

# HAZELBURY BRYAN PARISH COUNCIL

## Minutes of the meeting of Hazelbury Bryan Parish Council held in Hazelbury Bryan Village Hall on Tuesday 4<sup>th</sup> February 2014 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:- 1; Cllr Pauline Batstone (PB)

Minutes:- Matthew Mills (Parish Clerk)

Apologies:-

Ref	Action	Owner
019/14	<b>Apologies for Absence</b> It is <b>recorded</b> that there were no apologies for absence.	
020/14	<b>To adopt the minutes of the previous meetings</b> The Council <b>resolved</b> to adopt the minutes of the meeting held on 7 <sup>th</sup> January 2014. The Chairman signed the Minutes as being a true record of the meetings.	
021/14	<b>Clerks Report</b> The Clerk <b>reported</b> that <ul style="list-style-type: none"><li>▪ He had arranged a site meeting between DCC and the Parish Council to discuss parking at the memorial,</li><li>▪ He had written to HMRC advising them of the Council's findings and asking for their comment,</li><li>▪ He had sent the Councillors planning application comments to NDDC,</li><li>▪ He had sent the Estimate of Expenditure for 2014/2015 to North Dorset District Council (NDDC),</li><li>▪ He had sent the orders to J B Garden Services for the works in Coney Lane.</li><li>▪ He had written to NDDC asking that the bottle bank hard standing, signs and railings be carefully removed by NDDC from above the roots of the TPO'd lime tree adjacent to The Antelope PH. This had been passed to the Dorset Waste Partnership who have agreed to do the work as soon as possible.</li><li>▪ He had been asked by a member to find out from NDDC if all the conditions imposed by planning decision 2/2011/0682/PLNG, Land at Pidney Hill, have been discharged and if not why not.</li><li>▪ He had been asked by a member to find out from Dorset Highways if the school sign at the Village Hall was still required.</li><li>▪ He had met with a Dorset County Council Community Highways Officer to point out the dead tree in Coney Lane. The officer will now speak to Symonds &amp; Sampson and his tree officer.</li></ul>	

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022/14 **Declarations of Personal or Prejudicial Interest and granting of dispensation**  
It was **recorded** that there were no declarations of personal or prejudicial interest nor dispensations granted.

023/14 **Financials**

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:

Payee	Service	Amount
Mr Matthew Mills	Parish Clerk's salary	£263.09
Mr Matthew Mills	Parish Clerk's expenses	£25.00
HMRC	PAYE	£196.80

024/14 ii) Invoices received since the publication of the agenda

The Council **resolved** to make the following payments under the authority provided by the General Power of Competence:

Payee	Service	Amount
JB Garden Services	Coney Lane Works I	£360.00
Viking	Clerk's Stationery	£82.61

025/14 iii) Income received in the last month

The Council **noted** the receipt of the following income:

Payee	Service	Amount
Gina Temple	Grant of Exclusive Right of Burial	£200.00
Matthew Mills	Refund for Printer Cartridges	£58.40

026/14 **3<sup>rd</sup> quarter financial review**

The 3<sup>rd</sup> quarter accounts reviewed by Cllrs Dave Roberts & David Maughan were **approved**.

027/14 **Review of expenditure/income against 2013/14 budget**

The expenditure/income figures against the 2013/14 budget were review by the Council and were **approved**.

028/14 **Internal Audit**

Emma Lindsay has agreed to carry out the 2013/14 internal audit. Her appointment was **approved**.

029/14 **Review of Risk Register**

Three references to Audit Group on page three were replaced with Councillors. The Council **resolved** to adopt the revised Risk Register.

**Planning**

030/14 i) Planning application decisions by NDDC and DCC

2/2013/1341 Springfield, Drum Lane – Withdrawn

2/2013/1345 Rowlands Yard, The Causeway – Withdrawn

031/14 ii) Planning applications received

None

032/14 **Future Projects**

After discussion and a number of suggestions the Council **decided** to bring this subject back to the April Parish Council meeting after consultation with the residents via the Hazelbury Bryan Bytes newsletter and the website.

