

LEIGH PARISH COUNCIL

Minutes of a Parish Council Meeting (including readjoined Parish Council Annual General Meeting) Held On-line at 7-30pm on Tuesday 21st July 2020.

Members of the public were notified of the capacity to attend the meeting via Zoom.

Present: Cllr A Bennett (Chairman); Cllrs G Bugler and S Scutt.

In attendance: C/Cllr M Penfold, Mr G Fudge (for Item 8), Ms B Harrison (Parish Clerk)

ITEM NO

Discussion and Decisions

Opening Remarks. The Chairman welcomed all attending the meeting on-line. The meeting was quorate.

1 Previous AGM Item 2 Finances and Accounts 1 April 2019/ 31 March 2020

The Annual Governance and Accountability Return (Part 3 as the income / expenditure exceeds £25K) reflects Leigh Parish Accounts for the previous Financial Year as submitted for internal audit and received for LPC meeting 21 July 2020. It is proposed and agreed that Leigh Parish Council:

1. Approve its End of Year accounts for 2019/20 (Spreadsheet)

Proposed: Cllr Scutt; seconded: Cllr Bugler

2. Approve the Governance Statement (AGAR page 4)

Proposed: Cllr Bugler; seconded: Cllr Scutt

3. Approve the Accounting Statements (page 5 of 6) for External Audit Document for year ended 31 March 2020

Proposed: Cllr Scutt; seconded: Cllr Bugler

These accounts are available for examination, within distancing requirements and notice, (as attached) to be publicized when the AGAR is forwarded for external audit.

- 2 Asset Register. The parish's **Asset Register** for year ended 31 March 2020 – as revised had been circulated before the meeting and accepted as it stood in the knowledge that a number of major purchases were due in-year and which would be recorded when acquired.

3. LPC Risk Assessment. The parish's Risk Assessment was held over from the previous meeting and its revised version was circulated pre-meeting. Adjustments were added to accommodate frequent changes in respect of centrally imposed COVID-19 measures.

PARISH COUNCIL MEETING

1. Apologies for Absence were received from: Cllrs Dixon, Read, Vincent and Ward. The meeting was quorate, per Standing Orders – three councillors.
2. Declarations of Interest: Nil

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3. LEIGH PARISH COUNCIL MINUTES

Minutes of the online Leigh Parish Council Meeting held on 12 May 2020 had been circulated and displayed. It was proposed that the minutes be accepted as an accurate record of the meeting.

Proposed: Cllr Scutt; Seconded: Cllr Bugler

3.1. Matters Arising were dealt with in the meeting's agenda.

4. FINANCES OVERVIEW: Current Year

The in-year spreadsheet reconciled to 30 June 2020, had been circulated in advance of the meeting. With effect 1 July 2020: £11381- was held in the Playpark account, with major expenditure planned (see Item 6); £4088 – was held in the Village Green account, again with expenditure due. £6,359 remained unallocated.

4.1. Balances reflected VAT recovery on expenditure by the Parish Council 1 Jan -31 Dec 2019 and was allocated: £2972-90 to the Play Park, £537-77 to the Village Green and £275-80 to the Parish Council account, reflecting the expenditure by those accounts.

4.2. It was confirmed that the Parish Clerk's hours had equalized sufficiently towards the end of the financial year (2019/20) and payment of time over an average of 4 hours per week was not considered necessary. See Item 5

5 APPROVAL OF PAYMENTS

A schedule of Parish Council payments was circulated pre-meeting and adjusted in meeting as attached.

5.1. Payments made since previous meeting to the value of £6278-42, listed as attached, the payments were agreed.

Proposed Cllr Scutt; Seconded Cllr Bugler

5.2. Invoices for consideration and agreement in meeting were listed on the Schedule to the value of £1270-26. Cheques would be circulated for signature after the meeting.

Proposed: Cllr Bugler; Seconded Cllr Scutt

5.3. Payments expected and mandates required before the next LPC meeting (September 2020) were added to the Schedule, as were others that became evident throughout the business of the meeting, although all would need agreement at the time.

6 PLAYPARK UPDATE

Cllr Bugler updated the meeting on Playpark developments since the last meeting.

