

WEST MOORS PARISH COUNCIL

MINUTES of the **PARISH COUNCIL MEETING** held on Thursday 29th March 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 C Octon	Cllr Mrs J Octon	Cllr R Smith
Cllr Ms S Zyga		

OTHERS PRESENT: Mrs Judi Weedon (Clerk to the Council)
District and County Councillor D Shortell

APOLOGIES: County Councillor and R Bryan
District Councillors A Clarke (arrived 8.50pm), A Skeats

17/396 QUESTIONS FROM MEMBERS OF THE PUBLIC

None

17/397 TO RECEIVE DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS – LOCALISM ACT 2011 – DISPENSATIONS FROM SECTION 31(4)

None

17/398 TO RECEIVE DORSET COUNTY COUNCIL COUNCILLORS' REPORT

Cllr D Shortell reported on the council tax increase of 5.99% which equated to an average of £79.47 on a Band D household. He further reported that in preparation for Local Government Reform in Dorset a boundary review roadshow was taking place in Wimborne on the 18th April for district/county councillors, where the principles of engaging with the public on this matter would be presented. Cllr Shortell stated that there would be around 5000 electorate per councillor in the new Dorset Council from 2019, Dorset Council ward boundaries may cross parish boundaries. Further reports on changes to the senior leadership at DCC and the condition of roads in Dorset.

Council members stressed to Cllr Shortell that all parish and town councils need to be kept informed of progress of the LGR.

17/399 TO RECEIVE EAST DORSET DISTRICT COUNCILLORS' REPORT

A written report contained information on Local Government Reform. A copy of the written report is available in the parish office. Cllr Shortell informed members that Cllr Ray Bryan was in the process of arranging a list of EDDC assets held in each town and parish area, this should be available in 7 to 10 days.

17/400 TO APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22nd FEBRUARY 2018

Having been circulated, the minutes on pages 2144-2148 were agreed, adopted and signed.

17/401 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES

a) **The Report of the Planning Consultative committee** held on the 8th March 2018, pages 2149-2151 as circulated, was confirmed, adopted and signed.

b) **The Report of the Environment committee** held on the 8th March 2018 pages 2152-2156 as circulated, was confirmed, adopted and signed with the following amendment: minute no 17/387 word 'prepared' changed to 'qualified'.

Minute No 17/385 was RESOLVED. *Voting: unanimous*

- c) **The Report of the Planning Consultative committee** held on the 22nd March 2018, pages 2157-2159 as circulated, was confirmed, adopted and signed.

17/402 CO-OPTION TO THE PARISH COUNCIL

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

RESOLVED that Mr Keith Wilkes be co-opted onto the parish council

Voting: Unanimous

17/403 CHAIRMAN'S REPORT

The Chairman reported on her attendance at the Commonwealth Day Flag raising, she thanked Cllr Holmes for reading out Commonwealth Affirmation, she also thanked the schools for their attendance. Cllr Mrs Yeo further reported on her attendance at the Railway Interpretation Panel gathering.

Cllr Yeo also reported on her attendance with the clerk at meeting with Verwood TC and St Leonards and St Ives PC to discuss LGR. She informed members that a letter from the three clerks had been sent to the CEO of East Dorset asking for a meeting with EDDC to discuss how the district council would be dealing with town and parish councils during the process. Cllr Mrs Holmes felt that all members should have been offered the opportunity to attend this meeting, it was explained that it was a meeting of clerks to which council chairman were invited.

17/404 TO RECEIVE PARISH CLERKS REPORT

- a. Railway Interpretation Panel, minute no 17/249 refers: On Saturday 24th March a meeting was held to thank all those involved in the project.
- b. Land Transfer: EDDC did not receive any comments to the statutory advert for the land transfer. The item is now being progressed through the appropriate channels at EDDC.
- c. The Litter Pick held on the 17th March, after being postponed due to the adverse weather conditions was deemed a success with over 10 bags of litter collected from around the village. Participants noted that there appeared to be less litter than in previous years.
- d. Parish office: Due to a breakdown of the reception computer a replacement was purchased and installed as matter of urgency to ensure work could continue effectively at a cost of £815.
- e. Fryer Field Play Area: an incident occurred on the 13th March where a 5-year-old slipped from the roundabout and hit his head. Signs have been placed reminding all users that children should be supervised at all times when using the play equipment.
- f. SLCC Practitioners Conference: The clerk attended a conference on the 22nd/23rd February. Members received a written report.
- g. East Dorset Community Governance Review – Draft Recommendations are now being consulted on. No changes are proposed to West Moors as per the council's response to the initial consultation.
- h. DAPTC Star Award for Councillor Development. West Moors has achieved a one-star award for 2017/18. This was achieved as 33% of councillors attended some form of training during the year.
- i. Rev Andrew Rowland is leaving West Moors in July to take up the post of Rector of Wimborne Minster. Members requested that a congratulations letter is sent for the council to Rev Rowland. *Clerk to action asap*

