

CHILD OKEFORD PARISH COUNCIL

The **ANNUAL MEETING** of this Parish Council was held at the Community Centre on Monday the 10th May 2010, at 7-30pm.

| | | Action by | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 571 | <u>Appointment of Chairman</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | It was proposed by Cllr Yard, seconded by Cllr Booth and carried unanimously that Cllr Holdeman be appointed Chairman for the ensuing year. | Noted | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 572 | <u>Attendance & Apologies</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Cllrs. Booth, Cotton, Duke, Holdeman, Jespersen, Lewis and Yard attended together with District Councillor Deborah Croney (part time), County Cllr. Angus Campbell (part time), eight parishioners (all part time) and the Clerk. Apologies for absence were received from Cllrs. Addley and Schwier. Cllr Holdeman presided. | Noted | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 573 | <u>Declaration of Interest</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | The following declarations of interest were declared during the course of the proceedings: <ul style="list-style-type: none"> • Cllr Lewis item 581a – Personal & Prejudicial Interest. • Cllr Lewis item 582c – Personal Interest. • Cllr Holdeman item 583f (Cheque to D Holdeman) – Personal & Prejudicial Interest. | Noted | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 574 | <u>Other Appointments</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | It was proposed by Cllr Lewis, seconded by Cllr Cotton and carried unanimously that the following officers and groups are appointed for the ensuing year: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">Vice-chair:</td> <td>Cllr Schwier</td> </tr> <tr> <td>Head of Planning Group:</td> <td>Cllr Schwier</td> </tr> <tr> <td>Housing:</td> <td>Cllr Holdeman</td> </tr> <tr> <td>Comm. Centre/Play Area:</td> <td>Cllr Addley</td> </tr> <tr> <td>Footpaths:</td> <td>Alan Blundell</td> </tr> <tr> <td>Tree Officer:</td> <td>Cllr Yard</td> </tr> <tr> <td>DAPTC Reps:</td> <td>Cllrs Booth & Jespersen</td> </tr> <tr> <td>Utilities Liaison:</td> <td>Cllr Holdeman</td> </tr> <tr> <td>Publicity:</td> <td>Cllr Lewis</td> </tr> <tr> <td>Finance Group:</td> <td>Cllrs Schwier, Yard & Cotton</td> </tr> <tr> <td>Ancient Monuments:</td> <td>Cllr Cotton</td> </tr> <tr> <td>Planning Group: (In addition to Head of Planning Group)</td> <td>Cllrs Addley, Duke & Jespersen</td> </tr> <tr> <td>Parish Plan:</td> <td>Cllr Duke</td> </tr> <tr> <td>Rep. on SturQuest:</td> <td>Cllr Booth (to be introduced by Cllr. Duke)</td> </tr> <tr> <td>Rep. on DT11 Partnership:</td> <td>Cllr Lewis</td> </tr> <tr> <td>Transport:</td> <td>Cllr Cotton</td> </tr> <tr> <td>Rep. on AONB:</td> <td>Frank Spencer</td> </tr> <tr> <td>Rep. on V/Hall Man. Com:</td> <td>Cllr Holdeman</td> </tr> <tr> <td>Play Builder Scheme Leader:</td> <td>Cllr Holdeman</td> </tr> </table> <p style="margin-top: 10px;">Note – Cllr Holdeman, as Chairman, is an ex-officio member of all groups.</p> | Vice-chair: | Cllr Schwier | Head of Planning Group: | Cllr Schwier | Housing: | Cllr Holdeman | Comm. Centre/Play Area: | Cllr Addley | Footpaths: | Alan Blundell | Tree Officer: | Cllr Yard | DAPTC Reps: | Cllrs Booth & Jespersen | Utilities Liaison: | Cllr Holdeman | Publicity: | Cllr Lewis | Finance Group: | Cllrs Schwier, Yard & Cotton | Ancient Monuments: | Cllr Cotton | Planning Group: (In addition to Head of Planning Group) | Cllrs Addley, Duke & Jespersen | Parish Plan: | Cllr Duke | Rep. on SturQuest: | Cllr Booth (to be introduced by Cllr. Duke) | Rep. on DT11 Partnership: | Cllr Lewis | Transport: | Cllr Cotton | Rep. on AONB: | Frank Spencer | Rep. on V/Hall Man. Com: | Cllr Holdeman | Play Builder Scheme Leader: | Cllr Holdeman | Clerk |
| Vice-chair: | Cllr Schwier | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Head of Planning Group: | Cllr Schwier | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Housing: | Cllr Holdeman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comm. Centre/Play Area: | Cllr Addley | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Footpaths: | Alan Blundell | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tree Officer: | Cllr Yard | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DAPTC Reps: | Cllrs Booth & Jespersen | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Utilities Liaison: | Cllr Holdeman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Publicity: | Cllr Lewis | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Finance Group: | Cllrs Schwier, Yard & Cotton | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ancient Monuments: | Cllr Cotton | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Planning Group: (In addition to Head of Planning Group) | Cllrs Addley, Duke & Jespersen | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Parish Plan: | Cllr Duke | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rep. on SturQuest: | Cllr Booth (to be introduced by Cllr. Duke) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rep. on