

	<p style="text-align: center;">STURMINSTER MARSHALL PARISH COUNCIL</p> <p style="text-align: center;">Minutes of the Meeting of the Full Council on Thursday 17th July 2025 at 7.30pm at the Memorial Hall</p> <p>Present: Chair Cllr S Cade, Cllr H Palmer, Cllr M Steel, Cllr H Fookes, Cllr Jones, Cllr J Jackson,</p> <p>Also in attendance: Mrs A Clothier (Parish Clerk), Dorset Councillor W Chakawhata.</p>
1	<p><u>APOLOGIES – MEMBERS OF THE COUNCIL.</u></p> <p>Apologies were received and accepted from Cllr L Seare and Cllr L Purtill</p>
2	<p><u>DECLARATIONS OF INTEREST</u></p> <p>Cllr Jackson declared an interest in item 7 (viii) and Cllr Steel declared an interest in grants for the Memorial Hall</p>
3	<p><u>MEMBERS OF PUBLIC –</u></p> <p>There were 2 members of the public present.</p> <ul style="list-style-type: none"> • A query was raised regarding the current status and any progress made on improving visibility at Dullar Lane. • Concerns were expressed about the poor condition of the road between Moor Lane and Mill Lane, which is currently impassable. Although it is classified as a road and should remain open, Highways have advised that it is unsafe for volunteers to undertake clearance work. ▪ It was noted that the stretch from Marshall Fisheries to the start of Footpath 1 is a designated footpath. Past issues have arisen due to motorbike usage along this route. This matter is scheduled for further discussion under the main agenda. • Silent Soldiers - Poppy seeds have been planted, and a request was made to reinstate the silent soldier silhouettes. It was suggested that these could be installed near the King Street sign, on the King Street side. • A request was made for the Parish Council to consider holding a public meeting in relation to the upcoming Local Plan consultation.
4	<p><u>POLICE REPORT</u></p> <p>A response from David Sidwick, the Police and Crime Commissioner, was discussed. He offered a sincere apology for Police absence at the recent Open Meeting and has proposed a meeting with the Parish Council.</p> <p>The PCSO has also offered to attend a Parish Council meeting. Following discussion, it was agreed that Mr Sidwick should be invited to a pre meeting at 6.30pm before the October Parish Council meeting.</p> <p>Cllr Chakawhata clarified that the Police and Crime Commissioner does not hold authority over operational policing matters.</p>
5	<p><u>MINUTES</u></p> <p>The minutes of the Full Council Meeting held on 5th June 2025 were approved as true record of the meeting.</p>
6	<p><u>MATTERS ARISING</u></p> <p>A report from the Clerk which had been circulated and is attached to these minutes as Appendix 1. Ongoing issues from the Clerks Report are:</p> <ul style="list-style-type: none"> i. Memorial Hall Registration ii. EV Charge Point

