

**Minutes of the meeting of Minterne Parish Council held on Wednesday May 11th 2016  
held following the Annual Parish meeting at Minterne House at 8.00pm.**

**Present.** Hon. Henry Digby, Mr. P. Goodfellow, Mrs. C. Howard – Johnston, Mrs. H. Smith, Mr. C. Saunders, Mr. S. Tite, Mrs. J. Haynes, County Councillor, Mr. A. F. Horsington, District Councillor, Mr. T. Yarker, District Councillor, PCSO S. Pilcher, Mrs. M. White, Vision ICT Ltd and the Clerk, Mr. P. Horsington. No members of the public attended.

**1. Apologies**

Apologies were received from Mr. G. Stevenson.

**2. Election of Officers**

On the proposition of Mrs. Smith, seconded by Mr. Goodfellow, Mr. Digby was elected Chairman. The Chairman signed his declaration of Acceptance of Office.

On the proposition of Mrs. Howard-Johnston, seconded by Mr. Tite, Mr. Goodfellow was elected vice - Chairman.

Mr. Digby proposed, seconded by Mr. Saunders, the Council agreed the following Officers -

<b>Chairman &amp; Finance</b>	The Hon. Henry Digby
<b>Rights of Way</b>	Mrs. C. Howard- Johnston
<b>Highways</b>	Mrs. H. Smith
<b>Highways</b>	Mr. S. Tite
<b>Internal Auditor</b>	Mrs. Karel Beard
<b>Bus Liaison</b>	Mrs. Smith

After discussion, the Council agreed not to appoint a Tree Officer.

**3. The Minutes** of the previous meeting held on January 27th 2016, having been circulated, were signed as a correct record.

**4. Declarations of Interest**

There were no Declarations of Interest.

**5. Open Session**

In the absence of any members of the public, no issues were raised.

**6. Police & Community matters**

The Chairman welcomed Mrs. M. White, who introduced herself and informed the meeting that she had been involved with setting up Websites for 16 years. The Chairman explained that the Council had received a grant from NALC to assist with setting up the Parish Council website. This has become necessary, due to Government legislation regarding Transparency. After discussion, it was agreed that Vision ICT Ltd is appointed, and will be given the necessary information, with the Chairman, Mr. Goodfellow & Mr. Stevenson being involved.

It was agreed that Mrs. White will send information of links to similar Parish Councils, to be looked at and considered by members. Mrs. White was thanked for attending the meeting.

PCSO Pilcher reported that there had been one suspicious vehicle & one car break in the area and one charge of criminal damage at Minterne Parva.

PCSO Pilcher reminded the meeting that valuables in cars at beauty spots, should always be hidden away. three poaching crimes, one laptop stolen, plus one theft from a house at Cerne Abbas.

PCSO Pilcher informed the meeting that members can sign up to the 'Dorset Alert' website.

The Council were informed that the application for a grant via the Dorset Association of Local Town & Parish Council to NALC, to buy a laptop computer, printer/ scanner and paying to have a website set up & monitored had been successful, with £1,144 being received.

The Council noted that the notice board at Middlemarsh has been temporarily repaired and it was reported that Mr. Stevenson will complete the full repairs on his return from holiday.

## 7. County and District Councillors' reports

Mr. A. F. Horsington, District Councillor reported that the recent referendum had voted for a change of way that the management of West Dorset District Council from Cabinet style to that of Committee.

Mr. A. F. Horsington stated that there are to be consultations with the public with a view of having two Unitary Authorities for the whole of Dorset. The consultation is to begin in July, ending in September, with the expectation that the proposals will be laid before Parliament by the end of 2016. The date of enactment being the elections in 2019. It is proposed that all the existing Authorities within Dorset will meet together for Policy and Strategic decisions, with powers to act.

Mr. Yarker stated that there should be greater efficiency in the administration of local Councils by some amalgamation.

Mr. Yarker, District Councillor informed the meeting that West Dorset District Council has a new Leader of the Council.

Mrs. Haynes, County Councillor, Emailed report was read and noted. (Full copy in the Annual Parish meeting minutes).

Mrs. Haynes informed the meeting that she is to attend a meeting of the County Council to give information on how Wiltshire 's system of Local Government works. Mrs. Hayne stated that she is to bring a presentation on the benefits of Unitary Authorities, as 'no change' is not an option. There needs to be a consultation / debate on the possible impact on the provision of Local Services.

The Chairman asked if the Parish Council ought to have a separate meeting on these proposals, with Mrs. Haynes suggesting that a joint meeting with Buckland Newton PC might be useful.

Mr. Yarker stated that this should be regarded as a challenge to improve local services.

Mrs. Howard- Johnston felt strongly that there needs to be a list for the Parish Councils of Statutory & non Statutory duties. It was noted that there should be a meeting in early July to discuss these proposals, at which it is hoped that Minterne Parish Council will be represented.

The Chairman thanked the County Councillor and both District Councillors for their reports.

## 8. Financial matters

The Chairman presented the financial statement to date, with copies being given to members.

The Council noted that the account balances at March 31st 2016 were £1,780.57p & at May 3rd 2016 £3,052.16p.

**Payments received** – £16 VAT reclaim, £10 B. Twigg refund , £1,144 NALC and £521 WDDC precept.

**Payments made** – £379.41p Clerk's annual expenses & £272.69 AON insurance.

The payments were approved and authorised.

On the proposition of Mr. Goodfellow, seconded by Mrs. Smith, the Council formally adopted the accounts for the year ending March 31st 2016.

The Chairman informed the meeting that Mrs. Beard, Internal auditor had inspected the accounts and signed the return for the External auditors BDO LLP of Southampton.

The Chairman read and signed the Statement of Governance within the Annual return to the External auditors BDO LLP. The Chairman signed and completed the Annual return to the External auditors, and the Clerk confirmed that the Notice of Inspection has been put on the Notice board.

## 9. Planning matters

Mr. A. F. Horsington reported on the situation at the Stables, A.352, Middlemarsh, stating that WDDC Officers had visited the site in the past week. Mr. Digby reported that Mr. Allen had appeared in court charged by the Environment Agency, with pollution of watercourse offences.

Mr. Goodfellow asked when does an Injunction become effective. Mr. Horsington responded that these can take some time to implement, due to lack of co-operation from the defendant. In this case, the cost of clearing the site is being taken to WDDC Executive Committee, due to the amount of costs being incurred. It is expected that the site will be cleared fairly quickly, once the funding is approved.

The Council, having supported application WD/D/16/000187 at Hollowbank House, Minterne for the erection of a wooded store, noted that it had been granted.

There were no other applications to consider.

**10. Rights of Way**

Mrs. Howard - Johnston stated that she had no issues to report.

**11. Highway issues**

Mrs. Smith stated that there is a blocked drain at Church Lane, Minterne. It was noted that there is to be re-surfacing on the A. 352 through Middlemarsh.

**12. Flooding issues**

None were raised.

**13. Correspondence**

The Council noted Clerks Direct.

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

The Clerk reported that the Government requirement for pension & auto enrolment for employees had been looked by an Accountant, and at present Minterne PC has no need to be involved.

**15. To confirm the date of the next meeting**

After discussion, the dates of the meetings for the year up to May 2017 were confirmed for Wednesday September 14th at 8.00pm, Wednesday November 30th at 7.30pm, Wednesday January 25th 2017 at 7.30pm and Wednesday May 10th 2017 following the Annual Open meeting, this being held at 8.00pm.

There being no further business, the Chairman thanked all present for their attendance, and declared the meeting closed at 9.45pm.

Signed.

Date

