

LITTON CHENEY PARISH COUNCIL

Minutes of the Annual Meeting of Litton Cheney Parish Council held on Tuesday 10th May 2016 at Litton and Thorner's Community Hall

Present: W. Orchard (Chairman), Mrs K. Brooks, I. Homer, Dr H. Lantos, Mrs A. Spurrier and Clerk J. Firrell. Also attending Cllr Ron Coatsworth, Cllr John Russell and five local residents. The meeting commenced at 8.35 pm.

1. **Apologies:** S. Kourik. The Chairman took this opportunity to inform the meeting that Mrs D. Cheater has stepped down from the Parish Council for personal reasons. He thanked Mrs Cheater for her positive contribution to the workings of the Parish Council during her time on the council. The Chairman welcomed Mrs K. Brooks onto the Parish Council who had been co-opted in place of C. Franklin. The Parish Council would be informed by WDDC in due course whether a by-election needed to be called or if a person could be co-opted with regards to Mrs D. Cheater's resignation.
2. **Declarations of Interest:** None.
3. **Democratic Time:** It was felt sufficient opportunity had been given at the Village Assembly which preceded this meeting.
4. **Approval of the Minutes of the Village Assembly held on 19th May 2015:**
Proposed by I. Homer, seconded by Dr H. Lantos and carried that the minutes were a true reflection of the meeting.
5. **Matters Arising:** None.
6. **Approval of the Minutes of the Parish Council Meeting held on 8th March 2016:**
Proposed by Dr H. Lantos, seconded by I. Homer and carried that the minutes were a true reflection of the meeting.
7. **Matters Arising:** Salt/Grit Bin – It is believed this has now been accepted by DCC to be a strategic bin as it has been refilled at no cost to the Parish Council. Defibrillator – This had now been installed and registered with the South Western Ambulance Service. The Parish Council thanked Cllr Coatsworth for the contribution from his Divisional Fund which helped pay for the installation.
8. **Election of Chairman:** The Clerk asked the outgoing Chairman, W. Orchard, if he was willing to stand for re-election if proposed, and received a confirmatory response. Proposed by Dr H. Lantos, seconded by I. Homer and carried unanimously that W. Orchard be re-elected as Chairman of the Parish Council.
9. **Election of Vice-Chairman:** The Clerk stated that he had received confirmation from S. Kourik who was absent from this meeting that if proposed he would be willing to stand for re-election as Vice Chairman. That being the case it was proposed by W. Orchard, seconded by I. Homer and carried unanimously that S. Kourik be re-elected as Vice-Chairman of the Parish Council.
10. **Councillors Portfolios & Reports:** Dorset County Council (Cllr Ron. Coatsworth) – A lack of funds was hampering the work of Dorset County Council due to central

government cuts, and this was having a knock-on effect in other areas of local government. West Dorset District Council (Cllr John Russell) – A Referendum held on 5th May had overwhelmingly called for a change in the way the District Council is governed. How this will finally end up remains to be seen but there is a council meeting within the next few days.

Highways/Footpaths/Lengthsman – This matter would normally be dealt with by S. Kourik. In his absence it was noted that work would shortly start on surface dressing Chalk Pit Lane. Traffic monitoring measures would be employed by Dorset Highways in order to more accurately assess the movement of HGV's to and from Ashley Chase Estates. As the Parish Footpath/Rights of Way Officer (Mrs M. Hickling) was present the Chairman asked for an assessment of the footpath situation. It was stated that footpaths in and around the village were generally in good condition. Several gates/stiles needed attention but this appeared to be in hand. Chris Knowles is the new Village Lengthsman and has already started work at the beginning of May. Playing Field/Allotments – Much of this had been dealt with during the Village Assembly and this portfolio would need to be re-assigned as a result of Mrs D. Cheater's resignation. It was however highlighted that the football pitch was under used and the goal posts generally rusting away. It was felt this should be dealt with as part of the playground project, possibly reducing the football area and making it more attractive for casual kick abouts. Superfast Broadband (Dr H. Lantos) – Superfast Broadband has arrived and local residents had been informed at the Village Assembly. It was not known at this stage how many people would take up the option. Neighbourhood Plan (W. Orchard) – This had been dealt with at great length at the Village Assembly via an excellent presentation by Michele Warrington (Chairman of Loders Parish Council). There was clearly more to come on this in due course. Village Inventory (I. Homer) – This had been recently carried out and had resulted in several items being added to the inventory. Although they had little or no monetary value it was thought they should be included. Several items would need some maintenance and it was suggested that a Village Maintenance Day be arranged when hopefully those possessing DIY talents would gather for a "Make & Mend".

