

# HAZELBURY BRYAN PARISH COUNCIL

## Minutes of the meeting of Hazelbury Bryan Parish Council held in Hazelbury Bryan Village Hall on Tuesday 3<sup>rd</sup> 2014 at 8.00pm

Present:- Steve Murcer (SM), Ken Huggins (KH), David Maughan (DM), Martin Richards (MR), Emma Grayson (EG)

Members of the Public:- 8; Councillor Pauline Batstone (PB)

Minutes:- Matthew Mills (Parish Clerk)

Apologies:-

Ref	Action	Owner
123/14	<b>Apologies for absence</b> It was <b>recorded</b> that apologies were received from Councillor Tricia Walton.	
124/14	<b>To adopt the minutes of the previous meetings</b> The Council <b>resolved</b> to adopt the minutes of the meeting held on 6 <sup>th</sup> May 2014. The Chairman signed the Minutes as being a true record of the meeting.	
125/14	<b>Clerks Report</b> The Clerk <b>reported</b> that <ul style="list-style-type: none"><li>▪ He had passed Councillor Martin Richard's concern onto Dorset County Council regarding the quality of road resurfacing between Hazelbury Bryan and Sturminster Newton. The reply was <i>"This first lot of dressing is just the "Pad Coat" , this will be allowed to settle in and the final surface dressing will be applied in One month's time."</i></li><li>▪ In view of his resignation he hasn't organised the first meetings of the working groups to (a) revise the Council's standing orders and financial regulations (b) renegotiate the allotment tenancy agreement and Allotment Association constitution, and to (c) prepare a revision of the Playing Field Committee terms of reference. It was only fair that this was left until the new Clerk was in post.</li><li>▪ The June edition of the Hazelbury Bryan Bytes as the Clerk is waiting for the Chairman's Message and an article on the playing field a member wanted to include.</li></ul>	
126/14	<b>Declarations of Disclosable Pecuniary or Personal interest and granting of dispensations</b> It was <b>recorded</b> that there were no declarations of disclosable pecuniary or personal interest nor dispensations granted.	
127/14	<b>Vacancy for Clerk/Responsible Financial Officer</b> Following the resignation of the Parish Clerk/Responsible Financial Officer adverts had been placed in the parish magazine, on the three notice boards in the village and on the Parish Council's and DAPTC's websites. It had also been circulated by email to Hazelbury Bryan contacts. The closing date for applications is 30 <sup>th</sup> June 2014. The Chairman thanked the Clerk for his hard work over the past fourteen months. So far there had been seven expressions of interest. A shortlist will be prepared and the shortlisted	

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	applicants will be interviewed by a panel. The current contract may be reviewed to cover the possibility of recovering training costs.	
128/14	<p><b>Councillor's Vacancy</b></p> <p>Following the resignation of Dave Roberts a Notice of Vacancy in the Office of Parish Councillor had been posted on the three notice boards in the village. Details had also been put on the Parish Council's website and it had been circulated by email to Hazelbury Bryan contacts. There had been some interest.</p>	
129/14	<p><b>External Audit</b></p> <ul style="list-style-type: none"> <li>▪ Section 1 of the 2013/14 Annual Return was <b><u>signed off</u></b> by the Council.</li> <li>▪ Section 2 of the 2013/14 Annual Return was <b><u>completed and signed off</u></b> by the Council.</li> </ul>	
130/14	<p><b>Financials</b></p> <p>i) Invoices received in the last month The Council <b><u>resolved</u></b> to make the payments shown in Appendix A(1) under the authority provided by the General Power of Competence:</p> <p>ii) Invoices received since the publication of the agenda The Council <b><u>resolved</u></b> to make the payments shown in Appendix A(2) under the authority provided by the General Power of Competence:</p> <p>iii) Payments made by Standing Order and Direct Debit since the last meeting The Council <b><u>recorded</u></b> the payments shown in Appendix A(3) by Standing Order and Direct Debit since the last meeting</p> <p>iv) Income received in the last month The Council <b><u>recorded</u></b> the income in the last month shown in Appendix A(4).</p> <p><b>Planning</b></p>	
0131/14	<p>i) Planning application decisions by NDDC and DCC None</p> <p>ii) Planning applications received None</p>	
132/14	<p><b>Internal Audit</b></p> <p>The Clerk presented the report from the internal auditor Rosie Darkin-Miller carried out on 12<sup>th</sup> May 2014 together with proposed management responses and deadlines.</p> <p>The Council <b><u>resolved</u></b> to accept the report and proposed responses and asked for the formulation of a reserves policy to be put on the next agenda.</p>	<b>Clerk</b>
133/14	<p><b>Future Projects</b></p> <p>The Council <b><u>resolved</u></b> to review the reserves and then set up a working group to allocate monies to future projects.</p>	
134/14	<p><b>Dogs</b></p> <p>i) Dog Attacks</p> <p>There had been another dog on dog attack in the village. The Dog Warden had been notified but it wasn't known if she had responded. A letter had also been written by another resident regarding the dogs in question to which the warden hadn't responded. The Clerk is awaiting a response from</p>	

