

Toller Porcorum Parish Council

Minutes of the Parish Council meeting held on 8th November 2017 At Toller Porcorum Village Hall

Present:

Cllr D Ennals (Chair)

Cllr A Carstairs (Vice Chair)

Cllr J Miller

Cllr J Knowles

Cllr C Baker

Cllr D Billen

In attendance:

Mrs K Sheehan (Clerk)

Cllr Ros Kayes (County Councillor)

4 members of the public

Cllr Ennals welcomed everyone to the meeting.

523. Apologies for absence

Apologies were received from Cllr Haynes (WDDC).

524. Declarations of interests and grants of dispensations

None, bar the precept where the existing dispensation applied to all Councillors.

525. To approve the minutes of the Parish Council meeting held on 13th September 2017

The minutes of the previous meeting of the Parish Council were proposed and duly accepted as a true and accurate record of the meeting.

Proposed: Cllr A Carstairs

Seconded: Cllr C Baker

RESOLVED

526. Matters Arising

The issue of the overhanging vegetation by the bridge was marked as ongoing, pending an update from Cllr Stavenhagen. Cllr Carstairs commented that the proposals relating to Doctors surgeries remained a concern. Members agreed clarification and an update should be sought from Jill Haynes and the Chair of the PPG and that this issue should be on the January meeting agenda. Cllr Ennals reported that the Clerk had produced a different cover sheet for the Emergency Plan, but that there were no more laminating pouches to make waterproof. At the Chair's request the Clerk read out an update on the progress made to fingerpost restoration from Cllr Stagenhagen. Cllr Knowles commented that there were some metal letters stored possibly with Mr P Davies which might be useful to the project.

Action: Clerk to seek an update from Cllr Haynes and PPG and agenda surgeries review for January. Clerk to make sure updated EP on website. Clerk to email Peter Davies about fingerpost letters. Cllr Ennals to source laminating pouches and invoice Clerk.

Cllr Ros Kayes joined the meeting.

Thanks were extended to Cllr Baker for his efforts clearing the weeds from School Lane. Cllr Ennals had previously sprayed the vegetation. A car had partially blocked the area and prevented the completion of the clearance. Cllr Knowles reported that the markings at the junction of School Lane with Church Mead were not easily visible and the Clerk was asked to contact Cllr Stavenhagen to action with Highways.

Cllr Ennals asked for a progress update on speakers for the 2018 Annual Parish Assembly and the Clerk confirmed all speakers, except Dorset Waste Partnership, who she would

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contact again. Cllr Ennals invited Cllr Kayes to speak on County Council matters and this also would be extended to Cllrs Day and Haynes.

527. County Matters

Cllr Kayes reported that an early indication had been received from the Secretary of State that he was minded to support the Future Dorset proposal. A definite answer was anticipated for February but in the meantime the County Council was proceeding along the lines of the proposed model. This would mean further clarity on service devolution to Parish Councils would emerge. Cllr Kayes reported that she had received some responses to the suggestion of a Saturday bus service to Bridport but it would be helpful to have further information. She noted that a Community Bus would require certain numbers in order to be cost viable. Some parishes using the service would be asked to set aside money just in case it did not become self-financing, which was the aim.

Some discussion took place about the Winter Gritting Schedule and Cllr Kayes agreed to report back to Highways that the traditional map format was preferred to the recently released video.

Action: Clerk to put a notice on the board, Toller Times and website to try and gauge further interest/support for a Saturday service to Bridport.

Cllr Kayes left the meeting.

Some discussion took place on the possibility of joining Bridport Town Council's lengthsman scheme on the basis of information provided by Cllrs Day and Kayes. The Clerk was asked to establish if the number of hours were negotiable or if the lengthsman could be bought in for one-off jobs/urgent work?

Action: Clerk to contact Bridport TC regarding lengthsman package. Cllr Stavenhagen to ask Highways to confirm they will jet the gully opposite Manor Farm.

528. District Matters

None.

