

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes

**Date:** 18 August 2021

**Venue:** Shroton Village Hall

**Present:** Cllr Gibson Fleming, Cllr Gredley, Cllr Barrett and Cllr Sullivan

Agenda Item	Discussion Points	Action
1. Apologies	Cllr Hewitt and Dorset Councillor Somper	
2. Minutes of Previous Meeting	The Minutes of the meeting held on 21 July 2021 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Barrett and seconded by Cllr Gredley.	
3. Chairman's announcements	Clerk apologised for incorrectly listing 'matters arising' at this section on the August 2021 agenda.	
4. Declaration of Interests	None declared	
5. Matters Arising	<p>a. The Clerk advised the council that the Dorset Waste Partnership would continue to empty the recycling and general waste bins from the front gates of the homes of the residents of Nos 9 - 14 General Wolff Close. An earlier request (by a DWP operative) to bring the bins to the Main Street roadside was incorrect.</p> <p>b. Cllr Barrett advised the council that water weed clearing initiative has had an effective impact on the flow of the Glebe stream. Another session is planned for October 2021.</p> <p>c. Clerk advised the council that a number of cattle grazing on the Fairfield had caused damage to the boundary hedge and entered the garden of 'Kingsbere' adjoining this field. Clerk contacted the Ranston Estate office to determine ownership of the cattle and the damaged hedge.</p> <p>d. Clerk advised the council of the complaint from overgrown vegetation from the Glebe Pumping Station at the entrance of No 11 The Glebe. Wessex Water, the owners of the land and vegetation, are in contact with the residents of this property to determine the way forward.</p>	<p>Clerk follow-up action to Ranston Estate via Cllr Gibson Fleming.</p>

	<p>e. Clerk advised the council that further clarification is required from Cllr Somper about the existence of 'garden licence' for a property in Shroton as highlighted during the recent Dorset Council Asset Transfer Policies discussion.</p> <p>f. Clerk advised the council that Dorset Council Planning Convergence and Transformation revised planning system and accessibility to the planning website would be further discussed; particularly the perceived loss of the facility to request a planning applications extension.</p>	<p>Clerk September 2021 agenda</p> <p>Clerk September 2021 agenda</p>
<p><b>6. Democratic Period:</b></p> <p>a. Dorset Councillor Somper</p> <p>b. Public &amp; Parish Council</p>	<p>a. <b>Dorset Councillor Somper</b> (Beacon Ward), provided the Council with her Beacon Ward report prior to the meeting. The council had no questions or comments for this report.</p> <p>b. No items taken for discussion</p>	
<p><b>7. Correspondence</b></p>	<p><b>Emails received by the Clerk for statutory matters and council business are sent onto the Council by the Clerk and itemised for discussion at the next council meeting.</b></p> <p>a. Clerk's email roundups 21 &amp; 30 July and 6 &amp; 16 August 2021 acknowledged by the council.</p>	
<p><b>9. Parish Council Representatives</b></p>	<p><b>Parish Council Representatives</b> – Councillors to advise on areas of representation as appropriate or discuss matters pertinent to representative role:</p> <p><b>Play Area Report</b></p> <ul style="list-style-type: none"> <li>• Clerk requested a temporary resolution be put in place for an 'out of council' agreement to process and authorise the invoices for payment for the proposed preparatory work and equipment purchases for the play area refurbishment project.</li> <li>• Cllr Gibson Fleming to advise the Clerk of the Wessex Internet donation towards the play area refurbishment project.</li> <li>• Cllr Gibson Fleming to liaise with the refurbishment project lead concerning the position of the play area donations box.</li> </ul> <p><b>Parish Footpaths and Bridleways</b></p> <ul style="list-style-type: none"> <li>• No report for this meeting.</li> </ul> <p><b>Parish Website Development</b></p> <ul style="list-style-type: none"> <li>• Cllr Barret and the Clerk attended the DAPTC hosted Aubergine website demonstration 10 Aug 2021. <ol style="list-style-type: none"> <li>1. This is considered a 'light touch' website using 'word press' features.</li> <li>2. Overall appearance looks straightforward as far as usage, livery and colour scheme are concerned as well as not being overwhelming for an administrator.</li> </ol> </li> </ul>	<p>Cllr Gibson Fleming</p> <p>Cllr Gibson Fleming</p> <p>Clerk to access DAPTC demonstration PowerPoint slides for council information/decision process</p>

