



**Minutes of the Ordinary Meeting of Alderholt Parish Council
The Committee Room, Alderholt Village Hall
7.00pm Monday 14th November 2016**

195/16

PRESENT; Cllr G Logan (Chairman and Alderholt East Dorset District Councillor)
Cllr S Archer
Cllr A Hibberd
Cllr J Simcock
Cllr M Smethers
Mrs M Humby Clerk
3 members of the public

APOLOGIES; Cllr Lynn Evans, Cllr J Walker, Cllr K Murton and Cllr D Tooke

196/16

WELCOME FROM THE CHAIRMAN INCLUDING HOUSEKEEPING

The Chairman welcomed everyone to the meeting and advised of fire procedures for escape in the event of a fire.

197/16

TO RECEIVE DECLARATIONS OF INTEREST AND/OR CONSIDER THE GRANTING OF DISPENSATIONS

No pecuniary interests were declared nor dispensations requested.

198/16

TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING

Cllrs unanimously resolved to agree the minutes of the Parish Council meeting dated 10th October 2016 and the extraordinary Parish Council Meeting dated 9th November 2016 as a correct record of those meetings. They were then signed by the Chairman.

199/16

PARISH COUNCIL MEETINGS

Cllr Simcock wanted to remind Cllrs of the way in which everyone should conduct themselves at meetings. Although this should be normal practise, he felt that this needed to be pointed out following previous meetings.

1. Cllrs to address the meeting through the chair. While having the floor the speaker should not be interrupted, unless on a point of order and then only through the chair. The speaker can refuse to give way to a point of information
2. When answering, through the chair, any point that has been made by the speaker, the respondent should do so showing respect and in a manner that is not abusive, over loud or in any way intimidating.
3. All members of the meeting should show respect to the chair. This needs to be the case even if a councillor dislikes or resents the person holding the chair as it is the position of the Chairman that must be respected.



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4. The Chairman decides who speaks and when. This, and maintaining order generally, should be possible without having to raise the voice.
5. Contributions by members of the public should be confined to the the open forum unless the Chairman decides there are exceptional circumstances.
Before and after the public open forum, observers should not interrupt or distract the meeting by e.g. trying to make further points, passing judgmental comments or conducting private conversations that are loud enough to disturb the meeting's progress.

These points will ensure that members refer and defer to the chairman as a matter of course rather than assuming they can speak when they want to.

Cllr Hibberd commented that new and ongoing Cllr training covered these points and it is unfortunate that not all members attend training sessions.

Cllrs agreed that the clerk should organise a training session for the New Year. Cllrs need to commit to attending.

200/16

TO REVIEW OUTSTANDING ACTIONS FROM LAST MONTH

All items from last month's meeting are completed, on the agenda as a separate item or listed below;

<i>Original Date</i>	<i>Subject</i>	<i>Owner(s)</i>	<i>Action-ongoing/outstanding</i>
13 th June	Parking at Charing Cross	Cllrs	Ongoing- problems with congestion at Charing Cross – to be monitored once new houses are sold Ongoing
16 th June	Ranger Duties	DT	Risk assessment plan to be forwarded to clerk once details confirmed with Rangers team. Passed to P&F committee. Outstanding
11 th July	Trees planted by St James' Church at Rec	AH	Relocate 3 healthiest trees to MUGA mound in liaison with ARA-in Autumn. Cllr Hibberd to now remove in liaison with St James@ PCC who have agreed to help and relocate some of the trees to the Churchyard and school



