

**MINUTES OF BISHOPS CAUNDLE PARISH COUNCIL MEETING**  
**HELD ON TUESDAY, DECEMBER 22nd, 2020 AT 7.30 P.M. VIA ZOOM**

**Please note the November meeting was delayed due to Covid-19 meeting restrictions.**

**1. Apologies:**

C Mitchell, Cllr. R. Legg

Present: A. Jones, S. Meads, A. Tuffin, D. Gardner, P. Blundell, J. Walsh-Quantick (Clerk)

**2. Previous Meeting Minute Approval**

Minutes of the meeting held on Tuesday 15<sup>th</sup> September were agreed with no amendments.

Proposed DG, Seconded SM.

**3. Matters Arising:**

**a. Village Maintenance and Hedge Cutting**

The revised quote requested was received from N. Payne for repair to the roof and an extension to the bus shelter proposing £800. An updated quote to include the use of metposts has been requested. It was discussed that a completion date is agreed as part of the work once approved (+3 months).

A Tuffin has spoken with Mr. Bennett regarding the hedge cutting and it will be completed early in the new year.

**b. Clerk Annual Salary Review.**

It was unanimously agreed that the clerk should receive the contracted annual salary increment point and this is to be backdated to April 2020 (original due date).

**c. Village Leaflet Update**

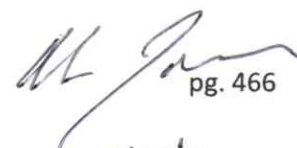
PB asked CM to review the Village Leaflet and the new version has been forwarded. SM offered her Graphic Design training to update the leaflet and include more photographs of the local surroundings. SM will liaise with CM. **SM**

**d. Lions Club Half Marathon 2021**

Due to Covid-19, the Lions Club have reluctantly decided to cancel the Half Marathon in 2021, plans are underway for a 2022 meet.

**e. Census 2021**

The Parish Council have been asked to assist those in the village without IT facilities and/or expertise with the completion of the census online. Councillors have expressed a willingness to help. Currently awaiting more information on what the Census online requirements will be.

  
pg. 466  
18/05/2021

**f. Speeding Update (Community Team)**

The clerk has forwarded a link for SM to register with Community Speed Watch (CSW) which is now completed. Covid is affecting all CSW training and it is currently on hold. 6 people within the village are happy to form the CSW team. Speeding is to remain a key priority for the Parish Council. **SM**

The clerk has contacted the speed enforcement team to request that they vary the times they visit the village and has included reference to known problem times such as school drop off/pick up, commuting and early morning.

**g. CIL Monies – White Gates/SID's**

Example quotes were provided by the clerk for both white gates and SID's. Further investigation is needed and more quotes obtained in the new year.

White Gates – SM, AT and AJ are in favour of purchasing gates, DM against. SM will photograph areas proposed for their location and forward pictures to the clerk. To discuss further at the next meeting. **SM**

SID – Cllr. Legg has suggested working with other parishes locally to join purchase a SID to keep costs lower. On discussion it was felt that a single unit owned by the village would be more effective as could be moved between locations. AT proposed purchasing a unit and SM offered to photograph potential locations to forward to the clerk. To be discussed further at next meeting. **SM**

Clerk to contact highways once photographs received to discuss options.

**h. Flooding Church Green**

No flooding has occurred in Church Green in the past few months.

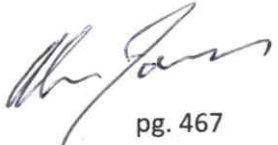
Flooding has been noted in Holt and Milburn Lanes due to drain blockages from run off, to be monitored.

Contact has been made with the Parish Council regarding the development at Manor Farm where it has been seen that water in footings is being pumped directly into the road. Clerk to notify Planning. **CLK**

**i. Woodland Trust**

Trees are to be received in early March. There will need to be confirmation of planting locations. AT to discuss with the Digby Estate possible use of the tennis courts, play area, Church Green and telephone exchange. SM to contact clerk with other potential locations.

SM to discuss with clerk next steps. A planting team will be needed.



pg. 467

18/05/2021

#### **4. Planning Applications**

None.

Comment - Windy Ridge

A wooden structure has been built in the rear garden adjacent to the cemetery. A complaint has been raised about if this is a permitted structure as it is in the village conservation area, the Clerk has contacted planning regarding both planning and conservation consent requirements and it appears to be within permitted building regulations.

#### **5. Play Area:**

##### **a. Maintenance and Repairs / Work to Date**

The Calloo play equipment has been ordered and will be delivered to the village directly. DG is liaising with Calloo and will be installing the equipment.

DG has removed the existing climbing frame which is not viable to repair, N. Payne will remove any posts and scrap.

##### **b. H&S Inspection**

To be booked pending work completion.