7	<p><u>AMENITIES AND FACILITIES</u></p> <ul style="list-style-type: none"> i. Playground – The annual playground inspection has been completed. Only minor repairs are required. Notable issues include: Four screws missing from the base of the spider’s web; playground mats are worn and require reinstatement/replacement; a bar and concrete base remain from the removal of an old bin and need to be cleared; dog fouling was present in the play area prior to inspection. Action: Clerk to include a notice in the next Parish newsletter addressing responsible dog ownership. ii. Churchill Close Green – Discussion took place regarding the electrical box located within the play area. Two options were considered: <ul style="list-style-type: none"> a. Leave the box as is. b. Remove the box entirely and bury the existing cable and cap underground. One quote has been received for this. It was agreed unanimously to remove the cable to outside the play area. 1. For Safety. 2. In case a new piece of play equipment was installed. Leaving the cable to be reconnected if needed in the future. Action: Cllr Jones to write specification and Clerk to obtain additional quotes for this option. iii. Refurbishment of benches and noticeboard – Refurbishment work is currently underway. Litter signage near the school will be installed on lampposts positioned on Station Road and the corner of Railway Drive. iv. Maypole – The replacement pole for the Maypole is delayed due to lack of timeline from SSE regarding supply of poles. It was agreed that a natural tree pole would be preferable, if feasible. Installation method was discussed. Refurbishment complete on Maypole weather vane, and will need to be affixed to the top of the new pole. Action: Cllr Jackson to investigate sourcing a natural wood pole. Clerk to obtain quotes for new tree pole. v. Memorial Hall – Ongoing vi. Silent Soldier – It was agreed that the silent soldier silhouettes will be installed to the left of the King Street sign. Action: Clerk to locate a utilities plan before installation. vii. To receive feedback on BBQ on the Green – no response received. Clerk to copy in Cllr Chakawhata to chasing communications. viii. Stocks Green – the stocks are repaired and a letter has been sent out about parking on the Green. Item closed ix. To discuss the safety of the garages on Churchill Close – Dorset and Wiltshire Fire and Rescue have no jurisdiction over the contents of private domestic garages. Item closed
8	<p><u>ENVIRONMENT</u></p> <ul style="list-style-type: none"> i. Climate Change Action Plan – <ul style="list-style-type: none"> a) EV Charge Point The installation of the EV charge point is currently in progress. The Parish Council has requested that dedicated parking bays be clearly marked to support its use. b) "Grow at Home" Scheme Cllr Jackson will hold a drop-in session to engage residents and gather ideas on what they would like to grow. A WhatsApp group will be established to facilitate seed swaps among participants. The initiative will be promoted on social media and in the <i>Jottings</i> ii. Litter Bin on Station Road No response has yet been received from Dorset Waste regarding the request for a litter bin on Station Road. Action: Clerk to copy Cllr Chakawhata into further correspondence to help progress the matter.

9	<p><u>TRAFFIC & TRANSPORT</u></p> <ul style="list-style-type: none"> i. A31 / A350 and Related Matters High Street Road Closure (July): The Parish Council will contact relevant authorities to ask whether local bus routes will be re-routed during the closure. Cut-through by Railway Cottages: The path is very overgrown. This will be reported to Highways. Hedge along Railway Drive: Needs to be cut back. ii. Installation of "Please Slow Down" Signs The existing 30mph signage is barely visible. It was noted that a new post for the "Please Slow Down" signs will cost approximately £400–£450. Agreed this will be funded from the Community Infrastructure Levy (CIL) budget. It was RESOLVED to proceed with the installation. iii. 20mph Speed Limit Application Councillors discussed the benefits and potential deterrent effect of a 20mph limit. It was RESOLVED to proceed with an application for a 20mph speed limit across the entire village, from the A350 (but not including this road) to Mill Lane. A public consultation will be carried out as part of the process. Action: To move forwards with 20mph application including online consultation iv. To discuss unclassified road between Moor Lane and Mill Lane – A detailed discussion took place regarding whether to clear and reopen the route. While some felt it could improve access, there were concerns that it could encourage illegal motorbike use. Action Councillors to walk the route with Community Highways Officers to assess. v. Jubilee Cross / Wimborne Road – A site meeting has taken place with Dorset Highways and Lytchett Matravers Parish Council. It was agreed to contact Laura Russ (Dorset Council) to request the installation of an uncontrolled crossing point and a reduction in speed to 40mph in the area The submission will put emphasis on pedestrian and bus stop safety Actions: <ul style="list-style-type: none"> • Clerk to request access to A350 speed data from Joe Allan and seek supporting letters from: MP, Cllr Chakawhata, Corfe Mullen Town Council Lytchett Matravers PC • Clerk to request accident data from Dorset Police • Cllr Fookes to deliver a blanket letter to residents on Wimborne Road, Rushall Lane and Poole Road • Collect footfall data and access X8 bus usage statistics for this location vi. To consider proposals for White Mill Bridge – A virtual footway on one side of the bridge has been proposed, along with a speed reduction. However, concerns were raised about: high vehicle speeds, sharp bends on the bridge and the cost and complexity of the scheme. This is considered a significant project and unlikely to progress in the short term. Item closed. vii. To discuss Dullar Lane junction with A31 – a meeting was held with National Highways on 7th July. The Roundhouse roundabout is unlikely to be redesigned and it was noted that there are drains in the middle of the roundabout. The trees will be looked at. The 40mph speed limit at Dullar Lane is unlikely to be supported but a discussion with the Police would be needed to initiate this. The landowners at the junction with Dullar Lane will be spoken to about further cutting back to improve visibility.
10	<p><u>REPORTS</u></p> <p>To receive reports from representatives of the following:</p> <ul style="list-style-type: none"> i Alms House Charity –the roof works have commenced

