

	<p style="text-align: center;"><b>STURMINSTER MARSHALL PARISH COUNCIL</b></p> <p style="text-align: center;">Minutes of the Annual Meeting of the Full Council on Thursday 6<sup>th</sup> May 2021 at 7.30pm on Zoom</p> <p><b>Present:</b> Chairman Cllr. Miss H Palmer; Cllr M Steel; Cllr Mrs S Cade; Cllr Jackson; Cllr H Fookes; Cllr S Gerry; Cllr A Godfrey and Cllr L Seare</p> <p>Also in attendance: Clerk Mrs Alison Clothier; Dorset Cllr R Cook</p> <p><b><u>MEMBERS OF PUBLIC</u></b> – There were 4 members of the public present.</p> <p>3 members of the public present spoke and made the following points:</p> <ul style="list-style-type: none"> <li>• The Parish Council were asked whether a Tree Preservation Order would be considered on the whole of the Golf Course site. It was also questioned whether the money for the fencing of Bartons Ground would be refunded if the site was developed.</li> <li>• An update on the TPOs at Bartons Ground was given – Dorset Council are going to assess the site.</li> <li>• A member of the public spoke about the ACV for the Golf Club. The group have been in contact with Dorset Council to get the relevant information for submitting a form. The group would like the support of the Parish Council – in the form of a letter of support by the end of May.</li> </ul> <p>1 <b><u>ELECTION OF CHAIRMAN</u></b> Cllr Palmer was proposed by Cllr Fookes and seconded by Cllr Steel. All in agreement.</p> <p>2 <b><u>ELECTION OF VICE CHAIRMAN</u></b> Cllr Cade was proposed by Cllr Palmer and seconded by Cllr Gerry. All in agreement.</p> <p>3 <b><u>DECLARATION OF ACCEPTANCE OF OFFICE</u></b> Due to the current restrictions, the Chair and Vice-Chair will sign the declaration of acceptance of office at a later date.</p> <p>4 <b><u>APOLOGIES – MEMBERS OF THE COUNCIL.</u></b> There were no apologies.</p> <p>5 <b><u>DECLARATIONS OF INTEREST</u></b> There were none.</p> <p>6 <b><u>APPOINTMENT OF COUNCIL OFFICERS AND WORKING PARTIES</u></b> See <b>Appendix 1</b>. It was agreed that the appointments should remain the same as 2020</p> <p>7 <b><u>INSPECT DEEDS AND INSTRUMENTS</u></b>  These were inspected. Churchill Green is being transferred to the Parish Council. The Sports Association lease will need to be rewritten in the light of this transfer. Bartons Ground lease has been renewed. The Pound lease is due for renewal in 2021.</p> <p>8 <b><u>GENERAL POWER OF COMPETANCE</u></b> It was noted that the requirements needed for the Council to qualify for the remained in place as 2/3 of the Councillors were elected and the Clerk has the Cilca qualification. The General Power of Competence remains in place.</p>	Clerk
--	---	-------

