

WEST MOORS PARISH COUNCIL

MINUTES of the **PARISH COUNCIL MEETING** held on Thursday 22nd February 2018 in the Council Chamber, Pavilion, Fryer Field, West Moors at 7.30pm.

PRESENT:

Cllr Mrs P Yeo – Chairman			
Cllr J Bartley	Cllr M Hawkes		
Cllr P Holden	Cllr Mrs C Holmes		
Cllr J Lewis	Cllr Mrs J Lovegrove	Cllr R Smith	

OTHERS PRESENT: Mrs Amie Fawcett (Assistant to the Clerk)
District Councillors A Clarke, A Skeats

APOLOGIES: Cllr Ms S Zyga
County Councillors D Shortell and R Bryan

17/352 QUESTIONS FROM MEMBERS OF THE PUBLIC

Mr and Mrs Wilkinson attended with an interest in agenda item 12, Yellow Buses.

17/353 TO RECEIVE DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS – LOCALISM ACT 2011 – DISPENSATIONS FROM SECTION 31(4)

Cllr Penny Yeo declared a pecuniary interest in agenda item 11, accounts for payment, as she had a claim for mileage expenses. Cllr Holmes queried why Cllr Yeo had travelled to the Dorchester area twice in one day, asking why she had not remained in the area, but was advised that the training course ended at 2.30pm and the meeting did not start until 7.00pm.

17/354 TO RECEIVE DORSET COUNTY COUNCIL COUNCILLORS' REPORT

There were no reports from DCC however Cllr A Skeats commented that he had forwarded an email to the Clerk of WMPC that was originally sent to DCC, regarding the Removal of Sheltered Housing subsidy for people in receipt of Local Housing Allowance.

17/355 TO RECEIVE EAST DORSET DISTRICT COUNCILLORS' REPORT

Cllr Clarke told members that no decision had yet been made by Central Government on Local Government Reorganisation in Dorset. He expressed his concerns since any changes will come into effect in May 2019 and this gives very little time for preparation within the county.

Cllr A Skeats informed members on activity with regard to Park Homes Inspections in West Moors and advised that no officer has been assigned to this. Cllr Skeats reported that he has had extensive contact with the owner of Pinehurst Park in regard to sheltered housing families. Also, he continues to work on the capital grant. The opening date of the Railway Board on Station Road was mentioned, as well as his surprise that he had not been inundated with calls regarding the upcoming termination of the Yellow Bus Service.

17/356 TO APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25th JANUARY 2018

Having been circulated, the minutes on pages 2115-2119 were agreed, adopted and signed.

17/357 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES

a) **The Report of the Planning Consultative committee** held on the 1st February 2018, pages 2120-2123 as circulated, was confirmed, adopted and signed.

- b) **The Report of the Finance and General Purpose committee** held on the 15th February 2018 pages 2124 – 2143 as circulated, was confirmed, adopted and signed.
Minute No 17/349 was RESOLVED. *Voting: unanimous*

17/358 CHANGES TO BUS SERVICES IN WEST MOORS

Members discussed the changes to the Yellow Bus service to West Moors and the possibility of the parish council making representation to MoreBus regarding a more direct route from West Moors to Bournemouth.

- a) **RESOLVED that the Parish Council in partnership with East Dorset District Councillors write a letter to MoreBus requesting a meeting with WMPC and EDDC to negotiate the current routes from West Moors.**

Voting: Unanimous

- b) **RESOLVED that the Parish Council in partnership with East Dorset District Councillors write a letter to express the sincere disappointment with the termination of the bus service and abandonment felt by all that relied on it.**

Voting: Unanimous

Action by: Clerk to the Council Timescale: As soon as possible.

Cllrs Skeats, Clarke and Shortell left at 8.17pm

17/359 CO-OPTION TO THE PARISH COUNCIL

Members, after having interviewed potential candidates for the parish council, as per the council's protocol,

- RESOLVED that Mr Christopher Octon and Mrs Julie Octon be co-opted onto the parish council**

Voting: Unanimous

Mr Christopher Octon and Mrs Julie Octon joined the meeting but did not take part in any votes. Mr Christopher Octon and Mrs Julie Octon were asked to attend at the parish office to sign their Declaration of Acceptance of Office and receive the councillors' handbooks.

17/360 CHAIRMAN'S REPORT

The Chairman reported on her meeting with the Clerk and the new external auditors. They had both found it very useful on understanding the auditor's methods of work. Also, a link to the auditor's website will be sent to all as it was felt there was interesting information available there.

