

	<p style="text-align: center;">STURMINSTER MARSHALL PARISH COUNCIL</p> <p style="text-align: center;">Minutes the Annual Meeting of the Full Council on Thursday 4th May 2023 at 7.30pm at the Memorial Hall</p> <p>Present: Chairman Cllr Palmer; Cllr S Cade; Cllr L Seare; Cllr M Steel; Cllr A Godfrey; Cllr H Fookes, Cllr Purtill and Cllr J Jackson</p> <p>Also in attendance: Clerk Mrs Alison Clothier;</p>	
1	<u>MEMBERS OF PUBLIC</u> – There no members of the public present.	
2	<u>ELECTION OF CHAIRMAN</u> Cllr Palmer was proposed by Cllr Fookes and seconded by Cllr Steel. All in agreement.	
3	<u>ELECTION OF VICE CHAIRMAN</u> Cllr Cade was proposed by Cllr Fookes and seconded by Cllr Seare. All in agreement.	
4	<u>DECLARATION OF ACCEPTANCE OF OFFICE</u> The Chair and Vice-Chair signed the declaration of acceptance of office.	
5	<u>APOLOGIES – MEMBERS OF THE COUNCIL.</u> Dorset Cllr Cook gave his apologies and these were accepted by the committee.	
6	<u>DECLARATIONS OF INTEREST</u> There were none.	
7	<u>APPOINTMENT OF COUNCIL OFFICERS AND WORKING PARTIES</u> See Appendix 1.	
8	<u>INSPECT DEEDS AND INSTRUMENTS</u> These were inspected. Churchill Green has been transferred to the Parish Council. The Sports Association and Bartons Ground leases have been terminated.	
9	<u>GENERAL POWER OF COMPETANCE</u> 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.	
10	<u>POLICE REPORT</u> See Appendix 2.	
11	<u>MINUTES</u> The minutes of the Full Council Meeting held on 6 th April 2023 were approved as true record of the meeting.	
12	<u>MATTERS ARISING</u> A report from the Clerk which had been circulated was read by the Clerk and is attached to these minutes as Appendix 3. Ongoing issues from the Clerks Report are: i. Churchill Close Green	Clerk

13	<p>ii. Neighbourhood Plan</p> <p><u>AMENITIES AND FACILITIES</u></p> <p>i. Playground – The playground has been cut and the sun dial is now visible. The play area inspection is due at the end of May. There is a bit of matting loose underneath the spiders web.</p> <p>ii. Churchill Close Green –</p> <p>i. Football Club agreement – the football club have requested a meeting regarding the railings and a lease agreement. Clerk to obtain legal advice on the lease as the Parish Council do not wish for this to give the Football Club exclusive use.</p> <p>ii. Grass Pitch Maintenance Fund – the Clerk has contacted Dorset FA to arrange a pitch inspection.</p> <p>iii. Trees – the tree survey has been conducted and has recommended minor works to some of the Parish Council trees. The tree officer looked at the Holme Oak on Churchill Close and has passed this on to highways as it will need enforcement action. The tree officer also gave advice on tree planting on Churchill Close and recommended two cherry trees for the play area and an oak tree outside the play area. These will be planted in the autumn.</p> <p>iv. Gardening Group – following a request the Clerk will contact Birchmere to ask for permission to tidy up the area near the Nisa. Clerk to help the group advertise for more members.</p> <p>v. Charborough Way Bench – Dorset Council have been chased for a response.</p> <p>vi. Defibrillator at Mapperton – the Spar community fund has not successful. It was suggested that Richard Drax be asked to match fund the defibrillator. Clerk to contact.</p> <p>vii. King's Coronation – the tree planting on Churchill Close will be for the Coronation and the cost will be met from this budget.</p> <p>viii. Maypole Dancing – a detailed discussion was held on the Maypole event. The Parish Council have responded to the School Society to say that they could help signpost to information but not organise the event. School society to come and speak to the Parish Council later in the year.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
14	<p><u>ENVIRONMENT</u></p> <p>i. Drainage Ditches – awaiting works at Moor Lane.</p> <p>ii. Climate Change Action Plan – an interesting seminar was attended in April which signposted to lots of helpful resources. Next step would be a village audit to decide what can be done.</p>	<p>Clerk</p>
15	<p><u>TRAFFIC & TRANSPORT</u></p> <p>i. A31/A350 – road closure on 9th May A350.</p> <p>ii. Highways – it was suggested that a separate meeting should take place for the 20mph zone.</p> <p>iii. Definitive Map Modification Order – the response is ongoing.</p>	
16	<p><u>REPORTS</u></p> <p>To receive reports from representatives of the following:</p> <p>i. Alms House Charity – nothing to report</p> <p>ii. Memorial Hall – the committee are interviewing for a treasurer. AGM postponed to 26th June.</p> <p>iii. DAPTC - the next Eastern Area committee meeting is on a Friday.</p>	