9	<p><b><u>REVIEW SCHEME OF DELEGATION</u></b></p> <p>A draft Scheme of Delegation was circulated before the meeting. This will give the Chair, Vice Chair and Clerk the ability to make some lower level decisions, for payments to be made and for other items to be decided by email in the absence of a meeting until 1<sup>st</sup> July.</p>	
10	<p><b><u>POLICE REPORT</u></b></p> <p>The reports were circulated before the meeting and are attached as <b>Appendix 2.</b></p>	
11	<p><b><u>MINUTES</u></b></p> <p>The minutes of the Full Council Meeting held on 1<sup>st</sup> April 2021 were approved as true record of the meeting.</p>	
12	<p><b><u>MATTERS ARISING</u></b></p> <p>A report from the Clerk which had been circulated was read by the Clerk and is attached to these minutes as <b>Appendix 3.</b> Ongoing issues from the Clerks Report are:</p> <ul style="list-style-type: none"> <li>i. Pill Box</li> <li>ii. Playground</li> <li>iii. Neighbourhood Plan</li> </ul>	Clerk
13	<p><b><u>COVID 19</u></b></p> <ul style="list-style-type: none"> <li>i) The work of the volunteer group has largely stopped. The link with the Corfe Mullen food bank remains with a volunteer delivering food there from the Co-Op on a weekly basis.</li> <li>ii) The arrangement for future meetings were discussed in the light of the ruling to end virtual meetings for Councils. It will not be possible for the Parish Council to meet until after 21<sup>st</sup> June because of the restrictions. The next Parish Council meeting is arranged for the 1<sup>st</sup> July in the main hall. Hand gel will be available in the lobby.</li> </ul>	
14	<p><b><u>AMENITIES AND FACILITIES</u></b></p> <ul style="list-style-type: none"> <li>i Pill Box – an email has been received from the National Trust who have suggested the final wording for the Interpretation Sign.</li> <li>ii Playground – The accompanied playground inspection will take place in May. The missing cap covers are being looked at. It was reported that part of the fencing has come loose – we are enquiring with the fencing contractor whether this is under guarantee. It was agreed that the fence should be reported to the Police.</li> <li>iii. Noticeboards – the cork for the noticeboards has now been ordered and will be installed in Spring.</li> <li>iv. Churchill Close Green – the No Parking signs will be put up as soon as possible</li> <li>v. Maypole Green – the work will take place in Spring 2021.</li> <li>vi. Johnnies Ditch – no update.</li> <li>vii. Footpaths – there was no progress on the issue of moving the Bridleway at Mapperton. Moor Lane is blocked with tree trunks and a roller and this does not allow access for scooters. Clerk to investigate. At Elm Gardens, the gravel is too thick to allow access for scooters and prams. Following complaints of horses on the Trailway, Rights of Way have been contacted to establish what the regulations are for this. It is</li> </ul>	Clerk       Clerk

	<p>confirmed that horses are not allowed on this part of the Trailway (Parklea to Newton Road). Clerk to ask for appropriate signage.</p> <p>viii. Churchill Arms – the AVC application is in a draft form – to be approved over email once finalised.</p> <p>ix. Bartons Ground – the lease has been signed and send back to the solicitor. Fisher German have been contacted to arrange a date to come and mark out the site. CF Selby and Son will dig out the ditch.</p> <p>x. Youth Club – the new Chair and Secretary of the Hall Committee would like to get a youth club started. The Parish Council have £1400 kept aside for a Youth Club and this could be used to set it up. Grants from the Parish Council can then be applied for.</p> <p>xi. Golf Club ACV – the Parish Council have previously agreed to support this proposal. A letter of support to be sent to the group from the whole Parish Council. Clerk to check whether the group meets the requirements of the Localism Act.</p>	<p>Clerk</p> <p>Clerk</p>
15	<p><b><u>ENVIRONMENT</u></b></p> <p>i. Bin on Station Road – Clerk to ask an officer from DWP to come out and look at potential locations for the bin.</p> <p>ii. Drainage Ditches – Moor Lane – some works has taken place but Clerk to establish when the remainder will be done.</p> <p>iii. Anti-Social Behaviour – bbqs have been reported at Walnut Tree Field. More signage is needed.</p>	<p>Clerk</p>
16	<p><b><u>TRAFFIC &amp; TRANSPORT</u></b></p> <p>i. A31/A350 – it was questioned why the Parish Council had not been informed about the recent A31 closure. The litter on the side of the A350 is very poor – Clerk to raise with Highways.</p> <p>ii. Highways – ditches at Wimborne Road need clearing.</p> <p>iii. Removal of verge at King Street – awaiting result</p> <p>iv. Sign at Almer – the quote for the sign is £589.07. It was agreed to order the sign.</p> <p>v. Surfacing at Stourfield, Back Lane – still awaiting response from Dorset Council.</p>	
17	<p><b><u>REPORTS</u></b></p> <p>To receive reports from representatives of the following:</p> <p>i. Alms House Charity – nothing to report.</p> <p>ii. Memorial Hall – a comment was made that the fire exit out of the Memorial Hall is not easy for disabled people. Cllr Gerry to raise with the Hall committee.</p> <p>iii. Sports Association – there are ongoing discussions between the Sports Association and Football Club – these will be discussed in a meeting after the 17<sup>th</sup> May.</p> <p>iv. P A C T – nothing to report</p> <p>v. DAPTC - nothing to report</p> <p>vi. Flood Wardens – nothing to report.</p> <p>vii. Dorset Councillor – see <b>Appendix 4</b>. Cllr Cook had followed up the issues with the road at Mapperton and suggested that the Parish Council look into a TRO.</p>	
18	<p><b><u>FINANCE</u></b></p> <p>i. Accounts for payment. To invoices and approve payments as per Schedule of payments. These invoices will be paid via bank transfer and the PDFs of the transfer will be printed out.</p>	

