

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes (Annual Parish Council Meeting)

**Date:** 17 May 2023    **Venue:** Shroton Village Hall

**Present:** Cllr Hewitt, Cllr Barrett, Cllr Christmas

**In attendance:** 2 Parishioners, Unitary Cllr Somper

Agenda Item	Discussion Points	Action
<b>1. Election of the Chairman of the Parish Council</b>	Cllr Gredley was duly elected as the Chairman of the Parish Council for 2023 – 2024 proposed by Cllr Hewitt and 2 <sup>nd</sup> Cllr Christmas. The Council agreed as Cllr Gredley was not present that the Acceptance of Office would be signed at the next meeting of the Parish Council in July 2023	<b>Acceptance of Office to signed by Cllr Gredley at the next PC meeting</b>
<b>2. Election of the Vice-Chairman</b>	Cllr Hewitt offered to serve as Vice Chairman and this offer was unanimously accepted.	
<b>3. Apologies</b>	Cllrs Gredley, Gibson-Fleming	
<b>4. Minutes of Previous Meeting</b>	The Minutes of the meeting held on 15 <sup>th</sup> March 2023, having been previously circulated, were agreed and duly signed by the presiding Chairman.	
<b>5. Chairman's Announcements</b>	<p>Cllr Hewitt expressed the Thanks of the whole Parish Council to the late Tim Sullivan for all his work during what had been a very difficult year for the Council, following the resignation of the long standing Clerk. Tim went above &amp; beyond in working to provide for the effective running of the Council during this period and will be very greatly missed.</p> <p>Tim's passing means that a Councillor vacancy has been created and this must now be notified Dorset Council for the issue of a formal notice. If an election is not called, the vacancy will be hopefully by filled by co-option.</p>	<b>Clerk to notify DC</b>
<b>6. Declaration of Interests</b>	None received.	
<b>7. Matters Arising</b>	Nothing raised.	

<p><b>8. Democratic Period:</b>  a. Dorset Councillor Somper  b. Public &amp; Parish Council</p>	<p><b>a. Dorset Councillor Somper</b> - Cllr Somper's was very sorry to learn of the sudden passing of Tim Sullivan who had been the most helpful Councillor &amp; Chairman.</p> <p>Cllr Somper advised that Dorset Council had received £2.9 million in funding for roads improvements and repairs. A roads resurfacing schedule will be produced shortly. There was an urgent need of work in several villages where the issue of potholes was causing great stress to residents. Following a number of meetings with Cabinet and Highways Officers, the roads in Iwerne Courtney had been noted as being in a 'very poor state', temporary repairs had not held and therefore work in reshaping and re-surfacing of the roads will begin in early September 2023. Cllr Somper thanked Sue and Nigel Bennett for all their assistance in bringing the issues to the fore.</p> <p>Cllr Somper noted that Dorset Council had rejected Fontmell Magna's application for a 20-mph speed limit on a stretch of the A350 through the village; the principal reason for rejection being that this is a strategic road. Cllr Somper has though secured some additional funding for speed monitoring in Fontmell Magna.</p> <p><b>b. Public and Parish Council Participation</b> - a question was asked whether it was possible to install 'unofficial' 20 mph signs. Cllr Somper advised that all signage requires a process &amp; official permission.</p>	
<p><b>9. Parish Council Representatives</b></p>	<p><b>Parish Council Representatives – it was agreed to appoint representatives to these roles for the forthcoming year:</b></p> <p><b>Play Area</b> – Cllr Hewitt  <b>Footpaths</b> – Cllr Hewitt  <b>Highways</b> – Cllr Gredley  <b>Trees</b> – Cllr Barrett  <b>Telephone Box</b> – Cllr Barrett  <b>Website</b> – Cllr Christmas  <b>DAPTC</b> – the Clerk</p> <p><b>Councillors to advise on areas of representation as appropriate or discuss matters pertinent to representative role:</b></p> <p><b>a) Play Area Report –</b></p> <p>Cllr Hewitt reported that the Play area is in good order and she is waiting to arrange to 'open the box' of donations to fund equipment repairs.</p> <p><b>b) Parish Footpaths and Bridleways –</b></p>	

