

MINUTES OF A MEETING OF BISHOPS CAUNDLE PARISH COUNCIL
HELD ON TUESDAY, JANUARY 16th, 2018 AT 7.30 P.M. IN THE VILLAGE HALL

1.	<p>Present: Chairman A. Jones, P. Blundell, D. Gardner, A. Tuffin, Clerk J. Walsh-Quantick.</p> <p>In attendance: District Councillor Gould</p> <p>No members of the public attended.</p>	Action
	<p>Apologies for Absence: S. Meads, County Councillor Penfold</p>	
2.	<p>To Approve Minutes of the Meeting held on Tuesday, 21st November 2017. The minutes of the meeting were approved and signed by the Chairman with no amendments having been circulated previously. Proposed by D. Gardner, seconded by P. Blundell</p>	
3.	<p>Matters Arising Therefrom:</p> <p>Vacancy for Parish Councillor due to resignation of Liz Lyons No applications or expression of interest have been received for the vacancy, clerk to generate a poster to display on noticeboard, website and in the shop to notify the village of the vacancy.</p>	Clk
	<p>Vacancy for Vice Chair following resignation of Liz Lyons It was agreed in the meeting the vice chair position should remain open until the AGM in May. Liz was the Community Shop liaison and any issues raised should be referred to the chairman directly until the AGM.</p>	Clk
	<p>Declaration of Acceptance and Register of Members Interests for Sophie Meads The following signed documentation is required for S. Meads, in her absence the clerk will contact S. Meads directly: Declaration of Acceptance of Office (emailed) Register of Members Interests (emailed) Dispensation to Participate in a Meeting</p>	Clk
	<p>Highway Maintenance Feedback from Councillor Penfold was given to councillors. Paul Thatcher has requested photographic evidence regarding the flooding which A. Tuffin has and will forward.</p> <p>It was noted that two drains have been blocked in Stoney Lane. Church Green problems were highlighted and it was discussed that the drains had not been adopted post development. The surface water from the fields behind Church Green run through the development following prolonged rain. Photographs of flooding in this area are to be taken and forwarded to P. Thatcher.</p>	A.T. A.T./ D.G
4.	<p>Precept Setting The spreadsheet generated in the extra precept meeting held on December 7th was discussed with all councillors and small amendments made. A precept of £7,600 for the year 2018-19 was agreed which is a slight increase from the previous year.</p>	
5.	<p>Flood Plan Update It was agreed that a separate flood plan is not required for the village, the Emergency Plan is deemed sufficiently comprehensive to cover a flood event.</p>	

<u>6.</u>	Replacement Printer An Epson ET 2600 has been purchased. To be removed from the agenda.	
<u>7.</u>	Emergency Plan The plan has been updated and copies are to be printed and circulated now confirmation of the action for the flood plan (point 5) has been agreed.	Clk
<u>8.</u>	Police Precept A discussion was held regarding the proposal for the police to request an extra £1/month per band D household. It was agreed that this was an acceptable amount to request, Clerk to complete the police survey on behalf of the parish council to reflect this view.	Clk Actioned 18/01/18
<u>9.</u>	Play area - Maintenance and Repairs. Potential sources of funding (lottery, Bags of Hope, Calor Gas) S. Meads has suggested looking at the different sources of funding available in detail and is happy to look into this with the Clerk. The bark delivery has not yet been made, bark will be supplied free of charge but fuel costs for delivery will need to be covered. Once the bark has been laid a ROSPA inspection will be required, the next official inspection is due in April. The 2018-19 precept figure includes an annual amount for bark costs. A tyre is required, the garage will be approached to identify if they will be able to help with this. D. Gardner has agreed to contact the garage directly. As per the previous meetings, the councillors agreed there is a need for equipment suitable for older children which would prevent damage by older children playing on the equipment designed for younger children.	S.M. / Clk A.T D.G
<u>10.</u>	Noticeboard P. Blundell has completed the carcass and has purchased the wood to make the doors. Glass for the doors is to be sourced from a supplier in Stalbridge. Access to all areas of the website has been given to the Clerk who will add in all relevant documentation.	P.B. Clk
<u>11.</u>	Transparency Code There is funding available for IT equipment to ensure compliance with the transparency code can be met. Clerk to identify if we can retrospectively claim towards the printer.	Clk
<u>12.</u>	Signage (Dogs) Replacement 'Clean Up After Your Dog' signs have been received and given to D. Gardner to place around the village. There are 2 dog poo bins in the playing fields.	D.G.
<u>13.</u>	Football Club The football club is no longer running at Bishops Caundle but has a licence from the Parish Council for free use of the area/social club buildings in return for grass cutting and general maintenance. Funding towards equipment maintenance and running costs is provided by the Parish Council.	D.G. / A.T.

