

MINUTES OF A MEETING OF LEIGH PARISH COUNCIL HELD AT 7-30pm ON TUESDAY 17th JULY 2018 AT LEIGH VILLAGE HALL

Present: Cllr Bennett; Cllr Bugler; Cllr Dixon; Cllr Read; Cllr Scutt; Cllr West; DCllr Penfold
[and 8 members of the public.]

ITEM NO	Discussion and Decisions
1.	Apologies for Absence: Cllr Vincent
2.	Declarations of Interest: None.
3.	<p>VILLAGE AGM MINUTES</p> <p>To consider Draft Minutes of 15 May 2018 Annual General Meeting: Draft Minutes released for Village Website. Parish Clerk to Action.</p>
4.	<p>LEIGH PARISH COUNCIL MINUTES OF 15 MAY 2018</p> <p>Two corrections (change to 2.2.5 and addition of 2.3.6) were identified.</p> <p>Parish Clerk to action before signature by the Chairman. Amendments to the draft minutes were unanimously agreed.</p>
5.	<p>FINANCES – OVERVIEW</p> <p>The Chairman referred to the End of FY 2017/18 balances circulated. There were some VAT reclaim to be made and the Parish Clerk was asked to make this a priority.</p>
8.	<p>PLAYPARK. This item was brought forward to permit input from Playpark Committee Members from the floor.</p> <p>8.1 Four documents were circulated prior to the meeting which formed the basis for update.</p> <p>8.2 The Parish Council endorsed the Playpark Committee's choice of preferred 'prime contractor' – Gregory Landscapes - for the playpark's relocation.</p> <p style="padding-left: 40px;">8.2.1. Proposed: Cllr Scutt; Seconded: Cllr Read. Unanimously agreed</p> <p>8.3. Leigh Parish Council agreed to provisionally underwrite the identified project costs to date, to enable a fully detailed, final work schedule and exact total costs to be worked up with the preferred prime contractor. As at the meeting, provisional total expected costs were £12180 + £875, both plus VAT.</p> <p style="padding-left: 40px;">8.3.1. Proposed: Cllr Scutt; Seconded: Cllr West; Unanimously Agreed</p> <p>8.4. At the next Parish Council Meeting on 18 September 2018, the Playpark Committee was asked to present:</p> <p style="padding-left: 40px;">8.4.1. Detailed work schedules and final agreed costs with the preferred bidder.</p> <p style="padding-left: 40px;">8.4.2. Confirmation of the agreed start date for the prime contractor, and anticipated completion date.</p> <p style="padding-left: 40px;">8.4.3. Define what is <i>not</i> included in the above contracts. Further items (eg purchase and fitting of slide) for inclusion when funds permit should be identified and similarly costed.</p> <p style="padding-left: 40px;">8.4.4. Results of Playpark fundraising anticipated 30 September. It was taken that the figure would be around £1K as summer was difficult for fundraising.</p> <p>8.5 Subject to satisfactory submission of 8.4, the Parish Council intend to agree the relocation contracts at its September 2018 PC Meeting.</p>