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- ii Memorial Hall – The first meeting of the newly formed Trustees took place. There are currently eight trustees, with the intention to meet four times per year.
Key updates:
- Waste bins are being considered, although the cost is currently a concern.
 - A key fob entry system is under discussion to improve access control.
 - The Youth Club format may undergo changes in the coming months.
 - The external noticeboard is broken; the Trustees are considering installing a new one on the external wall of the Hall. This would require Parish Council approval.
 - Brambles around the building are overgrown and need to be addressed.
 - A query was raised regarding the absence of fundraising income in the Hall's accounts.
- Action: Cllr Steel to investigate and report back.**
- iii DAPTC – Discussions continue around devolution of responsibilities and improvements in communication between tiers of local government.
- iv. Flood Wardens – nothing to report
- v. School – the latest Ofsted report has been released. There is no change in current rating of requires improvement; inspectors will revisit in 12 months. The school was praised for warm relationships, and children were reported to feel safe. The Early Years and Year 1 teams received particular praise. Reading provision was highlighted as a strength. Inspectors noted that some areas still require further development. The Headteacher has returned, and a new Deputy Head is in place. Consistency in staffing was identified as a key area to address. Wraparound care and hot lunches will begin in September.
Action: Cllr Fookes to provide feedback to the school, encouraging greater transparency on actions being taken to drive improvement.
- vii Dorset Councillor –
Tip Booking System: Will now only apply to four waste sites across Dorset.
Boundary Review: Another review is expected for Dorset Council wards.
QE Leisure Centre: There was no progress with the reopening of the leisure centre
Joint Police Surgery: Took place on 5th July; the next event will be held at the Memorial Hall. Road safety was raised as a key concern during discussions.
Ongoing interest in developing the North Dorset Trailway.

FINANCE

- i. Accounts for payment. To receive invoices and approve payments as per Schedule of payments. See **Appendix 3**. It was **RESOLVED** to **APPROVE** the payments with all in agreement.
- ii. To receive the monthly bank reconciliation, and quarterly report – The monthly bank reconciliation and quarterly report were received, noted, and agreed.
- iii. To approve grants for 2025/26 – A total of six applications for grant funding were received.
The Parish Council has a grant allocation of £4,000 for the year, with a standard practice of retaining £500 for emergency applications.
The following grants were proposed and agreed:

Applicant	Purpose	Amount Proposed
Memorial Hall	Kitchen improvements	£800
Pramalife Neighbourhood Car Scheme	Ongoing transport support	£300
Almer Church	General support	£350
St Mary's Church	General support	£350
Citizens Advice Bureau (CAB)	Advice services	£500
School Society	Weather proof canopy for forest school	£250

