

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes

**Date:** 19<sup>th</sup> October 2022


**Venue:** Shroton Village Hall

**Present:** Cllr Sullivan, Cllr Hewitt, Cllr Gibson Fleming, Cllr Gredley, Cllr Christmas, Cllr Barrett

**In attendance:**

Agenda Item	Discussion Points	Council Action
a. Apologies	Cllr Somper	
b. Minutes of Previous Meeting	The Minutes of the Parish Council Meeting held on 14 <sup>th</sup> September 2022 having been previously circulated, were agreed and duly signed by the presiding Chairman, proposed by Cllr Hewitt and seconded by Cllr Gredley.	
c. Chairman's announcements	<ul style="list-style-type: none"> <li>a. Cllr Sullivan updated members on the Council's email address which has now been taken over by the Clerk but issue with associated name still appearing and suggested that members delete Lizzie name from their contacts and insert new Clerks name.</li> <li>b. Cllr Somper communication with initiative to create 'Warm Space' has been supported by village Church, which has offered for the Parish Council to hold meetings there if low temperatures prevent use of village hall.</li> <li>c. Chairman informed members of an unfortunate occurrence regarding allotment allocations which has been amicably resolved between the two parties.</li> </ul>	<p>All members to amend their contacts list to include new Clerks name</p> <p>Use of Church for warm space to be considered in advance of meetings</p> <p>To note allotment allocation for next available plot</p>
d. Declaration of Interests	No relevant interests declared	
e. Matters Arising	<ul style="list-style-type: none"> <li>a. Cllr Hewitt updated members on the tree purchase to replace tree opposite village hall and the different types of Amerlanchier trees available and to choose a variety.</li> <li>b. Cllr Gredley updated members on the proposed Weldmare Hospice display van visit and coordinating with a coffee morning. Discussion around location for display van and whether to use village hall for display boards as well. Suggestion that the event may be better held in the summer.</li> <li>c. Child Okeford Pc request for contribution with chairs- no further response</li> <li>d. Cllr Barrett updated members on the proposed website change options and the Clerk updated the council on discussions with Aubergine developers. The Chairman proposed the purchase of the Aubergine package</li> </ul>	<p>Resolved that variety 'Snowflake' to be purchased by Cllr Hewitt</p> <p>Cllr Gredley to follow up and report to next meeting</p> <p>Clerk to action and arrange purchase of Aubergine web package</p>

	e. Cllr Gredley updated members on the Rectory drains issues. Works undertaken by DC Highways and Wessex Water. Ricco from DC to reassess outcome and other solutions	Cllr Gredley to monitor outcomes
<b>6. Democratic Period:</b> a. Public & Parish Council	<p><b>Ward Councillor:</b> Cllr Somper prior to this meeting, submitted a report for members to note and highlighted the 'warm spaces' project (as noted above)</p> <p><b>Members of the public:</b> nil</p> <p><b>Parish Councillors:</b> Cllr Hewitt and Cllr Sullivan updated members on the previously noted above issue of allotment allocation and grateful for the amicable resolution between the two allotment applicants. Discussion over allotment fees and Cllr Sullivan informed members that the site owner did not want to increase the fees.</p> <p><b>Cllr Christmas:</b> Asked if consideration could be made for a donation to the Citizens Advice charity to support their activities. Cllr Hewitt informed members that this was something that had been discussed on other occasions and that the Parish Council should not make a contribution. The Chairman informed members that the Parish Council does not have provision in standing orders for such activities.</p>	
<b>7. Correspondence</b>	<p><b>Emails received by the Clerk for statutory matters and council business are sent onto the Council by the Clerk and itemised for discussion at the next council meeting.</b></p> <p>a. Clerk's email round up sent for w/e 14<sup>th</sup> October 2022 acknowledged by council members at this meeting.</p>	
<b>8. Parish Council Representatives</b>	<p><b>Parish Council Representatives</b> – Councillors to advise on areas of representation as appropriate or discuss matters pertinent to representative role:</p> <p><b>Play Area Report</b></p> <ul style="list-style-type: none"> <li>Cllr Hewitt advised that the purchased bulbs had not yet arrived and she was awaiting confirmation from DC Ranger Services regarding cutting of the wild flower area</li> <li>Cllr Hewitt had undertaken to provide topsoil and reseeding around worn areas under play equipment within the play area</li> </ul> <p><b>Parish Footpaths and Bridleways</b></p> <ul style="list-style-type: none"> <li>Cllr Hewitt awaiting new 'Waymarkers' from DC Ranger Services to replace originals</li> </ul> <p><b>Parish Council Website Development</b></p> <ul style="list-style-type: none"> <li>Cllr Barrett updated members as noted above and the Clerk gave an update on the recent discussions with Aubergine and option packages. Cllr Sullivan proposed the purchase of the £199 package and asked the Clerk to undertake to secure the Web package. Cllr Sullivan asked Cllr Barrett to support the project with the look and feel aspects of the web pages working with the Clerk.</li> </ul> <p><b>Dorset Council Highways</b></p>	<p>Cllr Hewitt to update November 2022</p> <p>Cllr Hewitt</p> <p>Clerk to approach Aubergine to purchase the web site. Cllr Barrett to work with Clerk on development of the site.</p>

