate Change Guidance Documents** – members briefly discussed this but wanted the Dorset Councillors present. Defer to next meeting.

**23.075 Dark Skies** – members discussed and liked a draft produced for distribution without the Dorset Council logo but wanted some input from AoNB.

**23.076 Matters of Information**

Cllr Lannon – looking to install a noticeboard in Moor Crichel. Site to be identified, and costings.

Cllr Read – Been invited to a pre-coronation service at Wimborne Minster Friday 5 May.

Cllr Hanstead – wanted to thank Cllrs Read and Van Etten for their hard work under the Governance Review which Dorset Council is discussing soon to confirm recommendations.

Clerk – Next meeting members required for 7pm start for guest speaker.

- reminder that Ward Annual Meeting agendas required from Witchampton/Crichel and Gussage All Saints for the website.

**23.077 Date of Next Meeting** – members noted that the next meeting would be held on 6 June at Gussage All Saints village hall.

**Meeting closed 21:36pm**

Signed T Read Chairman Date 6 June 2023