

**Minutes of the Annual Meeting of
Litton Cheney Parish Council
held on Tuesday 19th May 2015
at Litton and Thorner's Community Hall
Litton Cheney**

Present: S. Kourik (Chairman), Mrs D. Cheater, C. Franklin, Dr H. Lantos, W. Orchard, Mrs A. Spurrier and Parish Clerk J. Firrell. Also in attendance Cllr. R. Coatsworth and 5 local residents.

1. **Apologies:** I. Homer.

2. **Declarations of Interest:** None.

3. **Democratic Time:** The Chairman invited Cllr Ron Coatsworth to use this juncture to bring those in attendance up to date with District Council matters, especially in the absence of Cllr John Russell, our new ward councillor, who was currently unwell. Cllr. Coatsworth thanked the Parish Council for their kind words on his re-election. He warned the Parish Council to be "careful" concerning the Neighbourhood Planning issue as there were a number of pitfalls especially in West Dorset as there was not presently a new Local Plan in place. There was mounting concern within West Dorset concerning the proposed reduction in health facilities at the County Hospital. Whatever action that could be taken to avert this situation would indeed be taken. The Chairman thanked Cllr Ron for his contribution and for his support of Litton Cheney Parish Council over the years. At this point Cllr Coatsworth left the meeting.

4. **Approval of the Minutes of the Village Assembly held on 13th May 2014:** Proposed by Dr. H. Lantos, seconded by W. Orchard that the Minutes represented a true reflection of the meeting. All then councillors who were at the meeting supported the proposal and the motion was carried.

5. **Matters Arising:** None.

6. **Approval of Minutes of the Parish Council Meeting held on 10th March 2015:** Proposed by W. Orchard, seconded by S. Kourik and carried unanimously via the support of those councillors who were present at the meeting that the Minutes represented a true reflection of the meeting.

7. **Matters Arising:** Radio Mast – It was expected to be erected within the next three months once final documentation was completed. It would be at a height of 15 metres which appeared to fall within the "Permitted Development" area of planning consent. It would cover all providers. Superfast Broadband – Still expected to come to Litton Cheney in 2015.

8/9 **Election of Chairman & Vice-Chairman:** It was proposed by Dr H. Lantos, seconded by Mrs D. Cheater and carried unanimously that S. Kourik be re-elected to the office of Chairman and W. Orchard be elected as Vice- Chairman. On 1st October 2015 the two officers would exchange roles, W. Orchard becoming Chairman and S. Kourik, Vice-Chairman without the need for a further election.

10. **Councillors Portfolios & Reports:** As a result of Mrs S. Dyke who covered Planning and Sustainable Development, and D. Bowen (Playing Field/Allotments) standing down as councillors, it was agreed that W. Orchard would assume responsibility for

Planning/Sustainable Development, and Mrs D. Cheater, Playing Field/Allotments. S. Kourik would take on Highways as well as his present portfolio of Rights of Way/Footpaths/Lengthsman, with the assistance of C. Franklin. Dr. H. Lantos would continue with the Superfast Broadband portfolio, I. Homer with Village Inventory and Mrs. A. Spurrier, Risk Assessment.

11. Annual Finance Report: Responsible Finance Officer and Parish Clerk J. Firrell presented this Report. Current funds stood at £7717.71, with £831 held ready for the purchase of a village defibrillator. At the end of the fiscal year (31st March 2015) funds stood at £5951.09. Income since March - £1934.67p made up of Interest (17p), Vat rebate (£97.50p) and 1st half of the Parish Precept/Grant (£1837.00p). Expenditure since March - £221.00p made up of Clerk's salary (£173) and Hire of Hall (£48). Invoices requiring approval – Lengthsman £195, Zurich Annual Insurance £374.21, DAPTC NP Seminar (£10) and Mrs S. Dyke (£9) re-imburement for purchase of NP leaflets. Proposed by Mrs A. Spurrier, seconded by W. Orchard and carried unanimously that they be approved for payment. Donations (approved in March) to the following would be paid during May – BVN (£50), Dorset & Somerset Air Ambulance (£75) and Bridport CAB (£75). W. Orchard confirmed that the cost of the padding for the basketball equipment would be £90 incl. Vat.

11a. The Parish Accounts Internal Audit had been completed and the Annual Return signed by the Internal Auditor confirming that the accounts were being kept as required by statute. The Annual Return 2015 would shortly be sent to the External Auditor BDO having been duly signed by the Chairman and Parish Clerk. It was proposed by Mrs A. Spurrier, seconded by Mrs D. Cheater that the Accounting Statements in Section 1 of the Annual Return for 2015 be approved. Carried unanimously. It was proposed by Dr H. Lantos, seconded by W. Orchard and carried unanimously that the Annual Governance Statement for 2015 be approved.

12. Planning Applications Pending & Outcomes: Moxom's Yard – For change of use from Holiday Let to Market Housing for dwellings currently be constructed. The Parish Council did not object to this application. A decision on the outcome would be forthcoming after 23rd May. Tree Work – Several applications were outstanding regarding work on trees within the Parish. It was the usual policy of the Parish Council to leave it to the wisdom of the Tree Officer. There had been occasions when a particular situation required a response other than that stated above but it was a rare occurrence.

13. Correspondence: All relevant correspondence had been dealt with within this agenda.

14. Any Other Business: BT Kiosk – The Chairman raised the subject of the kiosk and its connection with the radio mast situation. Once the radio mast was functional, the Parish Council would consider asking BT to remove the telephone equipment from the kiosk and purchasing the kiosk for £1. It would then be considered as a possible home for the village defibrillator. Was this the best location for the defibrillator? Some discussion ensued as to its suitability and it was ultimately decided to consult with the emergency services and seek their advice. Magna Green – Draft lease being perused by our legal brief.

15. Date of Next Meeting: Tuesday 14th July 2015, 7.30 pm.

16. There being no further business the meeting was closed at 9.30 pm.

J. Firrell – Parish Clerk