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.		

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966	Declarations of Interest & Grants for Dispensation	
	The following members declare non-pecuniary interests in matters relating to:	
	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 / 1 st Woodcutt Scouts / Community Fund Cllr Simon Meaden – 1 st Woodcutt Scouts	
967	Appoint members of the Planning Committee.	
	See Appendix A	
968	Appoint members of the Finance & General Purposes Committee.	
	See Appendix A	
969	Appointment of Representatives 2023-2024.	
	See Appendix A	
	End of AGM Business	
970	To confirm the minutes of the last Full Parish Council Meeting held 27 th April 2023.	
	The minutes of the meeting having been previously circulated to members were confirmed as correct and was signed by the Chairman. <i>Unanimous</i>	
971	Matters arising from the last Full Parish Council Meeting held 27 th April 2023.	
	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.	Clerk
	Members instructed the Clerk to chase Dorset Councils' Legal Department regarding the potential land & asset purchase at Keats Meadow.	CIEIR
972	To confirm minutes of the Finance & General Purposes meeting held 4 th May 2023.	
	The minutes of the meeting having been previously circulated to members were confirmed as correct and was signed by the Chairman. <i>Unanimous</i>	
973	To confirm minutes of the Planning Meeting held 18 th May 2023.	
	The minutes of the meeting having been previously circulated to members were confirmed as correct and was signed by the Chairman. <i>Unanimous</i>	

974 To confirm *draft* minutes of the Annual Parish Assembly held 19th April 2023.

The <u>draft</u> minutes of the meeting having been previously circulated to members were confirmed as correct to be approved at next year's assembly of electors.

975 Dorset Council Cranborne Chase Councillor Piers Brown highlighted these key events:

Firstly, congratulations were given to newly appointed Sixpenny Handley and Pentridge Parish Councillor Mr Ian Mereweather.

The launch of a fostering campaign in Dorset – an opportunity to highlight this invaluable, rewarding service hoping to encourage more people to consider fostering.

Dorset currently has 400 Ukraine host families but would like to offer help to more Ukraine families – DC continues to recruit new host families across the County.

Members of the Council raised the following items to discuss further with Cllr Brown:

- General road safety in Dorset
- Poor quality roads particularly from East to West across the County
- Breakdown of costs recent resurfacing of the C2 Thick thorne Horton
- Notorious black spot at Thick thorne where regular accidents occur, members would like to see intervention suggesting traffic lights as an option.
- Concerns with re-tarmac works in Pimperne being a potential waste of money.

Members expressed their disappointment over the recent road resurfacing works carried out in Cranborne village (on Monday 22nd May). The road closures 'over ran' and roads through the village remained impassable for approximately 2 hours beyond the notices. Cranborne school children were unable to leave school until 6pm. Members agreed that with better scheduling of works this situation was avoidable. By delaying work to the half term week would have avoided children being kept in school for such a long period. Clerk to forward scheduling concerns and feedback to Highways Authority.

Clerk

Cllr Brown explained Dorset Council's local transport plan & highway safety review process, identifying pinch points, explaining the difficulty in accurate data collection the gathering anecdotal reports and post collision information from the Police.

Cllr Mereweather suggested Insurance Companies could potentially provide more accurate data than the Police data due to the amount of unreported incidents vs accident claims (accident claims being higher).

Frogmore Lane Development

Cllr Brown confirmed that the Planning Committee meeting for the Variation to Planning application on Frogmore Lane Development was deferred pending receipt of additional drainage information. Pleasingly, the anticipated delay period suggests that there will be significant information gathering.

AT/IM

Members discussed the inconsistency between the current Case Officer's report and last year's report. The western area (where the 2 new bungalows are proposed) was previously seen as a flood zone and at risk of flooding. Further liaison with Dorset Council and the Environmental agency is a priority.

Secondly, why was the Frogmore ditch cut in such a way as to encourage roads to flood rather than the field itself?

AT confirmed that the Environmental Agency headed by Mr Guy Parker would be holding a public meeting in September 2023 to discuss groundwater flooding.

AT/IM

976	On-line Register of Interests.	
	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 26 th Feb 2023.	Clerk/CT/RA/IM
977	Standing Orders and Financial Controls Members reviewed and approved changes to both Standing Orders and Financial Regulations.	Clerk
	Clerk to publish amended set of controls.	
978	GDPR Register of Data Processing. Members reviewed the Register of Data Processing with no amendments required.	
979	Renew ICO Registration Fee. 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.	
980	Filming & Recording Policy. Members reviewed the policy with no amendments required. Cllr Turner to research the registration requirements for the installation of CCTV.	АТ
981	DAPTC Matters No matters to report.	
982	Highways Matters 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. Large deposit of soil has been dumped at the lay by near to Handley Roundabout — Clerk to report to Highways. 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.	Clerk Clerk Clerk

Footpath E52/25 from Newtown to Dean Lane is impassable. Clerk to contact land owner	Clerk
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. 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.	
 Correspondence (*Circulated prior to the meeting) 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. 	Clerk
 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. 	
Parish Council Communication • Preservation of wildflowers • Solar Panel update Meeting dates – Parish Office, 6 Town farm Workshops, Sixpenny Handley. TBC – Planning Committee meeting 7.30pm. 6 th July 2023 – Finance & General Purposes meeting 7.30pm	
	Staff Appraisal & Pay Scales CIIr 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. 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. Correspondence (*Circulated prior to the meeting) 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 onsultation – Climate Change closes 8 June 2023. 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. Information for report only. Sixpenny Handley First School Sports Day to be held on 16 th 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 Clir Adams to install. Parish Council Communication Preservation of wildflowers Solar Panel update

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.

Appendix A Appointments 2023-2024

Chairman	James Reed	
Vice-Chairman	Simon Meaden	
Planning Committee	David Chick	Rosalie Adams
	Colin Taylor	James Reed
	Ian Mereweather	
Finance & General Purposes	James Reed	Stuart McLean
Committee	Dave Adams	Andy Turner
<u> </u>	Simon Meaden	Colin Taylor
Community Land Trust	James Reed	Andy Turner
Highways & Traffic	James Reed	Andy Turner
Management including street		
lighting.		
6dH Rights of	David Chick	Dave Adams
Way/Trees/Tumuli &		
Monuments		
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	Andy Turner	James Reed
Systems/Finance/Webmaster	,	
Home-watch	Simon Meaden	David Chick Colin Taylor
Sixpenny Handley / Pentridge		
Flood & Emergency Wardens	All Councillors	
Sports Pavilion Caretaker	Dave Adams	Stuart McLean
Deanland Telephone Kiosk	Nick Sherman (Officer)	