

TOLLER PORCORUM PARISH COUNCIL

Draft Minutes of the Parish Council meeting held on 7th November 2012

At Toller Porcorum Village Hall

Present:

Cllr Ennals (*Chairman*)

Cllr J Miller (*Vice Chairman*)

Cllr P Rutherford

Cllr P Davies

Cllr C Baker

Cllr J Knowles

Cllr D Billen

Cllr R Knox

Mrs M Harding (Clerk)

Apologies: Cllr J Haines (WDDC)

2 members of the public

45. **Welcome-** Cllr Ennals welcomed the Councillors to the PC meeting

46. **Apologies were received and recorded**

47. **Declarations of Interest and to Grant Dispensations for voting on the precept:**

No declarations declared.

The council proposed to approve and grant dispensations in order that the members can vote on the budget and precept. The Clerk had received completed dispensation forms from all councillors.

Proposed Cllr P Davies

Seconded Cllr D Billen

Resolved

48. **Minutes:** The minutes of the PC meeting on 5th September 2012 having previously been circulated and was signed by the Chair as a correct record of the meeting

Proposed Cllr C Baker

Seconded Cllr P Rutherford

Resolved

49. **Matters arising for information**

Cllr Knowles reported that she had not been able to contact Dawn Atkin from highways and there is now a tree across the unclassified road D12506, the clerk and Cllr Knowles will follow this up. **(MH)** Neighbourhood planning- The council are not considering going forward with a neighbourhood plan at this time.

No response has been received on the Keep Britain Tidy campaign.

50. **Democratic Forum:** None

51. **County Matters:** Cllr R Knox reported on the Beaminster Tunnel repair and that it is hoped to be open by May 2013. The DCC have a further £30M to save within their budgets, good work is being done in Adult care services where anyone will be able buy into the services available and there will be more home based care. The mobile library service is staying as it is. Further reports on highways issues later in the minutes.

52. **District Matters:** None

53. **Parish plan update:** The parish plan has now been delivered to all households in Toller Porcorum. The parish plan steering group will be asked to provide any further costs incurred as there are still funds available, any remaining funds will be set aside for any future updates to the plan. The Parish council agreed to adopt the parish plan which will make the parish council more aware of the needs of the parish in the future.

Proposed Cllr D Ennals

Seconded Cllr J Miller

Resolved

54. **Official naming of the Brook and Tree planting:** Cllr Pat Rutherford has contacted Oliver Letwin to officially name the "Toller Brook" and plant the Diamond Jubilee tree. This will take place in the Playing Field on Saturday December 1st at 10.00am. The Brook will be formally named at a suitable point adjacent to Bridge End. Cllr Ennals will produce a poster and the clerk will send the itinerary to Oliver Letwin and contact the Bridport News.

Cllr Ennals will ask Keith Miller if he would photograph the event. Refreshments will be served at the Village Hall afterwards. The Council will write to the queen to inform her of the event when it has taken place.

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The Jubilee tree has arrived and the stakes have been purchased to make the tree guard which is being made by Mr Patrick Woodford.

55. To further discuss Quality Council Status

Cllr Ennals reported that after much investigating about the Quality Council status he felt this would be of more benefit for larger councils who are applying for funding and it would create a large workload for the council at this time.

It was proposed that the council would not go ahead with QCS at this time but put this in abeyance for the future.

Proposed Cllr D Ennals

Seconded Cllr J Knowles

Resolved

56. To discuss Local Energy saving light bulb recycling: This was discussed by the council and the clerk will follow this up and report back. (MH)

57. Finance:

- i. To consider receipts and payments:

Receipts:

WDDC	Precept	£2250.00
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Payments:

Poundbury Garden Centre	Jubilee Tree	£50.00
Creeds	Parish plan	£452.00
Mrs M Harding	Salary/Exp	£245.22
HMRC	Paye	£47.80
BDO	Annual Return	£180.00
Brights	Jubilee Tree guard	£52.44
Toller VH	Hall Hire	£48.50
Total		<u>1075.48</u>

Proposed Cllr Rutherford

Seconded Cllr Ennals

Resolved

ii. Internal Auditor

Cllr Ennals reported that Mike Boardman has decided not to continue as internal auditor for the council after auditing the accounts for many years. A letter of thanks was proposed and Cllr Ennals was to purchase a gift.

The clerk would arrange for another internal auditor to carry out the audit but it will be at a cost to the council unless another qualified person comes forward. This was all agreed by the council

Proposed Cllr D Ennals

Seconded Cllr J Miller

Resolved

- iii. **Parish Website** Cllr Davies reported that it will be necessary to create a new parish website controlled by the Parish Council. The current website has its limitations. Cllr Davies will follow this up.

iv. To consider the budget and raise the precept for 2013/14

The clerk presented the budget proposals to the council these were considered and adjusted accordingly. The council proposed to raise the precept at **£4728.52** for the year **2013/14**.

Copies of the budget are available on request from the clerk.

Proposed Cllr P Davies

Seconded Cllr C Baker

Resolved

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- v. **To consider the Conservation and Community planning grant scheme:** The council will not be applying for a grant at this time

58. Planning:

- i. *Update on The Old Swan-* A survey is to be carried out due to sparrows nesting in the eaves and further investigations into the third party comments received on this application by WDDC.
- ii. *1/D/12/1304 Wickers Barn-* erect agricultural building adjoining existing barn- no objections
- iii. *To consider any other planning applications in circulation-* None
- iv. *Update-Post Office and Affordable Housing:*
Cllr Baker reported that the application for finance has now been approved and the steering group will be meeting and arranging an open day for all to view the plans early in December.

59. Highways:

- i. *Update on a Bus shelter for Toller Porcorum:* Cllr Ennals reported that is still on-going as it seems that the land suggested does belong to highways. He explained that the funding would be down to the parish, although if we obtained the permission to build a shelter the Parish Council would apply for a long term loan.
- ii. *Update on works to road through Toller:* Cllr Davies reported on his walk through Toller with the Environment Agency and that Dave Maunder was unable to complete the clearing of drains and gully's due to a tractor fire but would come back, clerk to follow up. **(MH)**
- iii. *To discuss the winter plan, snow ploughs, grit bins and dumpy bags for the coming winter:* Cllr Knox explained the snow plough scheme to the council and urged them to prepare a map and simple plan of what the parish would do in extremes of snow. The clerk with assistance from Councillors will prepare the plan and Cllr Knox will forward a map showing the gritting routes for Cllr Davies to mark with grit bins and dumpy bags on. Cllr Miller will check if all the dumpy bags are still full ready for the winter before any more are ordered. The winter plan will be available on the notice board and on the website when complete. **(MH/PD/JM)**
- iv. *To consider the transport representative for the parish.* Cllr Rutherford explained that she always dealt with this so the clerk will confirm this in an email to passenger transport services.

60. **Correspondence:** the correspondence had been previously circulated to the council.

61. **Date of the next meeting:** The next Parish Council meeting will be 9th January 2013.

62. Items for the next meeting:

Neighbourhood Planning
Recycling low energy light bulbs
Parish Plan
Website
Post Office and affordable housing
Bus shelter
Report on the tree planting

63. **Democratic Forum 15 minutes:** It was reported that the phone box has now been painted and the window has been replaced. The ROW board has been cleaned and now more readable. Comments were raised over the PC donations made annually to the Village Hall, Church and Recreation Area. Cllr Ennals explained that the council are mindful of the groups for which it considers donations and thanks were given for the constructive comments from the public.

Meeting closed at 9.35pm

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