

**MINUTES OF THE MEETING OF HAZELBURY BRYAN PARISH COUNCIL HELD IN HAZELBURY
BRYAN VILLAGE HALL ON TUESDAY 2nd SEPTEMBER 2014 AT 8.00 PM**

Present: Councillors Steve Murcer (SM) – Chairman; David Maughan (DM); Tricia Walton (TW); Martin Richards (MR); Ken Huggins (KH) and Emma Grayson (EG).

Members of the public – 7: DCC/NDDC Cllr Pauline Batstone (PB)

Minutes: Malcolm Wilson (MW) – parish clerk

Apologies: Received and accepted from Alun Read

180/14 – Adoption of the minutes of the meeting held on 5th August 2014: The minutes of this meeting were approved and signed by the Chairman

181/14 – Matters arising from these minutes: The Clerk reported that Mr & Mrs Peace were still happy to meet the cost (£98.23 before VAT) of the new Burial Book. Other matters are on the agenda.

182/14 – Public open session: No comments

183/14 – Dog waste bins – to consider the purchase of additional bins: The Clerk confirmed that the cost of purchasing and installing a dog waste bin would be within the £200 per unit approved. One could potentially be fixed to a telegraph pole near the post box by the school; the other in Zoar Lane by the “tadpole pond”. He has had a meeting with Mr Ian Kerr of Stalclean and awaits a quote for emptying. He is also awaiting full details of current arrangements for collection and payment from the Dorset Waste Partnership. It was agreed that the Clerk should continue discussions with Mr Kerr and he was authorised to commit to spending up to £100 per month on a three month trial basis.

184/14 – Bryan Bytes – next edition: The Clerk had circulated some draft articles to the Chairman and Vice Chairmen who were happy with the content. There is space for a report from the Playing Field Committee, and also a note re tendering for grass and hedge cutting etc (see minute 186/14 below). The Clerk will organise printing.

185/14 – Hazel Wood and Holy Well – approach for assistance from the Woodland Trust: Notification has been received from the Woodland Trust that it will be using contractors to clear the pond in the autumn. The Trust asked if the parish council would pay for the same contractor to clear the Holy Well, for which it says the parish council is responsible. The clerk has asked for details of the potential cost involved and also clarification as to why the Trust thinks the parish council is responsible for the Holy Well, which is clearly on Woodland Trust land – response awaited

186/14 – Hedges, footpaths and grass cutting – work schedule to be agreed: The Clerk had circulated a schedule of locations and work prepared in February 2014 and it was agreed this comprehensively set out the parish council’s requirements. During a discussion on the way forward the following points emerged – certain individuals have traditionally maintained certain areas like the cemetery, and the Keep – do they wish to continue?; would hedging contractors or farmers wish to get involved with strimming or grass cutting, particularly given the seasonal pressures they face?; ideally the work would be kept within the village. It was agreed the Clerk would write to potential contractors setting out the

parish council's requirements with a view to seeking quotes from them for all or part of the work programme. The cemetery and grass cutting at the Keep would remain "ring-fenced" provided the current contractor wishes to continue. The next edition of Bryan Bytes will cover this matter.

EG is awaiting a quote for a repair to the footpath from Wonston to the Red Barn

187/14 – Vodaphone – Rural Open Sure Signal project – consideration of an application:

The Clerk had circulated full details of this initiative and a summary. There are difficulties in terms of a tight deadline of 14th October by which time ten properties have to be identified and the owner's agreement given and the application submitted. PB reported that Allan Peters of Stur.Quest was trying to co-ordinate an approach that might include many local communities. It was pointed out that a joint approach would have more weight with Vodaphone and avoided the need to rush things to meet their deadline. It was agreed the Clerk should make contact with Stur.Quest to look at the best way forward.

188/14 – Web site – to consider future arrangements: Mr C Juett, the current service provider, has given notice that he will be moving away and unable to provide this service from 31st October 2014. The Clerk had reported that Shillingstone Parish Council, where he is also Clerk, use a company called parishcouncils.net which provides web sites specifically designed for parish councils. In the absence of a known local provider it was agreed the Clerk should proceed with the switch to parishcouncils.net and take either the bronze or silver option as he feels most appropriate. Set up costs are £150 or £250 respectively, and annual maintenance fee is £100 or £200. This compares with £240 being paid at present, but the Clerk will actually load documents and information to the site after set up.

