

HAZELBURY BRYAN PARISH COUNCIL

Minutes of the meeting of Hazelbury Bryan Parish Council held in Hazelbury Bryan Village Hall on Tuesday 5th November 2013 at 8.00pm

Present:- Dave Roberts (DR), Steve Murcer (SM), Ken Huggins (KH), Tricia Walton (TW), David Maughan (DM), Martin Richards (MR), Emma Grayson (EG)

Members of the Public:- 0

Minutes:- Matthew Mills (Parish Clerk)

Apologies:-

Ref	Action	Owner
194/13	Apologies for Absence It is recorded that there were no apologies for absence.	
195/13	To adopt the minutes of the previous meetings The Council resolved to adopt the minutes of the Ordinary meeting held on 1 st October 2013 and the Extraordinary meeting held on 8 th October 2013. The Chairman signed the Minutes as being a true record of the meetings.	
196/13	Clerks Report The Clerk reported that <ul style="list-style-type: none">▪ The Chairman had approved the draft of the letter to Chief Constable regarding parking adjacent to the war memorial and this will now be sent off,▪ He had received a reply from Energise Stur Valley regarding speaking to the Council. Their approach would be directed to the Village Hall Committee.▪ He attended the Budgeting/Precepts training course.	
197/13	Declarations of Personal or Prejudicial Interest and granting of dispensation It was recorded that the following declarations of personal interest were declared: Councillor David Maughan - Planning Application at Orchard Farmhouse Councillor David Maughan declared a personal and prejudicial interest as he receives payment in kind in the form of logs from the applicant. It was recorded that the Clerk reminded the Councillors that they would require a dispensation to speak and vote on the precept to be discussed at the December meeting.	

HAZELBURY BRYAN PARISH COUNCIL

Ref	Action	Owner																								
198/13	<p>Financials</p> <p>i) Invoices received in the last month The Council resolved to make the following payments under the authority provided by the General Power of Competence:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Service</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>Mr Matthew Mills</td> <td>Parish Clerk's salary</td> <td style="text-align: right;">£263.09</td> </tr> <tr> <td>Mr Matthew Mills</td> <td>Parish Clerk's expenses</td> <td style="text-align: right;">£52.25</td> </tr> <tr> <td>C J Eyres</td> <td>Coney Lane Clearance 2013</td> <td style="text-align: right;">£180.00</td> </tr> <tr> <td>HMRC</td> <td>Clerk's Income Tax</td> <td style="text-align: right;">£199.14</td> </tr> <tr> <td>DAPTC</td> <td>Training Course</td> <td style="text-align: right;">£25.00</td> </tr> <tr> <td>DAPTC</td> <td>Training Course</td> <td style="text-align: right;">£25.00</td> </tr> <tr> <td>Technix</td> <td>Purchase on behalf of HBRA</td> <td style="text-align: right;">£241.20</td> </tr> </tbody> </table>	Payee	Service	Amount	Mr Matthew Mills	Parish Clerk's salary	£263.09	Mr Matthew Mills	Parish Clerk's expenses	£52.25	C J Eyres	Coney Lane Clearance 2013	£180.00	HMRC	Clerk's Income Tax	£199.14	DAPTC	Training Course	£25.00	DAPTC	Training Course	£25.00	Technix	Purchase on behalf of HBRA	£241.20	
Payee	Service	Amount																								
Mr Matthew Mills	Parish Clerk's salary	£263.09																								
Mr Matthew Mills	Parish Clerk's expenses	£52.25																								
C J Eyres	Coney Lane Clearance 2013	£180.00																								
HMRC	Clerk's Income Tax	£199.14																								
DAPTC	Training Course	£25.00																								
DAPTC	Training Course	£25.00																								
Technix	Purchase on behalf of HBRA	£241.20																								
199/13	ii) Invoices received since the publication of the agenda None																									
200/13	<p>iii) Income received in the last month The Council noted the receipt of the following income:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Service</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>HBRA</td> <td>Refund of purchase on behalf of association</td> <td style="text-align: right;">£201.00</td> </tr> <tr> <td>HBVH</td> <td>Insurance contribution</td> <td style="text-align: right;">£994.55</td> </tr> </tbody> </table>	Payee	Service	Amount	HBRA	Refund of purchase on behalf of association	£201.00	HBVH	Insurance contribution	£994.55																
Payee	Service	Amount																								
HBRA	Refund of purchase on behalf of association	£201.00																								
HBVH	Insurance contribution	£994.55																								
201/13	<p>iv) 2nd quarter financial review It was confirmed that the accounts were accurate. However a possible error was found on the 2012/13 VAT return. The Council resolved to contact a VAT expert for advice on the possible error.</p>	SM/Clerk																								
202/13	<p>v) Review of expenditure/income against 2013/14 budget The Council reviewed expenditure and income against the 2013/14 budget. It was agreed that the figures were satisfactory.</p>																									
203/13	<p>vi) Training The Chairman expressed an interest in attending the DAPTC Chairman's Seminar on 13th November 2013. The Council resolved to grant this request.</p>	DR/Clerk																								
204/13	<p>vii) Donation to the Hazelbury Bryan Branch of the Royal British Legion The Council resolved to make a donation of £120.00</p>																									
Planning																										
205/13	<p>i) Planning application decisions by NDDC and DCC None</p>																									
206/13	<p>ii) Planning applications received</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 15%;">2/2013/0906</td> <td style="width: 60%;">Nut Bloom Cottage, Park Gate - Two storey side and single storey rear extensions</td> <td style="width: 25%;">No Comment</td> </tr> <tr> <td>2/2013/1128</td> <td>Orchard Farmhouse, Wonston - Form shower room and carry out internal alterations</td> <td>No Comment</td> </tr> </tbody> </table>	2/2013/0906	Nut Bloom Cottage, Park Gate - Two storey side and single storey rear extensions	No Comment	2/2013/1128	Orchard Farmhouse, Wonston - Form shower room and carry out internal alterations	No Comment																			
2/2013/0906	Nut Bloom Cottage, Park Gate - Two storey side and single storey rear extensions	No Comment																								
2/2013/1128	Orchard Farmhouse, Wonston - Form shower room and carry out internal alterations	No Comment																								

