

CRANBORNE AND EDMONDSHAM PARISH COUNCIL

Minutes of Parish Council Meeting held on Tuesday 15th November 2016
in The Cecil Memorial Hall, Cranborne.

PRESENT: Cllr. Dr. J. Turner (Chair), Cllrs Mrs Batten, Butter, Isaacs, Mackenzie and Packman. Cllrs. Hayward and Morse and Stirling.
Clerk Mrs S Fairchild.

1. Open Forum. Members of the public present were Mrs Fiona Vigar and Mr Michael Campbell as prospective councillors. Mrs Debbie Amey who is also interested in becoming a councillor gave her apologies. Mr Tim Chandler was also present.
2. Apologies for absence received from CCllr Butler.
3. Disclosure of Interests. Cllr Dr Turner for 8.4.
4. Minutes of the previous meeting on 18th October 2016 were accepted as an accurate record and duly authorised and there were no matters arising.
5. **PLANNING**
 - 5.1 3/16/1808/TCA – Tree works, T1 & T2 Yews, T3Yew – remove 4 lower branches, T4 & T5 Yews, T6 Yew, T7 & T8 Magnolia – remove diseased limbs at The Old Vicarage, Wimborne Street.
Permission Granted.
 - 5.2 3/16/2062/TCA – Fell 2 x Norwegian Spruce at 26 Grugs Lane, Cranborne.
Permission Granted.
 - 5.3 Appeal Ref : APP/U1240/D/16/350948 (3/16/0151/FUL), 2 Salisbury Street, Cranborne.
Appeal Dismissed.
6. **DORSET COUNTY COUNCIL & DISTRICT COUNCIL MATTERS**
 - 6.1 Cllr Butler Reports. No report as not in attendance.
7. **PARISH COUNCIL MATTERS**
 - 7.1 Chairman's Report.
The Chairman said that we have potentially 3 new councillors who are in attendance although Mrs Amey is unable to attend.
He advised that there was no update on the wall at No 3 High Street. Cllr Mrs Mackenzie asked if we had chased the Conservation Officer regarding the metal rods in the wall and the clerk confirmed that she had done so.
The Chairman said that he had spoken with Tim Hall re the Christmas tree for this year. They will erect as usual, Simon Janes will deal with the electrics. Cllr Mrs Packman asked if they could put boards down to protect the grass because last year the ground was badly churned up. The Chairman said he will email Tim again and

ask them to provide boards. He said that the collection at the carols this year will go to The Trussle Trust.

He also mentioned the war memorial and the fact that this needed the refurbishment that it was planned to get a few years ago. Cllr Mrs Packman said that she said that she thought we had applied for funding. The clerk advised that she had completed the preliminary applications forms and had been advised that we would be eligible for a grant from the Grants for War Memorials. Unfortunately, this went no further due to the clerk's illness at that time. The clerk said that she felt this would be a worthwhile project for the sub-committee for the annual parish council project to take on. There was some confusion as to who was on the committee but confirmed that Cllr Dr Turner, Cllr Mrs Packman Cllr Mrs Butter were the remaining sub-committee. Cllr Mrs Isaacs asked if the war memorial in Edmondsham Churchyard could also be included. The clerk asked for a member of Edmondsham to join the sub-committee and Cllr Morse agreed.

Post Meeting Note: The sub-committee was originally formed at the meeting of 21st June 2016, minute reference 30/16/7.9.

- 7.2 ROW. No update.
- 7.3 Playarea. The clerk confirmed that the lead time for the new leg on the basket swing was currently 8-10 weeks.
- 7.4 Website. The statistics have been emailed to all members.
- 7.5 Highways. Re 'Working Together with Highways', the clerk advised that she had looked back on the PC's requests from November 2015 to November 2016 just to see how much and what we asked for. She said that there had been 15 requests in total, broken down as follows :-
 6 x gully/drain blast requests – 2 Cranborne, 4 Edmondsham
 6 x pothole requests – 4 Cranborne, 2 on the Edmondsham to Cranborne Road
 1 x mud build up in the middle of the road – Castle Hill, Cranborne
 1 x edge of carriageway deterioration – Creech Hill Road, Cranborne
 1 x verge sided back – Edmondsham.
- 7.6 Flytipping. The Chairman said that this was getting worse and reminded councillors of the email he forwarded from Jerry Laker.
- 7.7 Defibrillator. Now fitted on the Sports and Social Club wall and some training has been provided previously. The Chairman said that he has been trying to organise training with Nurse Suzi from the surgery but she has now left. Cllr Mrs Isaacs said that she thought that Eric Stevens may be able to provide training. She will check and advise.
- Action Cllr Mrs Isaacs***
- 7.8 Community Noticeboard. This is now fitted and the clerk has given the keys to Cllr Mrs Batten who will 'police' the board. Cllr Mrs Batten asked what she should allow on the board and for how long. Confirmed that anything for the community, things within the parish, local information and for a period of 4 weeks. The clerk

said that she would do a notice for the board and laminate saying who to contact with phone number and email address.

Action Clerk

7.9 Annual Parish Council Project. Already discussed. Cllr Mrs Isaacs said that perhaps a new noticeboard for Edmondsham could also be a project as theirs was falling to bits. The clerk confirmed that the council's noticeboard in Cranborne is very poor and very hard to get into.

7.10 Transport. Cllr Hayward advised that there was nothing to report.

7.11 Tree Survey. The Chairman advised that someone has unofficially looked at the trees and confirmed that they are safe, however, a tree survey still needs to be completed. The clerk said that she was having difficulty finding someone and has telephoned Nick Lawrie twice and emailed Banyards but no-one has come back to date.

