

**Minutes of the meeting of Minterne Magna Parish Council held on Wednesday May 14<sup>th</sup> 2025  
at Minterne House, following the Annual Parish Meeting, held at 7.30pm.**

**Present:** Lord Digby, Chairman, Mr. P. Goodfellow, Mr. C. Saunders, Mr. P. Stanzl, Mr. S. Tite, Mrs. J. Haynes, Dorset Councillor, PCSO Sarah Pilcher & PCSO Charlotte Alcock and the Clerk, Mr. P. Horsington. One member of the public attended.

**1. Apologies**

Apologies were received from Mrs. R. Cassidy and Mr. G. Stevenson

**2. Election of Officers**

On the proposition of Mr. Saunders, seconded by Mr. Goodfellow, Lord Digby was unanimously elected Chairman. Lord Digby signed the Declaration of Acceptance of Office.

On the proposition of Mr. Tite, seconded by Mr. Saunders, Mr. P. Goodfellow was unanimously elected Vice Chairman.

On the proposition of Mr. Goodfellow, seconded by Mr. Stanzl, the following Officers were elected -

Finance	Lord Digby
Highways	Mr. Stanzl & Mr. Tite
Rights of Way	Mrs. R. Cassidy
Internal auditor	The Hon. Mrs. Z. Percy

It was agreed that all members would report on Tree Matters.

**3. Minutes**

The minutes of the meeting held on Wednesday January 22<sup>nd</sup> 2025, having been circulated, were signed as a correct record.

**3. Declarations of Interest**

There were no Declarations of Interest.

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

PCSO Sarah Pilcher strongly advised the Council to report the damage to the SID, as reported earlier in the Annual Parish meeting. It was agreed that the Clerk will report the incident to the Police and inform the Insurers of this damage. The Chairman thanked both PCSOs for attending the meetings.

Mrs. Haynes reported there are 300 families on average per month in 'Bed & Breakfast' accommodation Dorset. Building temporary accommodation is a major issue, especially to deal with evictions. There is work in progress by the Dorset Council to possibly buy up to 400 properties per year over four years to alleviate the situation.

Mrs. Haynes informed the meeting that the full Dorset Council are meeting tomorrow, to discuss Economic issues and their implications.

Lord Digby thanked her for her reports, and wished well her, as she has stated that she will be out of action for a couple of months, due to a forthcoming operation.

**5. Annual Governance Statement**

Lord Digby read, completed & signed the Annual Governance Statement.

**6. Financial matters**

The Council noted that the account balances at 19/03/ 25 were £8,720.90p and at 25/04/25 were £10,491.01p. This included £74.36p VAT reclaim and half Precept of £1,700.

**Payments made** – £185.26p Vision ICT Ltd, £550 Clerk's expenses for year & £456.19p Clear Insurance.

The charge per month made by Lloyds Bank of £4.25p per month, to administer the account, was noted.

The Chairman presented the Accounts / Budget which showed £8,170.90p in the account to the end of the financial year March 31st 2025. On the proposition of Mr. Tite, seconded by Mr. Goodfellow, these were unanimously adopted.

Lord Digby read and signed the Accounting Statements for 2024/25, of which the Exemption return is to be sent to BDO, LLP, Southampton, the External auditors.

The Council noted the Notice of Public Rights & Publication of Annual Governance (Exempt Authority) is to be published on May 25<sup>th</sup> 2025 showing the dates for any Inspection by the Public, these being between June 3<sup>rd</sup> and July 14<sup>th</sup> 2025.

The Council were pleased to note that the Hon Mrs. Zara Percy has agreed to act as Internal auditor. The Accounts will be forwarded for her inspection from the meeting.

## **7. Planning matters**

The Council noted that there was no decision on planning application WD/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 that application P/HOU/2024/05506 at Gillans, Minterne Parva to convert garage to office & gym with shower room and occasional bedroom had been granted.

The Council noted that application P/FUL/2024/05964 at Hartley Manor Bungalow, Hartley Street, Hermitage to erect building and demolish existing dwelling had been granted.

The Council noted that application P/HOU/2024/07191 at 3, Minterne Parva Lane, Minterne Parva for conversion of outbuilding to annexe accommodation as ancillary to main dwelling had been granted.

The Council discussed application P/CLE/2025/01062 at Midway, situated adjacent to the Old road, Lyons Gate for Certificate of Lawfulness to continue use as a residential dwelling without compliance with an agricultural occupancy condition, as no decision has been made, it was agreed to note this application.

## **8. Rights of Way**

In the absence of Mrs. Cassidy, a query was raised as to what vehicles if any can legally, use Bridle paths, as there have been Electric Bikes using them in the Middlemarsh area. It was agreed to ask for an opinion from the Dorset Rights of Way Officers.

## **9. Highway issues**

Mr. Stanzl reported that the SID had been damaged by an iron bar and this had been reported to Dorset Highways. Mr. Stanzl stated that the cost of repair would be in the region of £275 plus VAT. As recorded above, the Clerk is to contact the Police and report the incident, as well contacting the Council's insurance company, reference any potential Claim for the damage.

It was noted that all data to date from the SID, has been circulated, and is on the Council's website.

## **10. Flooding issues**

There were no issues reported.

## **11. Correspondence**

The Council noted road closures, including the closure of the C.12 Revels Hill, and other roadworks within the Parishes of Minterne Magna, Holnest and Buckland Newton between July 15<sup>th</sup> & July 29<sup>th</sup>. These had been circulated to members. Correspondence from Community Action Network & Nature Action Support Group were noted.

## **12. Items for report, or for the agenda of the next meeting**

There were no issues raised.

## **13. To confirm the dates of the next meetings**

The dates of the future meetings were agreed and confirmed for Wednesday September 17<sup>th</sup> & November 19<sup>th</sup> 2025 and January 21<sup>st</sup> 2026 all 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 8.27 pm.

Signed.

Date.

