

	<p style="text-align: center;"><u>MINUTES</u> <u>LEIGH PARISH COUNCIL MEETING</u> <u>TUESDAY 08 JULY 2025 AT 1900</u></p>												
	<p><u>Present – Councillors</u> Steve Humphries (SH) – Chairman Sam Vincent (SV) Alfie Southwell (AS) Alan Bennett (AB) Julie Taylor (JT)</p> <p><u>Clerk</u> Kaye Elston (KE) Members of the public: 3</p>												
1	<p><u>OPENING REMARKS by CHAIRMAN</u> The chairman thanked everyone for attending and welcomed the audience to the meeting.</p>												
2	<p><u>APOLOGIES for ABSENCE</u> Mark Read (MR) and Chris Kippax (Dorset Councillor) – these were accepted.</p>												
3	<p><u>LEIGH ANNUAL PARISH COUNCIL MEETING AND ORDINARY MEETING MINUTES 13.05.2025 AND MATTERS ARISING</u> Minutes of 13th May 2025 Leigh Parish Council meetings were formally approved and signed by the Chair. Actions from the last meeting are covered on the agenda</p>												
4	<p><u>COUNCILLOR CHRISTOPHER KIPPAX</u> Councillor Kippax has sent his apologies. Councillors wanted to thank him for the regular emails he sends with information attached. SH advised that people need to use a booking system from the autumn for 4 of the 10 recycling centres in Dorset, including Sherborne. This will potentially act as a barrier to some people with the risk of fly tipping increasing.</p>												
5	<p><u>FINANCES OVERVIEW</u> 5.1 <u>Reconciliation of bank account (shared file)</u> Council approved the Bank Reconciliation: £24 100.63 (as at 30.06.2025)</p> <p>5.2. <u>Sums allocated to various Sub Accounts</u> On 01.07.2025 the sums allocated to the sub-accounts stood at</p> <table border="1"> <tr> <td>Play Park (£8230.01 on behalf of The Play Park Committee)</td><td>£9,145.08</td></tr> <tr> <td>Village Green</td><td>£347.78</td></tr> <tr> <td>Community Infrastructure Funds</td><td>-</td></tr> <tr> <td>Repair and Replace Fund</td><td>£5389.66</td></tr> <tr> <td>National Lottery Environment Talks Fund</td><td>-</td></tr> <tr> <td>FUNDS SUMMARY TOTAL</td><td>£14,882.52</td></tr> </table>	Play Park (£8230.01 on behalf of The Play Park Committee)	£9,145.08	Village Green	£347.78	Community Infrastructure Funds	-	Repair and Replace Fund	£5389.66	National Lottery Environment Talks Fund	-	FUNDS SUMMARY TOTAL	£14,882.52
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6	<p><u>INVOICES RECEIVED – PRE-APPROVED TO PAY</u></p> <p>6.1 <u>The following invoices were presented:</u></p> <ul style="list-style-type: none"> • Baker Fox Associates (19.05.25) internal audit £125 • Leigh Village Hall (19.05.25) silhouettes £175 • Lloyds Bank (19.05.25) service charge £4.25 • Sarah Brockway standing order (28.05.25) Payroll fee £20.00 • HMRC (30.05.25) PAYE £93.60 • Kaye Elston (30.05.25) Clerk salary £140.80 • TA Holder (06.06.25) Grass cutting £236 • DAPTC (06.06.25) Subscription £255.50 • Playsafety Ltd (06.06.25) £129.60 Inspection • PWL Loan (10.06.25) Loan repayment £1231.47 • Zurich Insurance (10.06.25) Insurance £644.73 • Lloyds Bank (17.06.25) Service charge £4.25 • HMRC (30.06.25) PAYE £93.60 • Kaye Elston (30.06.25) Clerk salary £140.80 • Sarah Brockway standing order (30.06.25) Payroll fee £20 • TA Holder (30.06.25) Grass cutting £236 <p>Councillor Humphries requested that all Invoices need to be circulated to all councillors.</p> <p>6.2 <u>Forthcoming payments for advanced approval</u></p> <ul style="list-style-type: none"> • Dorset Air Ambulance donation - £50 (September). <p>These payment were approved:</p> <p><i>Proposed: Councillor Southwell</i></p> <p><i>Seconded: Councillor Vincent</i></p> <p><i>All councillors present in agreement</i></p>		

