

LEIGH PARISH COUNCIL

MINUTES

**For Meeting Held At Leigh Village Hall On
21st November 2017 At 7.30pm**

Present: -Cllr Scutt - Chairman, Cllr Stillitano Cllr Bennett, Cllr West, Cllr Bugler, Cllr Read, Cllr Vincent, DCllr Penfold, the Clerk and 4 members of the public.

1. APOLOGIES FOR ABSENCE –DCllr Penfold for being late.
2. OPEN TO THE PUBLIC
3. DECLARATIONS OF INTEREST
4. TO APPROVE AND SIGN THE MINUTES
 - 4.1 It was resolved "THAT THE MINUTES OF THE MEETING HELD 19th SEPTEMBER 2017 BE APPROVED AND SIGNED BY CHAIRMAN". Proposed: Cllr Bennett, 2nd Cllr Bugler. Unanimously agreed.
5. COMMUNITY SPEEDWATCH
 - 5.1 Cllr Bennett updated the meeting, a training day has been arranged for the 29th November 2017. Most people who have volunteered are available and after this training it is hoped that the Speedwatch team will be up and running..
6. FINANCIAL MATTERS & ASSET REGISTER
 - 6.1 Clerk's salary for 2 months. Total: £305.94. Proposed: Cllr Bugler, 2nd Cllr Stillitano, Unanimously agreed.
 - 6.2 Clerks invoice expenses as per invoice at £70.90. Proposed; Cllr Read, 2nd West. Unanimously agreed.
 - 6.3 Taken after point 14.
 - 6.4 Parish Precept Requests 2018/19 email circulated.
 - 6.5 Remittance Advice from WDDC £4222 for precept, £28 LCT grant.
 - 6.6 Examples of different Financial Regulations were circulated to Councilors. A number of points to take into consideration were discussed. Cllr Bennett requested time to review the differing examples, to review and adapt for Leigh PC, to then bring to the next meeting for a final decision. Cllr Scutt recommended consideration of online banking be taken into account when considering the Financial Regulations.
 - 6.7 Cllr Scutt will investigate online banking to bring back to the next meeting.
 - 6.6 Community Rights - End of Grant Report Underspend NPG-03022 - £768 repaid. Cllr Bennett was concerned that there had been an overpayment of grant returned – there was only £518.20 remaining in this fund before this payment. Mr Smith and the Clerk to investigate.
 - 6.7 Update for Y&RIPC re the Community Bus Service and potential costs.
 - 6.8 Invoice wreath £20.00 to Cllr Scutt. Proposed Cllr Bennett, Cllr Bugler Unanimously agreed.
 - 6.9 BDO LLP invoice for external audit £36.00. Proposed Cllr Bennett, Cllr Bugler Unanimously agreed.
 - 6.10 External Audit report indicated minor issue regarding the approval date of the end of year accounts outside timeframe in the audited year.

7. NEIGHBOURHOOD PLAN

- 7.1 Mr Smith reported on the return of the monies that have been returned to Neighbourhood Plan, figures to be reviewed by Mr Smith and the Clerk. The returned fund has been accepted and a new grant will need to be updated. Mr Smith and the Steering Committee need to determine the budget for the next year so that a grant application can cover the costs of anticipated expenditure. The plan needs to cover, planning, social and environment aspects, consultation on this will result in a new questionnaire to go out to parishioners.
- 7.2 Cllr Stillitano raised his concerns about the longevity of the process to develop a plan and the resulting outcome. Cllr Scutt explained the process and the parameters that needed to be considered within the plan. The process was discussed and Councillors were invited to attend any Neighbourhood Plan meeting where they could be better informed of the requirements and processes and thereby the subsequent costs of the process.
- 7.3 Cllr West indicated that the Council should fully support Mr Smith in this processes and the Council gave there thanks for his hard work.

8. TRANSPORT

- 8.1 Mr Smith reported that a team of several villages have been reviewing options to support transport in the village following the removal of the bus services. The group had reviewed several options but determined that the most appropriate service could be supplied by Nordcat. A report had been circulated by the group explaining the process and with a request for funding. A trial was taking place for extra visits to Leigh and the PC were asked to contribute £75 to this event. It was resolved that Leigh PC would contribute £75 to the trial. Proposed: Cllr Bennett, 2nd Cllr Vincent. Unanimously agreed. However any further contributes of finance to the scheme would require feedback on numbers and frequency of use of the service. If funding was sought for FY18/19, estimates must be submitted to the Council before January's meeting so that it can be factored into the budget. Cllr Bugler was adamant that Leigh's contribution to funding should be proportionate to the population of Leigh. .
- 8.2 Anyone in Leigh or various villagers can ring up and register with Nordcat to partake in the service at a set cost. Residents can then book the bus on a door to door basis. . The trial is for a new date to Sherborne. The trial period was being advertise locally..
- 8.3 Application for PSMA access agreed. .Proposed: Cllr Read and Cllr Bugler unanimously agreed.

9. PLANNING MATTERS

- 9.1 Planning Consultation **WD/D/17/001963** THE CROSS HOUSE, CHETNOLE ROAD, LEIGH, SHERBORNE, DT9 6H by 21/10/17
- 9.2 Decision Notice **WD/D/17/002096** BROOKSIDE COTTAGE, CHETNOLE ROAD, LEIGH, SHERBORNE, DT9 6HJ – Grant of Non Material Amendment
- 9.3 Acolaid Case **WD/D/17/002406** – prior approval to erect agricultural building. WILLOW TREE FARM, CHETNOLE ROAD, LEIGH, SHERBORNE, DT9 6HJ.
- 9.4 Consultation: Planning for the right homes in the right places
- 9.5 Planning Consultation **WD/D/17/001961** THE POPLARS, THREE GATES, LEIGH, SHERBORNE, DT9 6JQ by 2/11/17
- 9.6 Planning Consultation **WD/D/17/001512** CROSS FARM, LEIGH, SHERBORNE, DT9 6HP –Approval of planning permission given.
- 9.7 Decision Notice **WD/D/17/001955** CROSS FARM, CHURCH LANE, LEIGH,

SHERBORNE, DT9 6HP – Approval of planning permission given.