John Jones
20/3/18

	<p>As the football club is no longer using the field there is question around whether the licence is valid for just the social club and a discussion is needed to clarify the arrangement between the two parties and, if needed, to re-formulate a revised agreement. A meeting has been proposed by A. Jones and it was agreed that initial contact should be made with the social club from a visit from A. Tuffin and D. Gardner at one of the social club meetings.</p> <p>If the playing field is not used there is the option to stop the lease from the Digby Estate which potentially could return this area to farmland.</p> <p>M. Moore has completed to work in the areas inaccessible to the tractor.</p>																																		
14.	<p>Sherborne Transport Action Representative Bishops Caundle does not currently have a representative in this group, Councillor Penfold will pass on any issues raised. Clerk to contact Barry Williams to ask if he would like to become involved as he has an interest in local transport issues.</p>	Cik																																	
15.	<p>Training Details of all training courses available has been forwarded to Parish Council members. Clerk is registered for the Audit training in January which covers the new audit process and has registered for an introductory clerks course (online), funding for this has been approved. Proposed A. Jones, Seconded D. Gardner.</p> <p>Any training required needs to be booked via the Clerk.</p>	Cik																																	
16.	<p>Finance</p> <p style="text-align: center;"><u>STATE OF FINANCES AS AT 16.01.2018</u></p> <p style="text-align: center;"><u>STATE OF FINANCES AS AT 16.01.2018</u></p> <table border="1" data-bbox="327 1189 1426 1417"> <tr> <td>CURRENT ACCOUNT</td> <td>£4018.73</td> <td></td> </tr> <tr> <td>DEPOSIT ACCOUNT</td> <td>£15282.34</td> <td></td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td></td> <td><u>19301.07</u></td> </tr> <tr> <td>TENNIS MONIES</td> <td>£3145.56</td> <td></td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td></td> <td><u>£3145.56</u></td> </tr> </table> <p style="text-align: center;"><u>CHEQUES APPROVED AND SIGNED BY THE CHAIRMAN SINCE THE LAST MEETING</u></p> <table border="1" data-bbox="327 1485 1426 1675"> <tr> <td>001288</td> <td>Mrs J. Walsh-Quantick - Epsom ET 2600 printer</td> <td>£143.98</td> </tr> <tr> <td>001289</td> <td>D. Gardener Weed killer for play area</td> <td>£49.99</td> </tr> <tr> <td>001290</td> <td>DAPTC – Essential Training for Councillors Course (P Blundell)</td> <td>£60.00</td> </tr> </table> <p style="text-align: center;"><u>OTHER PAYMENTS SINCE PREVIOUS MEETING</u></p> <table border="1" data-bbox="327 1742 1426 2002"> <tr> <td>Direct Debit</td> <td>Dorset Waste Collection (Jan to March 2018)</td> <td>£15.00</td> </tr> <tr> <td>001283 (Already Authorised)</td> <td>HMRC Tax To End December for Clerk Amount Confirmation</td> <td>£97.80</td> </tr> <tr> <td>Bank transfer (Barclays)</td> <td>Mr. Bennett Hedge Cutting (via Tennis Monies fund)</td> <td>£180.00</td> </tr> </table>	CURRENT ACCOUNT	£4018.73		DEPOSIT ACCOUNT	£15282.34		TOTAL		<u>19301.07</u>	TENNIS MONIES	£3145.56		TOTAL		<u>£3145.56</u>	001288	Mrs J. Walsh-Quantick - Epsom ET 2600 printer	£143.98	001289	D. Gardener Weed killer for play area	£49.99	001290	DAPTC – Essential Training for Councillors Course (P Blundell)	£60.00	Direct Debit	Dorset Waste Collection (Jan to March 2018)	£15.00	001283 (Already Authorised)	HMRC Tax To End December for Clerk Amount Confirmation	£97.80	Bank transfer (Barclays)	Mr. Bennett Hedge Cutting (via Tennis Monies fund)	£180.00	
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A. Jones
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	<p>needed for its use. It was mentioned that spare parking is available in the village hall and social club car parks if needed. P. Blundell to feed back to the villager concerned.</p> <p>Litter Picking – Voluntary litter picking was discussed and the Clerk will contact the DWP to ask if there are any schemes available to provide litter picking equipment and PPE. Clerk to order Mauve litter bags.</p> <p>Ongoing - The updated general data processing regulations will be in force from May 2018. Clerk to review the regulations and establish if any further work is required. Training is planned for March if deemed needed.</p> <p>The Manor Farm development is still under consideration. Councillor Gould will find out the current status of the application and feed back to the parish council. A meeting with the Land Trust has taken place and feedback from this is awaited.</p> <p>S. Meads raised previously that there is an opportunity for the parish council to engage with the village and should something be arranged to support this. Further discussion is needed and this will carry forward to the March meeting.</p>	<p>Clk</p> <p>Clk</p> <p>R. G.</p> <p>All</p>
<p>19.</p>	<p>Time of Closure: The meeting closed at 9.25p.m.</p>	
<p>20.</p>	<p>Date of Next Meeting: There is no meeting in February Tuesday, March 20th, 2018 at 7.30 in the Village Hall</p>	

Future Meeting Dates:

Tuesday, March 20th, 2018

Tuesday, May 15th, 2018

Tuesday, July 17th, 2018

Tuesday, September 18th, 2018

Tuesday, November 20th, 2018

Mr Jones
20/3/18