

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes

**Date:** 15 September 2021

**Venue:** Shroton Village Hall

**Present:** Cllr Hewitt, Cllr Gibson Fleming, Cllr Gredley and Cllr Sullivan

**In attendance:** Mr and Mrs Tony Bolton

Agenda Item	Discussion Points	Action
1. <b>Apologies</b>	Cllr Barrett and Dorset Councillor Somper	
2. <b>Minutes of Previous Meeting</b>	The Minutes of the meeting held on 18 August 2021 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Sullivan and seconded by Cllr Gredley.	
3. <b>Chairman's announcements</b>	Local Government Association Model Code of Conduct June 2021 and council awareness – adoption at October 2021 meeting.	Clerk October 2021
4. <b>Declaration of Interests</b>	None declared	
5. <b>Matters Arising</b>	<p>a. Clerk - Dorset Council Asset Transfer Policies – garden licence in Shroton. To be taken at next meeting with Dorset Councillor Somper.</p> <p>b. Clerk – Adoption of the New Code of Conduct (Model LGA Code June 2021). Clerk urged the council to consider the information provided in DAPTC presentation sent with the September 2021 council papers. Clerk strongly advised the council to look at the guidance for declaring an interest at a meeting and will instigate asking the council (before a meeting) if any member has an interest in the agenda on preparing the council papers for the forthcoming meeting. The council to consider adopting the new LGA Model Councillor Code of Conduct October 2021.</p> <p>Clerk briefly explained the introduction of a digital Register of Interests (ROI) with the introduction of a webform with the same content, a sense check and definitely more detail. The key change is the method of submission, how its published and edited should updates and changes be necessary. The Clerk will no longer complete the ROI forms as it is the responsibility of individual council members.</p>	<p>Clerk October 2021</p> <p>Clerk October 2021</p>

<b>6. Democratic Period:</b> a. Dorset Councillor Somper  b. Public & Parish Council	a. <b>Dorset Councillor Somper</b> (Beacon Ward), provided the Council with her Beacon Ward report prior to the meeting. The council had no questions or comments for this report. b. No items from the public or council members taken for discussion c. Clerk unable to ask Dorset Council revised planning system question – granting of extensions for tabling planning applications d. Clerk unable to ask qualification/parameters for village road resurfacing.	Clerk October 2021  Clerk October 2021
<b>7. Correspondence</b>	<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> a. Clerk’s email roundups 31 August & 9 September 2021 acknowledged by the council.	
<b>8. Parish Council Representatives</b>	<b>Parish Council Representatives</b> – Councillors to advise on areas of representation as appropriate or discuss matters pertinent to representative role: <b>Play Area Report</b> <ul style="list-style-type: none"> <li>No report for this meeting.</li> </ul> <b>Parish Footpaths and Bridleways</b> <ul style="list-style-type: none"> <li>No report for this meeting.</li> </ul> <b>Parish Website Development</b> <ul style="list-style-type: none"> <li>Clerk to contact DAPTC for the proposed council take-up of the website template and structure that enables smaller parishes with limited resources to meet current legislation and better engage with their communities (the Aubergine project).</li> <li>This new website will be the Parish Council’s website. Resolution to support this move at the October 2021 council meeting.</li> <li>Clerk to work with current Parish website administrator to check details for the <a href="http://www.shroton.org">www.shroton.org</a> site (the domain name registered and access to the admin login matters)</li> <li>Clerk to ask council if it requires a dedicated .gov.uk email address? Council to anticipate an additional cost of £100 plus between £10 and £15 for maintenance/updating.</li> <li>Clerk to review existing website and determine what council information is to be migrated across &amp; when and complete deletion of unnecessary information. Clerk</li> <li>Is there any information on the website that could be deleted and not migrated?</li> </ul>	Further discussion anticipated October 2021  Clerk to contact DAPTC and update the council October 2021 Clerk to suggest a resolution to support this proposed development – October 2021  Clerk to determine if the cost of the gov.uk email address is an annual cost  Clerk to recommend deletion of council minutes after 2007 up to 2019, financial documents