189/14 – Finance

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

Cheque 842 – Shaw and Son – burial book - £117.88

Cheque 843 – Hazelbury Bryan village hall – hall hire - £40.00

Cheque 844 – M Wilson – reimbursed expenses as per schedule - £128.80

b) payroll arrangements: To ensure complete independence the Clerk has recommended having his payroll done by a third party provider. A quote from a local payroll bureau was expensive and it was agreed to engage the services of Mr Simon Goacher who provides payroll services to 27 parish councils in East Sussex and had been used by the Clerk in his previous employment. The cost will be less than £100 per annum and will be funded by the reduced office allowance being claimed by the current Clerk.

c) discuss a policy on reserves: The current position is as follows:

Earmarked reserves:

Causeway footpath - £3k

Playing field - £5k

Elections - £1k

Snow clearance - £0.2k

Contingency reserve - £15k

General reserve:

(allowing for income and expenditure to 31st March 2015) - £8k

Policy guidance is that parish councils should have a minimum non-earmarked reserve of one quarter of the annual Precept, i.e. approx £3.6k. It was agreed that in future the Contingency Reserve should therefore be set at £7k (a prudent 50% of Precept). The effect of this is that at least £15k ought to be available to be allocated over time for village projects under the Ideas Please initiative. The project committee will meet within the next month or so to begin considering suggestions. It is acknowledged that the footpath reserve of £3k is likely to be insufficient on its own to build a footpath if permission is received from Hall and Woodhouse.

190/14 – Planning

a) to consider planning applications received: None received

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

191/14 – Recreation field – (DM/EG): Nothing formal to report from the Committee. EG noted that the annual playground inspection took place on 1st September. KH has received quotes based on four options for the fencing at the playground as follows:

i) repair and make safe - £264 ii) repair, make safe and add a top rail – an extra £306 iii) renew completely on a like for like basis - £1,500 iv) extend the fenced area to incorporate all the equipment - £3,400. There was a discussion about the need for a fence and its scale of coverage. It was agreed the Clerk would seek guidance from the Play Inspection Company on recommended options

192/14 – Village hall – report: (TW) Film nights start on Saturday 6th September, where the new screen will be in operation for the first time

193/14 – Projects – update: MR, supported by DM/TW and the Clerk will begin work in shortly. MR will propose dates for a meeting in the next few weeks. In advance of the meeting the Clerk will attempt some analysis of requests into a coherent set of proposals.

194/14 – Report from Cllr Batstone: She reported as follows:-

a) The government has introduced regulations allowing all council meetings to be filmed etc, but there are some practical concerns still to be addressed.

b) Roland Skeats, DCC Highways technical officer would like to visit a parish council meeting, with colleagues if necessary, to discuss highways, footpaths, the winter programme, flooding etc. It might be appropriate to have the PCSO and Graham Stanley from County Rangers in attendance as well. The Clerk will extend an invitation. The Chairman suggested that this particular meeting should start at an earlier time.

c) Digital TV signals in some areas in Sturminster Newton are being affected by 4G mobile coverage. A web site - @800 – provides guidance on solutions

d) North Dorset DC is looking to combine some management and services with West Dorset/Weymouth to save money. This makes the future of the Norden site uncertain as Dorchester is likely to be the main centre.

e) DCC's priorities are economic growth and more integrated health, wellbeing and safety services

f) The superfast broadband roll-out continues.

195/14 – Public open session: Clarification was sought on the responsibility for maintaining hedges, stiles and footpaths. Hedges and stiles responsibility lies primarily with the landowner but the parish council will help in certain cases. Footpaths are the responsibility of DCC, but again the parish council will help if it can. A list of locations of stiles in need of repair and clearance will be sent to the Clerk for possible action.

196/14 – Correspondence to note:

- a) The Clerk has received a flood warden survey – he will reply
- b) The Chairman has received a letter from Chris Eyres asking if the parish council were happy for him and Geraldine Hobson to continue as tree wardens. This was agreed. He also asked about the proposed memorial tree and expressed his concerns about transplanting a native hedgerow sapling. Events have moved on and the British Legion has sourced its own tree for the event. The Clerk will reply. The letter also expressed concerns about FP17 (Wonston to the Malthouse) and the impact of new landowners on a gate on the path and whether this will be altered. Noted at present.
- c) A letter from Mr Lawrence Graves concerning a bakery he and his family knew and used when he was a child was given to EG to reply.

197/14 – Date of next meeting: The next meeting will be held at Tuesday 7th October 2014, time to be determined depending on outcome of invitation to Mr Skeat (see minute 194/14 above)

There being no further business to discuss the Chairman closed the meeting at 9.50 pm.