6.1. RoSPA Safety Inspection. The Annual safety inspection was complete, and the Parish had the report with minor observations. The steps to the Multiplay equipment required repair, beyond the temporary fix of removing all of the failing wood steps, so that the equipment could stay in use. Muddy Waters had been tasked to rebuild the steps, quoting £415 + VAT for the work. It was agreed that works should be progressed on that basis.

Proposed Cllr Scutt; Seconded Cllr Bennett

6.2. The Play Park was opened again with effect 5 July 2020, with

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appropriate signage to manage risk during the pandemic. Arrangements were ongoing to source and fit the replacement slide, with one costing received so far. Grass cutting was continuing in parallel with the Village Green – see Item 7.

6.3. VAT refunded for bills paid out on behalf of the Play Park had been added to the account so that it had a balance of £11,249 once invoices up to the end of June were paid.

7. VILLAGE GREEN UPDATE

7.1. The Chairman reported on progress with the Village Green Project. The fencing and gates were completed since the previous meeting. There had been varying comments, and mostly in favour. Dispensers for dog waste bags had been fitted, as had signage for the Green. Two more litter bins were ordered and in hand with Dorset Council (Commercial Waste Team) and received agreements were to be signed by the Parish Clerk. The Parish had to pay for the supply (£385-30 estimated) and emptying as trade waste and in common with County services a direct debit would be required.

7.2. There had been heavy rain over the previous winter and surface water was reported to be running off green across onto two adjoining properties, although this was not a new problem. Having addressed it to LPC, it was now reported that the respective owners had agreed their course of action.

7.3. The grass was being cut twice per month (with the Play Park), costing the Village Green £75 per cut, so £150 per month. It was queried whether the grass still needed cutting as frequently at this time of year, and Cllr Bugler undertook to discuss reducing the frequency with the supplier for the Play Park and the Village Green.

8. **FINGER POST RESTORATION.** This Item was moved up the Agenda. Mr Fudge and his team (Gordon Morris and Les Wallace) produced and circulated a comprehensive list of posts to be restored and an estimate of costs for each post. There had also been exchange of emails to consider the scope of the project, its timing and potential costs (see attached table of costs) that were summed up in meeting by Mr Fudge.

Some work had already been completed, particularly repainting the base posts and clearing vegetation from the 2 x milestones. No budget for the project had been provided for in-year; however it was considered that there remained sufficient headroom in-year to continue with the project. There was also potential for grant funding, £100 per post, from CPRE.

It was agreed that:

The posts be restored in priority order: 1. Totnell Corner; 2. The Cross; 3. Club Corner.

Another two posts on the parish boundary affected appearance and directions to Leigh, so an approach would be made to neighbouring parish councils to share costs:

Yetminster about Stake Ford Cross post

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Long Burton about the post on Bailey Ridge junction

The team should be permitted to incur costs for the 3 identified posts up to £1600 this FY to progress the project.

Proposed: Cllr Scutt; Seconded: Cllr Bugler

The Council expressed its great appreciation to Mr Fudge for the work already carried out by the team and its willingness to undertake the project.

9 CLIMATE CHANGE INITIATIVE

Cllr Dixon had sent her apologies for the meeting and circulated her notes in advance of the meeting. She noted that Dorset County had published its draft Climate and Ecology Emergency Strategy on 14 July 2020 pending its discussion at the Place Scrutiny Committee Meeting on 23 July 2020. She considered that the parish should incorporate elements of the County Strategy in the Parish Strategy and asked for input whilst she drafted it.

9.1. The establishment of vehicle electrical charging points were considered a potentially good first step for the parish, especially as grants were occasionally available for such initiatives. The Village Hall Committee was being consulted about exploring the possibility of working jointly on such a venture. The Hall's car park might be a potential site for establishing these

[9.2. See Item 14. Subsequent to the meeting, Cllr Dixon kindly agreed to lead on progressing this issue with the VH.]

10. PLANNING

To consider Planning Matters.

Correspondence around previous applications: WD/D/19/001434 and WD/D/20/000311 was noted. The Chairman referred to his correspondence (25 January 2020) with Dorset Planning about WD/D/19/001434, a retrospective application for The Poplars at Three Gates that had been withdrawn. Response was still awaited.

