

**MINUTES OF THE ANNUAL MEETING OF HAZELBURY BRYAN PARISH COUNCIL HELD IN HAZELBURY
BRYAN VILLAGE HALL ON TUESDAY 12th MAY 2015 AT 8.10 PM**

Present: Councillors Steve Murcer (SM); Ken Huggins (KH); Alun Read (AR); David Maughan (DM) and Martin Richards (MR) and NDDC/DCC Cllr Pauline Batstone (PB)

Members of the public – 12

Minutes: Malcolm Wilson (MW) – parish clerk

082/15 – Election of Chairman and signature of Declaration of Acceptance of Office: SM was elected as Chairman for the next year and signed the Declaration of Acceptance of Office

083/15 - Apologies: None

084/15 - Declarations of interest: SM declared a personal interest in the matter covered in minute 102/15

085/15 – Adoption of the minutes of the meeting held on 7th April 2015: The minutes of this meeting were approved and signed by the Chairman

086/15 – Matters arising from these minutes: None.

087/15 – Public open session: Mr Mills asked where the Recreation Committee had met on 13th April – it hadn't been publicised; he also wanted to ensure necessary regulations were followed in the design and build of any new changing facility. The governance of the Recreation Committee is under review, and will be on the June parish council agenda. It was noted that any proposals for building will have to come through a parish council meeting. It was noted that the minutes for April on public display were titled "March" – the clerk apologised and had only noticed when preparing minutes for signature that afternoon.

088/15 – To elect a Vice-Chairman: DM was elected Vice-Chairman for the coming year.

089/15 – To agree parish councillors may sign the Declaration of Acceptance of Office at any time before the next parish council meeting: This was agreed although all councillors signed Declarations of Acceptance of Office at this meeting. The clerk also provided Register of Interest forms and stressed the importance of completing these comprehensively, accurately and within 30 days.

090/15 – To resolve to take the General Power of Competence: With two-thirds of councillors elected and the clerk having the necessary qualifications it was resolved to adopt the General Power of Competence.

091/15 – To appoint representatives to outside bodies: The following appointments were approved – village hall (DM); playing field (AR)

092/15 – To assign areas of responsibility: The following areas of responsibility were assigned – rights of way (MR); allotments (AR); transport (KH)

093/15 – Finance

a) to approve accounts for payment: The following payments were approved:

	a				
880	tenwick	village flowers	39.37		39.37
	m				
881	wilson	may pay	240.70		240.70
882	futurform	stationery	11.96	2.39	14.35
883	a maughan	cemetery waste bags	90.00		90.00
884	ik services	dog bins april	82.40		82.40
885	darkin miller	internal audit	264.32	52.86	317.18
	m				
886	wilson	expenses 6th jan -12th may	56.88		56.88
887	futurform	stationery	34.93	6.99	41.92

In addition a monthly standing order payment of £15 in favour of Wessex Web Design was approved for the financial year

b) approving the year end accounts and Annual Return post internal audit: A draft internal audit report had been received; comments had been made and the draft revised to reflect these. A final report had been received and circulated shortly before the meeting. Given there was scope in the external auditor's timetable, it was agreed to consider these items in more detail at the next parish council meeting in June.

094/15 – To consider the risk assessments, insurance and audit arrangements of the parish council: i) risk assessments and insurance – the Clerk had discussed with the internal auditor his preference to see a whole year of the councils work before reviewing the risk assessments and discussing at parish council. This idea was thought sensible, and it was agreed to defer this matter until September's parish council, in advance of a review of insurance arrangements which renew in early November. ii) audit – it was agreed to review current arrangements in June, alongside the approval of annual accounts

095/15 – Ideas Please project: The village hall has spent the remaining amount of its allocation on new lighting and drapes to help with the acoustics. The Playing Field Committee wish to purchase two 5-a-side goals at a cost of £642 – this was approved and the Clerk will liaise over the purchase

096/15 – Elections 2015 – to consider co-options to fill two vacancies: It was agreed the two vacancies will be filled at June's parish council meeting. Ideally those being co-opted would widen the age and gender range of councillors but this may not be achievable. Those interested in being co-opted will be invited to attend and explain what qualities they feel they can bring to the parish council

097/15 - The Antelope/Causeway path: A meeting with Tom Dike of H&W, Graham Stanley from the Rangers, councillors and the clerk has been arranged for Friday 15th May 2015.

098/15 – Planning

a) to consider planning applications received:

2/2015/0451/FUL – Locketts Cottages, Locketts Farm Dairy, Droop – erect two storey and single storey extensions and carry out alterations to roof to form one dwelling and erect double car port and form new vehicular access – despite some confusion as to whether this was a replacement application or a new application, there were no objections

b) to note decisions made by North Dorset District Council: None

c) to discuss concerns raised over the Ferns chicken farm: Nothing further known at this stage

099/15 – Recreation field – (DM): Nothing further to report at this stage

100/15 – Village hall – report: The new village hall chair, Alison Maughan, reported on a successful quiz night (to be repeated in October) and monthly film nights throughout the summer.

101/15 – DCC/NDDC Cllr Batstone: The missing finger post at Kingston had been found and will be replaced. Some minor funding might be needed from the parish council. A petition with 47 names organised by Mr D Couchman had asked for its re-instatement. The problem with heavy goods vehicles taking the sign when searching for Judds/Richards works was discussed and the Clerk will ask Highways if they would object to bespoke signs for these businesses being put in place, perhaps informally. She will speak again to the occupants of the travellers caravan in Churchfoot Lane to check on their progress on being permanently re-housed. The Inspector reviewing the Local Plan has said the Settlement boundaries in the 18 most sustainable villages (including Hazelbury Bryan) should be retained. This may have implications for housing numbers (the clerk had heard via Shillingstone that the number of houses to be allocated to rural villages over the life of the Plan was

to rise from 230 to about 900). The DCC Waste and Minerals strategy is being revised, but no obvious impact locally. A further "Ask Dorset" consultation will take place later in the year.

102/15 - Public open session: Mr Mills helpfully said that co-option procedures were in the files

103/15 – Correspondence to note: i) SM, in response to a question, reported he'd had no correspondence or news on the proposed Handley Cross development ii) a request for another dog waste bin in Wonston had been received. The clerk will check the feasibility of the location with the contractor and formal approval can be given at the next parish council meeting iii) a Macmillan cancer support cycle ride will pass through the village on Sunday 5th July

104/15 – Date of next meeting: The next meeting will be held at Tuesday 2nd June 2015

105/15 – Close of meeting: With no further business to discuss SM closed the meeting at 9.15 pm.

DRAFT