Charlton Marshall Parish Council

Minutes of the meeting held at the Church Room on Tuesday 6th October 2015 at 7.30pm

1. **Attendance:** Cllr Hill (Chairman), Cllr Cooper, Cllr Park, 1 member of the public.
   Apologies: Cllr Higgins, Cllr Park who will need to leave at 8.30pm, County Cllr Hilary Cox

2. **Open Forum**
   No issues were raised. Cllr Hill provided an update in respect of Park Hill which had been raised in the Open Forum at the previous meeting and stated that since the issue was brought to the attention of the Parish Council improvements have been made to the property in question.

3. **Declarations of Interest & Dispensations:** None

4. **Councillor Vacancies**: No response to Newsletter article.

5. **Minutes of the Parish Council Meeting held on 1st September 2015:** agreed and signed off. Proposed by Cllr Hill, seconded by Cllr Park.

6. **Correspondence**
   Various items have been received and circulated throughout the month. Cllr Hill circulated a list of emails received

7. **Planning**
   Savills meeting did not take place in September, new date proposed of 20th October, Cllr Cooper offered for the meeting to take place in her home as this is not a formal meeting with the Parish Council and any comments will not be representative of the Parish Council. Clerk to respond to Savills.

   Applications received:
   2/2015/1308 – 62 Cereleton Park – Tree works – no comment
   Decisions received:
   2/2015/0963 11 May Grove – Permission Granted
   2/2015/1249 - 2 Charlton Manor, T1, 2 and 3 Cypress cutting –agreed
   2/2015/1176 – Hope Cottage, 317 Bournemouth Road – Erect shed

8. **Finance:**
   The external audit of the Annual Return has been completed and approval and acceptance of the Annual Return was proposed by Cllr Hill and seconded by Cllr Cooper. The issues arising report had been circulated prior to the meeting by email and the issues raised had been addressed by the additional safeguards included within the Financial Risk Assessment at the September meeting.

   Financial monthly and half-yearly summaries agreed.

   Fun Day accounts were reviewed and receipts and expenditure will be discussed at a later date when all expenses are known. Cllr Hill proposed a £70 donation to the Forum School for the use of the marquee. Seconded by Cllr Park and agreed by Cllr Cooper.

   The annual appraisal of the Clerk will take place at 10am on the 27th October 2015.

   Councillors were asked to give thought to the Precept for the next financial year in preparation for a discussion at a future meeting.

   Payments as follows proposed by Cllr Hill, seconded Cllr Park:-

   Clerks salary by Standing Order - confirmed

   Clerk room £20

Clerk travel expenses £63

Small Lotteries Annual Fee £20 (already paid by cheque as overdue)

DAPTC – Good Councillor Guides £10.50

DAPTC – Clerks Seminar £50

Blandford School – Newsletters and rounders posters - £87.60

Blandford School – Newsletters and fun day leaflets - £150

SpaceyTracy – Inflatables for Fun Day £250

BDO – external audit - £240

Clerk – eggs for Fun Day £5.18

Clerk – stationery for Newsletter £38.97

Cllr Hill – expenses for Fun Day £38.97

Cllr Cooper – expenses for Fun Day £27.74

Forum School – donation for marquee use for Fun Day £70

9. **Highways**: Clerk currently discussing work to tree on corner of Charlton Manor which is on land owned by Dorset County Council.
   Cllr Hill is in discussion with contractors for the supply of Finger Posts. Contact needed with Dorset County Council as to where these can be positioned when ready.
   It has been suggested that the green area opposite the public house could be used as a village green as it is not currently being properly utilised. This discussion will be deferred to the next meeting.

10. **Adoption of telephone boxes:** It was agreed adoption would proceed and the draft contract was signed by Cllr Hill and Cllr Cooper. Proposed Cllr Park, Seconded Cllr Hill. Clerk to progress.

11. **River Lane right of way:** Clerk circulated the forms required to proceed, Form E needs to be completed by residents who have used the path regularly for 20 years. It was proposed by Cllr Hill and seconded by Cllr Park that efforts are made to gather as many signed forms as possible.

Cllr Park left the meeting at 8.30pm

12. **QEII Jubilee Playing Field and Play Area:** Cllr Hill will carry out the playing field inspections for the next month. A review of the Fun Day will take place at, or before, a future meeting.

13. **Cemetery:** No progress in respect of outstanding work.

14. **Parish Plan/Solar Money:** Cllr Hill and Clerk met with North Dorset District Council in respect of the Solar Money, further information to be provided at a future meeting.

15. **DAPTC:** Remembrance Sunday, Cllr Hill is unable to attend, Cllr Park will be asked if it is possible to attend. DAPTC AGM on 7 November, Cllr Hill and Cllr Cooper are unable to attend. Review attendance at next meeting.

16. **Newsletter:** December newsletter needs to be distributed on the weekend of 4/5/6 December to include details of Christmas Party. Therefore it needs to be printed during the last week of November, articles required by November meeting. A reminder is to be included in the Newsletter in respect of the questions on the 2015 calendar. Apologies but there is no 2016 calendar.

17. **Matters for next meeting:**
    Progress of work in Cemetery
    Progress of Finger Posts for trailway

18. **Date of next meeting:** Tuesday 3rd November 2015

Meeting closed: 9.34pm Marie Dando – Parish Clerk