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11 th July	Request for Table Tennis Table	MH/Office/DT DT (min 159/16)	Liaise together to update on APC reserve funds & what's req'd-Completed 10/10/16 Liaise with resident and report back to meeting with proposal Outstanding
12 th September	Maintenance of Noticeboard	KB GL/KM	Osmo Oil now in office - GL/KM emailed 13/10/16. GL/KM to carry out maintenance. Outstanding. Having looked at the board, Cllr Logan suggested the PC get in a contractor to carry out the oiling
10 th October	Christmas Tree	MH/Office GL/KM GL/KM	Clerk to advise GL/KM of contact details and 2015 tree info. Completed 13/10/16 Tree to be selected and risk assessment completed. Done-tree sourced from local resident. R/A ongoing Tree to be decorated in December upon delivery. Outstanding
10 th October	Playground Maintenance	KB/Office	To organise local contractor to carry out works not covered by AVA Recreation. 3 quotes requested. Awaiting Response
10 th October	Odd Job Man	Office	3 quotes requested. Awaiting Response
10 th October	Tennis Court - Boundary Trees	MH/Office	Organise tree inspection and follow up with ARA/landowner as per min182/16.4. Ongoing- awaiting confirmation of date from DCC
10 th October	Access Gate Foxhill Farm	MH/MS	Letter to be sent to ARA to clarify their responsibilities as per min 182/16.5 Outstanding



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10th October	DAPTC Motions for AGM	AH/KM	When motions are received decision on voting delegated to Cllrs Murton/Hibberd. Any further clarity from other members to be sought by email. Awaiting DAPTC Minutes
10th October	Solar Farm Community Fund Representation	MH/Office	Office to seek clarification to ensure PC represented at Community Fund meetings. Clerk and Chairman currently discussing with Chairman of Community fund. Only 2 meetings next year suggest leaving for a year then revisiting when Trustees to be renewed
10th October	Highways Working Together	MH/Office P&F Committee MH to add to agenda	Office to collate information to report back to Cllrs over next 6 months. Ongoing P&F committee to consider setting reserve budget to plan for forthcoming changes. Included for the Nov P&F meeting
10th October	Local Plan Review	Local Plan Working Party (DT/JS/KM/GL/AH)	To organise survey and collate responses. To provide written report to full council by March 2017 meeting based on results of public consultation for response to Local Plan Review by end of March 2017. Awaiting Report
10th October	Riding Stable Nativity	KB/Office	Office to investigate what is required in terms of road closures. Info received and forwarded to stable owner



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TO RECEIVE THE CHAIRMAN'S/CLERKS REPORT

The clerk asked Cllrs whether the Remembrance Service was still considered a civic event that should be attended by the parish Council as only 3 Cllrs and the clerk attended on Sunday. In the past, the service had incorporated the Parish Council but over recent years, this had not been the case. **It was agreed that a wreath should still be laid by the Chairman, who should attend on behalf of the Parish Council but it was up to individual Cllrs and office staff whether they attend in the future.**

202/16

TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR

Cllr Butler was not present at this meeting.

203/16

TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR

Cllr Logan's reported on the following;

- Local Govt Reorganisation consultation now complete. Information being analysed and in December, the responses to the public consultation alongside the financial and business case for each unitary option will be considered by the Leaders of each of the nine Dorset Councils. In January 2017, the Councils decide on recommendations put forward by the Council Leaders
- EDDC offices at Furzehill Wimborne closed on Friday 11 November – but new offices opened today in the centre of Wimborne – Allen View House, Hanham Road, Wimborne BH21 1AG Tel No stays the same 01202 795096 Postal address EDDC, PO Box 9148, Christchurch BH23 9JQ. Civic meetings continue at Furzehill until May 2017, and from then on will take place in the Quarterjack Suite at the Allendale Community Centre.
- Gladman Outline Planning Application refused by EDDC.

204/16

PUBLIC OPEN FORUM

There were 3 members of the public present. Various questions were raised;

1. John Hocking requested that the PC consult residents on whether further development is required in the village. The Chairman advised that this is ongoing with a survey underway which it is hoped will be circulated to residents in January 2017
2. John Hocking requested that when the rifle range lease is determined there is a clause that the site is to be kept tidy at all times. Noted
3. Ian Cole requested the outcome of the EPM regarding the rebuild project. The Chairman read out the resolution from the minutes, which are available on the website
4. Ian Cole queried the height of a no excuse sign in Hillbury Road. Cllrs Smethers advised that this had now been adjusted to higher up.