	<ul style="list-style-type: none"> iv. Flood Wardens – nothing to report. v. School – a questionnaire is going out to parents and staff. Children are singing in Church for the Coronation weekend. vi. Dorset Councillor – See Appendix 4 	
17	<p><u>FINANCE</u></p> <ul style="list-style-type: none"> i. Accounts for payment. To receive 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. See Appendix 5. ii. To discuss taking ownership of the Village History Site – this is ongoing. iii. Risk Assessment/Asset Register – Risk Assessment complete with some minor action points. Asset Register to be amended to take off Bartons Ground. iv. Quarterly Report and Bank Reconciliation – these were noted and approved. v. Insurance Renewal – it was noted that this has increased quite significantly due to the rise in inflation. 	
18	<p><u>NEIGHBOURHOOD PLAN</u></p> <ul style="list-style-type: none"> i. The Plan has been sent to the SEA team at AECOM. ii. The preparation of the plan had incurred some extra cost which may need to be met by the Neighbourhood Plan budget depending on the grant arrangements for 2023/24. 	
19	<p><u>CORRESPONDENCE</u></p> <ul style="list-style-type: none"> • Leisure Strategy Consultation – noted • Public Space Protection Orders - noted 	
20	<p><u>PARISH MATTERS</u></p> <p><u>The Parish Council meeting was suspended at 8.52pm whilst the Planning Committee took place. See minutes 4th May 2023 for details.</u></p> <p><u>The Parish meeting re-convened at 9.28pm</u></p> <p><u>DATE AND TIME OF NEXT MEETING</u> – Thursday 1st June 2023 at 7.30pm</p> <p>There being no other business the meeting closed at 21.23</p> <p>Signed _____ Chairman 1st June 2023.</p>	

Committee/Organisation/Subject	Representative(s)
Planning Committee (7)	Chair: Cllr S Cade ViceChair: Cllr H Fookes Members: Cllrs: H Palmer A Godfrey M Steel L Seare L Purtill J Jackson
Memorial Hall	Cllr M Steel
DAPTC	Cllr M Steel Cllr S Cade
Utilities	Cllr S Cade
Tree & Rights of Way	Cllr J Jackson Cllr L Seare
Sport	Cllr A Godfrey
Transport	Cllr J Jackson Cllr M Steel
Ancient Monuments/Archives	Cllr H Palmer
Emergency Representative Liaison	Clerk Mrs A Clothier Cllr S Cade Cllr H Palmer
Community School Governor	Cllr H Fookes
Alms House Charity	Cllr A Godfrey
Play Area Maintenance	Cllr M Steel Cllr J Jackson
Responsible Finance Officer	Mrs Alison Clothier (Clerk)
Finance & General Purposes Working Party	Cllr H Palmer Cllr A Godfrey Cllr S Cade Cllr L Seare
Flood Warden	Cllr H Fookes Mrs Alison Clothier (Clerk)
Website/Social Media	Mrs Alison Clothier (Clerk) Cllr A Godfrey Cllr L Purtill
Youth	Cllr M Steel
Neighbourhood Plan Steering Group (10)	Mr J Quick (Chair) Mr R Daniels (Vice Chair) Cllr H Palmer Cllr S Cade Cllr H Fookes Cllr M Steel Mrs A Clothier (Clerk)
Climate Change	Cllr J Jackson

Health	Clr L Purtil
--------	--------------