**Iwerne Courtney & Stepleton Parish Council Meeting Minutes**

**Date: 17th January 2024 Venue**: Shroton Village Hall.

**Present:**  Cllr Gredley (Chairman) Cllr Hewitt (Vice Chairman), Cllr Christmas, Cllr Barrett **In attendance**: The Clerk, Cllr Somper

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| **Agenda Item** | **Discussion Points** | **Action** |
| **1. Apologies** | None |  |
| **2. Minutes of Previous Meeting** | The Minutes of the meeting held on 15h November , having been previously circulated, were agreed and duly signed by the Chairman. |  |
| **3. Chairman’s Announcements** | The Chairman welcomed all to the meeting, noting the agenda setting meeting that had been held earlier in the month. Recent heavy rain and flooding had not caused any property damage and many had assisted in clearing drains. |  |
| **4. Declaration of Interests** | None declared. |  |
| **5. Matters Arising** | 2024 Dorset Council area elections. The Clerk had circulated information concerning the forthcoming Election on 2nd May 2024 and briefly explained the nomination process. It was agreed that completed nomination forms will be brought to the next PC meeting on 20th March for collection by the Clerk and delivery to Dorset Council, by appointment, in Blandford. The Clerk will have access to an electoral roll to assist with elector references for proposers and seconders. | **All Councillors wishing to stand** |
| **6.** **Democratic Period:**  a. Dorset Councillor Somper  b. Public & Parish Council | 1. **Dorset Councillor Somper**  - had submitted a written report prior to the meeting.     Cllr Somper noted Dorset Councils Community Asset Transfer Policy and enquired as to whether this may be relevant to any land in the village, noting the small area near the Cross which had been the subject of an earlier enquiry.  Cllr Hewitt raised the issue of the oil spillage at Stepleton bends. Cllr Somper noted that this was a fuel tank rather than a tanker load (some 700 litres) and had been dealt with very swiftly by Dorset Council & the Environment Agency. Cllr Somper confirmed that the containment of such incidents is entirely the responsibility of Dorset Council. Cllr Somper has ensured that a temporary 30 mph limit is now in place at the bends.   1. **Public Participation -** There were no questions 2. **Parish Council Participation -** Cllr Christmas raised the issue of mud on Bessells Land arising from work at a property. It was agreed that the PC would write to the landowner asking for this mud to be cleared up and in view of the imminent snowdrops season to ask contractors not to park beyond Bessells.   Cllr Hewitt raised the issue of light pollution from two new dwellings in Shroton in a ‘dark skies’ area. It was noted that the issue of potential light pollution should be considered in relation to any new planning application, given that it is often overlooked and is an important consideration – reference to these minutes will be made where necessary.  Cllr Hewitt also raised the issue of hedge-cutting at the coldest time of the year and the possible impact of this on wildlife. | **Clerk to write to landowner** |
| **7. Correspondence** | The Clerk had circulated a list of correspondence received in the period 15/11/2023 to 17/01/2024 and highlighted items noted within the minutes.  The message from the Pageant Master concerning D-DAY 80 commemorative events was noted. Cllr Hewitt plans to produce a display in the Village Hall and this will require new display boards. This request for use of project monies to fund this initiative will be formally made at the March 2024 PC meeting. . |  |
| **8. Parish Council Representatives** | **a) Play Area Report**  Cllr Hewitt advised that the toadstools issue has been deal with.  The request from Wessex Internet for a publicity photo involving the Parish Council in relation to its donation to the play area was discussed. It was agreed that this should involve the Chairman and others involved in play park fundraising.  **b) Parish Footpaths and Bridleways**  Cllr Hewitt noted the planning application to divert a track by Wessex Internet and that there was no opportunity provided for comment in relation to this application.  A broken fingerpost had been reported to the Chairman.  **c) The Glebe & Parish Trees**  **Lombardy Poplars** - The Clerk had requested a date for this work and had been advised that Dorset Council were still in dialogue with the Tree Team concerning an agreement for felling. It was noted that the timescale for the commencement is now short (end Feb). When a felling date is known, the issue of wood distribution will be discussed with interested parties.  **d) Highways issues**  Cllr Barrett is now the PC representative concerning Highways issues. Cllr Barrett and Cllr Gredley had toured the Parish with the new Community Highways Officer (CHO); a new blocked drain near the telephone box had been discovered and will be investigated further. Cllr Gredley noted that repainted ‘Give Way’ lines at Shroton Lines had been requested, the delay in dealing with this issue is a cause for concern.  