

Iwerne Courtney & Stepleton Parish Council Meeting Minutes

Date: 18 November 2020

Venue: Remote meeting – Google com/brp.woxf-jcn

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

In attendance: County Councillor Somper

Agenda item	Discussion points	Action
1. Apologies	None taken.	
2. Minutes of Previous Meeting	The Minutes of the meeting held on 21 October 2020 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Gredley and seconded by Cllr Barrett.	
3. Chairman's announcements	a. The village defibrillator. Cllr Hewitt advised the council that the original fundraiser and purchaser of the defibrillator did not register or insure this equipment through the Community Heartbeat Trust (CBT) prior to her departure from the village. Mrs J Hewitt* has signed an agreement with the CBT that the equipment will be regularly checked and maintained by a group of resident volunteers namely, Mr S Fairholme, Mrs S Askew and Mr D Towels. These residents have agreed to become the custodians of this valuable equipment. Cllr Gredley advised the council that £25 had been raised by residents attending coffee mornings for the future maintenance and support of this equipment.	* Mrs J Hewitt – a member of the public and not the Chairman of the Parish Council
4. Declaration of Interests	a. Cllr Gredley at Planning Matters Item 11 a & b b. Cllr Sullivan at Planning Matters Item 11c	
5. Matters Arising	a. Cllr Barrett provided the council with an overview of her recent training with DAPTC for website accessibility. Cllr Barrett advised the council that an audit of the existing website should be completed to gauge what was actually required for the council to be compliant. Cllr Barrett has not yet spoken to the current parish website administrator as it is unclear at this time as to how the council will proceed with the website requirements. Clerk to research option for joining pilot scheme under DAPTC auspices. b. Chairman asked if council members had checked salt bins in the Parish. Awaiting response from Cllr Gibson Fleming for details of the rock salt stored on the Ranston Estate. c. Chairman invited the Clerk to explain the recent review of her Spinal Column Point scale (SCP), the National Salary Award 2020-2021 and the revision of her Employment Contract & Job Description. B/N 39/20 to be attached to November 2020 minutes for a record of the review. <ul style="list-style-type: none"> Clerk sought support for the identification of her correct employment scale in order to determine the rate of salary to be calculated for the revised National Salary award from April 2020. The Clerk's briefing note 39/20 sets out the process whereby the employment scale and salary award were reviewed under guidance from DAPTC/NALC. 	Cllr Barrett Dec 2020 Clerk – DAPTC enquiry 2020 Cllr Gibson Fleming

	<ul style="list-style-type: none"> The council unanimously supported the revised employment scale and adopted the joint recommendation in Eo1-20/ National Salary Award 2020 – 2021. The Clerk is on SCP 17 (new) 25 (old) and her hourly rate is £12.73 from 1 April 2020. The Clerk's employment contract and job description (revised November 2020) was sent to the council for review prior to the meeting. Item 6.2 of the contract was discussed by the council; it adopted the option whereby the Clerk (who has reached the maximum scale in profile 1 for small or medium parishes, based on the duties and responsibilities undertaken on behalf of the council), would be subject to the automatic option which is to be reviewed annually on 1 April hereafter. The council gave the Clerk permission to dispose of the laptop and printer provided for her use in 2007 on taking up the Clerk's role. 	<p>Chairman to sign Clerk Employment Contract December 2020</p> <p>Clerk with DAPTC action</p>
<p>6. Democratic Period - Dorset Council and Parish Council</p>	<p>County Cllr Somper provided the Clerk with her monthly report for November 2020 prior to the meeting. The following points for note and reference.</p> <p>Dorset Council Climate Consultation Dorset Council has decided to extend the consultation period for their Climate and Ecological Emergency strategy until Mid-January 2021. The survey can be completed online https://www.dorsetcouncil.gov.uk/emergencies-severe-weather/climate-emergency/climate-ecological-emergency-strategy/the-climate-and-ecological-emergency-strategy.aspx paper copies of the survey are available from Dorset Council 01305 221000 and community libraires when they reopen. Boosting broadband in rural areas - Dorset Council is appealing to parish councils to help spread the word that help is available to boost broadband in rural areas. Dorset has topped up the government's gigabit rural voucher scheme to enable even more communities to receive faster broadband. Support for Community and Voluntary Sector - Dorset Council is making grants available from its Leisure Development Fund, for Parish Councils and community organisations. Grants of up to £5,000 are available to support initiatives which benefit the people in Dorset. The closing date is end of December and full details are available on the Dorset Council website.</p> <p>Welfare Checks to support Dorset residents through Covid-19 - Residents who have been told they must self-isolate by NHS Test and Trace are to receive welfare checks from Dorset Council and partners in the community response to coronavirus. https://www.dorsetcouncil.gov.uk/emergencies-severe-weather/emergencies/coronavirus/test-and-trace-support-payment/nhs-test-and-trace-support-payment.aspx If you are aware of a resident/s already isolating at home because of Covid-19 who needs assistance there are several ways of contacting Dorset Council, details below. https://preview-dorset.cloud.contensis.com/emergencies-severe-weather/emergencies/coronavirus/community-response/i-need-help-or-i-know-someone-who-needs-help-coronavirus-information.aspx</p> <p>Cllr Gredley described the necessity to submit an amended planning application for the location of air source heat pump. Planning applications 2/2020/0607/HOUSE and 2/2020/0608/LBC refers.</p> <p>Cllr Sullivan described the installation of solar panels. Planning application 2/2020/1319/HOUSE refers.</p>	<p>Clerk – Shroton Lines</p> <p>Clerk – Shroton Lines</p> <p>Clerk - information for village website, noticeboards, newsletter.</p>
<p>7. Correspondence</p>	<p>a. Clerk's email round-up 23/10, 6/11 and 15/11.</p> <p>b. Blandford Town Council – Public loos - precept contribution towards the cost of delivery.</p> <p>c. The Dorset Council Dog Related Public Spaces Protection Order 2020 – Environmental Health email sent in round-up 6/11 and email sent 15/11. Dog enforcement signage will not be ordered. Clerk has posted</p>	<p>Council to consider at Dec 2020/Jan 2021 Precept discussions</p>

