

**Minutes of the Annual General & Full Parish Council Meeting of
Sixpenny Handley & Pentridge Parish Council.**

Held on Thursday 25th May 2023 @ 7.30pm.

Item		Action By
960	Election of Chairman 2023-2024 Resolved unanimously to appoint Cllr James Reed as Chairman for 2023-2024.	
961	Election of a Vice Chairman 2023-2024 Resolved unanimously to appoint Cllr Simon Meaden as Vice-Chairman for 2023-2024.	
962	Declaration of Acceptance of Office The Chairman and Vice Chairman signed the Declaration of Acceptance of Office for 2023-2024.	
963	Co-opting for Councillor Vacancies Mr Ian Mereweather qualifies to be co-opted onto the Parish Council. Members resolved unanimously to co-opt Mr Ian Mereweather onto the Sixpenny Handley & Pentridge Parish Council. Cllr Mereweather signed a Declaration of Acceptance of Office for 2023-24.	
964	Attendance & Apologies Cllr James Reed (Chairman) Cllr Simon Meaden (Vice-Chairman) Cllr David Chick Cllr Stuart McLean Cllr Colin Taylor Cllr Andy Turner Cllr David Chick Cllr Dave Adams Also in Attendance Cllr Piers Brown (Councillor Cranborne Chase) Mrs Ciona Nicholson (Clerk) Apologies Cllr Rosalie Adams	
965	Public Open Session – No members present.	

<p>966</p>	<p>Declarations of Interest & Grants for Dispensation</p> <p>The following members declare non-pecuniary interests in matters relating to:</p> <p>Cllr Colin Taylor – Pentridge Village Hall & SH Village Hall 1st Woodcutt Scouts Cllr James Reed – Community Land Trust & Community Speed-watch Cllr Andy Turner – Community Land Trust/Skate-park fundraising group/Sustainable Handley. Cllr David Adams – Sixpenny Handley Sports Facilities/ Allotment Association Cllr Rosalie Adams – Sixpenny Handley Village Hall / 1st Woodcutt Scouts / Community Fund Cllr Simon Meaden – 1st Woodcutt Scouts</p>	
<p>967</p>	<p>Appoint members of the Planning Committee.</p> <p>See Appendix A</p>	
<p>968</p>	<p>Appoint members of the Finance & General Purposes Committee.</p> <p>See Appendix A</p>	
<p>969</p>	<p>Appointment of Representatives 2023-2024.</p> <p>See Appendix A</p>	
<p>End of AGM Business</p>		
<p>970</p>	<p>To confirm the minutes of the last Full Parish Council Meeting held 27th April 2023.</p> <p>The minutes of the meeting having been previously circulated to members were confirmed as correct and was signed by the Chairman. <i>Unanimous</i></p>	
<p>971</p>	<p>Matters arising from the last Full Parish Council Meeting held 27th April 2023.</p> <p>The Clerk updated members on Paddock Close’s blocked footpath. The matter has been referred by Highways to the Dorset Council Legal Team. There is a delay in correspondence being sent to the home owner of Number 10 Paddock Close, however there is confidence that ultimately the fence panel will be removed and the street furniture reinstalled.</p> <p>Members instructed the Clerk to chase Dorset Councils’ Legal Department regarding the potential land & asset purchase at Keats Meadow.</p>	<p>Clerk</p>
<p>972</p>	<p>To confirm minutes of the Finance & General Purposes meeting held 4th May 2023.</p> <p>The minutes of the meeting having been previously circulated to members were confirmed as correct and was signed by the Chairman. <i>Unanimous</i></p>	
<p>973</p>	<p>To confirm minutes of the Planning Meeting held 18th May 2023.</p> <p>The minutes of the meeting having been previously circulated to members were confirmed as correct and was signed by the Chairman. <i>Unanimous</i></p>	

<p>976</p>	<p>On-line Register of Interests.</p> <p>Clerk reminded Councillors to keep the on-line register of interests up to date. Cllr Taylor, Cllr R Adams & Cllr Mereweather will be sent an invitation to join on Friday 26th Feb 2023.</p>	<p>Clerk/CT/RA/IM</p>
<p>977</p>	<p>Standing Orders and Financial Controls</p> <p>Members reviewed and approved changes to both Standing Orders and Financial Regulations. Clerk to publish amended set of controls.</p>	<p>Clerk</p>
<p>978</p>	<p>GDPR Register of Data Processing.</p> <p>Members reviewed the Register of Data Processing with no amendments required.</p>	
<p>979</p>	<p>Renew ICO Registration Fee.</p> <p>Members approved to pay £40.00 'on-line' ICO registration fee. Members acknowledged responsibility for holding personal data for others via their role as Parish Councillor.</p>	
<p>980</p>	<p>Filming & Recording Policy.</p> <p>Members reviewed the policy with no amendments required. Cllr Turner to research the registration requirements for the installation of CCTV.</p>	<p>AT</p>
<p>981</p>	<p>DAPTC Matters</p> <p>No matters to report.</p>	
<p>982</p>	<p>Highways Matters</p> <p>Letter received from resident Mr AH Gibb, The Forge Dean Lane regarding concerns with imminent surface dressing of the highway between Garston Wood & Dean Lane rather than total rebuilding of the carriageway. Clerk to distribute letter to members of the Council.</p> <p>Large deposit of soil has been dumped at the lay by near to Handley Roundabout – Clerk to report to Highways.</p> <p>The camber on the last corner of the B3081 (leaving the village in the direction leaving the roundabout) is dangerous. Several concerned residents felt the poor camber pushes vehicles across the carriageway towards on-coming traffic. Clerk to report to Highways.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

