

Iwerne Courtney & Stepleton Parish Council Meeting Minutes

Date: 15 May 2019 **Venue:** Shroton Village Hall

Present: Cllr Morris, Cllr Hewitt and Cllr Milmer
In attendance: 5 village residents

Agenda item	Discussion points	Action
Election of Chairman and Vice Chairman of the Parish Council	Cllr Morris was elected as the Chairman of the Parish Council for 2019 – 2020 (proposed Cllr Hewitt and 2 nd Cllr Milmer) and Cllr Hewitt was elected as the Vice Chairman of the Parish Council for 2019 - 2020 (proposed Cllr Morris) the council members present agreed both nominations unanimously.	
1. Apologies	None received	
2. Minutes of Previous Meeting	The Minutes of the meeting held on 17 April 2019 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Hewitt and Cllr Milmer.	
3. Declaration of Interests	No interests were declared.	
4. Matters Arising	<p>a. Acceptance of Office – Chairman and Vice Chairman</p> <p>b. Mr H Gibson Fleming was co-opted on to the Iwerne Courtney & Stepleton Parish Council as a Councillor subject to the completion of the Register of Members Interests and Acceptance of Office being completed for the Clerk's action before 27 May 2019.</p> <p>c. Register of Members Interests received from Cllr Morris, Cllr Hewitt and Cllr Milmer. Clerk action with Dorset Council Returning and Monitoring Officer and Parish website.</p> <p>d. Glebe tree works – Clerk provided the council with an update on quotations received for the recommended trees work as discussed in March and April 2019. Clerk has produced a spreadsheet illustrating comparisons of costs and suggested the council meet after receipt of the outstanding quotation to determine the schedule of and requirements for this proposed work. Clerk to contact Dorset Council regarding initial quote after the formation of the new unitary authority. The Clerk reminded the parish council that the information in the spread sheet was to be treated as commercial in confidence until such time a decision has been made on the successful tender for this work.</p> <p>e. DCC Highways meeting – Clerk reminded the council of the last message from the Community Highways Officer and opportunity to discuss the council's concerns as recorded in minute 20 February 2019 Correspondence 6b (745). Cllr Hewitt to follow this matter up. Clerk to provide details of the Community Highway Officer with the Dorset Council.</p>	<p>Clerk - Acceptance of Office Declarations</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk in receipt of final quotation, spread sheet to council for meeting date. Clerk to contact Dorset Council</p> <p>Clerk</p>

5. Democratic Period with DCC & NDDC news	<p>a. DCC & NDDC News – no report received from the returned candidate representing the Beacon Ward, North Dorset. Clerk instructed to determine contact details of the elected representative and invite said representative to future parish council meetings.</p>	Clerk
6. Correspondence	<p>a. Merchant Navy & Seafarers UK – 3 September 2019 support day – invitation to formally support the campaign to raise awareness of the UK’s ongoing dependence on Merchant Navy seafarers. Poster to be displayed in the parish council noticeboard from June 2019.</p> <p>b. Dorset Police & Crime Commissioner – A350 and C13 road safety issues discussion – copy of this letter to be made available on the parish website – www.shroton.org A350 matters and included in the June Shroton Lines.</p> <p>c. Dorset Council Environment – response to Simon Hoare MP – setting speed limits guidance - copy of this letter to be made available on the parish website – www.shroton.org A350 matters and included in the Shroton Lines.</p>	Clerk – poster Clerk
7. Parish Council Representatives	<p>Cllr Milmer – Glebe representative – Clerk to provide working copies of:</p> <ul style="list-style-type: none"> • Glebe Grass Cutting Contract • Glebe Users Guide • Glebe Tree Policy • Glebe map (on purchase from NDDC) for retention and reference to matters relating to and for the Glebe. <p>Clerk to provide Shroton Lines with copy about fly tipping on the Glebe land owned by the parish council.</p> <p>Cllr Morris Cllr Gibson Fleming – Parish website assistance Cllr Hewitt – Play Area representative Cllr Hewitt – Footpaths and Bridleways representative – Clerk to provide copies of:</p> <ul style="list-style-type: none"> • Rights of Way, Diversion Orders and Definitive Map Statements • Rights of Way map • Clerk’s folder of village maps and documents pertaining to the parish footpaths and bridleways <p>Cllr Hewitt - Village Hall representative Cllr Hewitt – Dorset Council Highways representative – Clerk to provide contact detail of the current Community Highways officers for North Dorset Beacon Ward. The Parish Clerk for DAPTC and A350 & C13 Community Group – Clerk to determine date of new Chairman Training session for Cllr Morris.</p>	Clerk Clerk agenda June 2019/SL Clerk Clerk Clerk
8. Parish Council Projects	<p>Traffic in the Village Speed Limit</p> <p>The matter of a 30 M.P.H. Speed Limit for the village was referred to at the Annual Parish Meeting (which preceded the May 2019 parish council meeting). Cllr Hewitt advised the 5 village residents present at the (APM) that the matter could be revisited by the returning council if support from the parish deemed it appropriate and necessary. The Clerk had provided the council with information on the Community Speed Watch scheme, which might encourage residents to become involved and suggested that the council be prepared to further engage with residents to:</p>	Clerk for Shroton Lines

	<ul style="list-style-type: none"> determine whether speeding is an issue in the area do other residents agree? are other residents prepared to become involved in this issue? <p>The matter will be an agenda item under PC projects in June 2019.</p>	Clerk June agenda
9. Finance Matters	<p>a. The Council approved and adopted the Final End of Year Accounts and Expenditure 1 April 2018 – 31 March 2019. The Parish Council accepted the bank reconciliation April 2019. Proposed by Cllr Milmer and seconded by Cllr Morris and agreed unanimously by the Parish Council.</p> <p>b. Chairman and RFO signed the Annual Governance Statement (Section 1) of 2018 – 2019 Annual Return.</p> <p>c. Chairman and RFO signed the Risk Assessment document for 2018 - 2019 Annual Return.</p> <p>d. Chairman and RFO signed the Property and Fixed Asset Register 2018 - 2019 Annual Return.</p> <p>e. Council approved payment for the Internal Audit Reviews and Assessments 2018- 2018g by JP Consulting Ltd £75.</p> <p>f. Council approved payment to Iwerne Valley Lawn Maintenance – 3 cuts 29/3, 10/4 & 18/4 - £135.</p> <p>g. Council approved payment to Came & Company annual insurance premium 01/06/19 – 31/05/20 with the Inspire Insurance Group through Came & Co. - £584.47.</p> <p>h. Council approved payment to DAPTC for annual subscription 2019/2020 £181.89</p> <p>j. Record of anticipated expenditure up to 15 May 2019 signed by the Chairman for RFO retention.</p> <p>k. Clerk received BACS remittance advice – 25/04/19 for 1st Precept instalment £4350.51</p> <p>l. Clerk received bank statement 18/04/19 advises receipt of VAT return £513.67</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk – in discussions with Came & Co 17 May 2019</p>
10. Planning Matters	No planning applications received at 15 May 2019.	
11. Other Matters for next PC meeting	None tabled.	.

The Presiding Chairman declared the meeting closed at 8:00 pm.

The date of the next meeting: Wednesday 19 June 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)