DT11 Partnership: | Cllr Lewis | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Transport: | Cllr Cotton | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rep. on AONB: | Frank Spencer | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rep. on V/Hall Man. Com: | Cllr Holdeman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Play Builder Scheme Leader: | Cllr Holdeman | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 575 | <u>Minutes</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | The minutes of the Ordinary Meeting held on the 12 th April 2010 and the Extraordinary Meeting held on the 23 rd April 2010, having been previously circulated, were confirmed and signed after item 558 had been amended. | Clerk | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 576 | <u>NDDC's Local Plan (These items are not recorded in the sequence they occurred at the meeting but minuted as a complete section for continuity)</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | a The Chairman took this item out of sequence and invited comment from the public. | Noted | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | b | Cllr Duke, presented details of the Plan and answered a number of questions from the floor. A number of parishioners are writing to NDDC requesting a public meeting is held in the village to discuss these proposals. He was warmly thanked for his professionalism and endeavour in so expertly dealing with this contentious and complex subject. | Noted |
| | c | District Cllr Deborah Croney undertook to arrange and chair an Open Meeting in Child Okeford with principle members of NDDC in attendance. | Cllr Croney |
| | d | It was proposed by Cllr Lewis, seconded by Cllr Yard and carried with one abstention that the response to the Plan, as prepared by Cllr Duke and circulated to all Councillors, is accepted. | Clerk |
| 577 | Public Participation | | |
| | a | Susan Marsh, the Headteacher of St Nicholas Primary School, sought the opinion of Council in respect to a planning application to provide an additional classroom at the School. She was advised that in accordance with standard procedure, it would have to be submitted to the Planning Group for their comments although the members present did not foresee any problems arising. | Clerk |
| | b | Complaints were tabled that the parents are walking straight across the Recreation Ground to gain access to the school gate, instead of round the periphery of the field in accordance with paragraph 3.5 of the Licence. Susan Marsh agreed to inform the parents in an attempt to curb this practice. | Susan Marsh |
| 578 | Matters Arising | | |
| | a | A letter was tabled from DCC advising that the path from the Post Office to Homefield/Jacob's Ladder is not an adopted highway and that our complaint has been referred to the Rights of Way team to action. | Noted |
| | b | A reply is to be sought from DCC on our request for a number of repairs to the highway to be carried out. | Clerk |
| | c | Similarly a reply is to be sought from SHA on outstanding issues raised with them. | Clerk |
| 579 | Matters of Interest & Information | | |
| | a | The following items were raised prior to the meeting: <ul style="list-style-type: none"> The bus stop signs at the entrance to Ridgeway La. have been removed. There is a water leak in the road at Gold Hill | Clerk |
| | b | The following items were raised at the meeting: <ul style="list-style-type: none"> The 30mph sign adjacent to the Bottle Bank requires cleaning. A working party is to be held on Saturday the 26th June 2010, with volunteers to meet in the Rec. at 10.00am. It was agreed to advertise in The Hill for an organiser for the 2011 Best Kept Village Competition. The bank outside Hornbeam House is badly eroded. The Clerk informed the meeting that Vanessa Gifford of DAPTC is leaving after four years of dedicated service. A letter of appreciation is to be sent. | Clerk |
| 580 | Reports | | |
| | a | The report from County Cllr Angus Campbell had been previously circulated. In addition, he said that the site of the traveller's camp for the Steam Fair would remain in its present position at Tarrant Hinton for 2010 and 2011, after which the situation would be reviewed. | Noted |
| | b | The report from Cllr Lewis on the DT11 partnership will be circulated shortly. | Clerk |
| 581 | Children's Playground | | |
| | a | The Clerk briefed the meeting on the current situation with respect to the installation of the new piece of play equipment. It was agreed to instruct the contractors not to proceed with the re-turfing at this time but to ask them for a price reduction to enable us to undertake the work ourselves in the autumn. The Clerk and the Chairman were instructed to request a meeting with Blanchards Bailey LLP, Solicitors, with a view to establishing what legal action can be taken to bring the matter to a satisfactory closure. | Clerk & Chairman |
| | b | It was agreed to accept the NDDC's offer to arrange the 2010 RoSPA inspection, including the carrying out of a (one off) Risk Assessment. | Clerk |

