Minutes of the Annual Parish Council meeting held on Tuesday 14th May 2024, 7pm at Charminster Community Hall

Present:

Peter Dangerfield (PD) Alan Rolls (AR) Tim Yarker (TY) Keith Beeson (KB) Sue Frazer (SF)

Ollie Greenaway (OG)

In attendance: Michele Harding (Clerk) Caroline Elliman (Assistant Clerk) and 8 members of the public.

The Clerk announced that it was an unusual situation as the Chair / Vice Chair were not able to attend due to holidays already booked prior to the date of the meeting being announced following the elections. As such advice was taken and a Cllr from the previous term to come forward to take the first item and rest of the meeting.

Cllr Peter Dangerfield had come forward for this one-off deputy position. This was proposed by KB and seconded by OG, PD then took the Chair.

PD welcomed all the to Annual PC meeting and the first meeting following the elections which commences a 5-year term of office, he noted that still have 3 vacancies in the North Ward. Also, that the positions of Chair and Vice of the Council are subject to re-election each year and the Council needs to consider succession planning in future so that the wealth of knowledge acquired by MS and CM is not lost.

24/05-1. Election of Chairperson for 2024-25 – completion of declaration of acceptance of office

PD asked for nominations for Chair - Mark Simons was nominated by OG and seconded by AR no other nominations received. Motion carried with 4 Votes For and 1 abstention.

24/05-2. Election of Vice Chairperson 2024-25 – completion of declaration of acceptance of office.

PD asked for nominations for Vice Chair Carol Matthews was nominated by ATR and seconded by SF no other nominations received. Motion carried 3 votes For 2 abstentions.

Acceptance forms will be signed prior to the next meeting, PD continued to Chair the meeting as deputy.

24/05-3. To receive and accept apologies of absence.

The following absences were approved Mark Simons, Carol Matthews on annual leave and Julie Jackson for a family matter. Also, Cllr David Taylor who was at another meeting.

- 24/05-4. To receive declarations of Interest or consider grants of dispensation. None
- 24/05-5. To approve the minutes of the meeting held on 2nd April 2024

Proposed KB Seconded by SF All agreed.

24/05-6. Matters arising from the above minutes (for information only). None

24/05-7. Public Discussion Period- the meeting was suspended for this section.

A resident of Charminster farm spoke on the grit bin item on the agenda, the costs, the request for the PC to adopt and purchase the bins also the current issues with the management company's processes.

A resident asked what the PC is doing in this climate change emergency. PD explained that the PC have agreed to EV charging points in the Community Hall Car Park. It has produced a Transport Plan for the village to increase safety for pedestrians, cyclists and

horse riders and its aim to reduce traffic speed. The PC owns and maintains open spaces, Community Orchards and a nature pond, as well as allotments for residents to grow food and reviews planning applications noting trees within applications.

24/05-8. To consider the vacancies on Charminster North Ward (Charlton Down) for filling by Co-option at a future meeting.

The PC has, following the elections 3 vacancies in the North Ward which can be filled by co-option, anyone can stand for these vacant seats if they meet the criteria. The vacancies will be advertised in order to co-opt at a future meeting via posters on the website, noticeboards, Facebook and word of mouth.

TY commented that if there are residents willing to stand, we should add this to the June agenda, KB felt it should wait until the July meeting. SF seconded the proposal for the June meeting, 4 votes For and 1 abstention, motion carried, if not enough candidates come forward then this can then be added to the July meeting.

24/05-9. To confirm the Councillor roles, responsibilities, and reps for outside bodies of for the coming year see list. The following were approved.

Role/Rep	Responsibility	Cllr
Finance & General	Makes recommendations to Full Council on	Chair & Vice, KB, JJ
Purposes	finance, polices etc	
Tree Wardens	Inspect and monitor PC Trees	CM, PD, SF, MS
Rights of way reps	Inspect and report issues on Rights of way	SF, OG
Allotment Rep	Liaise with Allotment Associations and PC	AR
Flood Wardens	Monitor, flooding, grit bins, and other resilience matters.	TY, CM
SW Planning	As and when required meet and attend site meetings for complex planning applications.	PD, KB, TY, MS
NW Planning	As and when required meet and attend site meetings for complex planning applications.	SF, CM
Recreation Group		MS, CM, Clerk
DAPTC		KB, PD
Staffing Committee	To deal with staffing matters as and when required following the current policies on employment.	CM, TY, OG
Play area inspections	Carry out weekly visual inspections	All Councillors on a rota
Charlton Down VH		СМ
Charminster VH		TY
Transport Group		TY, MS, PD, JJ, CM

It was noted that the Pilot does not have a rep as it is a limited company but has a director from the Parish Council who is currently PD.

24/05-10. To confirm the meeting dates and venues for the coming year- the dates for the meetings on the first Tuesday of each month except January and August were circulated. PD raised concerns at the number of items on the February agenda without a January meeting, this opened a discussion. KB proposed that the PC holds a January meeting this was seconded by SF. 3 votes For 2 against, motion carried.

