

ST LEONARDS & ST IVES PARISH COUNCIL

Meeting of the Full Council

Minutes of the Meeting Held On Wednesday 26th April 2017 at 7pm
in the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present:, Cllr R Adkins, Chairman

Cllr R Bryan

Cllr Mrs J Carter

Cllr A Davies

Cllr M Dyer

Cllr B Goringe

Cllr N Hindmarch

Cllr Mrs S Marshall

Cllr Mrs B Waugh

Cllr Mrs A Warman

Cllr R Warman

Present: Mrs A Jacobs Clerk – one Member of the Public observing.**Public Open Forum** – no questions.**County Council Issues** – currently in Purdah**318. Pecuniary Interests:** Cllr Goringe declared an interest in the schedule of payments as he had received an expenses claim and abstained from the debate on this item.**319. Apologies:** were received and accepted from Cllr J Crow.**320. Minutes of the Parish Council Meeting** held on 29th March 2017 pages 60 – 62- were agreed as a true and accurate record. Proposed by Cllr Mrs S Marshall, seconded by Cllr Mrs J Carter. Agreed unanimously.
RESOLVED: To adopt the Minutes of the Parish Council Meeting held on 29th March 2017 pages 60 – 62- were agreed as a true and accurate record.**321. Matters arising from the Minutes** were noted:

- Local Directory – Clerk will put in a short report on the Parish Assembly based on the Chairman's report

322. Correspondence noted:

1. EDDC Agendas
2. Boundary Lane Closure 12th June for 12 days for essential sewer work
3. Request for Deer warning sign close to Moors Valley –enquiries Members supported the request dependant on costs.
4. Complaint about an untidy garden – this was the same complainant as previously reported.
5. Complaint about parking near junction Heather Close

323. Committee Meeting Minutes: The minutes of the Planning Committee meeting held on 26th January 2017 were proposed for adoption by Cllr R Bryan, seconded by Cllr A Davies. Agreed with two abstentions Cllr Mrs B Waugh and Cllr R Warman who had not been present at the meeting.**RESOLVED: To adopt the approved Minutes of the Planning Committee held on 26th January 2017****324. Request for leave of absence** – Members approved a 6 month leave of absence for Cllr J Crow due to ill health. Proposed by Cllr Mrs A Warman, seconded by Cllr M Dyer agreed unanimously.**RESOLVED: A 6 month leave of absence for Cllr J Crow due to ill health.****325. Village Hall Management Committee:-** Minutes delayed due to year end volume of work.**326. Parish Councillors' Reports** -To receive reports from Parish Councillors including:-

1. DAPTC – meeting held on 19th April 2017 – Cllr Davies reported: A number of Councils have vacancies. A number reported issues with East Dorset Planning, especially where the Parish or Town Councils response/recommendation was being rejected by the EDDC Officer. There was concern that the wishes of the parishes were not being taken into account. Ferndown has suggested that Members may wish to visit other Council meetings to learn from each other, whether this is practical was thought doubtful. Cllr Davies reported to the meeting that the Parish is looking at a potential burial ground site. There was a general feel of concern over an increase in traffic and heavier road traffic in the East Dorset area. The next meeting is on the 3rd July at Horton and Chalbury. Cllr Dyer explained that in respect of Planning decisions there can be a conflict of interest. For example if the County Highways Officer says there is no issue in Highway terms with an application, how can the Officer refuse an application on Highways grounds? Cllr Davies responded that the feeling at the meeting was that more weight should perhaps be given to the Parish or Town opinion.
2. Homewatch – no meeting

3. EDEP - no meeting
4. Allotments – the official refusal has now been received. The Chairman is to access the site to be able to prepare a response. Once prepared the Chairman will request a meeting. The Parish requested that the application went to EDDC Committee if the Officer was at variance. Google 2002 maps clearly shown the existing hard standing. It was the opinion of Members that the Officers had not actually visited the site.

327. Burial Ground – The Chairman had been called to a meeting with the Landowner and Forestry Commission representatives. Natural England had gone straight to the Forestry Commission to discuss the proposal without informing the Parish. The Forestry have said that they will not release any area without a without compensation and/or replacement land.. There is an option for the Landowner to call back in a percentage of land but the Forestry are not co-operating. The Chairman will write up a full report.

328. Finance Matters:

- i) The schedule of payments for April was reviewed and approved. Cllr Goringe abstained due to his declared interest. Proposed for approval by Cllr Mrs A Warman, seconded by Cllr Mrs J Carter, the schedule was approved by the rest of the Members.
RESOLVED: The schedule of payments for April were approved.
Cllr Bryan asked what protection there was for the Local Government Pension Scheme if the LGR does take place for example if the County Council disappears. The Clerk will make enquiries.
- ii) The bank reconciliation for end March was reviewed and approved. Proposed by Cllr Mrs B Waugh, seconded by Cllr R Warman. Agreed with one abstention, Cllr B Goringe.
RESOLVED: To approve the bank reconciliation for the end of March.
- iii) Reserve Accounts – Members noted monies are currently in holding accounts. The Clerk reported that HSBC had closed their account due to inactivity and moved the balance of the account into a general fund. The Clerk and Cllr R Warman had visited the Ringwood branch this morning and taken advice. A letter had been compiled to request the balance by cheque. The funds will be banked in the Lloyds account until the Reserves Committee can make further recommendations. The Clerk will sort out a meeting within the next month.
- iv) Annual Insurance Renewal – Members received the annual renewal invitation which was for the second year of a three year LTA. The Insurers had confirmed by separate email that Members were also specifically covered as Trustees of the Youth Club. Proposed by Cllr M Dyer seconded by Cllr N Hindmarch.
RESOLVED: To accept the renewal invitation from Zurich at an annual premium of £2,161.47, including tax.
- v) Members received the report from the Internal Auditor for end March 2017 and noted the point raised. The Clerk informed the meeting that Cllr Mrs B Waugh had already been appointed to scrutinise the bank accounts but due to ongoing issues with the scanner/printer the Clerk had not forwarded the documents to her. This had been done for 31st March 2017 and would be done in future on a quarterly basis. Noted.