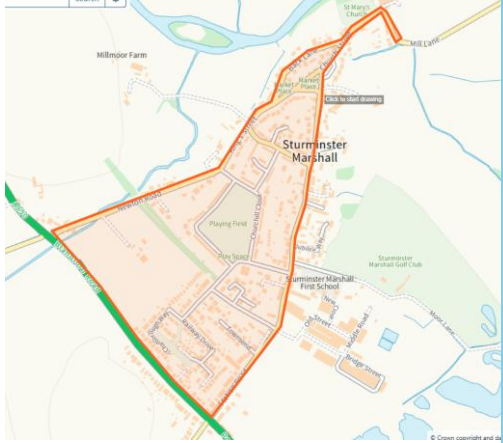
12	<p>Total Allocated: £2,550 Remaining in Reserve: £1,450 (of which £500 is typically ringfenced for emergency applications) As agreed above the Memorial Hall will be asked for details of their fundraising activities, as these were not clear in the accounts.</p> <p>iv. To approve bus subsidy for 2025/26 - It was unanimously agreed to approve the £1,500 bus subsidy for the upcoming year.</p> <p>v. To discuss Clerk's membership of SLCC - The Parish Council agreed to support the Clerk's membership of the Society of Local Council Clerks (SLCC), Following discussions with Lower Winterborne Parish Council, who also employ the Parish Clerk, it was agreed that they will pay a quarter of the fees.</p> <p>vi. To discuss an investment strategy for Parish Council funds – this matter is ongoing. The Parish Council are looking at investment options through CCLA (Churches, Charities and Local Authorities)</p>
13	<p><u>CORRESPONDENCE</u></p> <p>Climate and Nature Workshop – 27th August 2025 – Cllr Palmer and Cllr Jackson to attend Neighbourhood Plan Grants – Government funding is no longer available. Environmental Enforcement Team – Fly Tipping poster</p>
14	<p><u>PARISH MATTERS</u></p> <ul style="list-style-type: none"> • Litter in Churchill Close • Parking outside NISA • Provide Cllr Jones with link for Microsoft Office <p><u>The Parish Council meeting was suspended at 21.51pm whilst the Planning Committee took place. See minutes 17th July 2025 for details.</u></p> <p><u>The Parish meeting re-convened at 21.51pm</u></p> <p><u>DATE AND TIME OF NEXT MEETING</u> – Thursday 4th September 2025 at 7.30pm</p> <p>There being no other business the meeting closed at 21.51</p> <p>Signed _____ Chairman 4th September 2025</p>

Appendix 1

Clerks Report 17.07.25

Minute Number	Topic	Action	Progress
18 th July 2024 Minute 8 (ii)	EV Charge Point	Progress EV Charge Point near Air Ambulance Recycling	Work began week of 19 th May on the groundworks. It will be a further 6-8 weeks before the EV charge point is installed.
5 th September Minute 16	Correspondence	Clerk to ask Dorset Council for a new litter bin at Cliff Arch	Ongoing – this is being monitored by Dorset Council
3 rd October Minute 14	Parish Matters	Clerk to write to Rob Smith at Aster about replanting trees	An email to Aster has been sent and acknowledged but no response given. A second email has been sent and acknowledged. Remove?
9 th January Minute 8 (iv)	Environment	Clerk to query Mapperton Ditch with Community Highways Officer	This is on the highways works list of jobs
9 th January Minute 9 (ii)	Traffic and Transport	Clerk to arrange meeting about speeding on Mill Lane	Slow signs to be painted in the road
5 th June Minute 7	Amenities	Playground	Playground inspection took place 8 th July 2025- see main agenda
5 th June Minute 7	Amenities	Memorial Hall Registration	The names of the trustees are being updated and this can now be signed by the decedent of the original trustees
5 th June Minute 7	Amenities	Clerk to ensure both tree quotes are comparable	This was established and the lower quote confirmed. Leaks have submitted the tree works application form to Dorset Council
5 th June Minute 7	Amenities	Clerk to contact Highway about a base for the statues	Highways confirmed that this would be likely to need planning permission. In the light of the cost of this, the Gardening Group have been asked to install the soldiers as planned. The poppy seeds have been sown.
5 th June Minute 7	Amenities	Clerk to write to Dorset Council outlining the complaints regarding BBQ on the Green received and copy in the event organisers.	This is complete. No response received. To chase further.
5 th June Minute 7	Amenities	Clerk to contact Dorset & Wiltshire Fire and Rescue for advice.	This is complete. Dorset and Wiltshire Fire and Rescue have no jurisdiction over the contents of private domestic garages.

