

**MINUTES FOR THE MEETING OF  
THE LOWER WINTERBORNE PARISH COUNCIL  
HELD ON TUESDAY 20<sup>th</sup> MAY 2008  
AT WINTERBORNE KINGSTON**

- 1. ATTENDANCE:** Mr. T. Ives (Chairman)  
Mrs. H. Hughes (Parish Clerk)  
Mr. M. Cox (District Councillor)  
Mrs. R. Burden  
Mr. R. Thorne  
Mr. S. Rogers  
Mr. M. Cook  
Mr. D. Holden  
Mrs. H. Cox (County Councillor)  
Mr. M. Meaden  
Mr. P. Baker  
5 members of the public

**APOLOGIES:** Mrs. D. Jones MBE (District Councillor)  
Mr. M. Griffin

**ABSENT:** Mrs. C. Smith

1. The Chairman opened the meeting and offered his sincere thanks to Mr. Griffin for covering the Clerk's duties during her Maternity Leave; he welcomed Mrs. Hughes back. He also thanked Mrs. Burden for chairing the Village Meetings and April's Parish Council Meeting.

**2. ELECTION OF CHAIRMAN**

Mr. Ives vacated the Chair; it was temporarily held by Mr. Cox. Mrs. Burden nominated Mr. Ives for Chairman of the Lower Winterborne Parish Council, seconded by Mr. Meaden. All voted in favour, unanimously carried.

**3. ELECTION OF VICE-CHAIRMAN**

Mr. Ives nominated Mrs. Burden for Vice-Chairman of the Lower Winterborne Parish Council, seconded by Mr. Holden. All voted in favour, unanimously carried.

**4. APPOINTMENT OF COMMITTEES & REPRESENTATIVES**

The Chairman thanked all the Councillors for their input and it was agreed that these would remain as per the previous year for the time being:

Rights of Way – Winterborne Kingston	Mr. Atkinson
Rights of Way – Winterborne Zelston	Mr. Bush
Community Advisor Winterborne Kingston	Mr. Ives
Community Advisor Winterborne Zelston	Mrs. Jones
Tree Warden Winterborne Kingston	Mr. Rogers
Tree Warden Anderson	Miss. Bruce
Tree Warden Winterborne Zelston	Mr. Bush
Flood Warden Winterborne Kingston	Mr. Hyde
Flood Warden Winterborne Zelston	Mrs. Burden / Mr. Holden
Homewatch Co-ordinator Winterborne Kingston	Mr. Hyde
Homewatch Co-ordinator Winterborne Zelston	Mrs. Jones
Ancient Monuments Officer	Miss. Bruce
Playground & Youth Club	Mrs. Smith
Winterborne Kingston Cricket Club / Recreation Ground	Mr. Rogers
Community Action DT11 Area Group	Mr. Holden
Church and Cemetery	Mr. Ives
WK Village Hall	Mr. Meaden
Finance	Mr. Griffin
Highways & Environment	Mr. Cook
Planning	Mr. Thorne
Youth Building Project	Mr. Shaxon
DAPTC	Mr. Baker

**5. MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 8<sup>th</sup> April 2008 had been circulated to all members and were signed by the Chairman. Proposed by Mr. Holden and seconded by Mr. Thorne, all in favour unanimously carried.

ACTION

## 6. DECLARATION OF INTERESTS

The Chairman declared an interest in the Youth Building; Mr. Rogers declared an interest in WKCC.

## 7. NON AGENDA ITEMS RAISED BY THE PUBLIC

The Chairman stated that he had received a call from a resident of East Street requesting that where trees have been removed and a fence installed the bank be shaped and replanted. There was a general discussion resulting in the Chairman agreeing to try and arrange a site meeting.

