

	<p>STURMINSTER MARSHALL PARISH COUNCIL</p> <p>Minutes of the Annual Meeting of the Full Council on Thursday 16th July 2020 at 7.30pm on Zoom</p> <p>Present: Chairman Cllr. Miss H Palmer; Cllr M Steel; Cllr Mrs S Cade; Cllr S Gerry; Cllr A Godfrey; Cllr Jackson and Cllr L Seare</p> <p>Also in attendance: Clerk Mrs Alison Clothier;</p> <p>MEMBERS OF PUBLIC – There were 3 members of the public present. A member of the public asked about the Churchill Arms planning application and when this will be going to committee. Clerk to ask the Planning Officer.</p>	
1	<p><u>APOLOGIES – MEMBERS OF THE COUNCIL.</u> Cllr H Fookes and Dorset Councillor Robin Cook gave their apologies, and these were accepted by the committee</p>	
2	<p><u>DECLARATIONS OF INTEREST</u> There were none.</p>	
3	<p><u>POLICE REPORT</u> See Appendix 2.</p>	
4	<p><u>MINUTES</u> The minutes of the Full Council Meeting held on 4th June 2020 were approved as true record of the meeting.</p>	
5	<p><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 2. Ongoing issues from the Clerks Report are:</p> <ul style="list-style-type: none"> i. COVID-19 Response ii. Pill Box iii. Playground 	
6	<p><u>COVID 19</u></p> <ul style="list-style-type: none"> i) The work of the volunteer group has largely stopped except for pharmacy deliveries from Lytchett Matravers. The communication link set up is still in place in the event that it is needed again. The link with the Corfe Mullen food bank remains with a volunteer delivering food there from the Co-Op on a weekly basis. 	
7	<p><u>AMENITIES AND FACILITIES</u></p> <ul style="list-style-type: none"> i Pill Box – a planning application has now been submitted for the interpretation sign . Clerk to chase progress. ii Playground –The playground is now open with new rules in place for social distancing. This includes a separate entrance and exit. The safety checks have taken place and the playground was cleaned before it was opened. Clerk to obtain quote from Huck on items for playground repair. iii Bartons Ground – The fence has been taken down between the golf club and Bartons Ground. Cllr Cade to contact fence contractor. Clerk to obtain boundary map. It was agreed that the fencing should be 	<p>Clerk</p> <p>Clerk</p>

	<p>smooth wire at the top and pig wire at the bottom.</p> <p>iv. Noticeboards – the cork for the noticeboards has now been ordered.</p> <p>v. Churchill Close Green – the No Parking signs will be put up as soon as possible. The letter regarding no parking will go out at an appropriate time.</p> <p>vi. Youth – the youth facilities project has been delayed by Covid – 19.</p> <p>vii. Trees – the Parish Council tree works will commence on 21st July 2020.</p> <p>viii. Churchill Arms – awaiting a date for the Planning Committee. Listed Building application was rejected by English Heritage.</p> <p>ix. Maypole Green – Clerk to report wear to the Highway at Maypole green before the bund works commence.</p> <p>x. Defibrillator – the pads on the defibrillator have been replaced.</p> <p>xi. Aster – works have taken place on the Holme Oak on the corner of Balls Lane – this has left the stump. The Holme Oak on the corner of Churchill Close has no works planned.</p> <p>xii. Footpaths – the path at Coombe Farm has been cut.</p> <p>xiii. Johnnies Ditch – Tradewind Graphics will rewrite the sign.</p> <p>ix. Walnut Tree – the Parish Council has had complaints about littering and antisocial behaviour. These have been reported to Dorset Council and the Police.</p>	Clerk
8	<p><u>ENVIRONMENT</u></p> <p>i. Fly Tipping – fly tipping has been reported on Straight Mile.</p> <p>ii. ASB/Noise Complaints – a noise complaint was received about the golf course but this has been resolved.</p>	
9	<p><u>TRAFFIC & TRANSPORT</u></p> <p>i. A31/A350 – the A350 group have sent around an email asking the Parish Council to register for the Carbon Footprint Toolkit. Clerk to register.</p> <p>ii. Highways – the Moor Lane widening was not permitted.</p> <p>iii. SID – the Council agreed to commence this project. Clerk to contact Highways.</p>	Clerk Clerk
10	<p><u>REPORTS</u></p> <p>To receive reports from representatives of the following:</p> <p>i. Alms House Charity – no report</p> <p>ii. Memorial Hall – reopening is now possible but keeping it clean is the major issue. Litter was reported at the back of the Hall and Cllr Gerry offered to pick this up. There is a need to improve security and resolve issues with the CCTV.</p> <p>iv. P A C T – nothing to report</p> <p>v. DAPTC - next meeting 28th July.</p> <p>vi. Flood Wardens – nothing to report</p> <p>vii. Dorset Councillor – see Appendix 3.</p>	
11	<p><u>FINANCE</u></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> <p>ii. To consider the 2020/21 grants – all grants as set out on the Schedule of Payments were agreed after examining the accounts. St Marys Church to be asked why the Parish Council grant from last year did not feature in the accounts. A question was asked about where the amounts came from and it was confirmed that these were historic and</p>	Clerk