329. Annual Return 2016/2017 (Audited):-

- i) **Annual Governance Statement for 2016/2017** – Members considered the Annual Governance Statement for 2016/2017 and agreed unanimously, with the declarations made. Proposed by Cllr Mrs A Warman, seconded by Cllr N Hindmarch. The Clerk and Chairman were authorised to sign Section 1.
RESOLVED: The Council agreed with the declarations made on the Annual Governance Statement (Section 1 of the Annual Return) and instructed the Chairman and Clerk to sign it on their behalf.
- ii) **Accounting Statements for 2016/2017** - Members considered the accounting statements and agreed that they represent fairly the financial position of the Council and its receipts and payments for the financial year 2016/2017. Members noted that the figures have been audited by the Internal Auditor. The Chairman and Clerk were instructed to sign Section 2 on their behalf.
RESOLVED: The Accounting Statements on section 2 of the Annual Return for 2016/2017 were agreed and the Chairman and Clerk were instructed to sign Section 2 on behalf of the Council.

330. Amenities – The Clerks reported: The monthly inspection sheet raised a category 4 on the aerial slide. Remedial work was immediately requested and completed within a week cost approximately £60. Dog report noted.

331. District Councillors' Update:

Cllr B Goringe reported attending a number of Committee meetings. At the full Council meeting held on Monday and update on the LGR was given by the Chief Executive. Because of the pending General Election on 8th June, and Parliament being in recession it was unlikely that any more will be known before early October. Cllr Goringe had attended a recent course run by DAPTC for prospective Chairmen. Cllr M Dyer had nothing to add.

Cllr R Bryan reported: The Office of the Secretary of State has emailed and stated that there will be no decision on the LGR, after the General Election the new Secretary of State will have the decision to make.

Christchurch Council had requested a referendum on the LGR but at a cost of between £70,000 and £80,000 this has now been deferred pending a decision made by the new Government.

Monday was the last meeting to be held at Furzehill and there is a closing function tomorrow after which the building is to be locked up and sold. Some additional surveys have taken place, nothing was found but this delayed the draft contracts.

332. Council Vacancy – Notices declaring the vacancy were posted and a bye-election was not claimed by the deadline of 11th April 2017. The vacancy must now be filled by co-option as expediently as possible. Members agreed that if there are two or more applicants then an EGM will be called to appoint, otherwise the vacancy will be discussed at the next meeting. The Clerk was directed to compile and display the co-opt poster.

333. Emergency Planning – The Clerk reported the response from EDDC which asked all Parishes and Towns to use the same template if producing their own plan. A working party of Cllr A Davies; Cllr Mrs S Marshall; Cllr Mrs A Warman; Cllr Mrs J Carter and Cllr R Warman were appointed to review the EDDC plan and template to bring a draft/recommendation to full Council for approval. Proposed by Cllr M Dyer, seconded by Cllr N Hindmarch. Agreed unanimously.

RESOLVED: The working party will review the EDDC plan and template to produce draft/recommendations for full Council.

334. Annual Parish Assembly – No questions were received. The Council agreed that more work was needed to attract a bigger audience. The Clerk suggested better planning was needed. The Clerk will ask other Clerks for any ideas information on their events.

335. Annual Meeting of the Parish Council – Members noted:

- i) This involves the review of all the Council Policies and statutory documents. Members were requested to locate their green Councillor folder prior to the meeting.
- ii) The Clerk suggested that Members review the Management structure of the Council following the end of the trial of the suspension of the Amenities and Finance Meetings. Currently the work falls on the Chairman and Clerk. The Clerk suggested that consideration should be given to a management structure to assist with the various areas of work. This will be discussed further.

336. Exchange of information:

1. Next meetings Full Council 31st May 2017 – This is the Annual Meeting of the Parish Council and will commence with the election of Chairman for the new civic year.
2. The Tennis Club three yearly rent review is due.
3. Cllr Mrs A Warman reported that there had been a theft of more crockery from the VH kitchens, CCTV is to be installed.
4. The main hall car park is to be re-lined on 2nd May and will be closed for the day.
5. Cllr A Davies asked if a quote had been obtained for refurbishing/repairing the pavement at the High Street.
6. Cllr A Davies reported that the noticeboard next to the One stop needed a good clean up. The Clerk was asked to review the condition of the noticeboards.
7. Cllr R Bryan reported that there was still a fair amount of grant money available from EDDC. Ideas for projects within the Parish were requested.

The meeting closed at 8.15pm.

Chairman