## 8. MATTERS ARISING

- a. Weekly Playground Inspection and Risk Assessment Winterborne Kingston and Winterborne Zelston – Mr. Holden reported on Winterborne Kingston. He stated that the fence at the far end of the play park requires attention and the gate needs a closing device. He noted that the outside of the sports Club needs some work; tidying and general maintenance. The Chairman advised the meeting that the quoted cost of repainting the play equipment was £1,500 plus VAT. Mrs. Burden reported no problems in Winterborne Zelston; she stated that the river level is dropping and that the seat had been dismantled. It was also reported that the judging for the Best Village had been done although the village was not ready. The Chairman agreed to do the inspections for Winterborne Kingston up to the next meeting.
- b. Cemetery / Churchyard – Mr. Holden reported no problems.
- c. Homewatch – Mr. Hyde wasn't present to report; however there was general discussion regarding thefts of diesel and a trailer. There was also mention of distraction burglaries and visits from bogus water board officials.
- d. Winterborne Kingston Cricket Club (WKCC) – Mr. Rogers stated that despite good progress being made at the club attendance is poor. Bar sales were reported good on darts nights and the car boot sales successful. Mr. Rogers advised the meeting that the tractor had been repaired and the bill submitted to the tree owner. He said the tractor shed replacement is urgent and reported vandalism to the cables on the trailer. He noted that the gate is not always being locked; the Chairman agreed to address this. He confirmed that the table tops outside the club are to be removed for the paving to be cleared.
- e. Highway Matters – Mr. Cook followed up on highway issues raised at the Annual Village Meeting; the reflector and damage to the road edging had been reported. Mrs Cox asked to be advised of the fault number so she could follow up on the progress. Mr. Cook stated that he would be contacting PC Mullins regarding speeds on the A31. Finally Mr. Cook reported the removal of the speed repeater signs at the entrance to the village.
- f. Village Halls – Mr. Meaden informed the meeting that he had attended the Winterborne Kingston Village Hall Annual General Meeting. He provided a copy of the accounts to LWPC. He reported that the village hall committee was having a fundraising drive to raise money to tarmac the front apron of the car park; the recent Dorset Evening had raised over £700. An area of concern noted was the low use rate of the village hall of six hours per week. The Chairman reported the suggestion at the recent Village Meeting that LWPC make a donation towards the tarmacing and this was agreed in principle. There was a general discussion regarding the quality of the current surface. A query was raised over refurbishment of the bus shelter and a financial provision being made in next year's precept.
- g. Rights of Way and Bridleways - Mr. Atkinson was not present to report. Mrs. Burden stated that the damaged post in Winterborne Zelston had been replaced.
- h. Dog Bins – The Chairman reported that quotes were still being sought and confirmed that none would be supplied by NDDC. A query was made over LWPC's offer to pay £100 towards the emptying of dog waste bins; it was agreed that if no bins were supplied then there was no obligation to pay for their emptying.
- i. DT11 Partnership – Mr. Holden attended the AGM on April 8<sup>th</sup>. He advised that new officers had been voted in and Steve Adamson remained as chair. He reported that the DT11 group is well represented by the parishes, that the new offices are operational and manned and that a trading company has been formed under the name DT11 Forum Ltd.. Mr Holden updated the meeting on Tough Choices stating the importance of the continuation of services currently provided by NDDC. It was reported that the MCTI initiative was progressing and

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a community strategic plan for the next twenty years is being addressed. Finally Mr. Holden advised the meeting that DT11's priorities for the year were to have an operational website and community magazine running in parallel; to complete the trailway project and expand the number of cycleways; to provide further support for parish based projects.

- j. DAPTC – Mr. Baker had nothing to report. The DAPTC Spring 2008 Newsletter was distributed to all Councillors.

## 9. YOUTH BUILDING PROJECT

The Chairman reported that a clearer picture of the annual running costs of the building was emerging now a rateable value assessment has been done. He advised the meeting that consideration is being made to make the Youth Club / Tadpoles a registered charity to provide the benefit of an 80% rate reduction and other funding. Licences for the Youth Club and Tadpoles have been received from the Solicitor. The Chairman stated that a full statement will be made available to all Councillors at the end of the summer term when the building will have been in use for one year. The Chairman referred to the work required to complete the fencing and the replacement of the tractor shed; this can be addressed on payment of a grant from the DT11 Forum. Mr Griffin is still researching quotations for Buildings Insurance; the building is currently insured.

## 10. PLANNING

### Applications Received:

Application No: 2/2008/0347

Riverside Cottage, Winterborne Zelston

Erect single storey summerhouse in rear garden. No letters received; supported by LWPC

Application No: 2/2008/0361

Hilltop Barn, Winterborne Zelston

Erect triple garage / workshop / store. No letters received; supported by LWPC with a request for a non residential clause.

### Results Received:

Application No. 2/2008/0104

Old Rickyard, West Street, Winterborne Kingston

Relocation of Sewage Treatment Plant (retrospective) – granted subject to one condition.

Application No. 2/2008/0130

Bourne Lodge, Winterborne Zelston

Erect single two storey side and rear extension and alter existing pitch roof (demolish existing chimney) – granted subject to four conditions.

Application No. 2/2008/0212

9, Wares Close, Winterborne Zelston

Erect single storey extension (demolish existing lean to) – granted subject to two conditions.

Application Number: 2/2008/0259

Middle Farm, Winterborne Zelston

Internal modifications; raise floor level and erect stud wall to create ground floor shower room and reinstate lounge door. This application was considered by the Development Control Committee on 7<sup>th</sup> May 2008 where it was approved.