5 th June Minute 7	Amenities	Clerk to contact Greenscape to arrange the work to Johnnie Ditch	This will take place after bird nesting season
5 th June Minute 8	Environment	Clerk to include the Grow at Home initiative in the Parish newsletter	Complete
5 th June Minute 8	Environment	Clerk to obtain a quote for the new litter bin and seek confirmation from Dorset Council that they will include the new location in their collection schedule.	Email sent on 10 th June – no reply received. Chased on 4 th July.
5 th June Minute 8	Environment	Clerk to advertise the Autumn litter pick and inform residents that litter pickers are available for loan from the Parish Council.	Complete and booked for 4 th October
5 th June Minute 9	Traffic and Transport	Request meeting with National Highways to talk about Dullar Lane Junction and Roundhouse Roundabout	<p>The meeting took place on Monday 7th July – see main agenda.</p> <ul style="list-style-type: none"> • Roundhouse Roundabout is unlikely to be redesigned. There are drains at the edge of the roundabout. • The 40mph zone at Dullar Lane is unlikely to be supported but a discussion with the Police would be needed to initiate this. • The landowners at the junction with Dullar Lane will be spoken to about further cutting back to improve visibility.
5 th June Minute 9	Traffic and Transport	Report missing cattle crossing sign	Complete – farmer confirms this has been stolen. This will be replaced by Dorset Council.
5 th June Minute 9	Traffic and Transport	Clerk to find out where to locate the Please Slow Down sign on Newton Road	<p>Dorset Council would suggest the most suitable location is where the properties are coming into view and it makes sense to a driver that they are arriving in the village.</p> <p>https://maps.app.goo.gl/pEeBuwdipb9qibWK9</p> <p>A post for this sign is likely to be around £400/450.</p>

5 th June Minute 9	Traffic and Transport	Clerk to confirm whether these areas meet the criteria for a 20mph speed limit application.	 <p>The map above shows the roads that could be proposed as part of the 20mph zone (not including the A350). DC also suggested Dullar Lane and the roads near the school</p>
5 th June Minute 9	Traffic Transport	Jubilee Cross/Wimborne Road	A positive meeting took place with SMPC, LMPC and Dorset Highways. It was suggested that the Parish Council apply for a 40mph zone on this stretch of the A350 and a pedestrian island. This was supported by LMPC. On main agenda.
Minute 16	Parish Matters	Clerk write a letter to Brigadoon and to action repair of the stocks.	<p>Stocks repaired.</p> <p>Brigadoon were written to and contacted the Parish Council to say that they had been told several months ago to not park on the Green and had not done so since.</p>
Other			<p>AGAR submitted.</p> <p>Grants advertised</p> <p>Rights of Way contacted about clearing Footpath 1.</p> <p>Natwest bank accounts closed down and monies transferred.</p>

Training Completed

Upcoming Training

Schedule of Payments	June payments ratified July					
Payments made						
Payee	Details	Gross	VAT	Net	Chq No.	Invoice number
Vodafone	June Phone Bill	£30.00	£5.00	£25.00	Direct Debit	
United Powder Coating and Shot B	Maypole weather vain blast	£180.00	£30.00	£150.00	Transfer	184002
JoJu Solar	Ground works for EV Charge point	£6,035.00	£1,005.83	£5,029.17	Transfer	20711
Alison Clothier	June Salary	£1,299.98	£0.00	£1,299.98	Standing Order	
		£7,544.98	£1,040.83	£6,504.15		
Payments to be made						
Payee	Details	Gross	VAT	Net	Chq No.	Invoice number
Alison Clothier	Mileage and expenses - zoom	£30.38	£2.80	£27.58	Transfer	
Dorset County Pension Fund	Clerks Pension for June	£380.38	£0.00	£380.38	Transfer	
HMRC	National Insurance and Income Tax June	£263.17	£0.00	£263.17	Transfer	
Vision ICT	Website hosting to August 2026	£161.26	£26.88	£134.38	Transfer	20411
Vision ICT	Biennial fee for .gov.uk domain renewal to August 2027	£78.00	£13.00	£65.00	Transfer	20485
Greenscape Countryside Ltd	Grass Cutting	£508.00	£0.00	£508.00	Transfer	551
JoJu Solar	90% installation of EV Charge Poing	£6,133.96	£1,022.33	£5,111.63	Transfer	20815
Stephen Purtill	co.uk domain name for village history site	£10.79	£0.00	£10.79	Transfer	2
Sturminster Marshall Memorial Ha	Rent of Rooms - May	£50.00	£0.00	£50.00	Transfer	SMMH4983
Sturminster Marshall Memorial Ha	Rent of Rooms - June	£23.75	£0.00	£23.75	Transfer	SMMH5006
SLCC	Annual Membership	£190.00	£0.00	£190.00	Transfer	
		£7,829.69	£1,065.01	£6,764.68		

