

STURMINSTER MARSHALL PARISH COUNCIL

Minutes of the Meeting of the Full Council on Thursday 2nd October 2025 at 7.30pm at the Memorial Hall

Present: Chair Cllr S Cade, Cllr H Palmer, Cllr M Steel, Cllr H Fookes, Cllr L Purtill, Cllr L Seare, Cllr J Jackson, Cllr T Weaver (after Item 4)

Also in attendance: Mrs A Clothier (Parish Clerk), Sergeant Steven Payne, PCSO Adam Fitzwater

1

APOLOGIES – MEMBERS OF THE COUNCIL.

Cllr D Jones and Dorset Councillor W Chakawhata gave their apologies and these were accepted by the committee.

2

DECLARATIONS OF INTEREST

There were none

3

MEMBERS OF PUBLIC –

There were four members of the public present.

- Thanks were given for advice on changing Google Maps for Front Lane

4

CO-OPTION OF PARISH COUNCILLOR

The candidates and members of the public were asked to leave the room whilst this item was discussed. Two applications had been received for the vacancy on the Parish Council. Following discussion and a vote, the successful candidate was Mr Weaver. It was **RESOLVED** that Mr Weaver be duly co-opted onto the Parish Council. The Parish Council is now at full membership.

The Clerk will arrange for the removal of the advertisement in the *Bridge Magazine* and will send Mr Weaver the necessary forms, including the New Councillor's training and the Register of Business Interest form.

The declaration of acceptance of office was signed.

Cllr Weaver joined the meeting.

5

POLICE REPORT

Sergeant Steven Payne and PCSO Adam Fitzwater attended the meeting.

It was noted that the PCSO for Verwood retired a year ago and there are now fewer officers than before. PCSOs have been attending local surgeries.

In the last 90 days there have been 13 reported crimes in Sturminster Marshall, including:

- Tyre slashed
- Domestic incidents
- Shed burglary
- Criminal damage
- Public disorder

	• Attempted burglaries • Theft of a vehicle • Damage to SID The team have been tasked with undertaking more patrols in the area. Members of the public were urged to report all incidents, as this helps reflect what is happening locally. Wimborne is currently particularly busy with shoplifting. The aim is for each area to have a specific officer. If the Parish Council would like a police report for a meeting, one week's notice is required, with questions to be sent in advance. If there are concerns about how something has been dealt with, these should be raised with Sergeant Payne in the first instance. The local police hub is based in Ferndown. It was noted that crime levels are increasing with the darker nights. Two offenders have recently been arrested in connection with 20 break-ins. A burnt-out car was also registered as a crime, although this was prior to the period being reported. Two individuals have been arrested in connection with this. The Parish Council had previously met with the Crime Prevention Officer to gain advice on ASB incidents. The Council also belongs to UKPAC which was recognised by the Police as a positive. A report was given from recent police meeting, chaired by the Inspector, which was noted to be very informative. This is a replacement for the PACT meetings and will now be attended by the Parish Council. These meetings focus on current priorities and actions being taken to improve community safety. A new monthly mobile police station will be located in front of the Allendale Centre, and desk-based civilian staff are expected to return to more community-facing roles. An additional 5 Police Officers and 5 PCSO's will be appointed by March 31st 2026. The vandalism of the SID has been reported.
6	<u>MINUTES</u> The minutes of the Full Council Meeting held on 4th September 2025 were approved as true record of the meeting.
7	<u>MATTERS ARISING</u> 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: - Memorial Hall Registration - EV Charge Point
8	<u>AMENITIES AND FACILITIES</u> - Playground - Cllr Steel reported that she and the Clerk had met with the playground contractor regarding the recent play area inspection. A quote is waited for the necessary works, which will include improvements to the surfacing in high use areas and welding the fence. Some works were carried out on 2nd October to tighten the crow's nest swing. - Churchill Close Green – - Electrical Box. One quote has been obtained for works to the electrical box (£578 + VAT). The quote was approved. - To note repair of ground at Churchill Close Green – A hole had appeared in the middle of the football pitch due to the collapse of an old drain. This has now been filled in and made good. - Maypole – The Drax Estate has offered to provide a pole, subject to availability. Transportation and installation would need to be arranged. It was discussed that the SSE option should be explored, particularly if they can help with transportation and installation as this would make the process less expensive. Clerk to ask SSE whether