## 11. CORRESPONDENCE

Neptune Outdoor Furniture – Picnic Tables

PACT (Dorset Police) – Safe Neighbourhoods Seminar 5<sup>th</sup> June (*Chairman to attend; Clerk to RSVP*)

BT – Pay 'phone realignment; closures (Winterborne Zelston)

NDDC – Scrutiny Committee Programme of Work

NDDC – Notice of intent to carry out work to 16 trees at Zelston House – conservation area (*passed to Mrs. Burden*)

North Dorset Local Development Framework – Local Development Scheme

NALC – May Bulletin

Clerks and Councils Direct – May Edition

NDDC – Councillor Conduct Complaints Procedure Change (*Mr. Cox pointed out that this was an additional expense being transferred from central to local government*)

ND CAB – Annual Public Meeting June 5<sup>th</sup>

DCC - Dorset Waste Forum next meeting June 20<sup>th</sup>

Dorset Police Authority – Appointment of four independent members (*poster displayed*)

Dorset Police Authority – Recruitment of custody visitors (*poster displayed*)

DCC - 2008/0 Bus & Train Timetables (*in copies in PO and with Clerk*)

DCA – Spring Issue  
 DART /DCA – New Community Transport Directory for Dorset available  
 Blandford Gardens – Open Day 15<sup>th</sup> June  
 NDDC – Local Development Framework.  
 NDDC – Choice Based Lettings – Stakeholder Consultation  
 DAPTC – May Bulletin  
 Coping With Growth on Rural Highways – meeting 18<sup>th</sup> June  
 PACT (Dorset Police) –Seminar 5<sup>th</sup> June (*Chairman to attend; Clerk to RSVP*)  
 Dorset Countryside - Launch of Sturminster Newton to Shillingstone stretch of the  
 Trailway on 1<sup>st</sup> June  
 Southern Electric – Dorset Street Lighting: new contacts

## 12. FINANCE

### a. LWPC Payments

Grasskeep Services	£410.00
Nildram	£21.68

### YBP Payments

John Bryant (Architect)	£600.00
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### YBP Receipts

Donation	£800.00
Toddler Group Hire	£50.00
Tadpoles Rent	£200.00

### Parish Plan Receipts

April Pop-In	£52.82
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Mr. Rogers proposed to accept the finance. Seconded by Mr. Thorne, all in favour unanimously carried.

### b. Approval of Accounts

The Clerk confirmed that a copy of the accounts and Financial Controls had been supplied to all Councillors prior to the meeting. The Clerk presented the Parish Council's Financial Report for FYE March 31<sup>st</sup> 2008:

The summary of accounts for the year ending 31st March 2007 showed a total income £70,402 in the main, coming from the precept and grants, donations and a VAT refund associated with the Youth Building. During the same period expenditure totalled £68,063 with the main areas of expenditure being refurbishment of the youth building, clerk's salary and expenses, insurance and grounds maintenance. The annual audit return shows the total funds available in the Council's bank accounts were £8029.00 as at 31<sup>st</sup> March 2008. However, £196 is Pop-In funds, £1087 is Youth Building funds and there are reserves of approximately £2k. The Annual Audit Return also shows the councils fixed assets being valued at £310,362. The accounts have been internally audited by Mr. Chillery and will be available for public scrutiny, by appointment from 2<sup>nd</sup> June to 27th June, prior to being sent off to the auditors.

Mr. Meaden proposed that the account for the Financial Year ending 31st March 2008 be approved. Seconded by Mr. Holden, all in favour unanimously carried.

### c. Financial Control

The Clerk confirmed that the Councillors had a copy of the LWPC Financial Controls, identical to the one issued last year, prior to the meeting. Mrs. Burden proposed the document be approved to acknowledge the Parish Council's responsibility for a sound system of internal financial controls. Seconded by Mr. Meaden, all in favour unanimously carried.

## 13. PUBLIC DISCUSSION

The location of the planned picnic tables was discussed. Mrs. Burden queried the cost of the tables; the meeting was advised that Mr. Griffin and Mr. Shaxon were sourcing them. A question was asked over the mentioned charitable status of the Youth Club / Tadpoles; the financial advantages were listed. Mr. Cox advised the meeting that the toilets at the Marsh Car Park are to be reopened.

**14. VOTING**

None.

**15. ANY OTHER BUSINESS**

Mr. Cook reported that the cockerel (Romeo) has moved, happily, to Windsor. There was some general discussion over a review of the Parish Plan. Mr. Shaxon said that at the last review there was no further business however he was happy to be contacted with any ideas. The Chairman suggested that the needs of the elderly in the village could be more fully addressed and presented the idea of outdoor exercise equipment. It was agreed that ideas for the village should come through the Parish Council. Mrs. Burden suggested contacting DCA and Mr. Shaxon confirmed the role of DT11. Mr Rogers raised the matter of a stile between the recreation ground and the paddock; the Clerk recalled this being raised in 2007 and agreed to supply Mr. Rogers with the relevant information. Mr. Baker advised the meeting that the Post Office Consultation process for Dorset is due to start in July and that he would keep the Clerk informed of any developments. Mr. Thorne reported a visit to the Life Education Van that he and Mrs. Burden had made; they both were impressed by the facility and suggested a provision in the next precept to support it. Mr. Baker suggested that all possible recipients of precept monies should be looked at and perhaps several parish councils could link together. The Chairman advised the meeting of the need to review and possibly increase the burial fees as those of LWPC are significantly lower than average. Mrs. Burden voiced her concern over substantial increases and it was agreed that the Chairman would review and research the situation prior to the next meeting.

**16. NEXT MEETING**

TUESDAY JUNE 17<sup>th</sup> 2008 – WINTERBORNE ZELSTON

ACTION

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