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	<p>the Police as to whether a recent dog on human incident was covered by the Dangerous Dogs Act. Resident should let the Clerk know if they or their dogs have been involved in any incidents.</p> <p>ii) Dog Fouling</p> <p>Dog fouling is becoming a problem in Churchfoot Lane and De Braine Close. The Dorset Waste Partnership won't supply and empty anymore bins. Will NDDC empty more if they are paid? [Councillor Batstone to check]</p> <p>Councillors to suggest additional sites. Could the Stalbridge Town Orderly be employed to empty more bins? [Councillor Batstone to check]</p> <p>Councillor Martin Richards raised the problem of fouling of pasture by dogs and the increased incidents of Neospora and Sarcocystis. Councillor Batstone may be able to provide a sign. This should be highlighted in the next issue of the Hazelbury Bryan Bytes.</p>	
135/14	<p><b>Cemetery Management</b></p> <p>The Council <b>resolved</b> to reject the Clerk's recommendation to purchase a new <i>Grants of Exclusive Rights of Burial</i> record book professionally printed on a 170gsm acid free paper from Shaw &amp; Sons Limited at a cost of £98.23 + VAT and instead to print out their own grants using MicroSoft Word kept in a loose leaf folder.</p>	<p>PB</p> <p>PB</p> <p>PB Clerk</p>
136/14	<p><b>Village Locator Index</b></p> <p>Councillor David Maugham had updated the index created in 2010/11 in the telephone boxes replacing where necessary the missing pages. He will circulate the index file to those that want it.</p>	DM
137/14	<p><b>Land Maintenance</b></p> <p><b>Coney Lane 2014</b></p> <p>Councillor David Maugham had cleared the early summer flush of weeds. Councillor Emma Grayson will speak to Dave Roberts and/or Chris Eyres regarding issuing an order for the future maintenance of Coney Lane.</p>	EG
138/14	<p><b>Kingston Notice Board</b></p> <p>The Council <b>resolved</b> to accept the quotation from JB Garden Services of £102.00 + VAT for the repair of the Kingston notice board.</p>	Clerk
139/14	<p><b>Playing Field</b></p> <p>Playing Field Committee report</p> <p>It was <b>reported</b> that</p> <ul style="list-style-type: none"> <li>▪ The missing swing will be replaced on 4<sup>th</sup> June</li> <li>▪ A gate had been erected between the playing field and The Keep</li> <li>▪ The contractor lined up to do the re-fencing of the children's play area no longer has time to do it. New contractors are being sought to quote for the work</li> <li>▪ Because of the cost the shipping container won't be moved until the new building is completed. Councillor Martin Richards made an offer to move it for £25. He will speak directly with Jim Bettle.</li> <li>▪ Councillor David Maughan will remind the Playing Field Committee of the requirement of the Council's insurance that the play equipment is inspected regularly [<i>Recommendation from the Council's insurers -</i></li> </ul>	<p>KH</p> <p>MR</p> <p>DM</p>