The CHO had indicated that white lining to dissuade parking near the new dropped kerbs would be a cost to the PC. It was generally agreed that as the dropped kerbs had been provided free of charge on the basis of community safety, then any necessary white lining should also be similarly be provided.  Cllr Hewitt noted that many of the issues concerning blocked drains may well be due to modern farming methods which washes greensand onto the roads.  It was noted that there were now 4 ‘FLOOD’ signs available behind the telephone box.  **e) Parish Council Website Development**  No update.  **f) DAPTC**  Information relating to the 2024 Elections was noted above.  **g) Old Post Office Noticeboard**  A resident has the material for renovation. This will be discussed further  h) **PC projects – Chalk Stream Water**  Cllr Hewitt proposed the initiation of a project to test water quality in view of the apparent absence of any significant life in the chalk stream. The Chairman will write to the Environment Agency and contact will also be made with Dorset AONB in relation to what resources may be available (grants etc) to enable testing to be financed. | **JG to write to Wessex Internet**  **Clerk to make comments to the case officer**  **Clerk to monitor**  **CB will draft a suitable request**  **JG to follow up**  **JG/CB to action** |
| **9. Planning Matters** | 1. An updated version of the register had been circulated to the Parish council   Updates notified:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Status** | **Date** | **Ref** | **Address** | **Work** | | Granted | 12/10/2023 | P/TRT/2023/05359 | Land opposite 1 Church Cottages Main Street Shroton | T1 - Ash - Fell due to ash die back and replant with oak within | | Granted` | 11/12/2023 | P/LBC/2023/05630 | The Thatched Cottage 33 Telegraph Street | Replace 2 no. external oil boilers | | **Granted** | **27/11/2023** | **P/HOU/2023/05442** | **6 Rectory Gardens Shroton Dorset DT11 8RQ** | **Erect double storey side extension and single storey rear extension.** |   **P/HOU/2023/05442** – it was noted that the case officer had made a site visit at the PC’s request and had concluded that there was not an issue concerning loss of light to neighbouring properties.  **b) New applications:**  **i) P/PAPA/2024/00037 - Track running up Hambledon Hill from the Fairfield Reinstate track.**  The lack of an opportunity for PC response was noted.  **ii) P/LBC/2023/07325 - Stepleton House A350 -Carry out internal works to the main house, east and west wings.**  There were no objections. | **Clerk to question the case officer**  **Clerk to return suitable comments** |
| **10. Finance Matters** | 1. **Retrospective payments approved:**  |  |  |  |  | | --- | --- | --- | --- | | **Inv date** | **Supplier** | **Description** | **Cost** | | 17/11/2023 | Community Heartbeat | Defibrillator Pads | £73.14 | | 20/11/2023 | Judith Hewitt | Epsom salts - Play area | £13.75 | | 24/11/2023 | Nicholas Smith | Allotment rental | £140.00 | | 28/11/2023 | David Green | Nov 2023 pay + arrears | £436.40 | | 04/12/2023 | Nationwide Building Society | Transfer to deposit | £5,000.00 | | 04/12/2023 | Shroton Village hall | Hall hire | £105.00 | | 08/12/2023 | Nationwide Building Society | Transfer to deposit | £5,000.00 | | 11/12/2023 | Tim West | Google drive | £15.00 | | 28/12/2023 | David Green | Dec 2023 pay | £290.80 | | 12/01/2024 | HMRC (PAYE) | Q3 PAYE | £241.80 |  1. **New payments approved:**  |  |  |  |  | | --- | --- | --- | --- | | **Inv date** | **Supplier** | **Description** | **Cost** | | 20/12/2023 | DAPTC | Email server storage upgrade | £ 45.00 | | 16/01/2024 | Shroton Cricket Club | 2023 Glebe mowing charges | £ 200.00 |   **Proposed HC, 2nd HB**. The financial report for the period November 2023 to January 2024was approved; the transfer of £10,000 to a new Nationwide 1 year savings account was noted.   1. The Clerk proposed the setting of a precept of £ 5,000 for 2024/2025, an increase of £62 above the 2023/2024 precept. This would mean an increase of £1.65 annually for a Council Tax Band D property following the tax base adjustment. It was noted that the Parish Council has a high level of reserves and a reasonable general reserve which should be used to fund exceptional expenditures. Proposed HB, 2nd HC. Unanimously **AGREED** | **Clerk & JH/JG to arrange payments**  **Clerk to submit precept request by 31st January 2024** |
| **11. Other Matters for discussion/information and tabling for next meeting** | 1. Collection of Election nomination forms 2. D-DAY 80 project funding 3. Water quality project progress 4. Noticeboard refurbishment progress 5. Next meeting date –**Wednesday 20th March at Shroton Village Hall 7.00 pm** |  |

**The Chairman declared the meeting closed at 8:05 pm**

**Chairman ………………………………………… Date…………………………………………….**

**Iwerne Courtney & Stepleton Parish Council**