	<p>stayed the same unless an increase was requested.</p> <p>iii. Action Plan – a draft was circulated and Cllrs would consider this over the Summer to approve in September.</p> <p>iv. Community Bus Grant – the passenger numbers were circulated before the meeting. It was agreed that the Parish Council would continue funding this service.</p> <p>v. One quote for the extra verge cut had been received and an additional one had been requested.</p> <p>vi. The Quarterly Financial Report was read out – see Appendix 4. The bank reconciliation was circulated and approved.</p> <p>vii. Parish Council Bank Card – following the move to online payments the recommendation is that the Parish Council obtains its own bank card so that the Clerk does not have to use her personal card to log into the system. This was agreed. It was recommended that a risk assessment was carried out for this to protect the Clerk.</p>	
12	<p><u>INTERNAL AUDIT</u></p> <p>i. To receive the report from the internal auditor – this was circulated before the meeting. Councillors noted the positive nature of the report.</p>	
13	<p><u>EXTERNAL AUDIT</u></p> <p>i. Annual Governance Statement - The annual governance statement was approved by council and recorded as a minute statement.</p> <p>iii. Accounting Statements for 2019/20 - The Accounting Statements were approved by council and recorded as a minute statement.</p>	
14	<p><u>WEBSITE</u></p> <p>i. Accessibility Statement – Vision ICT have offered to complete the Parish Council accessibility statement at a cost of £45 + VAT. It was considered that this would be sensible given the heavy workload at the moment. All in agreement.</p>	Clerk
15	<p><u>COMMUNITY ASSET TRANSFER</u></p> <p>i. The transfer is not complete</p>	
16	<p><u>NEIGHBOURHOOD PLAN</u></p> <p>i. Good progress has been made on the Neighbourhood Plan and the funding has been approved. Following an interview with AECOMM the Housing Needs Survey has also commenced. The Household Questionnaire will be sent to every home in August.</p>	Clerk
17	<p><u>CORRESPONDENCE</u></p> <ul style="list-style-type: none"> ○ Thank you letter from MP - noted ○ Rural Roads Safety Advice - noted ○ Email regarding request for housing – Clerk has replied ○ DAPTC constitution and review - noted ○ Rural community resilience guide – to print out ○ Bags of Help grant - noted ○ Holt Parish Council letter to Cllr Flowers - noted ○ End to key worker parking scheme - noted 	

17	<p>○ NALC Code of Conduct - noted</p> <p><u>PARISH MATTERS</u></p> <p><u>The Parish Council meeting was suspended at 20.34 whilst the Planning Committee took place. See minutes 16th July 2020 for details.</u></p> <p><u>The Parish meeting re-convened at 21.05</u></p>	
18	<p><u>DATE AND TIME OF NEXT MEETING</u> – Thursday 3rd September 2020 at 7.30pm</p> <p>There being no other business the meeting closed at 21.05</p> <p>Signed _____Chairman 3rd September 2020.</p>	