Chairman's Signature;



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FINANCE

1. Cllrs unanimously agreed to sanction the following payments;

PAYMENTS FOR SANCTION

P Walker- Internal Auditor 1/2-year audit	100.00
Ava Recreation Ltd-Qtly play equipment and cable runway inspection	534.00
Assist Business IT Ltd-IT support	67.50
DAPTC-Cllrs training	65.00
Viking- office items	127.67
A Hibberd- expenses DAPTC and Best kept village presentation	53.10
M Humby -expenses clerk's seminar	25.55
TOTAL PAYMENTS FOR SANCTION	972.82

CREDITS

Co Op Interest- current a/c -Oct & Nov	2.66
Allotment rent Payment 3	100.00
Allotment rent Payment 4	25.00
Allotment rent Payment 5	25.00
Total of credits pd to current account	152.66
Co Op savings account	0.00
Nationwide postal a/c interest	0.00
TOTAL CREDITS RECEIVED	152.66

DDR's

Semcorp bmth Oct & Nov	31.54
TOTAL DDR'S	31.54

PAYMENTS MADE IN BETWEEN MEETINGS

Royal British legion-APC Remembrance wreath (Chq)	20.00
Total of Payments made between meetings	20.00

Cashplus debit card;

Amazon-Firebox for office	47.47
Wood Finishes Direct- Osmo Oil for notice board	56.79
Total expenditure on Debit Card	104.26

TOTAL PETTY CASH

12.24



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2. Total cash book funds for the Council; £156387.69cr
3. The clerk advised there has been a refund to the BT account of which a refund to the bank account will be sought or future bills will be offset against this. Details of the refund were reported to P & F Committee meeting in November. **Noted and agreed**
4. Cranborne Cecil Estates have now given details of their bank account for online payment of the allotment rent and agreed to a payment over 5 years rather than sending a cheque for 67pence each year. **As this year's payment has already been sent, Cllrs agreed that this would be effective from next year.**
5. **Cllr Simcock** to carry out next month's financial control checks
6. The Internal auditor has completed the half year accounts; systems of internal control to be effective and adequate-no separate report issued. **Noted and agreed**

206/16

RECREATION GROUND

The following items in relation to the recreation ground were discussed;

1. Qtly Inspection of the Play Equipment and works from the annual inspection; New items had been identified but were all low risk. The report is 50 pages so a précised report will be presented to Cllrs at next month's meeting. The cable runway inspection had identified some repairs (already quoted for and being monitored from the annual inspection) and the clerk and Chairman had authorised the work for this as it is a safety issue. **Agreed and noted**
2. PC Weekly Inspections Report; Cllr Hibberd report on file. Nothing additional to report to that on annual inspection although he did note the continuing problem of dog fouling. **It was agreed that the Cllr inspecting next month, to spray the faeces with highlighter paint, (already purchased) as agreed at a previous meeting.**
3. **Cllr Simcock** to carry out weekly inspections for the period 14/11-11/12

207/16

TO NOTE THE MINUTES OF PARISH COUNCIL COMMITTEES

1. Planning Committee Minutes 7th November 2016 and 4th October 2016 circulated and **noted**
2. Policy and Finance Minutes 7th November 2016 circulated and **noted**



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TO CONSIDER REPORTS FROM EXTERNAL BODIES AND REPRESENTATIVES

1. Report on Alderholt Allotments to include proposals based on the following meetings;
 - Annual Allotment Tenants Meeting Minutes 19th September 2016
 - Annual Allotment Association Meeting 10th September 2016

Cllrs noted and agreed that lime is to be used on plot 23 to treat horsetail in accordance with the completed risk assessment.