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	<p><i>Dependant on usage, these inspections should be carried out weekly as a minimum]</i></p> <ul style="list-style-type: none"> <li>▪ An email had been received from the Playground Inspection Company reminding the Council that the inspection of the play equipment was due. Put on the next agenda</li> </ul>	Clerk
	<p><b>Village Hall</b></p>	
140/14	<p>Village Hall Committee report</p> <p>It was <b>reported</b> that</p> <ul style="list-style-type: none"> <li>▪ The new flooring to the kitchen, small meeting room, entrance lobby and toilets would be carried out on 9<sup>th</sup> and 10<sup>th</sup> June</li> </ul>	
141/14	<p><b>Update from Councillor Pauline Batstone (DCC &amp; NDDC)</b></p> <p>Councillor Pauline Batstone submitted a comprehensive report covering her work at DCC &amp; NDDC. The main issues concerning Hazelbury Bryan were</p> <ul style="list-style-type: none"> <li>▪ Dorset County Council are holding a series of road shows all around the county starting on June 2nd inviting the public to come and tell them what they think is most important in the wide range of services they pay for through their Council Tax</li> </ul> <p>Blandford Saturday 11am-1pm 7/6/14 Market Place            Blandford Friday 4:30pm-7pm 13/6/14 Morrisons            Sherborne Saturday 9:30am-12:30pm 12/7/14 Outside Waitrose            Sherborne Thursday 4:30pm-7pm 24/7/14 Sainsburys (tbc)            Stur Saturday 9am-11am 7/6/14 Outside the Exchange Station Road            Stur Monday 9.30am-12:30pm 23/6/14 Inside the Exchange</p> <ul style="list-style-type: none"> <li>▪ Dorset County Council are closing the road between Hazelbury Bryan and Sturminster Newton sometime between 4<sup>th</sup> June and 20<sup>th</sup> June to do further work connected to the resurfacing plus a sealant coat in August</li> <li>▪ Dorset County Council are closing the road to Sturminster on 4<sup>th</sup> August 2014 for work on Salkeld Bridge (just beyond the entrance to Plumber Manor)</li> <li>▪ Footpath between The Antelope and Honeybun Meadows. Councillor Batstone to contact the Ranger Service.</li> <li>▪ Snow Clearance - Councillor Batstone to check if there are any changes.</li> <li>▪ She had had a good meeting with young people in care. The security of children in care is a very important issue.</li> <li>▪ North Dorset District Council have adopted the new Policy 20 - The Countryside in the new local plan that means there will be limited approvals for new dwellings in the village other than small occupational dwellings and social housing where there is a need in the village.</li> </ul>	PB PB
142/14	<p><b>Verbal Communicated Items</b></p> <p>The Clerk <b>reported</b> that he had received no verbal communications. The following concerns were raised at the meeting:</p> <ul style="list-style-type: none"> <li>▪ When are allotment hedge lines going to be cut as they are getting overgrown? The order has been issued and the Clerk will check to see</li> </ul>	

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	when the work is planned.	Clerk
143/14	<b>Written Communicated Items</b> The Clerk <b>reported</b> that he had received communications from <ul style="list-style-type: none"><li>▪ Steve Shaw of Sevenoaks Town Council asking that the Council support a proposal that they have submitted to government under the Sustainable Communities Act. Put on next agenda.</li><li>▪ NSPCC requesting a donation. Put on next agenda</li></ul>	Clerk Clerk

The meeting closed at 9.47pm

The next meeting of the Parish Council will be 8pm on Tuesday 1<sup>st</sup> July 2014 in the Village Hall.  
These and earlier minutes and agendas can also be viewed at:-  
<http://www.hazelburybryan.com/hbpc.html>

# HAZELBURY BRYAN PARISH COUNCIL

## Appendix A

### A(1) Invoices received since last month

Payee	Invoice Number	Service	Amount	Cheque Number
Mr Matthew Mills	n/a	Parish Clerk's salary	£263.09	000817
Mr Matthew Mills	n/a	Parish Clerk's expenses	£25.50	000818
Darkin Miller Limited	23	Internal Audit	£299.09	000819
DAPTC	n/a	Annual Subscription	£327.12	000820

### A(2) Invoices received since the publication of the agenda

Payee	Invoice Number	Service	Amount	Cheque Number
Mrs Alma Tenwick <sup>1</sup>	n/a	Village Hall Plant Tubs	£34.90	000821

### A(3) Payments made by Standing Order and Direct Debit since the last meeting

Payee	Service	Amount
Chris Juett	Website maintenance	£20.00

### A(4) Income received since the last meeting

Payee	Service	Amount	Cheque Number
Lloyds Bank	Interest	£1.58	n/a
Richard Green	Memorial	£30.00	002025

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<sup>1</sup> 180/13 Budget for plant tubs outside the village hall. The Council resolved to set aside a budget of £75 in 2014/15 and each subsequent year for Alma Tenwick to spend on plants etc for the village hall flower tubs.