

MINUTES OF A MEETING OF LEIGH PARISH COUNCIL HELD AT 7-30pm ON TUESDAY 15TH MAY 2018 AT LEIGH VILLAGE HALL

Present: Cllr Bennett; Cllr Bugler; Cllr Scutt; Cllr Vincent; Cllr West; DCllr Penfold to Item 6; (Co-opted) Cllr Dixon from Item 3; the Clerk and 2 members of the public.

1. APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN

1.1. Appointment of Chairman. Cllr Bennett was willing to stand as Chairman for the forthcoming year.

Proposed by: Cllr Scutt; Seconded by Cllr Vincent. Carried Unanimously

Cllr Bennett took Chairmanship of the meeting.

1.2. Appointment of Vice Chairman. It was agreed that Cllr Scutt would serve as Vice Chairman for the forthcoming year:

Proposed by Cllr Bennett, Seconded by Cllr Bugler – Carried unanimously

1.3. Consideration of Standing Orders on Change of Chairman. Councillors agreed adoption of the extant Standing Orders pending more detailed review, held over to later in the year.

2. APPOINTMENT OF COMMITTEE, REPRESENTATIVES AND CLERK

2.1. Clerk to Parish Council. The Chairman identified that Beverley Harrison was appointed as Clerk taking over from Carinna Vickers. The Council Members expressed thanks to Mrs Vickers for her hard work as Clerk on behalf of the Parish Council over the previous five years.

2.2. Councillors took specific responsibilities as follows:

2.2.1. Village Hall and Neighbourhood Plan: Cllr Scutt

2.2.2. Play Park: Cllr Bugler

2.2.3. Boyles Trust: Cllr West

2.2.4. Finance; Flooding and Litter: Cllr Bennett

2.3. It was hoped that the following Parishioners would continue as parish 'Champions' for the following areas of responsibility:

2.3.1. Website: Russell Jepsson

2.3.2. Footpaths: Rachel Graham (vice Trevor Evans)

2.3.3. Transport: Richard Smith

2.3.4. Speed Watch: Andrew Denholm

2.3.5. Annual Litter Blitz: Paul Orchard

2.3.6. Play Park: Mel Shine

3. CO-OPTION OF PARISH COUNCILLOR.

Stand down of Cllr Stillitano left a vacancy on the PC. Following advertisement, Cate Dixon had volunteered and provided a short resume.

It was proposed that Mrs Dixon be co-opted. **Proposer:** Cllr Vincent; **Seconded:** Cllr Bugler
Cllr Dixon took her place on the Council.

4. APOLOGIES FOR ABSENCE.

Cllr Read had provided his apologies for the meeting.

5. **DECLARATIONS OF INTEREST.** Nil.

5.1. Councillors were reminded to update their Business Interest Forms.

6. **APPROVAL AND SIGNATURE OF MINUTES OF PREVIOUS MEETING.**

6.1. It was recommended that the minutes of the previous council meeting on 29th March 2018 be approved and that they be signed by the Chairman.

6.2. Matters Arising. Were taken with the agenda items.

7. **FINANCIAL MATTERS.**

7.1. Accounts 2017/18. The Internal Audit was complete for f/y 17/18 and it was proposed that Leigh Parish Council:

7.1.1. Approve the End of Year Accounts – Proposer Cllr Scutt; Seconded: Cllr Bugler – Unanimous.

7.1.2. Approve the Governance Statement within the External Audit Document for the year ended March 2018; - Proposer: Cllr Vincent; Seconded: Cllr Bugler - Unanimous

7.1.3. Approve the Statement of Accounts for the year ended March 2018; - Proposer: Cllr Vincent; Seconded: Cllr Bugler - Unanimous

Completed and signed accordingly by the Chairman and Clerk

7.2. Asset Register. Adoption Proposed: Cllr Scutt; Seconded: Cllr Vincent; - Unanimous

7.3. Risk Register. Adoption Proposed: Cllr Bugler; Seconded: Cllr Scutt - Unanimous

7.4. Report on S106 Moneys. Cllr Scutt had investigated projects which had yielded a levy that represented a fund upon which the village could draw.

7.5. Invoices for Payment. The following invoices were presented authorisation for payment:

7.5.1. Outgoing Clerk's Salary, to 15 May 2018

7.5.2. Outgoing Clerk's Expenses, to 15 May 18

7.5.3. Insurance to start 1 June 2018

7.5.4. 8 x Footpath Gates - £1322 – Being discussed before pay

7.5.5. Invoice for Advertising (new Clerk) – due repayment to Cllr Scutt - £152.60

7.5.6. Invoice for Internal Audit of 2017/18 Accounts - £70

7.5.7. Invoice Wendy Stillitano (Welcome Packs) - £10:50

7.5.8. Invoice for Village Hall use in 2017 - £234.00

All were agree for payment with exception of Item 7.5.4 (Gates) for discussion. The Chairman undertook to discuss this invoice with Trevor Evans.

8. **AWARDING GRANTS**

There were no applications, or feedback from previous years. Cllr Dixon was tasked to check with the Parochial Church Council about previous use and future needs, prior to allocation of a grant.

9. **NEIGHBOURHOOD PLAN**

Cllr Scutt noted that activity was recently reduced, but that she hoped to work with Richard Smith get the project on track once more.

10. **TRAFFIC SPEED IN LEIGH**

The scheme was gathering impetus with sites fixed around the village that had been risk assessed by Dorset Police. An additional site (in the vicinity of the Leigh Cross) was suggested. The Chairman undertook to discuss this with Andrew Denham.

11. **PLANNING.**

11.1. Approval of planning permission has been given by WDCC: WD/D/18000067 Land South of Rose Cottage, South Street, Leigh.

11.2. Submission to SofS of Bournemouth, Dorset & Poole Mineral Sites Plan and Waste Plan

11.3. Planning consultation WD/D/18/000484 Black Barn, Back Drove, Leigh, DT9 6JD.

12. **FOOTPATHS.** See Annual Meeting

13. **GENERAL DATA PROTECTION REGULATION (GDPR).**

Cllr Bennett provided feedback on GDPR. The Parish had requested DAPTC to provide a simple reference sheet that would permit councils to act appropriately, although the District Council was still looking at the impact post-GDPR implementation 25 May 2018.

14. **WEST DORSET DC DEVOLUTION MEETING – 2 MAY 18**

Cllr Scutt referred to the meeting that she attended with Cllr Bennett. One topic discussed was the possibility of devolving district council activities to parish level. However, Councillors were assured by DCC that nothing would be ‘thrust upon them’.

15. **ITEMS OF URGENT NATURE – SUBJECT TO THE CHAIRMAN’S APPROVAL.**

Cllr Stutt reported that Wendy Stillitano had said that she had to give up her role as ‘Welcome Pack’ Champion. Cllr West kindly agreed to investigate how it might be best to ensure that this valuable initiative is continued in future.

16. **DISCUSSION PERIOD.** NTR

17. **DATE(S) OF NEXT LEIGH PC MEETINGS.**

17.1. It was confirmed that the next PC meeting was at 7-30pm on Tuesday 17th July 2018 at the Village Hall.

17.2. Subsequent meetings are scheduled for: Tuesday(s) 18th September; 20th November 2018.

The meeting formally closed at 20:50