

**WINFRITH NEWBURGH & EAST KNIGHTON PARISH
COUNCIL
ANNUAL Parish MEETING
Wednesday 4th May 2022
7pm in the village hall**

Councillors

Cllr Brenda Mustoe (chairperson)
Cllr John Yonwin (vice chair)
Cllr Andy Muir
Cllr Mark Morley
Cllr Adrian Lowes

Clerk Irene

Parishioners

Vince Helmut, John Mustoe, Sheila Wheller, Pete and Sue Hyde, Christine Pfaff, Richard and Lucy Barrett, Pat Yonwin, Juliette Muire and Jan Goddard.

1. Welcome and introduction to the parish council

1. The Chairman welcomed everyone to the meeting.

2 Apologies

2. Cllr CS

3 Minutes

3. To confirm the minutes of the meeting held on Monday 12th Apr 2021. Minutes accepted.

4. Chairperson's review of the year 2022-2023

4. Cllr BM - We come to the end of a year of change for the Parish Council which has seen two new councillors join the team both of whom have settled in immediately and taken on major tasks which will be outlined in their individual reports.

John Yonwin has taken the lead on the new lease for the recreation ground and works with the Sports Field Committee.

Rebekah Kirby started the ball rolling with the plans for improved leisure facilities on the recreation ground but sadly had to resign on health grounds. We are fortunate that Adrian Lowes has taken up the mantle with enthusiasm.

Andy Muir has continued to ensure that the Parish is well maintained putting in many hours on tasks himself and being tireless in his pursuit of outstanding jobs.

Mark Morley has established a new website and generic email addresses whilst ensuring the necessary policies to support are in place.

Charles Smith oversees the rights of way around the Parish, highlighting issues so that they can be reported to the appropriate officers.

Our Clerk Irene Atkins has kept meticulous accounts which assist our forward planning and moved us to online banking. Whilst being our only paid employee she puts in extra hours of her own time to give us invaluable support.

We have established revised Standing Orders and policies so that we comply with GDPR and have an Emergency Plan for the Parish.

The issue of traffic is still with us and progress seems slow but we do feel that there is some encouragement that DC are moving forwards on 20mph speed limits in the county.

As a result of lockdowns it was thought that increasing the number of benches on popular walks would be a good idea. We are grateful to funding from Magnox that enabled us to buy three made from recycled plastic – two for the riverside walk and one for the playground. The family of past residents replaced a memorial bench at the top of Colehill Drove. Our thanks to the Young family.

We look forward to the Platinum Jubilee celebrations in June co-ordinated by the PC with the financial support of Andy Turney.

5. Committee Reports

5. DAPTC Cllr MM

DAPTC is a supportive official body that helps >1,500 councillors from Dorset's 194 Local (parish and town) councils negotiate the formalities of their work. Excellent courses (currently online) are provided on such subjects as being a Parish Clerk, New Councillor, Finance Training, Planning Training etc. Course fees are reasonable (c£30 per person) and are paid-for by the relevant council. Legal advice and a comprehensive Resources Hub are also available.

DAPTC also provides a website-hosting service, enabling a council to fulfil its legal requirements to display specific information on a publicly-viewable website – but easily and at relatively low-cost. WNEK PC elected to host its website within DAPTC's umbrella.

6. Community Engagement

6i Website

The WNEK PC website came fully online last December and the old WordPress website it replaced has been redirected to it. We have yet to upload four years' financial records onto the site to comply with our responsibilities (years ending 2014-2017 incl.). We have asked the Winfrith Village website to include a hyperlink through to the PC website, but this has yet to be actioned.

Documents regularly posted to the website include imminent road closures, the current status of the Children's Playground and the monthly Dorset County reports.

All documents posted (wherever possible) must be "accessible" – that is, automatically readable by modern AI systems for the benefit of those that are hard of hearing. In addition, their layout and colour schemes must be as simple and clear as possible to cater for those with poor vision.

6ii Facebook

Generally accepted by DAPTC as the most efficient means of communicating PC news. Direct enquiry with c30 other local PCs has confirmed this. Our Facebook account was originally controlled by an individual but has now been brought into direct PC control and is regularly updated. The clerk is applying to the WNEK Locals Facebook group to have the clerk's email address added to it, so that we can automatically link our Facebook's posts to their account.

6iii Parish Council Emails

We now have formal “.gov.uk” email addresses, which are used for all formal PC business, in place of our private addresses. This ensures GDPR compliance and renders all emails transparent to other relevant government bodies. As and when councillors leave, their access to the PC email account will be rescinded.

6iv Emergency and Flood Plans

These have already been prepared by the Chairperson but have yet to be converted to fully-accessible documents. I plan to complete these by August 2022.^{63iv} Other Communication

The clerk ensures that physical notices are posted in two of our official notice boards (by the shop in Winfrith Newburgh and on the wall of the Countryman pub). Our third notice board (by St. Christopher’s church) is not currently used for PC business.

Each month, one of the councillors submits copy to the local Parish Magazine for publication.

7. Transport Cllr MM

Transport responsibilities lapsed, due to scant availability of public transport facilities within the parish.