	they can assist with delivery and installation. iv. Memorial Hall – The decedent of the original trustees is signing over to the new trustees Clerk to meet with Chair of Memorial Hall on 6th October to outline progress v. Silent Soldier – to be installed for Remembrance Sunday. vi. To discuss Holme Oak on Churchill Close Green – this tree has now been removed. vii. To discuss support for Sturminster Marshall Golf Club ACV application – The Parish Council agreed to support this application, which cannot be actioned until next year. viii. To approve quote for painting of stones at War Memorial – Quote for painting of stones and topping up gravel (£380) was approved. ix. To agree cutting back of hedge at Bus Stop, Station Road – Quote for cutting back hedge (£430) was approved. x. To discuss quote for repair of WI bench at Millmoor – quote to circulated when available. xi. To discuss defibrillator request at Jubilee Cross – A letter was received from a Lytchett Matravers Parish Councillor regarding a potential defibrillator at Rushall Lane, with Lytchett Motors suggested as the location (annual electricity cost approx. £8). The defibrillator would also need ongoing maintenance. Action: Clerk to investigate grant funding towards a defibrillator at Jubilee Cross, obtain contact details, and approach Lytchett Motors and Forest Hill Care Home regarding possible support. x. Asset Transfer – contact being sought for the request for transfer of Charborough Way Green.
9	<u>ENVIRONMENT</u> i. Climate Change Action Plan – a) EV Charge Point – Mer have had an issue getting a cost-effective power supply to the sites. With this in mind Joju have been looking at finding another CPO long term. In the short term Joju is looking at taking on the role Mer has in the contract and using octopus in the meantime. When the legals have been sorted Joju will be contacting us about the next steps. As the project is wholly funded by Dorset Council through a central government grant, we are dependent on their processes being concluded before things can move forward. Any money the Parish Council has spent on this has been from the grant we were awarded. b) "Grow at Home" Scheme Cllr Jackson to run a stall at the Litter Pick to gauge interest. ii. Litter Bin on High Street – Dorset Council advised that the cost of providing a two-wheeled bin would be £220 per bin, with an additional charge of £6.21 per emptying. The Clerk has asked Dorset Council to confirm how frequently the bins would be emptied. Members felt that this cost was too high, particularly given that residents already contribute towards litter collection through their Council Tax. This was seen as double devolution It was RESOLVED not to proceed with this option at present.
10	<u>TRAFFIC & TRANSPORT</u> i. A31 / A350 and Related Matters Road Closures - Duller Lane scheduled for 3rd–4th November and 10th–21st November. Highways Meeting updates • Ditch at Mapperton – on list of works • White lines –Parish Council to contact the asset team. • Frog Lane blockage – being chased. • Missing street signs – on list of works • Cattle sign – on list of works

	• Overgrown hedges – buddleia on roundabout needs cutting back. Hedge reported near school. • Graffiti on A350– has been removed. • Ditches – responsibility now lies with the adjacent landowner (e.g., Back Lane). Landowners will need to be informed. ii. Installation of Please Slow Down sign - complete iii. 20mph Speed Limit Application – deferred until November. iv. Jubilee Cross / Wimborne Road – it was noted that the bus route X8 now goes through Lytchett Matravers on a Sunday v. Local Transport Plan – Cllrs to send comments on the Local Transport Plan to the Clerk. Action: Clerk to resend link to Transport Plan
11	<u>REPORTS</u> To receive reports from representatives of the following: i Alms House Charity – Work on the roof has started but then stopped. There is a timeframe for completion, and the current situation is considered unsatisfactory. A letter has been sent to the contractor Cllr Weaver will take on this role if Cllr Purtill is no longer able to continue. ii Memorial Hall – trustees meeting on 9th October. The Hall are still applying for grants. The new noticeboard and litter bin have been installed. Various fundraising ideas have been discussed. The Youth Club has been suspended until next year. iii DAPTC – Devolution meeting on 30th October – Clerk and Chair to attend. Statement of Reasonable Expectations – Cllrs to email thoughts to the Clerk. CAN meeting regarding Local Plan was very informative. Emphasised need to respond to the Local Transport Plan. iv. Flood Wardens – nothing to report vi. School – a thanks was given to Cllr Fookes for all her work and time at Sturminster Marshall First School as a Governor. The Governing Body now have one vacancy. The Parish Council will still request a report for the Open Evening. Action: Clerk to establish how to link with the Governing Body vii. Speedwatch – no report vii Dorset Councillor – no report
12	<u>FINANCE</u> 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, budget report and quarterly report were received, noted, and agreed. iii. To discuss an investment strategy for Parish Council funds – it was agreed that the authorised signatories on this account will remain the same as that on the Barclays account - Cllr Cade and Cllr Palmer with the Clerk as main contact/portal administrator and authorised signatory. The risk element of higher interest accounts based on stocks and shares was discussed and agreed. iv. To ratify approval of an extra cut of the verges – A quote was received at a cost of £498.91. The quote was approved. v. To arrange date of Staffing and Finance Committee – It was agreed to arrange the next meeting for 20th November at 7pm on zoom. Councillors were asked to consider budget ideas for 2026/27 in advance of the November Parish Council meeting.
13	<u>EXTERNAL AUDITOR REPORT</u> i. To receive and note the External Auditor Report and Certificate – this was received and