17/405 ACCOUNTS FOR PAYMENT

It was

RESOLVED that the accounts for payment be approved as attached on page 2164 of these minutes. (electronic payments to be authorised by Cllr Mike Hawkes and Cllr Mrs C Holmes)

Voting: unanimous

17/406 MEETING SCHEDULE 2018/19

Members reviewed the draft meeting schedule. It was

RESOLVED that 2018/19 meeting schedule be approved as attached to these minutes on page 2165

Voting: unanimous

17/407 REFILL SCHEME

Members discussed joining the Refill Scheme which is managed by Litter Free Coast and Sea. Refill is a campaign to help reduce waste by allowing people to refill usable bottles with tap water at cafes, shops etc. Concern was raised over safety of water that may be provided, the security of the cash in the office when a member of staff leaves the counter to fill a container with water and the impact it may have on the staff and disruption to their work. After debate it was

RESOLVED that West Moors Parish Council become a member of the Refill Scheme for Dorset.

Voting: 8 for, 1 against, 2 abstentions.

Clerk to Action as soon as possible

17/408 WEST MOORS BUS SERVICES UPDATE

Members were informed of a letter received from More Bus asking for more information on connections required to make the service more efficient. Yellow buses had replied stating that the service in West Moors was not sustainable but would consider a new partnership arrangement if funding were available.

Clerk to write a letter to More Bus with suggested connections between the X6 and 13 buses to reduce the 47 minute wait in Ferndown for a connection from Bournemouth to West Moors.

17/409 CONSULTATION – REVIEW OF LOCAL GOVERNMENT ETHICAL STANDARDS

Members considered the consultation to review the local government ethical standards. Members reviewed draft responses produced by the clerk and the chairman and by Cllr Holmes. After discussion members agreed to formulate a response to submit. Members considered each question in the consultation and formulated a reply, a copy of which to be circulated to each member before formal submission.

Cllr A Clarke arrived at 8.50pm

17/410 LOCAL GOVERNMENT REFORM UPDATE

Members were informed about the joint letter from the Clerks of Verwood, St Leonards & St Ives and West Moors to the CEO of East Dorset District Council which was copied to all county and district councillors representing each of the three parishes, requesting a meeting so councils could be made aware of progress being made by EDDC and to discuss EDDC assets and services that may be devolved to town and parish councils.

Cllr Alex Clarke updated members on council tax harmonisation and answered questions about staff reduction. It was noted that town and parishes cannot be forced to take on services that the new Dorset council choose not to do. Cllr Clarke stated that he feared that the focus appeared to be on a smooth transition for the 1st April 2019 and not on local matters, such as discussions with town and parish councils. Cllr Clarke will be pushing EDDC to talk to the town and parish councils.

Members requested that a letter is send to the leader of EDDC requesting a meeting for council members to be updated on the current situation and progress that is being made (if possible the letter to be joint from Verwood, St Leonards & St Ives and West Moors, dependant on approval from the three councils) *Clerk to action asap.*

17/411 WORLD WAR ONE COMMEMORATION BENCH

Members considered purchasing a bench or something specific to commemorate the end of WW1. Members felt that the bench suggested was very expensive. It was noted that other town and parishes who had installed such a bench had received positive comments.

Cllr C Holmes offered the services of her family business to make appropriate signage to commemorate WW1 to be placed around the war memorial. After debate it was **RESOLVED that in order to commemorate the centenary of the end of WW1, appropriate signs ‘Lest We Forget’ be produced for placement around the War Memorial. The signs to be made by Cllr Holmes family business free of charge.**

Voting: 9 for, 1 against. Cllr Holmes did not vote.

17/412 PARISH COUNCIL EMAIL SYSTEM

Members considered changing the current email system/address used by the parish council in response to the breakdown of computer equipment and issues with the restoration of emails. Members considered changing to a .gov email address and costs associated with the change (£18 per email address per annum). After a brief discussion it was

RESOLVED that the parish council change the email address to a .gov address along with the associated costs

Voting: unanimous

Clerk to action asap

17/413 DAPTC ANNUAL CONFERENCE REPORT

Members noted the contents of a report from Cllr Mrs P Yeo on her attendance at the DAPTC Annual conference.