529. Finance & Procedure

i. To consider the receipts and payments due

Receipts				Oct/Nov 2017
WDDC	Precept			2750.00
	LCTS Grant			16.50
				2766.50
Payments		Voucher	Chq No	
Normtec	Fingerpost paint and wood	186	bacs	89.50
Staff	Salary/exp	187	bacs	300.96
A Carstairs	Mileage - collection of filing cabinet	188	bacs	7.20
				397.66
Proposed: Cllr D Ennals		Seconded: Cllr C Baker		RESOLVED

ii. To consider a proposal for a staff pay review

This item was held in confidential closed session at the end of the meeting when members of the public had left.

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iii. To consider and set the Budget and Precept 2018-19

Members considered a pre-circulated budget for the coming financial year. A number of queries were raised relating to:

- * How long the TP website domain name had left to run
- * CLT rent earnings for possibility of covering insurance moving forward

The following changes were made and the amended document would be brought back for adoption in January:

- * Removal of £75 allocated to Toller Times as this was now produced in collaboration with Kingcombe
- * This £75 to be added to the Churchyard donation line
- * Addendum: following a later decision on Clerk's salary, the Salary budget also to be reworked.

Action: Clerk to update budget for January meeting. Cllr Baker to look at CLT income.

Further discussion took place around the issue of grit bins. It was thought that perhaps the first fill had not happened or had missed some bins as they were not all full. The Clerk was asked to clarify, particularly with regards to the ones in School Lane and Mogpits. Cllr Ennals agreed to look at actioning the repainting of the bench and possible work to the noticeboard this financial year.

Action: Cllr Ennals to investigate painting of bench and repair to noticeboard.

iv. To consider eligibility for the General Power of Competence (GPC)

A proposal was made that given the Clerk's CiLCA qualification and that over two thirds of the Council had stood for election, the Council should resolve to adopt the General Power of Competence with immediate effect.

Proposed: Cllr Ennals

Seconded: Cllr Miller

RESOLVED

v. To approve the Clerk's annual leave request for 2018

The Clerk requested annual leave from 27th – 10th August 2018 and this was unanimously agreed.

530. Planning

i. To consider any applications currently in circulation

No planning applications in circulation.

531. Highways and Footpaths

i. To receive an update on the fingerpost sign opposite the former Swan Inn

As above.

ii. To consider possible 'adoption' of routes and walks in the area

Combined with item 530 (iii), To appoint a new Rights of Way officer.

Cllr Knowles reported that she had updated the lists of paths and landowners to the best of her current knowledge. Thanks were extended to Cllr Knowles for her efforts in this area over the years as well as to Mr Chris Wardle for agreeing to take this on with the support of Mr Rawlings. Cllr Knowles agreed to arrange to meet Mr Wardle to handover necessary details, including the mechanism for fault reporting to DCC. The proposal that Mr Wardle, assisted by Mr Rawlings, would become the ROWO was:

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Proposed: Cllr Knowles

Seconded: Cllr Miller

RESOLVED

Action: Clerk to place short article in the Toller Times and on the board promoting contact details for Mr Wardle.

532. To receive an update on new arrangements for the Playing Fields Association (PFA).

Cllr Billen updated members, stating that all those who had volunteered to be Trustees had now completed the process. Some discussion took place about the day to day management aspect of the field. Members were reminded that all Declarations of Interest now needed to be updated to reflect these changes.

Action: Clerk to resend all Cllrs declarations of interest to update. Clerk to approach Bridport TC about pricing for playground works and repairs listed on inspection report. Cllr Billen to call a Management meeting of the PFA asap.

533. Correspondence

Members noted the previously circulated list of correspondence prepared by the Clerk. A report on the DAPTC AGM would be heard in January.

534. Date and Items for the next meeting – Wednesday 8th November 2017

- Budget and Precept
- Lengthsman scheme
- DAPTC update from Cllr Baker
- Update on proposal affecting local surgeries

535. Democratic Forum

No issues raised.

A confidential session took place after the democratic forum to review the Clerk's pay. The Parish Council agreed unanimously to increase the Clerk's salary to SCP 27 plus 44p per hour effective from December 1st 2017, in view of annual increment and the gaining of the CiLCA qualification.

The meeting closed at 20.49.