	<ul style="list-style-type: none"> <li>• Clerk and council to identify information for other community groups who will have an information/activities page on the new Parish Council website i.e. Village Hall, Play Area, St Mary's Church, allotments, community groups etc.</li> </ul> <p><b>Dorset Council Highways</b></p> <ul style="list-style-type: none"> <li>• Cllr Gredley to recontact the Community Highways Officer to follow-up the road surface improvements in the Parish – public access road to Park Farm, the distressed road surfaces around the 'big block' (Bessells Lane, Newfield Lane, Marysfield), the Main Street Road from the Ranston Estate office through to the Cross at Hellum Farm House.</li> </ul> <p><b>Dorset Council Parking Consultation</b></p> <ul style="list-style-type: none"> <li>• Consultation in progress asking for public opinion on what Blue Badge holders are charged when parking in Dorset Council car parks.</li> </ul> <p><b>The Glebe matters &amp; Glebe Trees (inc. Parish Trees)</b></p> <ul style="list-style-type: none"> <li>• Cllr Sullivan confirmed local inspection of Glebe trees 15 September 2021.</li> </ul> <p><b>A350/C13 Community Action Group (CAG)</b></p> <ul style="list-style-type: none"> <li>• Cllr Sullivan to attend meeting of the Dorset Police &amp; Crime Commissioner 28 September 2021 at Fontmell Magna Village Hall.</li> </ul> <p><b>Shroton Village Hall</b></p> <ul style="list-style-type: none"> <li>• No report for this meeting.</li> </ul> <p><b>DAPTC</b></p> <ul style="list-style-type: none"> <li>• Clerk reminded the council of the additional dates for New Councillor training.</li> <li>• Clerk requested the council to access and possibly read the Code of Conduct PowerPoint information provided for adoption of the LGA new Model Code of Conduct in October 2021. Clerk also requested the council to be advised of the introduction of the revised application and completion process for the Register of Interests.</li> </ul>	<p>for the last 7 years to be retained, GDPR, Code of Conduct, council policies etc.</p> <p>Cllr Gredley</p> <p>Cllr Gredley update October 2021</p> <p>Cllr Sullivan</p> <p>Council to review DAPTC training dates &amp; Code of Conduct presentation.</p>
<p>9. Parish Council Projects</p>	<p><b>Village Projects</b></p> <ol style="list-style-type: none"> <li><b>Village Traffic Calming Project</b> - Not taken at this meeting.</li> <li><b>Litter Picking</b> – Cllr Barrett to advertise the next litter pick in October or November 2021.</li> <li><b>Village recycling</b> - Cllr Gredley received a response from Dorset Council (Commercial Waste Strategy Team) and will produce an article for the Shroton Lines as guidance for residents as to what goes in what bin using information from <a href="https://www.dorsetcouncil.gov.uk/documents/35024/283176/Right+stuff+right+bin.pdf/a4b50953-9411-ob14-ebc8-1a92f3b453d3">https://www.dorsetcouncil.gov.uk/documents/35024/283176/Right+stuff+right+bin.pdf/a4b50953-9411-ob14-ebc8-1a92f3b453d3</a></li> </ol>	<p>Cllr Gredley for SL, PP and website with update October 2021</p>

<p><b>10. Finance Matters</b></p>	<p>a. Council approved payment to Mark Farwell Plant Hire 5 x Dumpy Bags topsoil for play area refurbishment project <b>£216</b></p> <p>b. Council approved payment to Active Garden Ltd - 25% of projected play area refurbishment cost for equipment and installation services <b>£4,012.86</b></p> <p>c. Council approved payment to Mr. J Bird – annual hosting fee (Hostinger HUK2328880) for Parish website <b>£13.86</b></p> <p>d. Council approved payment to Iwerne Valley Lawn Maintenance – Glebe grass cutting 4, 20 August and 8 September <b>£135</b></p> <p>e. Record of expenditure up to 18 August 2021 to be signed in September 2021 by Chairman for RFO retention.</p>	<p>Clerk – ring fenced account</p> <p>Clerk – ring fenced account</p> <p>Clerk action x 4 cheques</p>
<p><b>11. Planning Matters</b></p>	<p>a. <b>P/HOU/2021/01977</b> - 'Jenmar' Telegraph Street Shroton DT11 8QQ - Erect extension and remodel of the existing dwelling including the formation of a new storey and erection of a new garage. Clerk instructed to write to Dorset Council Planning</p> <ul style="list-style-type: none"> <li>• The Parish Council has no objection in principle to the proposed redevelopment of the existing dwelling with the formation of a new storey and the building of a new garage.</li> <li>• The Parish Council is, however, concerned about the descriptions of the building materials being proposed for use in this application and the potential for an unsympathetic visual aspect on the Grade II listed building immediately next door and within a village setting.</li> <li>• The council observes that two proposed windows at the rear elevation will overlook the gardens of the 'Thatched Cottage' and 'Sheriffs Mead' and requests consideration as to the size and situation of these windows, particularly as the redevelopment of the dwelling will be situated a higher level to both neighbouring properties.</li> <li>• The council also observes that the proposed development's footprint will extend into the existing garden area which supports 2 mature trees; the council ask if these <i>Sycamore</i> trees will be removed to provide a better view of Hambledon Hill?</li> <li>• The Parish Council petitions Dorset Council Planning that this application be referred to the Dorset Council (Northern) Conservation Team for further scrutiny, recommendations and decisions regarding the proposed description and use of materials to complete this development and that they are compatible in design and style as befits the local area.</li> </ul> <p>b. <b>P/PABA2/2021/01781</b> - Deer Farm Gallows Corner to Farrington - Gallows Lane Farrington DT11 8RA - Erection of agricultural building. The above application has been received. The Parish Council is being notified for information purposes. <b>This application is not a planning application but a request for a legal determination of the Council as</b></p>	<p>Clerk Dorset Council Planning</p> <p>Clerk Dorset Council Planning</p>

	<p><b>to whether or not Prior Approval is required for the proposal.</b> Clerk instructed to write to Dorset Council Planning:</p> <ul style="list-style-type: none"> <li>• The Parish Council wishes to know what has changed since the earlier application P/PABA/2021/00881 (April 2021) for this location and whether the applicant has submitted a landscape &amp; visual impact statement together with details of the proposed elevations, floor plans for the proposed agricultural building and landscaping details for the location site?</li> <li>• Clerk’s letter 20 April 2021 to Dorset Council Planning Team (Northern Area) sent with email response to Dorset Council Planning (West).</li> </ul>	
<p><b>12. Other Matters</b></p>	<p>Nothing taken</p>	

The presiding Chairman declared the meeting closed at 7:35pm.

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

(To be signed and dated by the presiding Chairman after approval at the next Parish Council Meeting)

LK 17/09/21