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- 033/14 **Annual Parish Meeting**  
After considering the Clerk's report the Council **resolved** not to change the format of the Annual Parish meeting but to review and revise its presentation.
- 034/14 **Certificate in Local Council Administration & Clerk's Training**  
After considering the Clerk's report the Council decided that it wanted to continue to have the General Power of Competence after the elections in 2015. It was proposed that the Clerk register to undertake the certificate and attend the training as detailed in the report. Councillor Steve Murcer proposed that the Council should also pay the Clerk for the extra time involved in the training and putting together the portfolio. This proposal was defeated 3 for and 4 against. The Council then **resolved** to approve the funding of (i) the Clerk's registration with SLCC to undertake the Certificate in Local Council Administration, and (ii) the Clerk's attendance at the Step up to CiLCA training course. **Clerk**
- It also **resolved** that the Council approved the funding of the Clerk's attendance at the three DAPTC training courses namely Funding and Finance Conference, Cemetery Management and VAT workshop **Clerk**
- Land Maintenance 2014**  
After considering the Clerk's report the Council made the following resolutions;
- 035/14 **Cemetery**  
The Council **resolved** to place an order on 1<sup>st</sup> April 2014 for £450.00 with Mr Graham Belsham to maintain the cemetery. **Clerk**
- 036/14 **Playing Field**  
The Council **resolved** to make an immediate contribution of £750.00 towards the annual running costs of the playing field from monies vired from 2013/14 Land Maintenance budget. **Clerk**
- 037/14 **The Keep**  
The Council **resolved** to place an immediate order for £40.00 with Mr Ernie Cluett to strim the ditch banks. **Clerk**
- 038/14 The Council **resolved** to place an order on 1<sup>st</sup> April 2014 for £210.00 with Mr Ernie Cluett to mow The Keep and allotment hedge lines and also to strim the ditch banks **Clerk**
- 039/14 **The Keep**  
The Council **resolved** to place an order for £50.00 with PJ & PA Perrett Ltd to cut back the hedge between the Poor Land and The Keep/allotment **Clerk**
- 040/14 **Coney Lane**  
Discussion regarding the maintenance of Coney Lane would take place at the next meeting **Clerk**

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## 041/14 **Playing Field**

The Recreation Association had nothing to report.

- (i) A session of hedge laying would take place between 9.00am and 12.00pm on Sunday 16<sup>th</sup> February.
- (ii) The pavilion should be demolished on Friday 7<sup>th</sup> February
- (iii) There is a broken branch in one of the trees on the playing field. This needs to be dealt with as a matter of urgency. Councillor Emma Grayson would supply the Clerk with the name of a tree surgeon.
- (iv) The Council **resolved** to purchase replacement traditional swing chains from Online Playground at a cost of £69.00 + VAT

Clerk

## **Village Hall**

## 042/14 Village Hall Report

It was **reported** that

- It is film night on Saturday 8<sup>th</sup> February 2014 when "About Time" will be shown. Tickets £3.00 on the door. Doors open at 6.45pm. Film starts at 7.30pm.

## 043/14 **Update from Cllr Pauline Batstone (DCC & NDDC)**

Cllr Pauline Batstone submitted a comprehensive report covering her work at DCC & NDDC. The main issue concerning Hazelbury Bryan was the highway flooding and potholes. She had been around the area with Roland Skeats (Technical Officer, Dorset Highways) and that the gullies in the parish would be cleaned as soon as practicable.

## 044/14 **Verbal Communicated Items**

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

- A resident wished the Parish Council to record her thanks to Dorset County Council and local landowners in dealing with the floods and the resulting potholes.

## 045/14 **Written Communicated Items**

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

- i) Doug Couchman asking that the Parish Council uses its influence to ensure a proper re-resurfacing job of Glue Hill to Woodrow is carried out. Cllr Pauline Batstone is in contact with DCC over this.
- ii) Jeremy Mogger (HB Royal British Legion) asking that he be involved in any discussion regarding moving the war memorial.
- iii) Jim Bettle (Chairman of Recreational Association) asking if there had been any update on the distribution of moneys accruing from the sale of the Wonston Club site.
- iv) Peter Williams requesting access request over Council land to fell tree. The request was granted subject to conditions requiring damage to be minimised and, if it occurs, repaired asap.
- v) Dorchester and West Dorset Motorcycle group - Dorset County Council road safety team are sponsoring a series of three presentations on Advanced Motorcycling Techniques. Understanding the theory of how to take actions to keep identified

Clerk

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risks to a minimum is the start of being aware of the risks inherent in particular road and traffic situations. The presentations will be on Wednesdays at 7.30pm on the 23rd and 30th April and 7th May at the George Albert Hotel, Evershot, nr Dorchester DT2 9PW. They are free to all bikers This has been added to website and will be put on the notice boards.

- vi) Police and Crime Commissioner re Consultation on Precept Rise – Email forwarded to councillors.
- vii) Dorset County Council re Community First Responders - This has been added to website.
- viii) Dorset County Council re Information for older and disabled people from First Bus
- ix) Dorset County Council re Public Health Dorset Update bulletin January 2014 – Email forwarded to councillors.
- x) Dorset Highways re Provisional Construction Programme – The only work identified was carried out in 2013/14.

**Clerk**

The meeting closed at 10.00pm

The next meeting will be 8pm on Tuesday 4<sup>th</sup> March 2014 in the Village Hall.  
These and earlier minutes and agendas can also be viewed at:-

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