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	<p>8.6 Following discussion, it was agreed to maintain the commitment to the Playground relocation and allocate £2000 to the Playpark sub-account; and to allocate a further £2000 to the Playpark sub-account once the second installment of the precept is received from WDC. (S.106 funds might be available, but still being defined by Cllr Scutt.)</p> <p>8.6.1. Proposed: Cllr Bugler; Seconded: Cllr Scutt; Agreed Unanimously</p>
6.	<p>AWARD OF GRANTS</p> <p>6.1. Cllr Dixon had investigated grants to St Andrew's Parish Church. In previous years, such grants were routinely directed to the church's Fabric Fund. Any grant made this FY would be to assist completion of works to make the space more user friendly to the wider community.</p> <p>6.1.1. It was agreed that a grant of £500 would be made to the St Andrew's Fabric Fund; see Item 15.3 for agreement.</p> <p>6.2. <u>Potential grant to NORDCAT transport.</u> DCllr Penfold had further investigated the NORDCAT service, which was essentially a charity. Whereas both the parish and the local council provided funds there was little feedback about the service, although it was noted independently that it was used in the village. Parish Clerk to invite feedback from Helen Read at NORDCAT (written or attending) for the November PC meeting.</p>
7.	<p>FOOTPATHS</p> <p>7.1. The Chairman reported that the PC had at its last meeting declined to pay an invoice of £1322 for new gates, as it was well above the sum previously agreed (Minutes of January 2018, item 10.1). Trevor Evans has consequently asked the supplier for two separate invoices defined as:</p> <p>7.1.1. Four gates, funding agreed by Leigh PC in FY 17/18 - £661 excl: VAT. These gates have already been installed, but not yet correctly invoiced</p> <p>7.1.2. Three gates for funding by Leigh PC in FY 18/19 - £496 excl VAT.</p> <p>7.2. Further to the above 7 gates being funded by Leigh PC, Dorset CC was progressing an initiative to encourage use of footpaths by less mobile people has:</p> <p>7.2.1. Provided a further 4 gates, free of charge to Leigh PC (Minutes of May 2017, item 11.1) in FY 217/18. These have all been installed.</p> <p>7.2.2. A further 3 gates (yet to be confirmed), free of charge to Leigh PC, in FY 18/19</p> <p>7.3. Two revised requests to invoice were received for £661 + VAT and £495 + VAT respectively. It was agreed that these revised invoices should now be paid.</p> <p>7.3.1. <u>Proposed:</u> Cllr Bennett; <u>Seconded:</u> Cllr Bugler; Agreed Unanimously.</p>
9.	<p>NEIGHBOURHOOD PLAN</p> <p>Cllr Scutt was now Chairman of the Neighborhood Plan Committee, assisted by the previous chairman. A questionnaire to all parishioners was ready to go once funded. There were ongoing issues submitting a second grant application on-line. The PC was content to act as temporary custodian of any grants, as per last FY.</p>
10.	<p>PLANNING</p> <p>Clerk to circulate list of outstanding / consultation documents.</p>

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11	<p>FLOOD ALLEVIATION</p> <p>The Chairman had circulated a paper detailing the plans for alleviating the incidents of flooding in the Bridge Garage area. The concept would provide a ‘choke’ in the river some 1 km upstream from the Garage, thus creating a temporary flood pool at this point instead.</p> <p>11.1. While there was no provision for this project in this FY’s budget, the project was supported by FWAG(SW)’s ‘Hills to Levels’ project, which might fund some 60% (previously, discussions indicated that this might be 90%) of the estimated £10K + VAT costs. It was agreed that other sources of funding might be sourced as the project was for the wider good. DCllr Penfold undertook to investigate potential County Engineering funding support.</p> <p>11.2. In the interim, it was agreed that phase 1 of the project (investigation of the stream substrata, regarding the feasibility of driving steels 3m into to river bed), should be carried out whilst conditions were good.</p> <p>11.3. <u>It was proposed that:</u></p> <p>11.3.1. Leigh PC records its formal appreciation of Roy Hayes’ (of FWAG(SW)) ongoing involvement and support for the project.</p> <p>11.3.1.1. <u>Proposed:</u> Cllr Read; <u>Seconded:</u> Cllr Scutt</p> <p>11.3.2. Leigh PC records its formal appreciation of FWAG(SW)’s likely preparedness to fund a significant percentage of the project.</p> <p>11.3.2.1. <u>Proposed:</u> Cllr Scutt; <u>Seconded:</u> Cllr Bugler</p> <p>11.3.3. Leigh PC records its full support for the flood alleviation project described.</p> <p>11.3.3.1. <u>Proposed:</u> Cllr Bugler; <u>Seconded:</u> Cllr West</p> <p>11.3.4. Leigh PC agrees to the conditions under which the Ilchester Estates permits the work to be completed.</p> <p>11.3.4.1. <u>Proposed:</u> Cllr Scutt; <u>Seconded:</u> Cllr Dixon</p> <p>11.3.5. Leigh PC agrees to allocate £1K towards the project, on the understanding that further refinement of the total costs would be forthcoming. It recognized that additional sources of funding would, in all probability, be needed.</p> <p>11.3.5.1. <u>Proposed:</u> Cllr Scutt; <u>Seconded:</u> Cllr Dixon</p> <p>11.3.6. Leigh PC allocates up to £500 + VAT (to be paid from the £1k allocated above) for Phase 1 investigative works</p> <p>11.3.6.1. <u>Proposed:</u> Cllr Bugler; <u>Seconded:</u> Cllr Scutt</p>
12	<p>WARDING</p> <p>12.1. Cllr Bugler had attended a briefing at the WDDC offices on 11 June 2018 – He explained that Leigh was in the “52- Yetminster Grouping” south of Sherborne. DCllr Penfold expanded on the matter to the extent that it was reducing 206 councillors to 82 as part of reorganisation. The new warding arrangements put Leigh back into a more familiar grouping indicated on the maps.</p> <p>12.2. A survey has been launched to poll opinion about the new warding arrangements and it was noted that response was still essential even if everyone agreed. The survey</p>