	<p>6.3 <u>Payments/Income received</u></p> <ul style="list-style-type: none"> • There were none. <p>6.4 <u>Transfer from non ring fenced funds to Village Green fund</u></p> <p>It was agreed to transfer £2000.</p>
7	<p><u>INTERNAL AUDIT AND CERTIFICATE OF EXEMPTION</u></p> <p><u>Internal audit report</u></p> <ul style="list-style-type: none"> • £8230.01 being held for the Play Park Committee has been removed from income and noted on the external audit return (AGAR). • Ideally the Play park Committee would hold this funding but there have been some delays in setting up their own bank account.
8	<p><u>BUDGET MONITORING 2025-26</u></p> <ul style="list-style-type: none"> • See Minute 5.6 above.
9	<p><u>PLANNING APPLICATIONS</u></p> <ul style="list-style-type: none"> • P/FUL/2025/013144 Leigh Village Hall, Chetnole Road, Leigh DT9 6HL – Resurfacing part of driveway. No objections.
10	<p><u>DOCUMENTS/POLICIES TO BE UPDATE</u></p> <ul style="list-style-type: none"> • Financial Regulations 2024 – to be drafted once the Standing Orders have been approved. Agenda item for September. • Standing Orders – draft circulated to councillors prior to the meeting. Clerk talked through the changes and councillors agreed to adopt the policy. Clerk will put onto the website. • Privacy Statement – draft circulated to councillors prior to the meeting. Councillors agreed to adopt, and clerk will put onto the website • Planning Policy – due for review but need to await Dorset Plan to be confirmed. • Safeguarding Policy – draft circulated to councillors prior to the meeting. Councillors agreed to adopt, and clerk will put onto the website.
11	<p><u>EXPLORATION OF GOV.UK EMAIL DOMAINS</u></p> <ul style="list-style-type: none"> • Clerk circulated information prior to the meeting to bring to councillors's attention the recommendations from the National Association of Local Council to move over to these email domains. • Councillors will continue to monitor the situation.
12	<p><u>PLAY PARK UPDATE</u></p> <ul style="list-style-type: none"> • RoSPA Report – the inspection was completed in May and has identified two areas that require further investigation: Wear on the chains of the swings at the top – SH has inspected them, and there is minimal wear of 2mm on the 8mm chain over the last 30 years. SH will continue to monitor them, although all councillors were in agreement that there is plenty of life left in the chains. Strimmer marks on the wooden equipment – SH has inspected the equipment and advised that putting strimmer guards in place around the poles would solve this issue although around the tractor these wouldn't be effective, due to the construction of the equipment. SH suggested that an area around the tractor that is not grass would be the best solution, similar to the area around the climbing frame. SH to report back at the next meeting.

	<ul style="list-style-type: none"> Drainage pipes - SH reported that he has regularly been up to look at the ongoing situation with the drainage pipes. There was another piece sticking out of the surface which has been removed, and the woodchip has been topped up and levelled out. There have been no flooding issues in that area. Shelter on the Play park area – when discussed at the last meeting the parish council were in agreement in principle for some form of shelter to be installed. An image of the proposed structure has been provided by Charlie Adey, of the play park committee, and circulated to councillors with all agreeing it appears to be a quite a substantial structure. SH has spoken to Charlie Adey about the shelter to get some more detail. Councillors believe the proposed structure is too large and potentially could attract some antisocial behaviour but are in agreement for some form of sun shelter. Ideally this would be a temporary structure for the summer and then removed for the winter. The shelter would need to be funded from play park money, but the parish council would own and be responsible for the maintenance of the shelter. SH to talk to Charlie Adey.
13	<p><u>VILLAGE GREEN UPDATE</u></p> <ul style="list-style-type: none"> Hedges need cutting in September/October and is organised between SV and MR. SV to organise.
14	<p><u>FOOTPATHS UPDATE</u></p> <ul style="list-style-type: none"> Footpaths Representative Leonora Steward has taken on this role and is completing a survey of the paths and gates/stiles etc. She has put in a lot of work so far surveying the footpaths in the village and building up a portfolio of their condition. She has drafted an up to date Google map and file that will be shared with councillors and Dorset Council once completed. Landowners have responsibility for stiles on footpaths and the maintenance of the sides of the footpath along with the responsibility of keeping the right of way open. Highways are responsible for surface vegetation. Stuart Semple is now the Ranger for Leigh. Parish councillors wanted to thank Leonora for her hard work since she has taken on this role and formed a good link with Stuart Semple. Dorset Council gate opportunity – at the last meeting a scheme was discussed whereby Dorset Council would match any gate replacement that takes place (on a 3 for 3 basis) which means for 3 gates paid for by LPC another 3 would be replaced and paid for by DC. This is not currently available but will be accessed when it becomes available next time. The cost of a gate to be installed by DCC is currently £240.
15	<p><u>DEFIBRILLATOR/CPR COURSE</u></p> <ul style="list-style-type: none"> SH has been working with Graham Bugler (Defibrillator representative) and a date has been agreed for the free training to take place delivered by the Dorset and Somerset Air Ambulance. The date of the training is Wednesday 8th October from 1630 to 1830 in the Village Hall. Graham is organising the advertising which SH is supporting him with. Details of how to book will follow. Donation to Dorset and Somerset Air Ambulance – councillors agreed to make a donation of £50 for providing the training. <p><i>Proposed: Mr S Humphries</i> <i>Seconded: Mr A Bennett</i> <i>All councillors present in agreement</i></p>
16	<p><u>RIVERS UPDATE</u></p> <ul style="list-style-type: none"> SV advised that funding has now been secured from the Environment Agency for work to be completed on the swells, re-profiling of the river along with more leaky dams that affect the river running through Leigh. Work will commence next week.