	noted and published on the website and noticeboard.
14	<u>POLICIES</u> i. To adopt the Publication Scheme – this was adopted with all in agreement.
15	<u>CORRESPONDENCE</u> - Grant letters of thanks – letters of thanks received from Memorial Hall, Almer Church, St Mary's Church, CAB, School Society and Pramalife - Trailway Committee letters – The Chair reported receiving a letter from the Trailway Committee confirming that discussions with the Drax Estate are ongoing and that progress is being made. It was noted that the Local Plan contains insufficient detail regarding the Trailway. The committee are looking for new Members. Cllr. Purtill show an interest that her husband Steve Purtill may be interested in joining. - Conclusion of boundary of Trailway - A boundary of one of the gardens at Churchill Close has been extended. There is a strip of unregistered land between the railway (DC land) and the boundaries of the Churchill close properties. With it being unregistered it is almost impossible to know who the owner is - unless historical records/deeds become available. It would be for the landowner to take action. - Garages – An enquiry was raised regarding the ownership of the garages.
16	<u>PARISH MATTERS</u> <u>The Parish Council meeting was suspended at 21.15pm whilst the Planning Committee took place. See minutes 2nd October 2025 for details.</u> <u>The Parish meeting re-convened at 21.39pm</u> <u>DATE AND TIME OF NEXT MEETING</u> – Thursday 6th November 2025 at 7.30pm There being no other business the meeting closed at 21.39 Signed _____ Chairman 6th November 2025

Appendix 1

Schedule of Payments	September payments ratified October					
Payments made						
Payee	Details	Gross	VAT	Net	Chq No.	Invoice number
Vodafone	September Phone Bill	£30.00	£5.00	£25.00	Direct Debit	
Alison Clothier	September Salary	£1,300.34	£0.00	£1,300.34	Standing Order	
		£1,330.34	£5.00	£1,325.34		
Payments to be made						
Payee	Details	Gross	VAT	Net	Chq No.	Invoice number
Alison Clothier	September expenses including clock, wreath and printer cartridges	£160.05	£24.08	£135.97	Transfer	
Dorset County Pension Fund	Clerks Pension for September	£392.70	£0.00	£392.70	Transfer	
HMRC	National Insurance and Income Tax September	£281.87	£0.00	£281.87	Transfer	
BDO LLP	External Audit 2024/25	£378.00	£63.00	£315.00	Transfer	INV 00736624
Greenscape Countryside Ltd	Grass/Hedge Cutting	£508.00	£0.00	£508.00	Transfer	578
Sturminster Marshall Memorial Ha	Rent of Rooms	£55.25	£0.00	£55.25	Transfer	SMMH5066
		£1,775.87	£87.08	£1,688.79		