Sturminster Marshall Parish Council

Prepared by: _____

Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____

Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 30/06/2025		
	Cash in Hand 01/04/2025		94,772.03
	ADD Receipts 01/04/2025 - 30/06/2025		62,267.92
	SUBTRACT Payments 01/04/2025 - 30/06/2025		157,039.95
			35,549.98
	Cash in Hand 30/06/2025 (per Cash Book)		121,489.97
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2025	0.00	
	Natwest - Current Account 30/06/2025	0.00	
	Natwest - Business Reserve 30/06/2025	0.00	
	Barclays Current 30/06/2025	58,838.71	
	Barclays Savings 30/06/2025	70,480.95	
			129,319.66
	Less unrepresented payments		7,829.69
			121,489.97
	Plus unrepresented receipts		
	Adjusted Bank Balance		121,489.97
	A = B Checks out OK		

Quarterly Report April-June 2025

- There was a bank balance of £121,489.97 at the end of June.

Administration

- This area is within budget at present, with £1975 spent out of a total £9990 budget.

Community Infrastructure Levy

- There is £12,096 in the CIL budget.

Designated Reserves

- £540 has been spent on solar panels for the SID from the 20mph zone budget and £235 on play area repairs. £2146 has been spent on general repairs which includes the Churchill Close benches, and work to the Maypole. This area has £3202 remaining with an additional invoice for repairs to further benches due. A grant of £17,100 has been received for the EV charge point and £15,390 of this paid so far.

Employees and Governance

- This area is on budget at present – the national pay award is still to be negotiated.

Grants and Subscriptions

- £4000 is available for the Parish Council to give in grants. The DAPTC subscription was slightly higher than expected at £935 against an £800 budget.

Maintenance and Services

- This area is on budget at present with £4562 spent out of a £19,900 budget.

Reserves

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
New Playground Equipment	5,481.00	5,000.00			10,481.00
Defibrillators	-109.20	1,225.20	-25.20		1,141.20
Election	2,950.00				2,950.00
20 mph zone	945.00	1,475.00	540.00		1,880.00
Neighbourhood Plan	5,061.80	3,000.20			8,062.00
New Office Equipment	375.00	500.00			875.00
Play Area Repairs	3,055.18	1,452.82	235.00		4,273.00
Posts and Signage	4,382.00	-280.00			4,102.00
Trees	5,467.45	109.55			5,577.00
Events	564.00				564.00
CIL	897.00			11,199.89	12,096.89
General Repairs	4,482.26	866.74	2,146.67		3,202.33
Assets	4,445.00				4,445.00
EV Charge Point			15,390.32	17,100.36	1,710.04
Public Art	500.00				500.00
Total Earmarked	38,496.49	13,349.51	18,286.79	28,300.25	61,859.46
TOTAL RESERVE	38,496.49	13,349.51	18,286.79	28,300.25	61,859.46
GENERAL FUND					63,598.90
TOTAL FUNDS					124,958.36

