

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes

**Date:** 16 July 2019 **Venue:** Shroton Village Hall

**Present:** Cllr Morris, Cllr Hewitt, Cllr Milmer and Cllr Gibson Fleming  
**In attendance:** Dorset Council Cllr Jane Somper and 2 village residents

Agenda item	Discussion points	Action
1. Apologies	None received	
2. Minutes of Previous Meeting	The Minutes of the meeting held on 19 June 2019 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Milmer and Cllr Hewitt.	
3. Declaration of Interests	No interests were declared.	
4. Matters Arising	<p>a. Cllr Morris discussed the opportunity to provide a speaking opportunity for young people in a parish council meeting. Clerk to include in Shroton Lines August 2019.</p> <p>b. Cllr Morris requested parish councillors to provide as much notice as possible of their non-availability to attend parish council meetings.</p> <p>c. Cllr Gibson Fleming reiterated his disquiet about what he perceived as a political message sent on parish council email. Cllr Hewitt agreed with the points made by Cllr Gibson Fleming, the Clerk is to continue to ensure all emails sent to the council for information are neutral in tone and GDPR compliant.</p> <p>d. Cllr Hewitt advised the council that the village hall committee and other village organisations supported the proposed activities to commemorate VE Day 8 May 2020.</p>	<p>Clerk</p> <p>Clerk – handover notes</p> <p>Cllr Hewitt – plan for VE Day 2020</p>
5. Democratic Period with DCC & NDDC news	<p>a. <b>DCC &amp; NDDC News</b> –report delivered by <b>Cllr J Somper</b> representing the Beacon Ward, North Dorset. Topics included details on the Local Plan for Dorset Council, free digital learning sessions for local residents, an update on the weight-triggered signage on the C13 and details of a consultation on dementia services across the County from the Dorset Clinical Commissioning Group.</p> <p>b. Cllr Morris welcomed <b>Mr &amp; Mrs P Butt</b> to the meeting. Mr Butt had previously expressed his disappointment and frustration at lack of response from DC Highways concerning the volume and size of overhanging hedge opposite his property, making ingress and egress onto a narrow village road extremely difficult. This situation was further exacerbated by the recent dismal attempt by DC Highways at the surface treatment of this narrow village road, and the lack of preparation to the verges, drain covers and hedges abutting this road prior to work commencing. Cllr Morris advised Mr Butt that he had attempted to speak to the Highways Supervisor about the unsuitable service</p>	Clerk for SL Aug 2019

	<p>dressing in a residential area (forwarding 25 pictures of the recent attempt at road surfacing) and the residual mess left by the Highways team. Cllr Morris would seek further guidance from the Community Highways Officer regarding the overhanging hedge opposite Mr Butt's residence. Chairman to write to Director Highways, Dorset Council and the Community Highways Officer urging further consideration for a further visit to the village to address the recent attempt at surface dressing of 'The Corner' road leading to 'Courtney Close'.</p>	<p>Cllr Morris Clerk – Sept 2019 agenda</p>
6. Correspondence	<p>a. Response from Dorset Highways officer to Clerk's email 20 June 2019 and Mr. P Butt's email letter to Chairman Road Dressing with overgrown hedges.</p> <p>b. Clerk advised the council that the annual return 2018 – 2019 had been received and logged by PKF Littlejohn LLP (PKF). The Clerk explained that by notifying PKF that Iwerne Courtney and Stepleton Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by PKF for this reporting year. The Clerk suggested that on a change of Parish Clerk, the council might wish to consider its options for submitting future annual returns.</p> <p>c. Dorset Council consultation - Local Plan North Dorset Area Strategic Landscape and Heritage Sensitivity Assessment Study – Clerk to send to full council for participation.</p> <p>d. Dorset Council consultation – suitability of polling stations in Dorset Council area. Clerk to send to full council, load onto parish website and include in Shroton Lines news for August 2019 for public consultation.</p>	<p>Matter taken at the Democratic Period 16 July 2019 Item 5b/762 Clerk</p> <p>Clerk</p> <p>Clerk</p>
7. Parish Council Representatives	<p><b>Cllr Milmer &amp; Cllr Morris</b> – Glebe representatives – Nothing to report.</p> <ul style="list-style-type: none"> <li>• Clerk to further contact Steve Maros organisation for an update on the proposed schedule of work for the Glebe trees.</li> <li>• Cllr Morris suggested that an Ash tree might be a suitable option for commemorating VE Day 8 May 2019, whilst Cllr Hewitt and Cllr Gibson Fleming suggested a species of Field Maple.</li> </ul> <p><b>Cllr Gibson Fleming</b> – Parish website assistance</p> <ul style="list-style-type: none"> <li>• Council to revisit what it wants from a parish/community website; objectives and structure of the website to be discussed at September 2019 council meeting. Clerk to resend examples of local websites email to council for information and reference.</li> </ul> <p><b>Cllr Milmer</b> – Play Area representative</p> <ul style="list-style-type: none"> <li>• New litter bin in place.</li> <li>• No response to the advert request to help weed the play area from parent residents.</li> <li>• Cllr Milmer reported the deteriorating condition of the central struts of the wooden climbing frame as highlighted in the recent 2019 inspection report. Cllr Milmer and Cllr Morris to determine a robust maintenance strategy and proposed costs for this item of play equipment as soon as practicable. Anticipated plan for this summer maintenance to be shared with the registered Play Inspector for checking/approval. The blue climbing net to be permanently removed. Mr P Trim (a village resident) has been asked to provide a quotation and schedule of work for this proposed equipment maintenance.</li> </ul> <p><b>Cllr Hewitt</b> – Footpaths and Bridleways representative.</p>	<p>Clerk No 3 to SM</p> <p>Clerk for Parish Council action</p> <p>Cllr Milmer Cllr Morris</p>