#### **6. Football Social Club and Ground**

Simon Goodfellow kindly cuts the grass in lieu of a donation to the Football Social Club. A. Jones to speak with S. Martin regarding plans for the club going forward and if they are happy to continue with the grass cutting agreement before issuing our next donation. Donation agreed as £250 (proposed AT, seconded DG). **AJ**

Last years donation cheque has been mislaid, Clerk to raise a new cheque to replace this. **CLK**

Forces Fit will start to use the field for training courses weekly once their agreement with Digby Estates in Sherborne ends and Covid permits.

#### **7. S106 Application**

Spinning bikes have been serviced by Rileys, awaiting invoice. **SM**

Awaiting Caloo equipment so we can submit a claim and identify how much of the S106 monies is remaining. Date of delivery tbc, will be covid dependent.

#### **8. Precept 2021**

Confirmation of this needs to be sent in January. The proposed budget has been sent to councillors and a provisional agreement of a 2% increase was made. To be discussed further in the January meeting.

#### **9. Training**

DAPTC emails of relevance to training are forwarded, clerk to be contacted if any training is required by councillors.



The clerk has attended a website accessibility course for WCAG2.1 AA run with DAPTC which came into force in September 2018 with a 2 year implementation programme. The website has been audited and updated to make it compliant in most areas. Hugo Fox (the webpage providers) have confirmed compliance from their areas. A regular audit schedule for this needs to be implemented  
**CLK**

Climate change meeting – P Blundell has attended and is interested in continuing to represent BCPC with this. Clerk to forward information and P Blundell to feedback relevant information. **Clk**

**10. Village Plan Review**

On hold

**11. Finance**

**a. State of Finances 18/12/2020 (for meeting 22/12/2020)**

<b>NATWEST CURRENT ACCOUNT</b>	£10155.38	
<b>NATWEST DEPOSIT ACCOUNT</b>	£11056.40	
<b>NATWEST GRANT ACCOUNT</b>	£9861.32	
<b>BARCLAYS TENNIS MONIES</b>	£0.00	
<b>TOTAL</b>		<b><u>£30173.10</u></b>

**PAYMENTS IN**

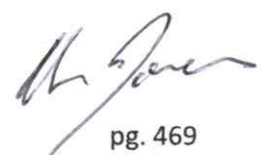
30/09/2020	Natwest Deposit Account Interest September	£0.10
30/10/2020	Natwest Deposit Account Interest October	£0.09
30/11/2020	Natwest Deposit Account Interest November	£0.09
30/09/2020	Precept September Payment to Natwest current account	£3800.00

**CHEQUES APPROVED AND SIGNED BY THE CHAIRMAN SINCE THE LAST MEETING**

001420	M Moore Grass Cutting November	£100.00

**OTHER PAYMENTS SINCE PREVIOUS MEETING**

Online Transfer	S Meads Yoga Equipment (Grants Account)	£220.84
Direct Debit	Dorset Waste Partnership	£21.00
BACS	DAPTC Website Accessibility Legislation Training	£20.00
BACS	Milborne Port Computers (Approved in precept previous year)	£529.99

  
 pg. 469

## CHEQUES/INVOICES/FUTURE PAYMENTS TO APPROVE AT THE MEETING

001421	M Moore Grass Cutting December	£100.00
001422	M Moore Grass Cutting January	£100.00
Online Transfer	Clerks Expenses October-December	£94.55
BACS	J Walsh-Quantick – HMRC Oct-Dec	TBC Approx £120.00
Online Transfer	Clerks Salary Oct-Dec	TBC Approx £470.00
BACS	AVG Virus Protection Due Jan 2021	TBC Approx £85.00

### **b. Approval of Payments**

Proposed by: D. Gardner

Seconded by: S. Meads

### **Annual Audit 2019-20 (External Auditor)**

The audit has been approved by the external auditors with no amendments.

### **12. Routine Correspondence**

None via post, emails as forwarded to councillors.

### **13. Matters for Further Discussion / Next Agenda**

Vacancy – Elections team have responded with the details of advertising for the position

Email addressed – clerk to contact DAPTC to ask if councillor specific email addresses are available.

### **14. Members of the Public Questions**

None.

### **15. Time of Closure**

9.15pm

### **16. Date of Next Meeting**

Tuesday January 19th 2021, 7.30pm. Location tbc depending on Covid-19 restrictions.

### **Future Planned Meeting Dates:**

#### **2021**

January 19th 7.30pm

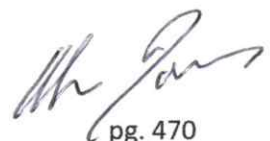
March 16<sup>th</sup> 7.30pm

May 18<sup>th</sup> (AGM and APM) from 7pm

July 20<sup>th</sup> 7.30pm

September 21st 7.30pm

November 16<sup>th</sup> 7.30pm



pg. 470

18/05/2021