

**Minutes of the meeting of Minterne Magna Parish Council held on Wednesday May 15th 2024
at Minterne House, following the Annual Parish meeting held at 7.30pm.**

Present: Lord Digby, Chairman, Mr. P. Goodfellow, Mrs R. Cassidy, Mr. C. Saunders, Mr. G. Stevenson, and the Clerk, Mr. P. Horsington. No members of the public attended.

1. Election of Chairman

Lord Digby took the Chair for the election of Chairman, and Mr. P. Goodfellow was appointed. It was noted that the following had been re-elected unopposed – Mr. Goodfellow, Mr. Stevenson, Mr. Saunders, Mr. Stanzl and Mr. Tite. The Council noted that there were two vacancies.

It was reported that Mrs. Howard- Johnston had decided to retire, and it was agreed that a letter of thanks is to be sent, thanking her for her for many years of service as Councillor particularly with Rights of Way.

On the proposition of Mr. Saunders, seconded by Mr. Stevenson, Lord Digby was unanimously co-opted onto the Council. On the proposition of Lord Digby, seconded by Mr. Stevenson, Mrs R, Cassidy was unanimously co-opted to fill the second vacancy.

2. Election of Officers

Having now a full Council, Mr. Goodfellow proposed that Lord Digby should be Chairman, and this was seconded by Mr. Saunders. This was unanimously agreed by all members, and Lord Digby took the Chair & signed his Chairman's Declaration of Acceptance of Office. All other members present signed their Declarations of Acceptance of Office and were given their Registers of Interests, which need to be completed and returned to the Dorset Monitoring Officer within 28 days.

The Council agreed the following nominations -

Vice Chairman	Mr. P. Goodfellow
Finance	Lord Digby
Highways	Mr. P. Stanzl & Mr. S. Tite
Rights of Way	Mrs. R. Cassidy
Internal auditor	To be appointed
Tree issues	All members

3. Apologies

Apologies were received from Mr. P. Stanzl, Mr. S. Tite, Mrs. J. Haynes, Dorset Councillor & PCSO S. Pilcher.

4. Minutes

The minutes of the meeting held on Wednesday January 17th 2024 having been circulated, were signed as correct.

5. Declarations of Interest & appointment of Internal auditor

There were no Declarations of Interests.

Lord Digby informed the meeting that Mrs Cassidy had inspected the accounts prior to the meeting and becoming a member of the Council, as acting Internal auditor. Another person will now have to be appointed.

6. Open Session - Police & Community Matters & Dorset Councillor's report

In the absence of PCSO S. Pilcher, her crime reports were noted. Lord Digby highlighted the theft of fuel oil from a property at Cerne Abbas.

In the absence of Mrs. Haynes, Lord Digby reported that Mrs. Haynes had been re-elected to the Dorset Council, which was now Liberal Democrat controlled, with a majority of one vote.

7. To receive & sign Annual Governance Statement

Lord Digby read & signed the Annual Governance Statement.

8. Financial matters

The Council noted that the account balances at 31/03/24 were £6,292.328p & at 29/04/24 were £7,992.32p, having received the Precept of £1,700 half precept.

Receipts – £1,700 half precept

Payments made – £500 Clerk's expenses, £182.86p Vision ICT (previously) & £353.41p Clear Councils.

Lord Digby gave all members present, copies of the Annual Accounts to March 31st 2024, which showed a deficit of £1,840.84 of expenditure over income. This being due to the purchase of the SID at a cost of £4,219. On the proposition of Mr. Goodfellow, seconded by Mr. Saunders, the Council formally adopted the annual accounts and noted the Budget.

Lord Digby informed the Council that Mrs. Cassidy had acted as Internal auditor and had signed the Audit return. No issues were reported. As Mrs. Cassidy is now a member of the Council, another person will now have to be found to act as Internal auditor.

Lord Digby stated that the Council had kept the Precept at £3,400, being the same as the previous year.

The Chairman read and signed all the relevant documents, some of which, being 'exempt' as the Budget is under £25,000, will be published and sent to the External auditor BDO LLP, based in Liverpool.

The Council approved the Notice of Public Rights and Publications, which will be posted on the Council's website.

9. Planning matters

The Council noted there was no decision on application D/D/19/002556 for Lord Digby at the building known as Manor Farm Barn, Sandy Lane, Minterne Magna for the conversion and alteration to 1 No. dwelling to include removal of lean to extension & erect single storey extension – amended plans.

The Council noted there was no decision on application P/CLP/2022/07954 Lyons Gate Caravan Park, Lyons Gate for use of land for the siting of 40 no caravans for human habitation – Certificate of Lawful Use.

The Council noted that application P/PAEL/2023/05935 at Telecommunications Mast at High Stoy St648540 to install 1 No. 25m lattice tower telecommunications mast and ancillary equipment had been granted.

The Council discussed application P/HOU/2024/01511 at Oaklands, Farthing Gate Toll House to form a vehicular access, with Mr. Goodfellow querying if this is to be a second access. After discussion, it was agreed to make no comment, on the basis that Dorset Highways will consider any safety issues.

The Council considered application P/NMA/2024/02023 at The Milestone< Lyons Gate for Non material amendment – Form small dormer over main entrance (outbuilding1) & Existing mono-pitch roof (including rooflights) raised in lieu of flat roof extension. Window sets revised (outbuilding 3) to planning permission P/FUL/2023/02842 COU and noted this application.

The Council noted application notification P/PABA/2024/02515 on land at Telegraph Hill, Coppice Bend to Lanes Cottages for erection of slurry tank / store. This being a request for the Dorset Council to determine if Prior Approval is needed.

10. Highway issues

In the absence of Mr. Stanzl, members noted the latest SID data.

Lord Digby highlighted a land slip at Dogbury Hill, which had been marked.

Lord Digby stated that he will continue to cut back the undergrowth to maintain the visibility at the triangle at the junction of the C.12 with the A.352 at Middlemarsh. This action was approved.

11. Rights of Way

It was agreed to inform the Dorset Council Rights of Way department that Mrs. Cassidy has succeeded Mrs. Howard – Johnston. Members were given copies of the map showing the Definitive Rights of Way.

Mrs. Cassidy reported that the F.Ps from Minterne to Upcerne were in good order.

12. Flooding issues

There were none reported.

13. Correspondence

None, as all correspondence had been circulated.

14. Items for report, or for the agenda of the next meeting

It was agreed to put Projects on the next agenda.

15. To confirm the date of the next meeting

The dates for the next year's meetings were discussed and the following dates were agreed - Wednesday September 25th 2024, Wednesday November 20th 2024 & Wednesday January 22nd 2025 all being held at Minterne House at 7.30pm.

There being no further business; the Chairman thanked all present for their attendance, and declared the meeting closed at 8.40pm.

Signed.

Date.