	<ul style="list-style-type: none"> <li>ii. To ratify the approval for the quote for ditching works at Bartons Ground – this was approved.</li> <li>iii. To discuss Risk Assessment and Asset Register – Clerk awaiting receipt of the Risk Assessment for 2021.</li> <li>iv. To consider grass/verge cutting contracts for 2021/22 – a quote from Simon Jackson had been received for £395 for the extra cut of the verges. This was approved.</li> <li>v. To consider the end of year financial report and bank reconciliation – the documents were circulated in advance of the meeting. The report was approved noting that the up to date figures had been circulated in the Internal Auditors report.</li> </ul>	
19	<p><b><u>INTERNAL AUDIT</u></b></p> <ul style="list-style-type: none"> <li>i. To receive the report from the internal auditor - this was circulated before the meeting. Councillors noted the positive nature of the report.</li> </ul>	
20	<p><b><u>EXTERNAL AUDIT</u></b></p> <ul style="list-style-type: none"> <li>i. To approve the Annual Governance Statement - The Accounting Statements were approved by council and recorded as a minute statement.</li> <li>ii. To approve the accounting statements for 2020/21 - The annual governance statement was approved by council and recorded as a minute statement.</li> </ul>	
21	<p><b><u>COMMUNITY ASSET TRANSFER</u></b></p> <ul style="list-style-type: none"> <li>i. An update from the solicitor had been received and it was resolved to establish whether the Parish Council would have any financial obligation to the drainage in the bottom left hand corner of the field.</li> </ul>	Clerk
22	<p><b><u>LITTER PICK</u></b></p> <ul style="list-style-type: none"> <li>i) It was noted that Litter Picks are now taking place in neighbouring parishes so it was resolved to try and book one for the end of May.</li> </ul>	
23	<p><b><u>NEIGHBOURHOOD PLAN</u></b></p> <ul style="list-style-type: none"> <li>i. Site Assessments Technical Package update The Site Assessment Technical package has been received and comments are being put into a report to send back to AECOM. An issue has arisen concerning a potential conflict of interest which is being queried with DAPTC.</li> <li>ii. Programme and progress on evidence base - The Sustainability Appraisal Scoping Report, Local Greenspace Study, Locally Important Buildings Study and Footpaths and Cycleways Study are all underway.</li> <li>iii. Task and Finish Groups - For the period 7<sup>th</sup> May – 21<sup>st</sup> June, whilst the Steering Group cannot meet, it is proposed to set up Task and Finish Group for the individual projects concerned in order that progress is still made in this period. The next step will be an Options Consultation in July 2021.</li> </ul>	
24	<p><b><u>CORRESPONDENCE</u></b></p> <ul style="list-style-type: none"> <li>• British Legion Centenary – article put in the Bridge</li> <li>• Motorbikes at Bailie Gate Industrial Estate – query with Birchmere as people now have the entry code.</li> </ul>	

25

- Horses on Trailway – as above
- Golf Balls on Moor Lane – write to Highways

**PARISH MATTERS**

**The Parish Council meeting was suspended at 8.57pm whilst the Planning Committee took place. See minutes 6<sup>th</sup> May 2021 for details.**

**The Parish meeting re-convened at 9.05pm**

**DATE AND TIME OF NEXT MEETING** – Thursday 1<sup>st</sup> July 2021 at 7.30pm

There being no other business the meeting closed at 21.05

Signed \_\_\_\_\_ Chairman 1<sup>st</sup> July 2021.