The Chairman further reported that the DAPTC Executive meeting did not offer any new information on Local Government Reorganisation but she hoped that the DAPTC Towns and Larger Parishes meeting being held on Friday 23rd February will be more helpful.

17/361 TO RECEIVE PARISH CLERKS REPORT

- a. Railway Interpretation Panel, minute no 17/249 refers: This has now been installed and a thank you meeting is being arranged for March 24th. The Councils' thanks were expressed to Eddie Prowse for all his hard work in organising this project.
- b. The Clerk and the Chairman of the Council attended an information session with the new external auditor on the 30th January. The session was informative and clarified what was required for year end accounts
- c. Historic England, minute no 17/275 refers: The West Moors War Memorial has now been classified as Listed Grade II despite WMPC comments.
- d. Land Transfer: No further information
- e. Annual Public Meeting: This has been confirmed for Wednesday 18th April in St Anthony's Church Hall. Dr Colin Davidson of the Clinical Commissioning Group will be attending as the guest speaker. Advertisements have been published.
- f. The Precept request was sent on the 26th January.
- g. Park Home sites, minute no 17/332: letter sent to EDDC, confirmation received that EDDC were aware of the consultation and were in the process of drafting a

response. Informed that Cllrs Skeats, Clarke and Butler are in liaison with the officer producing the response.

- h. Remembrance Sunday Parade: The Parish Council, Royal British Legion and Churches together are in talks to change the second hymn of the service for something that is more recognisable for those attending. It is a choice between 'Guide me O thou Great Redeemer' or 'Eternal Father strong to save'. Ferndown Town Council uses 'Eternal Father strong to save' so the Royal British Legion would prefer 'Guide me O thou Great Redeemer'.

17/362 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 2129 of these minutes. (electronic payments to be authorised by Cllr Mike Hawkes and Cllr Holmes)

Voting: unanimous

Cllr Yeo did not vote, having previously declared an interest.

17/363 SATURDAY OPENING OF THE PARISH OFFICE

Members reviewed the statistics provided by the Clerk on the numbers of members of the public visiting the parish office between January 2016 and January 2018 on a Saturday when it is open and a councillor is present. They considered options and it was **RESOLVED that parish councillors continue to open the parish office on Saturdays between 10am and 11am. Councillors are able to opt whether or not they wish to participate in the Saturday opening.**

Voting: 7 for, 1 against

Cllr Carol Holmes be removed from the current rota for Saturday opening with Cllr Hawkes offering to adopt Cllr Holmes's assigned dates.

Action by: Clerk to the Council Timescale: Week commencing 26th February.

17/364 WORLD WAR ONE COMMEMORATION 'SILENT SOLDIER' PROJECT

Members discussed the opportunity to participate in the World War One Commemoration Silent Soldier project. After discussion it was agreed not to participate in this project, however, members are open to alternative methods of commemoration being explored. One major reason for this decision was that the Silent Soldiers are made from plastic, and the council has previously discussed encouraging the village towards becoming "plastic free".

17/365 HEALTH AND SAFETY REQUIREMENTS FOR WORKING WITH DISPLAY SCREEN EQUIPMENT

Members considered health and safety advice for working with display screens at work and refunding the cost of the Clerk's eye test and the provision of corrective glasses specifically for use at work.

After debate it was

RESOLVED that the parish council provide the sum of up to £200 towards the total cost of the eye test, frames and lenses incurred by the Clerk, with a further sum to be available for the Assistant to the Clerk to pay for an eye test.

Voting: 5 for, 3 against

17/366 MONTHLY LIST OF COMPLAINTS

Members received the monthly list of complaints received at the parish office. The contents were noted.

Cllr Carol Holmes left the meeting at 9.04pm

17/367 TO RECEIVE CORRESPONDENCE

There were no additional items of correspondence to be reported.

17/368 INFORMATION FROM MEMBERS

- a) Cllr P Holden commented on the Rights of Way (ROW) meeting on 21st Feb at Avon Heath Country Park. He said he felt one purpose of the meeting was to seek volunteers to be DCC's eyes and ears on the ground within their parish. He offered his guidance during the next 12 months to Cllr Penny Yeo who will be the new ROW Liaison Officer.
- b) Cllr M Hawkes highlighted his involvement in the installation of the new Railway Interpretation Board and his delight at its completion.
- c) Cllr J Lovegrove reminded members of the Keep Britain Tidy litter pick taking place on Saturday 3rd March at 10.30 outside the Co-op. Cllr Lovegrove requested the Assistant to the Clerk to ensure the necessary pickers, gloves and bags be provided for Friday 2nd March as Oakhurst First School are doing an independent litter pick.
- d) Cllr Jim Lewis reported on his attendance at The Local Government Review Briefing for towns and parishes at the Allendale Centre on January 30th. He summarised that the decision has been postponed till March 2018
- e) Cllr Penny Yeo reiterated to Members that the official Opening and Thank You ceremony of the Railway Board is due to take place on March 24th after which The Tap & Railway are offering complimentary hot drinks.