	<p>Cllr Hewitt reported that:</p> <ul style="list-style-type: none"> <li>• the loose stile step at Dorothys Leap has been repaired</li> <li>• a gate at Park Farm had been left open; Cllr Hewitt did send a reminder to all to walkers to close the gate via the Shroton Lines</li> </ul> <p><b>c) Dorset Council Highways</b> – no report. Re-surfacing in the autumn noted above</p> <p><b>d) The Glebe &amp; Parish Trees</b></p> <p>Cllr Hewitt noted that the Glebe had been used for Coronation events and a risk assessment had been carried out</p> <p><b>d) Parish Council Website Development</b></p> <p>Cllrs Barrett &amp; Christmas had attended a Zoom training session; posting articles to the new website will not be as difficult as first envisaged. Articles relating to Village History, the Village Hall, The Church, The Glebe, The Cricket Club and the Play Area have been or will be added. The Clerk will post minutes and documents to the website, though these will need to be in accessible format.</p> <p>The website is almost in a ready 'go live' state; it was noted that the old website may though be operating until September 2023</p>	<p><b>Cllr Christmas to ensure that there is not a duplication of website in terms of payment or operation</b></p>
<p><b>10. Planning Matters</b></p>	<p>a. No new planning applications tabled at this meeting. An updated version of the register had been circulated to the Parish council</p> <p><b>P/HOU/2023/0218 - 4 Old Mill Cottages Main Street Shroton DT11 8TW</b> - Remove existing conservatory and replace with larger one in the same position. No objection comment submitted by the comment deadline which was 15<sup>th</sup> May.</p>	
<p><b>11. Finance Matters</b></p>	<p>a. AGAR Certificate of Exemption 2022 – 2023 signed by the Chairman and RFO.</p> <p>b. AGAR Section 2 Accounting Statements 2022 – 2023 signed by the Chairman and RFO.</p> <p>c. AGAR Annual Governance Statement 2022-2023 signed by the Chairman and RFO</p> <p>d. Online Banking update – The Clerk confirmed that both he &amp; Cllr Hewitt were now authorised to make online payments on a 'dual signature' basis. Consideration should be given to arranging online access for another Councillor. Cllr Gredley will be asked at the next meeting if he would consider this.</p> <p>e. Retrospective payments approved: 1 Clerks pay 28/03/2023 and 28/04/2023 £ 270</p>	<p><b>Clerk – AGAR completion &amp; submission of Cert of Exemption to External auditor</b></p> <p><b>Clerk to arrange electronic payments</b></p>

	<p>2. HMRC PAYE liability £ 195 (settled 18th April )</p> <p><b>f.</b> Council approved payment to DAPTC for annual subscription <b>£144.71</b></p> <p><b>g.</b> Council approved payment to Internal Auditor fee (JP Consultants) <b>£ 75.00</b></p> <p><b>h.</b> Council approved payment to Judith Hewitt for flowers <b>£ 17.00</b></p> <p><b>i.</b> Council approved payment to BHIB Limited Insurance policy renewal <b>£ 567.54</b></p> <p><b>j.</b> Council approved donation of <b>£ 75.00</b> towards the cost of Coronation mugs</p> <p><b>k.</b> Chairman and RFO signed Fixed Assets &amp; Property Log – revised April 2023</p> <p><b>l.</b> Chairman and RFO signed Risk Assessment – revised April 2023</p> <p><b>m.</b> Cash book to 17<sup>th</sup> May 2023 signed by Chairman</p>	
<b>12. Correspondence</b>	<p><b>Emails received by the Clerk for statutory matters and council business are sent onto the Council by the Clerk and itemised for discussion at the next council meeting.</b></p> <p><b>a.</b> Clerk's email round ups sent between 16th March 2023 to 17th May 2023 acknowledged by council members at this meeting.</p> <p><b>b.</b> A suggestion had been made that the Parish Council considers taking measures to prevent The Cricketers being taken out of use a public house. The Clerk had advised that pursuing an Asset of Community Value (ACV) application was very difficult, should not be undertaken lightly and should really only be considered if premises were under threat. Cllr Hewitt had made enquiries and advised that there is no information or evidence that suggests that this is the case; it was unanimously agreed that the matter will not be taken further at this stage.</p> <p><b>c.</b> The Council had received a request for support for the '20's plenty in Dorset' campaign and from the former Chairman of Fontmell Magna PC, Andre Davis, to support a 20 mph campaign. Cllr Somper advised that a 20 mph limit requires that a community must have operated Speedwatch for a period of 12 months and would also require speed surveys, both of which have associated costs. It was noted that speed checks had been conducted in the village before and had achieved few results. It was agreed that neither of these campaigns would be supported at this stage.</p>	
<b>12. Other Matters for discussion/information and tabling for next meeting</b>	<p><b>a)</b> Website update/progress</p> <p><b>b)</b> Dropped kerb at the Glebe progress</p> <p><b>c)</b> Next meeting date – <b>Wednesday 19<sup>th</sup> July 2023</b> at 7.00 pm</p>	

The presiding Chairman declared the meeting closed at 7:45 pm

Presiding Chairman ..... Date.....  
Iwerne Courtney & Stepleton Parish Council