

Wayne Lewin – Clerk to the Parish Council

CERNE VALLEY PARISH COUNCIL

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Minutes of Full Council held on 12th January 2023 at Godmanstone Village Hall

Councillors present:

J. Crouch, J. Bolt, C. Crosbie, L. Prowse, F. Horsington, M. Keating, H. Brown, K. Burghart, and G. Bishop

There were no members of the public.

1. Apologies for absence

Cllr's Muskett, Beresford and Paul sent apologies, along with Cllr Haynes from Dorset Council.

2. Declarations of pecuniary and other interests

There were no declarations made at this time.

3. To confirm the minutes of the Parish Council Meeting held on 10th November 2022

These were approved as a true and accurate record of the meeting.

To confirm the minutes of the Extraordinary Parish Council Meeting held on 23rd November 2022

These were approved as a true and accurate record of the meeting.

To confirm the minutes of the Extraordinary Parish Council Meeting held on 08th December 2022

These were approved as a true and accurate record of the meeting.

To confirm the minutes of the Governance Committee Meeting held on 08th December 2022

These were approved as a true and accurate record of the meeting.

4. Matters arising from previous meeting

The Clerk stated that the Standing Orders were being rewritten.

The amended meeting dates to be resent out.

To invite Chris Loder MP to the annual village meeting.

Cllr Horsington arrives and declares any interest in the allotment field.

5. Update from the Chair

The Chair confirmed she was helping with the Standing Orders.

6. Public Discussion Period

There were no public in attendance.

7. To receive a report from the Dorset Council

A report had been received and distributed.

There were no matters currently for Dorset Council.

8. Financial update

a. Payments for authorisation

There were **15** payments (**PV's 93-107**) totally **£ 5112.47**, that were approved and authorised for payment.

b. Budget Update

The Clerk confirmed that the budget spend was **72.36%** at the end of AP9 (quarter 3).

The Clerk confirmed that only the F&E cost line may exceed the budget.

c. Reserve Update

The Clerk confirmed that the general reserve sat at **£2477.88**, which was below the minimum guidance as set by NALC. However, it was to be noted that the VAT costs (to be reclaimed) was currently (**£3763.65**), which when reclaimed would bring the general reserve back in line.

9. To receive committee reports and to agree action(s) in response to proposals and repairs

a. Allotments

Cllr Keating confirmed that there would soon be two plots available.

b. Burial Ground

The Clerk confirmed there had been one application for a memorial.

c. Car Park

Cllr Prowse confirmed the following was happening in the car park area:

- a. The fencing for the new permissive right of way had been installed.
- b. Signage was being sourced.
- c. The EA were due to move the fencing.
- d. It was agreed that the play equipment could be incorporated within the playpark inspection. rota. The Clerk would ask the external inspector to include these as well.
- e. The sign for the wildlife area had been made.
- f. Signage for the picnic area would be discussed at the next committee meeting.
- g. The EA were going to supply lots of hedging and plants as well as the bird and bat boxes.

d. Children's Play Park

Cllr Keating confirmed there were no issues.

e. Footpaths and Environment

It was confirmed that the stile between Stable Court and Black Hill had been repaired.

The broken latch at Beauvoir had been reported as had the broken street sign at Goose Green.

f. Defibrillator update

Cllr Keating confirmed that all three defibrillators were on the way.

Cllr Brown had completed the listed building consent was later informed that Full Planning was required.

All members agreed that this was ludicrous and requested that the Ward Councillor look into it.

g. Planning

There were no new planning applications to discuss.

10. Removal of gate at the Snicket / Back Lane

Further to past discussions, it was unanimously agreed by members to have the gate removed.

A budget of £100 was set, to come from F&E.

Cllr Crosbie would lead on this project.

11. Burial ground boundary wall agreement

The agreement which confirms joint ownership of the boundary was agreed by members. However, it was mentioned as what this means for the future, members were not sure.

12. Recommendations from the Burial ground extension working group

Considering the correspondence from Dorset Council, it was agreed to withdraw the original application and start again. A refund of £462.00 would be returned to the general reserve. Further to this, the working group recommendations that the application and supporting paperwork should be done by a professional. It was agreed.

Cllr Bishop has proactively sources one quote.

As this quote exceeded the procurement limit, the working group were guided to aspire to obtain a further two quotes.

13. Discussion on benefits of DAPTC

As this point, the Chair was asked if she wished to declare an interest as she was the Chair of DAPTC executive.

To that end, Cllr Crouch was affording permission to speak but not vote on this motion.

She spoke on the merits of the legal advice that could be obtained (if needed) and the support, advice and guidance they could provide.

Cllr Crouch left the room.

Other Councillors mentioned that the direct support for the Parish Council was minimal and that they spent a lot of time talking to Dorset Council, Town Councils and other agencies rather than providing the support to smaller parishes that pay the fees.

It was therefore agreed that the Clerk would forward ALL correspondence from DAPTC to all members so that an informed decision could be made at another meeting.

Fees would be factored into the budget.

Members agreed for additional time in order to complete the business on the agenda.

14. Support and funding for sandbag store in Cerne Abbas (JB)

Members agreed that further information was needed in order to make an informed decision, which included:

- a. How would it work?
- b. Where would it be?
- c. What would go in it?

Councillors agreed to move to next agenda.

15. Recommendation from Governance Committee

- a. Clerks' incremental progression

This matter was moved to the next meeting as confusion over parts of the contract were not resolved. 1 incremental would be included in the budget for that purpose.

b. Pension provision for staff

Members agreed to the NEST provision at 3% of threshold.
This would be included in the budget.

c. Increase in procurement level to £750

This was unanimously agreed.

d. Increase in work from home allowance from £25 to £30 for staff

This was unanimously agreed and to be incorporated in the budget.

e. Rewrite of standing orders 2018 (rev 2020)

This had been started by the Clerk and was ongoing.

f. Committee risk assessments to be completed at first committee meeting of the Parish year

This was unanimously agreed.

g. Discussion on terms of reference for committee's

It was agreed this was needed.

Cllr Burghart and the Clerk would create a template which would be endorsed by the committee and ratified at the Annual General meeting.

h. Minimum for committee to be quorate, suggested as 3.

This was unanimously agreed.

16. External audit report, discussion and resolution.

It was agreed that the observation to remove the Charles North Charity funds should be put to the trustees of the charity, to see if they could find somebody to be the treasurer, secretary and open a separate bank account.

17. Setting the Precept for 2023/24

The Precept was set for £21700.00, which although an increase on the £21500.00 of the previous year, in real terms was a decrease due the increase in the tax base.

18. Date(s) of next meeting(s)

**Full Council 09th February 2023
Cerne Abbas Village Hall @ 7.00pm**

There being no further business the meeting closed at 2156 hours.

Cllr Jacqui Bolt _____ **Deputy Chair of Cerne Valley Parish Council**