

# **Toller Porcorum Parish Council**

## **Minutes of the Parish Council meeting held on 8<sup>th</sup> March 2017**

### **At Toller Porcorum Village Hall**

#### **Present:**

Cllr D Ennals (Chair)

Cllr A Carstairs (Vice Chair)

Cllr J Miller

Cllr J Stavenhagen

In attendance:

Mrs K Sheehan (Clerk)

Cllr C Baker

Cllr D Billen

Cllr J Knowles

3 members of the public

#### **466. Apologies for Absence**

None.

#### **467. Declarations of interest and grants of dispensations**

None.

#### **468. To approve the minutes of the meeting held on 11th January 2017 and sign the same**

The minutes of the meeting of 11<sup>th</sup> January were **proposed** by Cllr Miller, **seconded** by Cllr Baker and duly **signed** as a true and accurate record of the meeting.

#### **469. Matters Arising**

The Clerk queried the current status of the cones and signs flagged up in the asset register action. Cllr Baker confirmed he had not yet spoken to Martin Wilson and agreed to do this to establish whether he is happy to continue storing them.

**Action: Cllr Baker to contact Martin Wilson about storage of cones and signs**

#### **470. County Matters**

None.

#### **471. District Matters**

Cllr Haynes reported that a new document about working with County Highways had been published and that she would forward this to the Clerk. She added that she was still working to find a way to bring ordered library books to Maiden Newton and Toller Porcorum but had not yet found a solution. Cllr Baker added that he, with other local people, would be attending a meeting with the WRVS and Library Service later in the week. He stated that the Post Office was still hoping to obtain a laptop for ordering books.

Cllr Haynes stated that the local government reorganisation had reached a point where the bid for unitary status had been submitted to the Secretary of State and a response was anticipated imminently. County elections were due to take place on 4<sup>th</sup> May 2017. In response to a question from Cllr Carstairs regarding the CCG recent Clinical Services Review, Cllr Haynes agreed to share a cabinet paper and stated that the CCG had not provided financial data used in the decision-making process. She also noted that 3000 planned homes in North Dorset had not been considered, among other planning considerations.

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Cllr Ennals thanked Cllr Haynes for attending and in response to a request for suggestions about guest speakers for the APA, Cllr Haynes suggested the Dorset Chief Fire Officer.

## 472. Finance and Procedure

### i. To consider the receipts and payments due

| Receipts         |                         | Feb/Mar       |      |        |
|------------------|-------------------------|---------------|------|--------|
|                  |                         | <b>0.00</b>   |      |        |
| Payments         |                         | Voucher       | Chq  |        |
| D Billen         | Toller Times            | 164           | bacs | 12.60  |
| Staff salary/exp | Salary/expenses         | 165           | bacs | 302.69 |
| D Ennals         | Postcrete/bolts/Mileage | 166           | bacs | 66.61  |
| Glasdon UK       | Grit bin                | 167           | bacs | 225.80 |
|                  |                         | <b>607.70</b> |      |        |

The payments were **proposed** by Cllr Carstairs, **seconded** by Cllr Miller and duly **AGREED**.

### ii. To consider arrangements for document storage and archiving

The members discussed document storage and archiving arrangements. After some discussion, Cllr Baker agreed to look through those documents currently stored by Cllr Miller and arrange for anything over seven years old to be sent to the County Archives.

**Action: Cllr Baker to look over Council documents stored by Cllr Miller.**

### iii. To resolve to close dormant bank account in the Council's name

The Clerk reported that over the Christmas period she had received a forwarded letter from Nationwide, regarding a bank account held by the Council. After visiting a Nationwide branch, she had been advised that the account hadn't been used for many years and contained no funds. In order to close the account, the branch asked that the Council formally resolved to close it, and for the Chair to write to the branch advising them this had been done.

**Proposed: Cllr A Carstairs**

**Seconded: Cllr J Miller**

**RESOLVED**

Cllr Ennals signed a letter prepared by the Clerk asking Nationwide to close this account.

## 473. Planning

### i. To consider any planning applications in circulation

Cllr Carstairs reported that no objections to applications WD/D/16/002798 – 1 Old Mills and WD/D/17/00031 – Kingcombe Meadows Farm had been recorded with the District Council and that the permission relating to tree works at Kingcombe Meadows Farm had now been granted.