	<ol style="list-style-type: none"> <li>3. The proposed website is considered to be easy to update, providing continuity and the required legal compliancy features. This will include access to the back of the website for editing and updating purposes.</li> <li>4. The cost will be £225 inc. VAT, with additional costs for gov.uk email accounts.</li> <li>5. This would be a dedicated Parish Council website, with 12 pages with the potential for some pages to be given over to other Parish organisations linked to the main website i.e. the village hall, allotments, village newsletters, play area, whilst DAPTC will be the host and domain contact (approx. £15 per annum) provider as well as 'hand holding' with set-up experience and advice.</li> <li>6. Liaison with current website administrator to consider migration of the council's papers, library of images, a possible logo for the Parish, links to village organisations.</li> <li>7. Clerk to review all council documents and policies to be migrated onto the proposed website when the decision is made to move forward with the new website.</li> </ol> <p><b>Dorset Council Highways</b></p> <ul style="list-style-type: none"> <li>• Cllr Gredley will recontact the Community Highways Officer to follow-up on the issues arising from the road surface dressing debacle in June 2021.</li> </ul> <p><b>Dorset Council Parking Consultation</b></p> <ul style="list-style-type: none"> <li>• Cllr Gredley to provide Shroton Lines with information on the revised parking charges and the introduction of a parking permit.</li> </ul> <p><b>The Glebe matters &amp; Glebe Trees</b> (inc. Parish Trees)</p> <ul style="list-style-type: none"> <li>• Cllr Sullivan confirmed local inspection of Glebe trees 18 July 2021.</li> </ul> <p><b>A350/C13 Community Action Group (CAG)</b></p> <ul style="list-style-type: none"> <li>• Cllr Sullivan to attend meeting of the Dorset Police &amp; Crime Commissioner 28 September 2021 at Fontmell Magna Village Hall.</li> </ul> <p><b>Shroton Village Hall</b></p> <ul style="list-style-type: none"> <li>• The Clerk has now been provided with a key to the Shroton Village Hall.</li> </ul> <p><b>DAPTC</b></p> <ul style="list-style-type: none"> <li>• Clerk advised the council that additional training dates for New Councillor training now available from current training provision from DAPTC.</li> <li>• Clerk to attend Code of Conduct 7 September 2021 and Introduction to Planning (No.1) 7 October 2021</li> </ul>	<p>Further discussion anticipated September 2021</p> <p>Cllr Barrett and Clerk</p> <p>Clerk</p> <p>Cllr Gredley</p> <p>Cllr Gredley</p> <p>Cllr Sullivan</p> <p>Council to review DAPTC dates in email round-ups</p>
<p><b>10. Parish Council Projects</b></p>	<p><b>Village Projects</b></p> <p><b>a. Village Traffic Calming Project</b> - Not taken at this meeting.</p>	

	<p>b. <b>Litter Picking</b> – Cllr Barrett to advertise the next litter pick in October or November 2021.</p> <p>c. <b>Village recycling</b> - Cllr Gredley received a response from Dorset Council (Commercial Waste Strategy Team) and will produce an article for the Shroton Lines as guidance for residents as to what goes in what bin using information from <a href="https://www.dorsetcouncil.gov.uk/documents/35024/283176/Right+stuff+right+bin.pdf/a4b50953-9411-ob14-ebc8-1a92f3b453d3">https://www.dorsetcouncil.gov.uk/documents/35024/283176/Right+stuff+right+bin.pdf/a4b50953-9411-ob14-ebc8-1a92f3b453d3</a></p>	<p>Cllr Gredley for SL &amp; update September meeting 2021</p>
<b>11. Finance Matters</b>	<p>a. Council advised of a payment of £2530.71 from community activities to part fund the play area refurbishment project.</p> <p>b. Council approved payment to Iwerne Valley Lawn Maintenance – Glebe grass cutting 9 &amp; 23 July 2021 <b>£90.</b></p> <p>c. Council approved payment for DAPTC Code of Conduct &amp; Register of Interests training 29 July 2021 <b>£30.</b></p> <p>d. Record of expenditure up to 18 August 2021 to be signed in September 2021 by Chairman for RFO retention.</p>	<p>Clerk – ring fenced account Clerk action x 2</p>
<b>12. Other Matters</b>	Nothing taken	

The presiding Chairman declared the meeting closed at 7:45pm.

Presiding Chairman ..... Date.....  
Iwerne Courtney & Stepleton Parish Council

(To be signed and dated by the presiding Chairman after approval at the next Parish Council Meeting)

LK 21/08/21