8. Traffic Cllr BM

Speedwatch has operated consistently within the restrictions of lockdown periods. New members have been recruited so that we can be out once or twice a week. Two people attended the annual conference where we heard from various sections of Dorset Police with the overall message being that they take speeding seriously and value our input.

We have had meetings with Highways officers and our local councillor Peter Wharf raising the awareness of issues associated with speed and volume of traffic. However it has been disappointing to receive nothing back on the application we made for a 20mph speed limit submitted in January 21, not even an acknowledgement.

Highways presented a policy to the Place and Resources Committee stating they support the introduction of 20mph limits within certain criteria. We submitted a question to the committee regarding the suggestion that the cost should be funded by the Parish knowing that this could run into several thousand pounds. We are not satisfied with the reply that it would have to come from an increase in the precept. Many other parishes submitted questions the result of which was that the committee rejected the proposed policy and Highways are now reviewing it again. We will continue to actively contribute to this debate. We note that it is stated that having an active Speedwatch group will assist any application.

We have met the cost of installing 20 is Plenty signage made possible by the team of volunteers who erected them.

9. Flood plan Cllr BM

There have been two occasions when access to the village has been cut off by flooding. This tends to occur when there has been heavy rainfall at the time of spring tides so is short lived but of concern to some dwellings. Flood warning signage is put out and assistance offered where possible.

Three teams of volunteers have been identified who keep a watch on key areas of the river keeping them free of debris and ensuring the river is running smoothly.

A Riverfly Monitoring team continues to operate feeding back data to Dorset Wildlife Trust for a National database. We are told that the river is very healthy which is sign that we have responsible farming around us.

As Flood Warden I receive early warning of flood risk and ensure this is broadcast. We have established an Emergency Plan for the Parish which can be actioned in case of any major incident.

10. **Village Hall** Cllr JY I am the Parish Council representative on the Village Hall Committee of Trustees. That is fortunate, since I am Secretary to the Village Hall Committee. 2021 has seen activities getting back to normal for clubs, activities and lunches etc. Juliette Muir has also agreed to be the new Treasurer for the village hall.

11. **Children's playground and Playing field** - Cllr AL will lead on this activity now and will discuss a plan for the way forward and the next monthly meeting on 09th May. Cllr AL is looking forward to the challenge.

Cllr JY - I am the Parish Council representative on the Playing Field Committee. This Group looks after the day to day running of the Playing Field and The Sports Pavilion. I also have an interest in the Play equipment area. I undertake regular inspections and litter picking.

I work closely with Councillor Andy Muir. He has the brief of the maintenance and repair of local equipment in the ownership of the Parish Council. With the ageing of the Play Equipment, his role is becoming more and more vital! Thank you, Andy, for all the support you give us!

I shall also be working closely with our new Parish Councilors Cllr Adrian Lowes, as he takes on the role of developing our policy relating to the future of the play equipment area. Welcome to the Parish Council, Adrian.

The Weld Estate lease the Playing Field to the Parish Council, and I am currently, on behalf of the Parish Council, discussing with the Weld Estate a new longer term lease. The Parish Council is heartened by the fact that The Weld Estate is very keen for the Playing Field to continue as now and be actively used for recreational purposes (whether that be football, cricket, walkers, team games and play equipment for the younger members of the community).

12. **Tree and Hedgerow** Cllr AM - Ivy encroaching onto the footpath from the wall and hedgerow along the Village Trail leading to river Win footbridge removed. Branches overhanging the footbridge trimmed back to allow easy pedestrian access.

13. **Village Maintenance** Cllr AM -

13.1 The walkway from Crown Yard to School lane has been closed off for safety reasons owing to the damaged wall at the boundary of the school playing field. We have been in regular contact with Dorset Council to understand the progress with repairs. Our latest advice on 28/4/2022 is that a survey has been carried out and the next step in the process is to appoint a contractor. This may take approx. 6 to 8 weeks to go through the tendering process. We will continue to request progress updates

13.2 The old tractor shed has been removed with the help of Andy Turney and Pete Bridel. The tractor shed was no longer required and considered a possible safety hazard.

13.3 Repairs have been made to the fencing at the children's playground to replace damaged or decaying sections.

13.4 A new bearing has been installed on Rotator Stand-on in children's playground with the help of Mark Kirby who sourced the material and assisted with repairs.

13.5 A new climbing ladder has been installed on the Multiplay – Slide Climber in the children's playground with the help of Oliver Hurlstone and his father.

13.6 The toddler swing has been taken out of service owing to a decaying support member. New parts have been ordered and expected to arrive in approximately 6 weeks.

13.7 The old notice board from the Countryman is undergoing renovation and will be installed at the church green to replace the existing one.

14. Rights of Way Cllr CS

No particular issues have occurred with the paths surrounding the village. They have seen even more use during the pandemic. The possibility of linking the path to Coombe Wood with The Drove has been raised with the Estate; also, that the Coombe path is still not correctly designated. Cattle on the path from Thornicks to the A352 is occasionally a problem. It would help if the path could be temporarily fenced.

6 Any other business

15. None

Meeting finished at 20.30 hrs.