	<p>d. the Public Spaces Protection Order on the parish website, requested it to be publicised in the Shroton Lines December 2020 and placed on the bus-stop noticeboard</p> <p>e. Dorset Council – Budget setting for 2021 – 2022. Taken at Finance matters Item 10a</p>	
8. Parish Council Representatives	<p>Cllr Gibson Fleming – Parish website assistance: no report for this meeting.</p> <p>Cllr Hewitt – Footpaths and Bridleways representative: –no report for this meeting.</p> <p>Cllr Hewitt – The Glebe Play Area: no report for this meeting.</p> <p>Cllr Gredley – Dorset Council Highways representative: no report for this meeting.</p> <p>Cllr Sullivan – The Glebe and Parish trees: no report for this meeting.</p> <p>Cllr Hewitt - Village Hall representative: no report for this meeting.</p> <p>Parish Clerk – DAPTC & A350/C13 Community Group: no report for this meeting.</p> <p>•</p>	
9. Parish Council Projects	<p>Village Traffic Calming</p> <p>This matter was not discussed at the November 2020 council meeting.</p>	
10. Finance Matters	<p>a. Precept discussion No 1 for 2020 – 2021. Clerk provided the council with a first draft of the 2021-2022 precept and reiterated that the figures were working figures and that it is the council members who determine the actual figures. The Clerk talked through the draft document and asked the council to consider the revised figures in the reserved funds. Training costs, the hire of the village hall and funding for the parish website enhancement and statutory requirements to be further discussed at December 2020 meeting.</p> <p>b. Council approved payment to Iwerne Valley lawn Maintenance – Glebe grass cutting £45</p> <p>c. Council approved payment to Mr. N Smith - Parsonage Bessells Allotment rent payment 2020/2021 £143.33</p> <p>d. Council approved payment to Mr. J Bird – Hostinger Parish website hosting fee £71.28</p> <p>e. The council unanimously supported the revised employment scale and adopted the joint recommendation in E01-20/ National Salary Award 2020 – 2021. The Clerk is on SCP 17 (new) 25 (old) and her hourly rate is £12.73 from 1 April 2020. The council, having reviewed and discussed the Clerk's Employment Contract & Job Description decided to adopt the option whereby the Clerk (who has reached the maximum scale in profile 1 for small or medium parishes, based on the duties and responsibilities undertaken on behalf of the council), would be subject to the automatic option which is to be reviewed annually on 1 April hereafter or when a National Salary Award is proposed. Item 5c/814 and BN39/20 refer.</p> <p>f. Record of expenditure to 18 November 2020 signed by Chairman for RFO retention</p> <p>g. Clerk reported there were no actions or comments from the Internal Auditor for the inspection period April – October 2020.</p>	Clerk for December 2020

11. Planning Matters	<p>a. Cllr Hewitt - Amendment to 2/2020/0608/LBC Location: Littleport, Main Street, Shroton, DT11 8QD - Dorset Council has received amended or additional information on the above planning application.</p> <p>b. Cllr Hewitt - Amendment to 2/2020/0607/HOUSE Location: Littleport, Main Street, Shroton, DT11 8QD - Dorset Council has received an amended or additional information on the above planning application. No objections or further comments from the parish council November 2020.</p> <p>c. Cllr Hewitt- 2/2020/1319/HOUSE - Courtney House Main Street Shroton DT11 8QF - Installation of solar panels at Easting 386015 North 0112837. The above Householder Planning Permission has been received. The council has yet to hear if any residents close to the above location have comments related to this planning proposal. Clerk to talk to Planning Directorate for an extension if Cllr Hewitt has not completed observations and comments on behalf of the parish council.</p>	Clerk actions x 3
12. Other Matters for next PC meeting	Nothing tabled.	

The Chairman declared the meeting closed at 7 :25pm.

The proposed date of the next meeting: Wednesday 16 November 2020 at 7:00 pm.

Chairman
Iwerne Courtney & Stepleton Parish Council

Date.....

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

LK 19/11/20