Clerks Report 02.10.25

Minute Number	Topic	Action	Progress
18 th July 2024 Minute 8 (ii)	EV Charge Point	Progress EV Charge Point near Air Ambulance Recycling	Mer have had an issue getting a cost-effective power supply to the sites. With this in mind Joju have been looking at finding another CPO long term. In the short term Joju are looking at taking on the role Mer has in the contract and using octopus in the mean time. When the the legals have been sorted Joju will be contacting us about the next steps
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	Speed on Mill Lane	This is on the highways works list of jobs
5 th June Minute 7	Amenities	Memorial Hall Registration	All progressing – the decedent of the original trustees is signing over to the new trustees
17 th July Minute 7	Amenities and Facilities	Cllr Jones to write specification and Clerk to obtain additional quotes for this option.	Spec received from Cllr Jones – Clerk has asked for quote Chased 22/09 by phone. Contractor was on holiday but would like to quote for work on return.
17 th July Minute 7	Amenities and Facilities	Cllr Jackson to investigate sourcing a natural wood pole. Clerk to obtain quotes for new tree pole.	Cllr Cade contacted the Drax Estate who have said they may be able to help source a pole. Clerk has sent specification to them. Drax estate has confirmed that they should be able to source a pole but Parish Council would have to arrange transportation and installation.
17 th July Minute 7	Environment	Clerk to copy Cllr Chakawhata into further correspondence to help progress the new litter bin on Station Road	New proposal for litter bin received – on main agenda.
17 th July Minute 7	Traffic and Transport	To move forwards with 20mph application including online consultation	Survey will be sent out in November.
4 th September Minute 8	Playground	Clerk to obtain a quote for the playground repairs	List of repairs sent to playground contractor. Meeting on site 1/10
4 th September Minute 8	Asset Transfer	Clerk to contact Dorset Council about the transfer of Charborough Way Green	DAPTC approached for a direct contact in the asset team
4 th September Minute 12	Remembrance Day	Clerk to order wreath	Complete
4 th September Minute 12	Investment Strategy	Clerk to open account with CCLA	Application form received and in the process of being completed.

4 th September Minute 13	Dates for 2026	Clerk to book Memorial Hall	Complete
Other		Holm Oak Boundary of Trailway Highways Meeting Local Plan Response	Tree cut down A boundary of one of the gardens at Churchill Close has been extended. There is a strip of unregistered land between the railway (DC land) and the boundaries of the Churchill close properties. With it being unregistered it is almost impossible to know who the owner is - unless historical records/deeds become available. It would be for the landowner to take action. The following issues were discussed: • Ditch at Mapperton • White Lines / Slow Markings – Church Corner • Frog Lane Blockage • Street Signs – Missing – Railway Drive, Station Road. • Cattle Sign – Mill Lane. Still Missing • Hedge - Herb Cottages, overgrown • Graffiti, A350 • Ditches List of points sent to Planning consultant along with summery of comments from drop in event.

Training Completed

Upcoming Training

Budget Setting

Canva

Assertion 10

Sturminster Marshall Parish Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 30/09/2025		
	Cash in Hand 01/04/2025		94,772.03
	ADD Receipts 01/04/2025 - 30/09/2025		98,517.75
			193,289.78
	SUBTRACT Payments 01/04/2025 - 30/09/2025		50,437.24
	Cash in Hand 30/09/2025 (per Cash Book)		142,852.54
B	Cash in hand per Bank Statements		
	Petty Cash 30/09/2025	0.00	
	Natwest - Current Account 30/09/2025	0.00	
	Natwest - Business Reserve 30/09/2025	0.00	
	Barclays Current 30/09/2025	73,858.27	
	Barclays Savings 30/09/2025	70,714.89	
			144,573.16
	Less unrepresented payments		1,720.62
			142,852.54
	Plus unrepresented receipts		
	Adjusted Bank Balance		142,852.54
	A = B Checks out OK		

Quarterly Report July-September 2025

- There was a bank balance of £142,852 at the end of September. The Parish Council is currently opening an additional account with an alternative savings provider.

Administration

- This area is within budget at present, with £2911.62 spent out of a total £9990 budget. Professional fees will be over budget this year due to the use of a planning consultant for the Local Plan response but general reserves can be used if there is a shortfall.

Community Infrastructure Levy

- There is £12,096 in the CIL budget.

Designated Reserves

- £954 has been spent on speed mitigation so far in the financial year. £3596.11 has been spent on general repairs. £480 has been spent on works to the trees and £235 on works to the play area.

Employees and Governance

- £11,399.44 has been spent out of a £23,755 budget – this area is within budget for the half year.

Grants and Subscriptions

- £2550 has been spent on grants with £1450 remaining.

Maintenance and Services

- This area is on budget at present with £7575.41 spent out of a £19,900 budget.

Reserves

- The Earmarked reserves balance is shown below.

<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
Speed Mitigation	945.00	1,475.00	954.00		1,466.00
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	480.00		5,097.00
Events	564.00				564.00
CIL	897.00			11,199.89	12,096.89
General Repairs	4,482.26	866.74	3,596.11		1,752.89
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	20,630.23	28,300.25	59,516.02
TOTAL RESERVE	38,496.49	13,349.51	20,630.23	28,300.25	59,516.02
GENERAL FUND					84,097.13
TOTAL FUNDS					143,113.15