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	<p>has been linked onto the Village website and other means of publicity should be pursued. It was agreed that Leigh PC should record its support for the proposal through the Clerk.</p> <p>12.2.1. <u>Proposer</u>: Cllr Bugler; <u>Seconded</u>: Cllr West; Unanimously Agreed.</p>
13	<p>WELCOME PACK</p> <p>Cllr West had been asked to consider the future of the Leigh ‘Welcome Pack’ and reported back. There was a risk that material provided in the Welcome Pack would easily go out of date, so that the matter was approached from the best way to keep everything in reasonable currency. It was estimated that there would be c.10 x new households per year requiring a Welcome Pack. Content should include:</p> <ul style="list-style-type: none"> • Welcome Letter from the Parish Council • Reference to the Village website and events • Useful local Websites • The Wriggle Valley Magazine • The village street plan might be included, although there were issues about the village address leaflet (it was no longer being updated), usually charged at £1. Similarly, the footpaths map was on-line but might need reference rather than printing. Cllr West to discuss possible best option with Rachel Graham (Footpath champion). <p>It was agreed costs for parish welcome packs would be met by the Parish Council.</p>
14.	<p>GDPR</p> <p>The Chairman very briefly updated on the General Data Protection Regulation (GDPR) as it applies to a small Parish Council. Advice was being produced by DAPTC.</p>
15.	<p>APPROVAL OF PAYMENTS</p> <p>The following invoices and payments were agreed, in addition to those through the minutes:</p> <p>15.1. Clerk’s Salary & Expenses.</p> <p>15.1.1. Salary for 9 weeks (15 May – 16 July): £336.28 – Proposed Cllr Read; <u>Seconded</u> Cllr Scutt.</p> <p>15.1.2. Expenses (hard drive for inclusion as a Parish asset) £62.99. <u>Proposed</u> Cllr Read; <u>Seconded</u> Cllr Scutt.</p> <p>15.2. Playground: Professional fees and Land Registry payment to Battens (to be paid from Playground sub-account). £160.00. <u>Proposed</u> Cllr Scutt; <u>Seconded</u>: Cllr Bugler</p> <p>15.3. Grant to Leigh (St Andrew) Fabric Fund. £500. <u>Proposed</u> Cllr Scutt; <u>Seconded</u> Cllr Dixon.</p> <p>15.4. DAPTC. Annual Membership Subscription £159.62. <u>Proposed</u>: Cllr Read; <u>Seconded</u>: Cllr Scutt</p> <p>15.5. Snow Clearance invoice for March 2018: £99 + VAT (For recovery from DCC). <u>Proposed</u> Cllr Read; <u>Seconded</u> Cllr Bugler</p>

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16	<p>CORRESPONDENCE RECEIVED.</p> <p>16.1. CIL Survey. Completed 29 June 2018.</p> <p>16.2. 2018 Commemoration Grant – for centenary of the end of the Great War. Date passed and the matter was already appropriately resolved locally.</p>
17	<p>ITEMS OF AN URGENT NATURE – SUBJECT TO CHAIRMAN’S APPROVAL</p> <p>None</p>
18	<p>DATES OF NEXT MEETINGS:</p> <ul style="list-style-type: none"> • Tuesday 18 September 2018 7-30pm at Village Hall • Tuesday 20 November 2018 – 7-30pm at Village Hall • 2019 dates notionally based on 3rd Tuesday at 7-30pm: <ul style="list-style-type: none"> ○ 15th January 2019 ○ 19th March 2019 ○ 21st May 2019; linked with Village AGM ○ 16th July 2019