	<ul style="list-style-type: none"> <li>• Stile/gate at Hanging Gate – Hill Floor on Ranston land needs attention – request to Cllr Gibson Fleming for assistance to fix a wobbly stile on Hill Floor and make the further stile more accessible on the Hanging.</li> <li>• Fence post on footpath close to 'Thatched Cottage' DT11 8QQ) reported to Coast &amp; Countryside team.</li> <li>• Mr N Smith has removed wire that was buried in undergrowth along the bridle path at the Iwerne Road from Green Lines, and will investigate the gate (5 bar-gate in Cow meadow back of appears to have dropped from its hinge fitting) as recorded in June 2019 minutes.</li> </ul> <p><b>Cllr Hewitt</b> - Village Hall representative.</p> <ul style="list-style-type: none"> <li>• The 2019 village show is being held on 31 August 2019 and being organised by Mrs A. Smith. Entries for the show will take place on the day. Request for volunteers to help with event going is out in Shroton Lines.</li> <li>• A local Petanque competition will take place on the Glebe 18 August 2019. Clerk further requested copies of the insurance certificate and risk assessment for the proposed Petanque competition as being organised by the village hall committee.</li> <li>• A concert is being planned for 14 September 2019.</li> </ul> <p><b>Cllr Hewitt</b> – Dorset Council Highways representative</p> <ul style="list-style-type: none"> <li>• Enquiry regarding village road edge spraying has obtained an explanation from Highways for the necessity to seal the road surface to protect the integrity of the tarmac and reduce the incidence of the tarmac being damaged by vegetation.</li> <li>• Reflector posts installed on Bessells Lane - the corner to Park Farm (DT11 8TP).</li> <li>• A petition document for involvement in campaigning for a 30 m.p.h. Speed Limit is being held in the 'Cricketers', Shroton (DT11 8QD). Parish Clerk unaware of the existence of a public petition until mentioned at this part of the meeting.</li> </ul> <p><b>The Parish Clerk</b> for DAPTC and A350 &amp; C13 Community Group</p> <ul style="list-style-type: none"> <li>• Identify training session with Cllr Morris for Chairman training session.</li> <li>• No report from DAPTC (N) for this meeting.</li> <li>• No report available from the A350 Community Group for this meeting.</li> </ul>	<p>Cllr Gibson Fleming</p> <p>Cllr Morris</p> <p>Cllr Hewitt</p> <p>Cllr Hewitt for Council records</p> <p>Cllr Morris</p> <p>Cllr Morris</p>
<p>8. Parish Council Projects</p>	<p><b>Proposed 30 M.P.H. Speed Limit</b></p> <p>Cllr Hewitt is to contact the Community Highways Officer (Mr Roger Bell) requesting information and guidance on the strategies for consultation for the potential implementation of a 30 M.P.H. Speed Limit for the village. Cllr Hewitt advised the council that any consultation with the village would need to be time limited, and that to attain any credibility with Dorset Highways, would require committed involvement from residents. Cllr Gibson Fleming advised the council that he had concerns regarding the signage for speed restrictions and indicated alternative speed management options should be considered. The Clerk reminded the council that any decisions taken for introducing a speed limit must be evidence based.</p> <p><b>Road Traffic Gateways for Farrington</b></p> <p>Clerk to obtain costs for the installation of two road traffic gateways with signage for the hamlet of Farrington. Clerk advised the council that despite numerous attempts since 2010, DCC Highways have</p>	<p>Clerk for Aug 2019 SL and for Sept 2019 agenda</p>

	been unable to install settlement road traffic signage at the entrances to the hamlet. Clerk to advise Farrington residents of the style and form of the Shroton gateways.	Clerk and to include for Sept 2019 agenda
9. Finance Matters	<p>a. Chairman and RFO to unable to sign Receipts and Payments register for the end of the FY 31 March 2019. Clerk forgot the register!</p> <p>b. Council approved payment to NW Adams (Engineering Design Services) play area inspection fee <b>£137.82</b></p> <p>c. Council approved payment to Mrs. E Kingsbury Clerks salary and costs 20/03/19 – 16/07/19 <b>£895.46</b></p> <p>d. Council approved payment to HMRC PAYE 20/03/19 – 16/07/19 <b>£211.80</b></p> <p>e. Record of anticipated expenditure up to 16 July 2019 to be signed by the Chairman for RFO retention.</p>	<p>Out of council action by Clerk</p> <p>Clerk cheque actions x 3</p>
10. Planning Matters	No planning applications received at 16 July 2019.	
11. Other Matters for next PC meeting	None tabled.	.

**The Presiding Chairman declared the meeting closed at 7:55 pm.**

There will be no August 2019 meeting, unless urgent Parish business requires the Clerk to issue a Notice of Convening Order calling parish councillors to a meeting in order to address this business.

**The date of the next meeting: Wednesday 25 September 2019 at 7:00 pm**

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 19/07/19