17/369 FUTURE AGENDA ITEMS

1. Investigate an alternative way of commemorating the end of WW1 instead of The Silent Soldier project. Cllr Pete Holden offered to start researching.
2. Discuss the budget for agenda item 15/Minute **17/365** at the next Finance and General-Purpose meeting.

17/370 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:- that because of the confidential nature of the business to be transacted, it was likely that if Members of the Public were present during discussion, there would be disclosure to them of exempt information and they therefore be excluded from the Meeting in accordance with Section 1, subsection (2) of the Public Bodies (Admission to Meetings) Act 1960

Voting: unanimous

Mr and Mrs Wilkinson left the meeting at 9.14pm

Mr and Mrs Octon remained for the duration

Mrs Amie Fawcett left the room

17/371 TO APPROVE AND SIGN CONFIDENTIAL MINUTES OF THE FINANCE AND GP COMMITTEE MEETING HELD ON 15th FEBRUARY 2018.

Having been circulated, the minutes on page 89 were agreed, adopted and signed.

An amendment was tabled to the recommendation 17/008, the amendment was not carried.

Minute no 17/008 was RESOLVED

The Chairman declared the meeting closed at 9.18pm

The next meeting of the parish council will be held on the 29th March 2018 at 7.30 pm.

SIGNED DATE

Payment list dated 22.02.18

Payment method	Invoice amount	Invoice date	Details
EB 23.02.18	£2,391.44	28.02.18	Staff Salaries - February - Month 11
EB 28.02.18	£727.96	28.02.18	HM Revenue and Customs - Tax and NI Feb (Month 11)
EB 28.02.18	£835.13	28.02.18	Dorset County Council - Pension Contributions Feb (Month 11)
EB 26.02.18	£48.68	26.01.18	The Roman Group - Stationery for office
EB 26.02.18	£19.07	31.01.18	The Roman Group - First Aid kit for Pavilion
EB 26.02.18	£223.08	01.02.18	War on Waste - Cemetery bin emptying Feb to Mar 2018
	£119.94	01.02.18	War on Waste - General bin and dog bin emptying for Jan 18
EB 26.02.18	£1,533.60	31.01.18	Terrafirma - Grounds Maintenance for January 2018
	£715.50	23.08.17	Terrafirma - Various works carried out in 2017
EB 26.02.18	£240.00	08.01.18	Dorset County Council - Design work for Railway Interpretation Panel
EB 26.02.18	£1,055.41	01.02.18	Fitzpatrick Woolmer Design - Railway Interpretation Panel
EB 26.02.18	£162.00	07.02.18	Charlotte Ayton - Legacy Award Claim 2
EB 26.02.18	£845.28	07.02.18	Mark Hinsley Aboricultural Consultants Ltd - Tree surveys at Petwyn, Cemetery and Fryer Field
EB 26.02.18	£418.80	13.02.18	SLCC - Practitioners Conference fees for Clerk 21-23 Feb 2018
EB 26.02.18	£53.61	13.02.18	Bournemouth Water Business (was South West Water) - Parish Office water bill 5 Aug 2017 to 10 Feb 2018
EB 26.02.18	£60.00	18.01.18	Aqua Care- Legionella Testing at the Pavilion for January 2018
5925	£100.00	22.02.18	Petty Cash
5926	£46.35	30.01.18	Cllr Penny Yeo- mileage for various meeting/seminar attendance
Total	£9,595.85		

Direct Debits and Debit Card payments

Payment method	Invoice amount	Invoice date	Details
DD 09.02.18	£65.84	26.01.18	BT - Pavilion Internet charges Jan 1 to Mar 31 2018
DD 02.03.18	£100.40	16.02.18	BT - Parish office internet charges 1 Feb to 30 Apr 2018
DD 25.02	£39.48	01.02.18	1st Connect - Office phone line rental for Feb and telephone charges
DC	£2.85	05.02.18	eBay - bags for vacuum cleaner in parish office
Total	£208.57		