11. **Annual Finance Report:** The Clerk & Responsible Finance Officer J. Firrell presented a comprehensive report. Funds at the 31st March 2016 stood at **£5462.00**, and currently stood at £7143.00 (as of 9th May) having received the first instalment of this year's (2016/17) precept and grant. Income since March was £2059.15 (£1824.50 precept/grant, Interest (Mar/Apr) £0.19p, HMRC (VAT) £234.65). Expenditure was £408.14 (Clerk's salary £173.00, Play Inspection Fee £114.00, ESE Direct (Litter Bin) £121.14). Invoices requiring approval for payment – Hall Hire (LATCH) £54, Zurich Insurance £387.76, ESE Direct £121.14, Printing (BVN Inserts) £9.95 and Magna Green Lease £240.00. Proposed by Dr H. Lantos, seconded by Mrs A. Spurrier and carried unanimously that they be approved for payment. The decision regarding charitable donations was held over from the last meeting and after some discussion it was proposed by W. Orchard, seconded by Mrs A. Spurrier and carried unanimously that Bridport CAB receive £75, Dorset & Somerset Air Ambulance £75 and the BVN £75 – a total of £225. Currently £140.73 of VAT was repayable.

The RFO stated that the Parish Council would not be exercising its option to seek its own external auditor, remaining with the auditor (Currently BDO) nominated by the National Audit Office. The Parish Council accepted Russell Randall's grass cutting price of £32.50 per cut for 2016/17 but in 2017/18 it would be put out to tender. A Risk Assessment was carried out to ensure that the annual insurance renewal and policy took full account of potential risks and dangers.

Annual Report – It was proposed by I Homer, seconded by W. Orchard and carried unanimously that the Annual Governance Statement 2015/16 shown in the Annual Report for the year ended 31 March 2016 be approved. It was proposed by I. Homer, seconded by Dr H. Lantos and carried unanimously that the Accounting Statements 2015/16 shown in Section 2 of the Annual Report for the year ended 31 March 2016 be approved. The RFO had distributed a copy of the Receipts & Expenditure Account for 2015/16 to the Parish Council prior to the meeting.

12. **Planning Applications Pending & Outcomes:** Other than Tree Works applications all of which had been dealt with via the PC's normal procedure, the only outstanding planning application was regarding 1 Court Cottage. It was not known why this had not yet been determined by WDDC. The Litton Cheney Social Committee in honour of the 90th Birthday of Her Majesty Queen Elizabeth II have generously offered to pay for a replacement tree at the Triangle. The Parish Council have requested Tree Officer Ron Martin to assess the situation with regards to the current tree incumbent.

13. **Magna Green Lease Agreement:** This matter had been dealt with by a sub-committee made up of the Chairman and Parish Clerk who had ensured that the lease put together by Magna and our own legal advisor Humphries Kirk was fit for purpose. It was proposed by Dr H. Lantos, seconded by W. Orchard and carried unanimously that the lease be signed agreeing to amongst other things a lease period of 25 years at a rent of £1 per year, ensuring during the period of the lease that the land cannot be built on and would be made available as a public space as appropriate.

14. **Adoption of Council's Standing Orders:** Up to this point the current set of Standing Orders did not comply with current legislation, and so had been revised and circulated to the Parish Council for perusal and comment prior to a proposal at this meeting leading to an adoption of the "new" standing orders. It was proposed by Dr H. Lantos, seconded by I Homer and carried that the revised Standing Orders be adopted for use by the Parish Council as of 10th May 2016. Mrs K. Brooks abstained on the basis that she had just joined the Parish Council and could not have been expected to be totally acquainted as yet with the new SO's.

15. **Date of Next Meeting:** Tuesday 12th July 2016 at 7.30pm. The Clerk and I.Homer offered up their apologies in advance of the meeting. The Clerk would seek out an appropriate person to take the minutes of the meeting.

16. There being no further business the Chairman closed the meeting at 9.20 pm.

J. Firrell
Parish Clerk