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| 582 | Planning | | |
| | a | No decisions were received. | Noted |
| | b | Consideration was given to application 2/2010/0344/PLNG to erect 1 no. two storey extension (demolish single storey extension) at Fernhayes, Duck Street. It was agreed to recommend approval. | Clerk |
| | c | Consideration was given to application 2/2010/0360/PLNG to erect a self contained annexe with garage and store below, for 2 no. parking spaces at the Dower House, Fontmell Parva. It was agreed to recommend approval. | Clerk |
| 583 | Finance | | |
| | a | It was proposed by Cllr Duke, seconded by Cllr Lewis and carried unanimously that the recommendations of the Finance Group are accepted and accordingly remunerations paid are increased as follows: | |
| | | <ul style="list-style-type: none"> • Chairman's Honorarium: From £140.00 to £145.00 per annum. • Clerk's Salary: From £3,000.00 to £3,200.00 per annum. • Maintenance of Play equipment area: From £550.00 to £570.00 per annum (Paid against invoices.) | Clerk |
| | b | The Clerk reported receipt of £9,000.00 representing the first half of the 2010/11 precept. | Noted |
| | c | It was proposed by Cllr Duke, seconded by Cllr Lewis and carried unanimously that the insurance premium of £1,496.15 from Came & Co is accepted. This includes increasing the value of the play equipment from £24,876 to £40,000 and £5,000 cover for the two new buildings provided in the Rec. | Clerk |
| | d | The Clerk presented the draft SLA in respect to our contribution to the funding of the Blandford Leisure Centre. It was agreed to ask why no provision has been made for preferential rates to the parishioners of contributing local councils and requesting a ready reckoner or costings covering the next two financial years, for which we were asked to contribute. | Clerk |
| | e | The Clerk presented the revised Asset Register (re-valued on the basis of historic costs) and a report from the Internal Auditor on the 2009/10 accounts, which have been approved. In his report the Internal Auditor reported that he had only reviewed sufficiently large samples of the transactions to provide an adequate level of assurance of the Council's needs and not all the transactions. It was proposed by Cllr Duke, seconded by Cllr Holdeman and carried unanimously that the Asset Register and the Accounts are accepted and approved with the proviso that an explanation of the fairly large closing balance is given to the External Auditor (ie £11,000 grant received for the new play equipment and not paid out as the installation has not been satisfactorily completed). | Clerk |
| | f | It was proposed by Cllr Cotton, seconded by Cllr Jespersen and carried unanimously that the following cheques are approved and signed by the only two authorised signatories present: <ul style="list-style-type: none"> • 001050 – Broker Network Ltd - £1,496.15 – Insurance premium. • 001051 – DAPTC – £405.16 – Annual Subs & Local Council Review. • 001052 - C/Okeford Village Hall – £28.00 - Hire of hall for APM. • 001053 – D Holdeman - £68.17 – Work in the Rec. • 001054 – M Murphy. - £45.83 – Work in Children's play area for April. • 001055 – VOID. • 001056 – COPCC - £21.11 – Printing of circular letters ref Local Plan. • 001057 - Accounts & Audit Ser Ltd - £135.00 – Internal Audit. | Clerk |
| | g | A letter was tabled from the Chairman of the Village Hall Management Committee requesting whether they, the Management Trustees, could have possession of the title deeds. Investigations made through Peter Orchard, the Village and Community Halls Advisor of DCA, advised that the deeds are normally retained by the Custodian Trustees, which in this case is the Parish Council. Peter Orchard has volunteered to meet the Hall Management Committee to discuss their request further if they so wish. | Clerk |
| 584 | War Memorial | | |

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| | a | The Clerk reported that of the four companies approached to quote for carrying out the remedial work to the War Memorial, only one had responded with a quotation, which the Clerk tabled. Two further quotations are to be obtained. Meanwhile, the Clerk was instructed to complete an Expression of Interest in obtaining a grant from the War Memorials Trust. | Clerk |
| | | Due to the lateness of the hour it was agreed to hold over the remaining agenda items until the June Meeting. The Chairman declared the meeting closed at 9-45pm. | |

Signed Presiding Chairman Date

Please note that the foregoing do not become minutes until approved by Council and signed to that effect by the Presiding Chairman at the next meeting.