## 474. Highways

### i. To consider the usage of Frogmore Lane

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Cllr Ennals reported back from a meeting with members of the DCC Highways team regarding the position of the encroached beech hedges in relation to the highway in Frogmore Lane. Cllr Ennals reported that DCC Highways would be writing formally to the two property owners in question in response to the formal complaint they had received on the matter (they would also be liaising with the complainant). Cllr Ennals stated that at the meeting Highways had outlined to one property owner a number of options relating to the hedge. Firstly, to do nothing, which may result in the matter being referred to Highways legal department but would result in a charge being placed against the property's records which would show on any future legal searches. Another possibility would be to look at planting a new line of beech plants on the inside of the hedge, which should cost approximately £100. Once established (circa 4-7 years), the external hedge could be removed. This would not result in any charges being placed against the property. DCC Highways would be involved in marking out the edge of the Highway to assist with this, which would provide a definite and legal boundary ensuring the new hedging plants would be planted the correct distance from the edge of the highway. One further option would be for the property owners to ask solicitors to look at Boundary Commission records. Legal actions were likely to end with a judge's decision on the matter.

Cllr Ennals stated that he could formally request that Highways undertake measurements to ascertain whether the kerbs of the triangle have encroached on the highways since the outside of the bend was more important than the inside bend when manoeuvring a vehicle round the corner. Councillors agreed for Cllr Ennals to pursue the matter with Highways. Some discussion took place around the origins of the triangle and the types of vehicles in use. Cllr Ennals reported that he had been told that the CAVAT value of the oak tree on the island was now £6,000, down from the £20,000 initially reported to the Clerk. Mr Wardle of Frogmore Lane stated that he remained concerned about vehicles driving over the triangle potentially damaging the kerbs and drains, which could lead to flooding in nearby properties. At the request of Councillors, Cllr Ennals agreed to continue to liaise with the DCC Highways officers and the property owner and report back to the next Parish Council meeting.

## **ii. To receive an update on the fingerpost sign opposite the former Swan Inn**

Cllr Stavenhagen reported on costs for the restoration of the sign which would be, in total, between £300 – 400. It was proposed that Council should proceed with the work to the fingerpost on the basis of the quotations given to Cllr Stavenhagen, who would arrange for invoices to be sent to the Clerk.

**Action: Work to the fingerpost to be instructed as per quotes above.**

## **475. To consider additional speakers and arrangements for the Annual Parish Assembly, 9th May 2017**

Members agreed to invite the Chief Fire Officer for Dorset to speak at the APA, as per Cllr Haynes' suggestion. The Clerk reported that Andrew Martin, Head of Highways was confirmed as well as PCSO Sarah Pilcher. Cllr Carstairs stated that he would not be speaking on behalf of the Village Hall Committee this year due to only issues of maintenance changing since last year. Cllr Billen agreed to speak on behalf of the PFA, Cllr Miller on behalf of the PCC and Cllr Baker on behalf of the Village Association. Cllr Ennals said that he would ask Mrs Ennals to provide drinks and nibbles again.

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**Action: Clerk to finalise arrangements for the APA.**

**476. To receive an update from the Playing Fields Association regarding the management of the Recreation Field and to consider any associated changes to the Clerk's hours**

Cllr Billen reported that the January meeting of the PFA had resulted in a proposal to transfer the management of the Recreation Field to the Parish Council. She had been taking advice and understood that the transfer would be possible but that it would require the consent of the Charity Commission. There were two options available. Firstly surrendering the current lease and the Parish Council then taking out a new lease and secondly, to transfer the deed of dedication to the Parish Council. Costs were likely to be incurred with either option. Cllr Carstairs advised that the PFA should contact the Charity Commission and also establish with Fields in Trust the benefits of each option. It was also suggested that the PFA needed to establish if it could continue as a body but not be the leaseholder. Cllr Billen agreed to undertake further research and report back to the Parish Council at a later date.

**477. To receive an update on the Library Service arrangements**

See discussions above under District Matters.

**478. Correspondence**

No queries raised.

**479. Date of the next meeting**

Members were reminded of the two upcoming meetings:

- Annual Parish Assembly – Tuesday 9<sup>th</sup> May, 7pm, Village Hall
- Annual Parish Council Meeting – Wednesday 10<sup>th</sup> May, 7pm, Village Hall

Cllr Knowles tendered her apologies in advance for these meetings.

**The meeting closed at 20.30.**

**Democratic Forum.**

A member of the public raised the issue of signage around the village relating to large vehicles. He noted that there were no signs on the approach from Kingcombe and suggested that consistency in signage might help the situation. Cllr Ennals welcomed this constructive suggestion, noting that perhaps other points required consideration, as well as where effective turning points for large vehicles could be identified.

**Action: Clerk to contact Blair Turner to ascertain process and cost of obtaining extra signage for large vehicles.**