Cllrs agreed to trial the new Allotment Competition for the next two years with one prize being judged by a Council representative and the other by tenants.
2. Report on Defibrillator and phone box adoption. The report had not been received by Cllr Tooke, who was also not present at this meeting. It is hoped that this will be presented at the December meeting. The clerk advised that this office is waiting for the consultation papers re disconnecting the 2 village telephone boxes. This is now dealt with by the local planning authority rather than BT and after chasing this, they have advised that the consultation runs until January 2017 and information will be forwarded to the council as soon as it is ready.
3. Report from Footpath officer, Cllr Tooke regarding Bonfire Hill
Residents are concerned following the change of ownership and subsequent move by the new landowners to fence off land which people have roamed for many years. Cllr Tooke has reported on the legal status (full report available)
Cllrs agreed the best way forward is for Cllrs to talk to the landowners about the concerns and request that an additional footpath route be allowed on the land so that walkers do not have to use Hillbury Road. Cllr Simcock advised that the land is designated SNC1 which it is understood is a protection for valuable plants and species. More information needs to be obtained on this so **Cllr Hibberd agreed to contact Hilly from the EDEP. Cllr Simcock will discuss with Cllr Tooke with a view to visiting and talking to the landowners**
4. Alderholt Village Hall Meeting Minutes 13th October 2016 and Annual Accounts. **Noted**
5. Alderholt Recreation Association Meeting Minutes 14th September 2016 **Noted**

209/16

TO CONSIDER THE DRAFT LEASE FROM THE SOLICITOR RE



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ALDERHOLT RIFLE RANGE

The draft lease had been circulated prior to the meeting and Cllr Smethers had raised questions on certain clauses. These were discussed by Cllrs.

- 1. Cllrs agreed that the following clauses should be raised with the solicitor by the clerk;**
 - 3.3.4.2; the scouts need to be able to dispose of general weekly waste
 - 3.3.4.3; usual scouting practise is to have caravans/ motorhomes on site-they should be allowed these on site for scouting activities
 - 3.8.1; is there a conflict here with clause 3.22.1? -the council encourages use by other community groups
 - 3.9.2; the scouts should be able to hold auctions or any other sale on the premise for scouting purposes only
 - 3.22/3.22.1; the scouts to submit qtly/6 mthly report on use by other users including any access/use by any community groups that is denied. Can this be incorporated into lease?
 - 5.6; add at end... *except for the assignment stated in clause 3.8.2 . If the East Dorset District Scout Association does not wish for the lease to be assigned to them, it shall revert to Alderholt Parish Council*

- 2. Cllrs agreed that following the response from the solicitor, the next stage of the draft lease is to be delegated to the clerk and Cllrs Smethers and Hibberd who will liaise with the scouts until a final lease has been drawn up by both the scouts and PC solicitors at which stage it will need to be put to full council for agreement.**

- 3. Cllrs agreed to extend the term of access (on the same basis as the current usage) for the scouts on the site until the end of 2017**

- 4. Cllrs instructed the clerk to send a letter of thanks to Mr Huzzey who continues to cut the grass at the site**

210/16

TO CONSIDER CORRESPONDENCE RECEIVED

1. Letter from Alderholt Drama group advising the Alderholt Annual Pantomime would run from 3rd February until 12th



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February 2017 when they would need access to the Parish office. **Noted**

2. DAPTC Autumn 2016 Newsletter **Noted**

211/16

ANY OTHER ITEMS FOR REPORT ONLY

1. Cllr Archer raised questions about the SID and signage;
 - There isn't a "no excuse" sign in Ringwood Road-Cllr Smethers advised that this is because there is no suitable location
 - The "no excuse" sign in Birchwood would be better facing the other direction. Cllr Smethers will look at this
 - The range requires adjusting on the SID-Cllr Smethers is aware of this and action is being taken
2. Cllr Smethers advised that he had spoken to Mr Huzzey about clearing up the mud left on Ringwood Road following complaints from residents.

Meeting closed at 8.40pm