HAZELBURY BRYAN PARISH COUNCIL

207/13	Draft budget 2014/15 The draft budget was discussed. Adjustments will be made and the final budget will be presented at the December meeting.	Clerk
208/13	Review of Asset Register It was resolved to accept the proposed updates to the Asset Register and publish the new version with immediate effect.	Clerk
209/13	Review of Governance Document It was resolved to accept the proposed updates to the Governance Document and publish the new version with immediate effect.	Clerk
210/13	Review of Financial Regulations It was resolved to accept the proposed updates to the Financial Regulations and publish the new version with immediate effect.	Clerk
211/13	Review of Standing Orders It was resolved to accept the proposed updates to the Standing Orders and publish the new version with immediate effect.	Clerk
Footpaths		
212/13	i) The Causeway Dorset County Council have budgeted £1,500.00 for the proposed footway on the Causeway. The Council resolved to pay the Clerk overtime up to £100.00 to prepare plans to present to Hall & Woodhouse	DR/Clerk
213/13	ii) N41/31, Pleck Farm to The Causeway The Chairman would inspect the reported damage to the stile near the shop	DR
214/13	iii) N41/16, Drum Lane to Coney Lane The Chairman has spoken to the owners of Mead Cottage, Drum Lane who are happy for the scalplings to be stored on their land. The Clerk to arrange delivery for the weekend 16 th /17 th November.	Clerk
215/13	iv) N41/17 to Coney Lane Reported damage to stile to be inspected	DM
216/13	v) N41/41, Churchfoot Lane to Thickthorn Lane Dorset County Council has issued an enforcement letter to the landowner who has 21 days to respond.	
Cemetery		
217/13	i) The Council resolved to accept the quotation of £100.00 from JB Garden Services to remove the compost material as soon as possible.	Clerk
218/13	ii) The Council resolved to get quotes <ul style="list-style-type: none"> ▪ from Phill Perrett to trim the outside face and top of the cemetery hedges, and ▪ from JB Garden Services and Chris Eyres to trim the inside face of the cemetery hedges . 	Clerk Clerk

HAZELBURY BRYAN PARISH COUNCIL

Playing Field

- 219/13 i) Play area fencing
The length of fencing to be re-measured to include the rotor play (rotating net) and jungle climber. Quotes for the fencing will be obtained and brought back to the Council. DR
- 220/13 ii) Agility-multiplay repair
The Chairman has inspected the split tubing and will carry out repairs. DR
- 221/13 iii) Swings
Inspection of swing chain links to be inspected for wear. DR/DM
- 222/13 iii) Recreational Association Report
It was **reported** that
- safety mats have been ordered and received. These will be put down under , and
 - further demolition of the building is waiting for the electricity supplier to disconnect the electricity meter.

Village Hall

- 223/13 i) Request for grant
The following motion was proposed by Cllr Murcer *“The Council continues to be supportive of the village hall and is minded to help in some way but before the Council is able to be certain of the timing and amount of the donation it would prefer to await the outcome of the potential VAT liability.”* For 4, Against 1, Abstained 2
- 224/13 ii) Village Hall Report
There was nothing to report
- 225/13 **Update from Cllr Pauline Batstone (DCC & NDDC)**
Cllr Batstone submitted her report by email:
- School transport for over 16s - DCC staff are endeavouring to sort matters out for individuals within the confines of the County's policy,
 - Dead animals are being left on the roadside and are not being removed by NDDC in spite of them being reported
 - The review of need for gypsy and travellers sites has now been completed - further revised public consultation is planned - matters will not be finally resolved until at least the latter part of 2017.
- 226/13 **Verbal Communicated Items**
There were no items

HAZELBURY BRYAN PARISH COUNCIL

216/13 **Written Communicated Items**

The Clerk **reported** that he had received communications from

- i) A resident regarding the accident at Park Gate,
- ii) A resident regarding the mud on Churchfoot Lane,
- iii) Local Government Boundary Commission with the draft recommendations on the new electoral arrangements for NDDC,
- iv) Luke Turk NDDC regarding tree works at Cornerways Wonston,
- v) Cynthia Starkey Chief Executive DAPTC regarding the localisation of Council Tax Support.

The meeting closed at 9.55pm

The next meeting will be 8pm on Tuesday 3rd December 2013 in the Village Hall.

These and earlier minutes and agendas can also be viewed at:-

<http://www.hazelburybryan.com/hbpc.html>