Publication of planning applications remains through the Western Gazette and WVM. Following changes since previous meeting:

- **WD/D/20/001158** - ILES FARM, SHERBORNE ROAD, LEIGH, SHERBORNE, DT9 6HW. Change of use of land from agricultural to a mixed agricultural and equestrian use, and the construction of a stable block, tractor shed and ménage for private use. Response submitted 13 July 2020.
- **WD/D/20/001416** LAND SOUTH OF LEIGH (Off Back Drove between Pound and Black Barn Farms) Erection of one dwelling and garaging together with alterations to existing vehicular access. Consultation expires 30 July 2020. The application was discussed extensively in the meeting, as the council had previously supported application for 2 dwellings on the same site. Since then building elsewhere within the parish had emphasized the subtle effect of the lie of the ground making houses seem more imposing than apparent in the plans. It was agreed to make this point whilst broadly

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supporting the application.

- **WD/D/20/000941 & 000942:** Lower Totnell Farm DT9 6HT, changes to old dairy building to increase accommodation. Council (previous meeting) response provided before expiry. Decision awaited.
- **WD/D/20/000934:** Totnell House South – DT9 6HT. Planning permission erection of ancillary music room and accommodation. Circulated for comment and response submitted, post meeting 12 May. Permission given 10 June 2020. Complete.
- **WD/D/20/000865 & 000866:** Whitehall Farm DT9 6JG. Planning permission for single storey, rear extension, internal alterations plus works to facilitate. Parish Council had responded in support prior to the deadline. Pending planning permission
- **WD/D/20/000603:** Holmbushes (adjoining parish) Extension –Planning permission given on 29 June 2020. Complete.
- **WD/D/20/001296:** Former bungalow demolition and build at Three Gates, Leigh. Response was required by 20 July 2020, but not made available for comment or even identifying the case officer. Method of reply was being clarified as at the date of the meeting. (Clerk’s note: It was found to be an input error and an email was sent after the date supporting the plans.)

11 **COVID -19** Parish matters were included in the other items, although the Council again expressed its thanks to Julia Jepson and other members of the Leigh Life Line Team, and Julia Jepson for facilitating the local market at the Village Hall on Wednesday’s.

12 **DAPTC CONSTITUTION REVIEW.** Councils had been consulted about changes to the DAPTC Constitution and this was circulated around Leigh Parish Council with no feedback proposed. Any Parish input was required by 1 September 2020, although it was considered unlikely.

13. **CORRESPONDENCE RECEIVED.**

13.1. A Road Closure Consultation was received by the Parish Clerk and was placed to the Website and on the noticeboard letting everyone know well in advance of consultation closure on 24 August 2020

13.2. The Parish Clerk had forwarded a letter from DAPTC CEO about the need for diversity policies at council level. Return sought by 31 August 2020. The PC resolved that no response was necessary.

14 **ITEMS OF AN URGENT NATURE – SUBJECT TO CHAIRMAN’S APPROVAL**

14.1. Village Hall Update. Cllr Scutt had attended a Village Hall Committee Meeting shortly before the Parish Council meeting and she was able to provide an update, not least that plans were in hand to permit its use once more as restrictions were relaxed. It meant that several changes were being made, including providing plastic sheeting in the patio area to permit opening the patio doors for ventilation, plus greater outdoor space and usage. It was also being planned to include a bar area in the Committee Room to assist the monthly Pop-Up Pub arrangements. She reported on

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recent discussions about the proposed charging point(s) at the Village Hall, discussed Item 9.1.

14.2. Overgrowing Foliage. It was noted that there had been a recent low-level light trim of hedges for traffic visibility, but a property in South Street was noted as having significant overgrowth that required attention. It is the property owner's responsibility and the Clerk undertook to write, once the property was identified.

14.3. Defibrillator Update. Cllr Bugler reported that the batteries required replacement in August 2020 and asked for agreement to purchase replacements. Approved and added to the payments schedule as it was likely to be before the next meeting.

15 DATE(S) OF NEXT MEETINGS:

Next Scheduled LPC meeting at 7-30pm on Tuesday 15 September 2020, subsequent meeting (Hall booked) 17 November 2020. Arrangements to be agreed.

Distribution:

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- Printed copy to Parish Noticeboard