17/414 MONTHLY LIST OF COMPLAINTS

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

17/415 TO RECEIVE CORRESPONDENCE

- a) Brook View Nursing Home newsletter introducing the new home manager and invitation to open day on the 7th April.
- b) EDDC letter regarding CIL receipts owed to the parish council, letter previously reported to planning consultative committee. Members **RESOLVED that a letter be sent to EDDC requesting that the CIL payments being held by EDDC are paid to the parish council with immediate effect and that they are paid annually to the parish council thereafter.** *Voting: unanimous. Clerk to action asap*

17/416 INFORMATION FROM MEMBERS

- a) Cllr J Lewis reported that some people had come forward to assist with the Homewatch.
- b) Cllr R Smith reported that the café on the A31 appeared to have changed owners.

17/417 FUTURE AGENDA ITEMS

Community Right to Buy
Local Government Reform: Extraordinary meeting to be held when more information is available.

The Chairman declared the meeting closed at 9.30pm

The next meeting of the parish council will be held on the 26th April 2018 at 7.30 pm.

SIGNED DATE

Payment list dated 29.03.18

Payment method	Invoice amount	Invoice date	Details
EB 29.03	£2,873.37	19.03.18	Staff Salaries - March - Month 12
EB 29.03	£727.76	19.03.18	HM Revenue and Customs - Tax and NI- March (Month 12)
EB 29.03	£835.13	19.03.18	Dorset County Council - Pension Contributions March (Month 12)
EB 29.03	£39.00	30.01.18	DLB Leisure - Deposit only for the Superslide on M.A.D
EB 29.03	£168.00	22.02.18	Classicfire - Annual Fire extinguishers inspections
EB 29.03	£60.00	25.02.18	Aqua Care- Legionella Testing at the Pavilion for February
EB 29.03	£70.00	27.02.18	ACAS - Training, General Data Protection Regulations.
EB 29.03	£31.31	28.02.18	The Roman group - Office stationery
EB 29.03	£33.85	16.03.18	The Roman group - Office stationery
EB 29.03	£101.28	28.02.18	War on Waste - General bin and dog bin emptying for February
EB 29.03	£1,533.60	01.03.18	Terrafirma - Grounds Maintenance for February (cemetery and Fryer Field)
EB 29.03	£516.00	20.03.18	Terrafirma - Work carried out at allotments - levelling woodchip/soil and removing debris
EB 29.03	£66.00	01.03.18	Vision ICT - Biennial renewal of .gov.uk domain name
EB 29.03	£19.52	14.02.18	Bournemouth Water Business - Water bill for Cemetery (2 Aug 17 to 12 Feb 18)
EB 29.03	£296.47	01.03.18	Bournemouth Water Business - Water bill for Fryer Field and Pavilion (10 Aug 17 to 20 Feb 18)
EB 29.03	£13.65	07.03.18	Bournemouth Water Business - Water bill for Petwyn (10 Aug 17 to 28 Feb 18)
EB 29.03	£169.63	07.03.18	South West Water Business- Water bill for Allotments (19 Nov 2017 to 28 Feb 2018)
EB 29.03	£815.00	19.03.18	Tec Check - Supply and set up of new PC on front desk

Total **£8,369.57**

Direct Debits and Debit Card payments

Payment method	Invoice amount	Invoice date	Details
DD 23.03	£197.59	28.02.18	SSE- parish office electricity 23 Nov 17 to 27 Feb 2018
DD 03.04	£66.49	09.03.18	SSE- Floodlights at MUGA electricity 24 Nov 17 to 27 Feb 2018
DD 25.03	£38.05	01.03.18	1st Connect- Parish office line rental & call charges
DD 06.04	£186.15	13.03.18	SSE- Pavilion electricity 24 Nov 17 to 27 Feb 2018
DC 23.03	£160.00	23.03.18	Hendersons Opticians - Glasses for VDU work (clerk)
Total	£648.28		

Calendar of Meetings 2018/19

	Council	Finance & General Purpose	Environment	Planning Consultative
May 2018	24th**		3rd	3rd & 31st
June	28th		21st	21st
July	26th	12th	19th	12th
August	30th			2nd & 23rd
September	27th	13th	6th	13th
October	25th			4th
November	29th	15th	1st	1st & 22nd
December	20th			13th
January 2019	31st	17th	10th	10th
February	28th			7th
March	28th	7th	14th	7th
April	18th* & 25th			4th
May	16th**	23rd	2nd	2nd & 23rd
June	27th		13th	13th

* Annual Public Meeting

** Annual Parish Council Meeting