	<ul style="list-style-type: none"> Case studies for the Wriggle magazine – these are being collated to put in to the magazine so that the village can see what work has been completed. Properties on West River and flooding – AB reported that there are properties that have flooded in the past at that location and one of the owners approached AB previously and this work is now being looked at again. There has been a plan drawn up that will have three phases. Phase 1 would be to divert the water into a field, in the form of a leaky dam or swell, initially and an estimate for this work is currently being sought. This work is unlikely to be able to access the funding opportunities that SV has referenced as they have their own remit e.g. to reduce phosphates. SV will review any other possible funding streams with AB.
17	<p><u>TRANSPORT</u></p> <ul style="list-style-type: none"> Wriggle Valley Bus Project update – there are no current updates as awaiting data of the usage of the service which should be available in September.
18	<p><u>PARISH TRAFFIC CALMING AND SPEED AWARENESS</u></p> <ul style="list-style-type: none"> Update on 20mph speed limit application – there are no further updates from the previous meeting where it was confirmed that the application had been acknowledged by DCC. Please Slow Down signs – The DCC team have advised that they can install a sign on each entrance into the village, as the village meets the criteria. There will be no charge for this, and they will be installed on existing posts. The parish council would be responsible for keeping them clean and replacing if required. Once they have been installed for 6 months then a survey will need to be completed to check their effectiveness. If they are deemed to be effective, then they will stay in place for a further 12 months. By December 2028 Dorset Council would advise if they are to stay in place or be removed. Their installation supports the 20mph speed limit application. All councillors were in agreement to have them installed in three places of entering the village from Chetnole, Yetminster and Totnell. Totnell pedestrian on road signage – this is still ongoing in terms of decision for a location for the sign.
19	<p><u>INFORMATION CIRCULATED</u></p> <ul style="list-style-type: none"> DAPTC Newsletters Communications from Councillor Kippax Local Councils Explained (NALC digital publication) Neighbourhood Plan grant funding ending Planning information – new legislation.
20	<p><u>CORRESPONDENCE RECEIVED.</u></p> <ul style="list-style-type: none"> Dorset Local Plan Event on 14 July – to be held at Dorchester Corn Exchange. Two sessions available to chose from 1100-1300 or 1400-1600.
19	<p><u>ANY OTHER BUSINESS</u></p> <ul style="list-style-type: none"> Complaint regarding an inspection at the local kennels – AB has been working with the owners, and an official complaint was submitted to Dorset Council. Dorset Council have advised that they have completed a formal investigation but cannot comment any further. Councillors thanks AB for all of his work and support to the kennel owners. Dorset Council have a local nature recovery strategy consultation currently out and encourage people to complete. SV to send out the link. SH advised that Russell Jepson is looking for someone else to take on the running of the village website and give it a refresh. This will be published in the next WVM to see if someone comes forward to take on the task.

20	<p><u>DATES OF NEXT MEETINGS IN LEIGH VILLAGE HALL:</u></p> <ul style="list-style-type: none"> • 9 September at 1900 • 11 November at 1900 <p>Clerk to book meetings in the Village Hall for 2026.</p>
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Meeting closed at 2045

Signed.....

Steve Humphries 09 September 2025

Chairman, Leigh parish council