KB proposed moving meetings to the second Tuesday of the month to ensure timely circulation of finance reports. This was not supported, but the Clerk will endeavour to send out finance reports earlier when meetings coincide with the month-end bank reconciliation.

24/05-11. To consider if the Council is eligible to use the General Power of Competence

The power is available to a PC with a suitably qualified Clerk and 2/3rds of Cllrs elected or stood for election, this gives the PC the power to do things that an individual can do that is lawful and within current legislation. The PC confirmed it is eligible.

Proposed KB Seconded OG All agreed.

24/05-12. To reaffirm the Standing Orders and Financial regulations and Code of conduct

The updated model financial regulations have been provided by NALC; the PC will look to update these at a future meeting. The PC approved to reaffirm the current Standing Orders, Financial regs and Code of Conduct.

Proposed KB Seconded TY All agreed.

24/05-13. To reaffirm all other Policies of the Parish Council – the current policies were reaffirmed some are missing and the GDPR policies require updating, these were confirmed and will be updated during the year.

Proposed KB Seconded AR All Agreed.

24/05-14. Planning Matters - to consider any planning applications in circulation.

- a. P/CLE/2024/01858 Proposal: Certificate of Lawfulness to continue use of the land to site a mobile home for the use as additional accommodation Location: Hazelfields, A37 From Lower Wrackleford Crossroads- *No objections*.
- b. P/TRC/2024/02156Proposal:T1 Lawsons Cypress Fell, T2 Leylandii FellLocation:17A East Hill- *No objections*.
- c. P/TRT/2024/02249Proposal:T1 Western Red Cedar Fell, T2 Birch Prune back to give 2m clearance from the building, T3 Willow Reduce crown by around 1.5 2m overall (20-30%), T4 Cherry Prune to give 2m clearance from building Location: Wolfeton Manor- *No objections*.
- d. P/MPO/2024/02301Proposal: Discharge requirements of planning obligation dated 01/10/2009 relating to planning permission number 1/D/08/000377 to Erect agricultural workers dwelling and building to be used as an office, store and workshop for the existing egg production unit concerning occupancy restriction Location: Hintock Farm, Charminster- Cllrs discussed the application and objected on the basis that the dwelling should remain for an agricultural worker. Proposed KB Seconded TY, 3 For, 3 abstentions casting vote from the Chair to object to the application.

24/05-15. Finance

a. To consider a grant towards the children's activities at the Annual Fete

The PC had received a request for funds towards the Fete this year, the request was for £200 towards the cost of the bouncy castle hire. The Fete committee also need to purchase a PA system at a cost of approx. £500. The PC discussed the request and proposed to make a donation of £200 towards the Bouncy Castle. The PC then offered to purchase a PA system that would be owned and managed by the PC, then this could be used by the community. Proposed OG Seconded AR All agreed.

b. To consider a request from a resident to adopt the grit bins on Charminster Farm

The PC discussed the request to adopt the bins already sited at Charminster Farm. When considering installing grit bins, the potential sites are assessed with highways to consider if they are strategic or community bins, the locations are based on safety and need. The PC will ask highways to look at the sites and Cllrs will also look at the current sites to see if they wish to adopt them in preparation for the winter months.

c. To consider the quotes and fitting water at allotments

This is deferred as no further information at present.

d. To consider all payments and receipts since the last meeting

A list was circulated prior to the meeting.

Proposed KB Seconded AR

All agreed.

- e. **To carry out the Bank reconciliation checks-** the checks were carried out by the Chair and vice prior to the meeting.
- f. To arrange a meeting of the F&GP in May to agree Annual Governance & Accountability Return for approval by Full Council in June- the F & GP meeting was arranged for 28th May.
- g. **NS & I Account**-The PC has funds in an NS&I account which needs to be withdrawn and invested in a more suitable account, in order to do this the signatories need to be updated. Mark Simons, Carol Matthews and The Clerk will be the new signatories prior to the withdrawal then the PC can consider the new investment.

Proposed KB Seconded OG

All agreed.

24/05-16. Council property-

- a. **To confirm the new rota for the play inspections.** The new rota has been circulated, Cllrs would like to return to the google link, the clerk will follow this up.
- b. To note there is now a Website and Facebook page for the Charlton Down Nature Area The Council noted the new online presence for the Nature Area.

24/05-17. Matters of Information and Interest and items for next agenda

SF asked that the Jubilee Stones are considered at the next meeting. SF will provide a report.

AR commented on the broken Magna fence off the Old Sherborne Road, this will be reported to Magna.

Cllrs commented that the PC needs to recruit new Cllrs that represent all of the community with the Charminster Farm development it would be good to have representation from this part of the community. Also, some younger Cllrs as well as considering a successor for Chairman in the future, the current chair does an excellent job of managing the meetings. This should be considered in the future.

24/05-18. Date of next meeting- Tuesday 4th June 2024 at Charminster

There being no further business PD closed the meeting at 20.22.