- 9.8 Minerals and Waste Plans Consultation - Advanced Notice circulated.
 - 9.9 Planning Consultation **WD/D/17/002490** POGLES WOOD, THREE GATES, LEIGH, SHERBORNE, DORSET DT9 6JQ. Discussed and agreed to submit an approval with a comment that : The PC recommend that consideration is made to parking when reviewing this application.
 - 9.10 Discussed issues of enforcement and if planning is enforcing any irregularities.
 - 9.11 Cllr West reported on the yellow dumpy bag in the village and reported this on dorsetforyou website, it was removed within 3 days.
 - 9.12 Broken 30 mile an hour sign has been reported by Mr Evans.
 - 9.13 Pothole issue to be report by Trevor Evans.
10. FREEDOM OF INFORMATION REQUEST
- 10.1 Councillors reviewed the Freedom of Information charges and agreed that an invoice to Mr Nash should be re-issued with payment within 30 days, if no payment received then the Parish Council will initiate legal proceedings.
11. DATA PROTECTION
- 11.1 Cllr Stillitano reported that Leigh PC had formally agreed a freedom of information and data protection policy, however the data protection act is changing as of April next year. There is no real understanding of how this would work in practice. All policies will be have to be updated and reviewed.
12. WEBSITE
- 12.1 Invoice for domain name £24.00 cheque to Russell Jepson. Proposed: Cllr Bennett, 2nd Cllr Read. Unanimously agreed. Cllr Bennett asked for it to minuted that the website looked very impressive and approved of the recent updates.
13. PLAY PARK
- 13.1 Cllr Bugler outlined a proposed lease document. The document needed a more formal plan of the area. It was agreed that the Chairman of the Parish Council would sign the document. A wet ink copy to be provided to the Clerk for record keeping. Proposed: Cllr Bugler, 2nd Cllr Scutt. Unanimously agreed.
 - 13.2 Mrs Jepson explained about potential grants and possible costs.
 - 13.3 Cllr Bennett explained that the PC would only be able to support the cost of the play area to the amount allocated. There was no undertaking to provide the full funding. Grants and fund raising would be the main source of funding for the project.
14. FOOTPATHS & GATES
- 14.1 Mr Evans updated the meeting with regards to his deputy. Someone from Chetnole has come forward on a part time basis and a possible other village resident is interested.
 - 14.2 Mr D Ackley has written to confirm that all gates put in by the PC are in good working order following inspection.
 - 14.3 Mr Read has a gate on his land that is not working effectively, Mr Evans will review this gate shortly.
 - 14.3 The PC agreed that the Grant submissions submitted with match funded can go ahead.
 - 14.4 Mr Evans reported that the Drove in Leigh was closed until next summer to horses and vehicles until finances are available to fund improvement on the drove.
 - 14.5 Mr Evans reported that on 14th August 2017 Graham Mathews started filling in a bomb hole within Bow Lane.

6. FINANCIAL MATTERS & ASSET REGISTER

- 6.3 This point was moved to discuss after other financial considerations. Cllr Bennett went through the draft budget outlining potential expenditure and thereby income. It was anticipated that a precept in the region of £8,500 would be required. The final decision will be agreed at the January meeting after consideration for any additional financial obligations of the Parish Council.

15. BOYLES TRUST

- 15.1 Cllr West updated the PC from Boyles Trust as Leigh Representative – A meeting had been held at the end of October. The main objective of the meeting was to distribute income from the Trust for educational needs. 11 grants were awarded. None to any residents from Leigh. Advertising of the grant process would be placed in the next Wriggle Valley Magazine.
- 15.2 The Clerk asked about issues that had been raised within Yetminster on the transparency of the Trust and the concern that no minutes were produced by the charity in accordance with the Scheme of 1955. Cllr West reported that the meetings were closed and the minutes not available to the public. The aim of the charity was to support educational needs within the community, not to act as a Landlord. Why the minutes were not public was discussed. Cllr West will inform the PC of the next meeting and report to Council.

16. CORRESPONDENCE

- 16.1 DCC grit bins/dumpy bags - winter season 2017/18
- 16.2 September 2017 CE circular
- 16.3 Parish and town planning session - October event
- 16.4 Motions from member councils for consideration at the DAPTC 2017 AGM
GLEAM AGM
- 16.4 DAPTC e-newsletter – Introduction
- 16.5 CE circular 6 October - AGM 2017 - information and timetable
- 16.6 Arts and community energy gathering - Sturminster Newton, 9 November
- 16.7 Dorset Association Of Parish And Town Councils (Daptc) AGM
- 16.8 Daptc annual report 2016/17
- 16.9 Change to your PSMA member license
- 16.10 Autumn 2017 newsletter and appeal from GLEAM
- 16.11 Secretary Of State Gives Response To Unitary Proposal
- 16.12 DWP members newsletter - November 2017
- 16.13 Secretary Of State For Communities And Local Government Announcement

17. ITEMS OF URGENT NATURE SUBJECT TO CHAIRMAN'S APPROVAL

18. DATE OF NEXT MEETING –To confirm Tuesday dates for next year depending on booking availability.

16th January 2018

20th March 2018

15th May 2018 Village meeting at 7pm and Full Council meeting at 7.30pm.

17th July 2018

18th September 2018

20th November 2018