<p>983</p>	<p>Rights of Ways</p> <p>Footpath E52/25 from Newtown to Dean Lane is impassable. Clerk to contact land owner</p>	<p>Clerk</p>
<p>984</p>	<p>Staff Appraisal & Pay Scales</p> <p>Cllr Taylor (Personnel Officer) completed the staff appraisal for the Clerk. It was reported to members that (as soon as practical) the Clerk would undertake the CILCA qualification. It was also confirmed that the appointment of an Assistant Clerk was not currently necessary.</p> <p>Members resolved unanimously to increase the Clerk’s annual salary by 10% in recognition of continued high level of work. Consequently, a review of the SCP when NALC publish new recommended scales. Effective 1/4/2023.</p>	
<p>985</p>	<p>Correspondence (*Circulated prior to the meeting)</p> <ul style="list-style-type: none"> • Dorset Council Update circulated prior to FPC 26/5/23* • Dorset Business News circulated prior to FPC 26/5/23* • DAPTC E-news circulated prior to the FPC 26/5/23* • Dorset Council Consultation – Climate Change closes 8 June 2023. Noted • Dorset Council published monitoring information relating to Community Infrastructure levy. Noted • AONB requested the use of the recreation ground / outside area during the hire of the Village Hall to celebrate ‘Volunteers’. Granted. • Residents of 10 Common Road requested vegetation on the recreation boundary to be cut back by the Parish Council – members expect home owners requiring ad-hoc access to the rear of their properties to maintain their own plots. • Bus shelter vandalism crime reference number: 55230071622 – No further action. 	<p>Clerk</p>
<p>986</p>	<p>Information for report only.</p> <ul style="list-style-type: none"> • Sixpenny Handley First School Sports Day to be held on 16th June 2023 – Groundsman has been notified. • Sports Pavilion Solar installation documents & certificates received. • Low flying Apache helicopters – report on SWKlowflying@mod.gov.uk • Skate-park Fund’s new partnership with Maverick is underway. No initial expense before the project starting, support in design, surveys and planning. • Play Area waste bin received – Clerk to contact Cllr Adams to install. 	
<p>987</p>	<p>Parish Council Communication</p> <ul style="list-style-type: none"> • Preservation of wildflowers • Solar Panel update 	
	<p>Meeting dates – Parish Office, 6 Town farm Workshops, Sixpenny Handley. TBC – Planning Committee meeting 7.30pm. 6th July 2023 – Finance & General Purposes meeting 7.30pm 22nd June 2023 – Full Parish Meeting 7.30pm</p>	

Meeting Closed 9.25 pm
These minutes are to be signed by the Chairman after approval
at the next Full meeting of the Parish Council.

Signed;..... 22nd June 2023

**Appendix A
Appointments 2023-2024**

Chairman	James Reed	
Vice-Chairman	Simon Meaden	
Planning Committee	David Chick Colin Taylor Ian Mereweather	Rosalie Adams James Reed
Finance & General Purposes Committee	James Reed Dave Adams Simon Meaden	Stuart McLean Andy Turner Colin Taylor
Community Land Trust	James Reed	Andy Turner
Highways & Traffic Management including street lighting.	James Reed	Andy Turner
6dH Rights of Way/Trees/Tumuli & Monuments	David Chick	Dave Adams
DAPTC & New Legislation	Colin Taylor	Stuart McLean
Youth & School Liaison	Rosalie Adams	Stuart McLean
6dH Village Hall Committee	Rosalie Adams	Colin Taylor
Pentridge Village Hall Committee	Colin Taylor	
Sports Facilities & Play Area	Stuart McLean	
The Downsman	Colin Taylor	Stuart McLean
Allotments	Simon Meaden	Dave Adams
Police Liaison & Security	David Chick	Simon Meaden
Emergency Planning	Andy Turner	Ian Mereweather
Office Systems/Finance/Webmaster	Andy Turner	James Reed
Home-watch Sixpenny Handley / Pentridge	Simon Meaden	David Chick Colin Taylor
Flood & Emergency Wardens	All Councillors	
Sports Pavilion Caretaker	Dave Adams	Stuart McLean
Deanland Telephone Kiosk	Nick Sherman (Officer)	