	<ul style="list-style-type: none"> <li>• Cllr Gredley had undertaken a 'drive around' with the DC Site Agent (Ricco) to assess local highways issues. General concern over shortage of staff to undertake works and workload of Site Agent. This to be raised with Cllr Somper</li> </ul> <p><b>The Glebe matters &amp; Glebe trees</b> (inc. Parish Trees)</p> <ul style="list-style-type: none"> <li>• No items raised other than Cllr Sullivan confirmed the monthly inspection of the Glebe trees</li> </ul> <p><b>A350/C13 Community Action Group (CAG)</b></p> <ul style="list-style-type: none"> <li>• No items raised</li> </ul> <p><b>DAPTC</b></p> <ul style="list-style-type: none"> <li>• Clerk gave update on that day's DAPTC Clerks Conference that he attended. The theme was 'Councils Working Together' to look at potential for a Charter/protocol/sla between local councils and Dorset Council in the post District Council era. The initiative has been introduced to try and overcome some of the concerns over communication and lack of actions from DC when requests from local councils are made. This to try and build a new relationship between the two tiers of local government in Dorset for better understanding of each other's roles.</li> <li>• DAPTC are consulting on whether this should be a Clerk led or member led initiative but are seeking buy in from local council members.</li> <li>• Attached is the Draft Working Together Document for members consideration and discussion at the next meeting.</li> </ul> <div style="text-align: center;">  <p>2022 10 19 Draft Working Together do</p> </div>	<p>Cllr Gredley to make representation to Cllr Somper at next PC meeting</p> <p>Clerk to monitor ongoing progress of initiative and report to members</p> <p>Members to consider Working Together draft and how best this should be lead</p>
<p><b>9. Finance Matters</b></p>	<ol style="list-style-type: none"> <li>Laptop purchase by Clerk for reimbursement £349 APPROVED.</li> <li>Website fees for Jim Bird £30.13 APPROVED</li> <li>Purchase of replacement tree for £108 APPROVED</li> <li>Payment to Cllr Hewett of £46.90 for purchase of bulbs</li> <li>Allotment demand fees received to be paid into bank</li> <li>Change of address documents, list of signatories to be updated</li> <li>On-line banking proposal Clerk to enquire how to implement once he is an authorized signatory to be able to talk to the bank</li> </ol>	<p>Cheque for £349 Cheque for £30.13 Cllr Hewett Cheque for £46.90 Cllr Sullivan Clerk to undertake Clerk to action</p>
<p><b>10. Planning Matters</b></p>	<ol style="list-style-type: none"> <li><b>P/HOU/2022/05829 Autumn Cottage rear extension -No Comment</b></li> <li><b>P/HOU/2022/06088 Hambledon Cottage- Two storey and single storey extension and alterations- No comment</b> but as the property pre- dates the 1769 map entry it is</li> </ol>	

	<p>considered as a Heritage Asset and development should be sympathetic to preserve old materials and structure.</p>	<p>Cllr Hewett to investigate Heritage Assets List requirements</p>
<p><b>11. Other Matters for next meeting</b></p>	<p>a. Article for Shroton Lines for inclusion of information about new Clerk</p>	<p>Cllr Sullivan to prepare an article</p>

The presiding Chairman declared the meeting closed at 8:10 pm

The date of the next Parish Council meeting is 16<sup>th</sup> November 2022

Presiding Chairman ..... Date.....  
 Iwerne Courtney & Stepleton Parish Council