Post Meeting Note: Cllr Morse has emailed the clerk and given the names of 2 tree consultants that he deals with through work. The clerk will contact.

7.12 Village Hall. The Chairman said that the village hall belongs to the parish council and is managed by the village hall committee. He said that this now needs to be added to the asset register. The clerk has asked Andrew Robinson to carry out a valuation but he has advised that he has a colleague that could do it for us for a reduced cost of £200.00 (normally £400.00). Cllr Hayward asked who insures the hall and the Chairman confirmed that the committee do at a cost of about £1000 per year. All agreed to instruct Andrew Robinson's colleague to carry out the valuation at a cost of £200.00.

Proposed : Cllr Mrs Mackenzie

Seconded : Cllr Mrs Butter

Action Clerk

7.13 Parking in 'Car Park'. The clerk has received an email from Mrs Sara Agombar who lives at No 8 Water Street, next door to the village hall. They are having increasing problems with people parking in front of the entrance to their driveway who are using the village hall, picking up children from classes at the village hall and from parents picking up from the first school. The clerk has emailed the village hall committee to ask if they would consider updating their 'no parking' sign and to the first school to ask parents to park considerately. She has also emailed the Cranborne Estate to ask if it might be an idea for an official sign from themselves on the fence. She has also emailed Mrs Agombar back to let her know what actions have been taken.

7.14 The Pensions Regulator. The clerk has carried out the official duties for the 'workplace pension' which have been set by the pensions regulator. After initially registering online last year, the automatic enrolling duties commenced after the staging date of 1st October 2016. Although the clerk does not qualify to be entered into a pension scheme the duties still need to be fulfilled. Therefore, even though the declaration deadline is not until 28th February 2017, she has written to herself to confirm that she will not become a member of a pension scheme and has completed the declaration of compliance online. The Chairman signed the letter.

- 7.15 Parish Council vacancies. Already discussed.
- 7.16 Cranborne Village Hall. Nothing to report.
- 7.17 Edmondsham Village Hall. Cllr Morse advised that unfortunately the application to Morrison's for funding had been turned down. They will be meeting to find a way forward and to approach other organisations. Cllr Mrs Isaacs said that she was attending a meeting re funding and will pass on any information.
- 7.18 CASC. Open weekend has been held and Cllr Mrs Isaacs currently compiling the data received from that. There is to be a meeting with Anita Henson next week.
- 7.19 DAPTC. Nothing to report.
- 7.20 Police. Newsletter has been emailed to all members.

8. FINANCE

- 8.1 To approve the following payments :-

£1534.00 – Mr Marcus Edwards for grounds maintenance 2016 season (final payment of 3 totalling £4600.00)

Proposed : Cllr Mrs Isaacs Seconded : Cllr Stirling

£30.00 – Mrs A Lawson for completing internal audit for 1st half year 2016/17

Proposed : Cllr Mrs Batten Seconded : Cllr Morse

£1356.24 – Mrs S E Fairchild, clerk's salary for 3rd quarter 2016/17 (Oct-Dec)

Proposed : Cllr Mrs Batten Seconded : Cllr Mrs Mackenzie

£850.00 – Remedy Oak Carpentry for supply and installation of Community Noticeboard in Cranborne

Proposed : Cllr Mrs Isaacs Seconded : Cllr Mrs Batten

- 8.2 Approval of half yearly internal audit report (deferred from October's meeting due to auditors sickness). Approved by all present.

Proposed : Cllr Mrs Packman Seconded : Cllr Morse

- 8.3 Budget 2017/18 to be formally approved. Approved by all present.

Proposed : Cllr Mrs Butter Seconded : Cllr Mrs Isaacs

- 8.4 Application for Grant Aid 2016/17 from Citizen's Advice Bureau. It was discussed between members how good the surgery is that the CAB hold at the Doctor's practice in Cranborne. Cllr Mrs Isaacs proposed that the amount be increased to £400.00, all agreed.

Proposed : Cllr Mrs Isaacs Seconded : Cllr Stirling

9. FOR REPORT ONLY

- *Cllr Mrs Isaacs* – organised a poppy wreath for the Parish Council in Edmondsham for Remembrance Sunday which cost £30.00. To be claimed back at January's meeting. Cllr Mrs Batten said that the council had said last year that a wreath would be organised for both war memorials. Clerk asked to diary for next year.

Post Meeting Note : The clerk has looked at the minutes from 2015 and 2014 and there is nothing minuted to say that a poppy wreath would be organised for each war memorial for the future and this is probably why this was overlooked this year.

- *Cllr Mrs Butter* – the fire at the barn at Boveridge. Cllr Mrs Butter's husband has seen asbestos floating in the air and she is concerned. She has been into the estate office and has contacted the environment agency. The Chairman assured her that the fire brigade would definitely be on top of this. Clerk offered to email Mick Stead for assurance.

Action Clerk

- *Cllr Mrs Packman* – could we please make sure the tractor putting up the tree uses boards so as not to churn up the grass. She offered to find and provide some boards but the Chairman said he will speak with Tim Hall re this again.

Action Chairman

- *Clerk* – has a 'thank you' note from Mrs Packman on behalf of the PCC for the grant for the churchyard maintenance. She also said that she has received a letter from Simon Hoare inviting herself and the Chairman to a roundtable discussion on Friday 9th December. Unfortunately, neither of them can attend. However, Simon's secretary said that 1 member of the parish council may go instead. Clerk to email letter to all.

Action Clerk

The meeting closed at 7.50pm.