



**Minutes of a Meeting of Alderholt Parish Council, The
Committee Room, Alderholt Village Hall, Alderholt
7.00pm Monday 12th June 2017**

101/17

PRESENT;

Cllr G Logan (Chairman & Alderholt East Dorset District Councillor)
Cllr Archer
Cllr S Greenland
Cllr A Hibberd
Cllr K Murton
Cllr J Simcock
Cllr D Tooke
Cllr J Walker
Dorset County Councillor Toni Coombs
Mrs M Humby (Clerk)
3 members of the public

APOLOGIES;

Cllr M Smethers, County Cllr Spencer Flower

102/17

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.

103/17

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

No pecuniary interests were declared nor dispensations requested.

104/17

TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING

Cllrs unanimously resolved to agree the minutes of the Parish Council meeting dated 8th May 2017 as a correct record of that meeting. They were signed by the Chairman at the end of the meeting.

105/17

TO REVIEW OUTSTANDING ACTIONS FROM LAST MONTH

Actions are mostly ongoing, been dealt or passed onto other committees.

Cllrs agreed that an action list would no longer be produced to save on office time, particularly as outstanding actions were not being dealt with any quicker by Cllrs which was its original aim. Actions for Cllrs would be highlighted in bold within the minutes. This would be trialled until October 2017.

Office to diarise

106/17

TO RECEIVE THE CHAIRMAN'S/CLERKS REPORT

The clerk reported on the following;



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Allotments

Following Cllr Adrian Hibberd's practical advice at the allotment, Cllr Janet Walker has agreed that it would be sensible to make him a second Cllr representative for the allotments.

Agreed by all Cllrs

Office to update all lists

All plots are now rented and we also having a waiting list of 2 people and potentially more following initial enquiries.

The problematic stop valve has been reported to Bournemouth Water who are arranging for a technician to check it out.

We have received a greenhouse deposit for plot 28

The new competition information is being sent out to residents with the half yearly newsletter.

Over the summer we will be considering the problem of tyres that have been left on plots.

Fire Risk Inspection

The fire risk inspection as requested by Policy and Finance Committee has now been completed and has included the whole village hall. The clerk and Village Hall Chairman will be going through the report together to discuss actions required for report back to P & F Committee.

Cllr Training

Cllr Stuart Greenland is attending the Cllr training on 17/6/17. No other Cllrs decided to attend. A training session at which all Cllrs will be expected to attend will be arranged shortly in the committee room to improve procedures, efficiency and professionalism for Alderholt Parish Council.

Chairman and clerk to organise

107/17

TO RECEIVE THE COUNTY COUNCILLOR REPORT

County Cllr Toni Coombs discussed the County Cllr report which is attached to the paper copy of the minutes and filed under County Cllr reports on the website.

Cllr Hibberd proposed that a letter be sent to the County Council thanking them for cutting the grass verges which was agreed by Cllrs.

Office to action

108/17

TO RECEIVE THE DISTRICT COUNCILLOR REPORT

Nothing to report this month from District Cllr Logan.

109/17

PUBLIC OPEN FORUM

There were 3 members of the public present of which the following was discussed with no actions being required;



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1. Council minutes and reports
2. The mobile home in Hillbury Road which is ongoing with planning enforcement

County Cllr Toni Coombs left the meeting at this point, 7.34pm

110/17

FINANCE

1) Cllrs unanimously agreed to sanction the following payments;

PAYMENTS FOR SANCTION

C Beale PAT Testing	42.00
EDDC- Dog Warden Annual Patrols	450.00
War On Waste dog bin emptying	124.80
Paul Saltmarsh Fire Protection Services-Fire Risk Inspection	295.00
Viking Stationery	57.82
Peter Walker Internal Auditor	100.00
Alderholt Recreation Association Annual grant	1200.00
Alderholt Recreation Association SLA 1st payment	1550.00
TOTAL PAYMENTS FOR SANCTION	3819.62

CREDITS

Allotment rents	50.00
Allotment greenhouse deposit plot 28	100.00
Co Op Interest- current a/c -	0.00
Total of credits pd to current account	150.00
Co Op savings Account Interest	0.00
Nationwide postal a/c interest	0.00
TOTAL CREDITS RECEIVED	150.00

DDR's

South West Water-Allotments-June	1.00
BT	367.34
TOTAL DDR'S	368.34

PAYMENTS MADE IN BETWEEN MEETINGS

Ava Recreation Qtly inspection fee	78.00
John Powell Maintenance works- Play area	688.75
Alderholt Village hall Grant	834.00
Community Heartbeat Trust	1975.00
Alderholt Chapel Fun Day-chq	300.00
Fordingbridge Day centre chq	100.00



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Rae Stratton chq	100.00
ED Tourist Information chq	150.00
Total of Payments made between meetings	4225.75

Cashplus debit card;	
Catridgesave.co.uk	122.32
Total expenditure on Debit Card	122.32

TOTAL PETTY CASH	17.17
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- 2) Total cash book funds for the Council; £155498.60cr
- 3) **Cllr Logan to carry out next month's financial control checks**
- 4) The clerk confirmed that the outstanding HMRC NIC payments for 2016/17 are to be paid through the new payroll provider, DCC in the June payroll. **Noted**
- 5) The clerk confirmed additional Bat Mitigation costs of £341.55 for 2 further surveys which had been agreed by Cllrs between meetings due to time constraints for the Pavilion Project planning application and had also circulated a response from Relph Ross outlining the Bat mitigation process as requested by Cllrs. **Agreed and noted**
- 6) Outstanding Invoices from S & SC re lighting at recreation ground 2014 onwards-The clerk has now gone through archiving to obtain the old formula used for lighting invoices at the recreation ground in order to get these payments resolved. The timer, installed in 2013 had reduced the daily hours from 12 to 9 and she has therefore requested new invoices from the S&SC. **Noted**
- 7) The internal auditor has now completed the internal audit and signed off the Annual return. His report to the Chairman has been circulated advising that subject to the comments below, he considers that the Council's system of internal controls is effective and adequate for the purpose intended;
 1. The minutes for each meeting are numbered from page 1, e.g. pages 1 to 10. However, Schedule 12 para 41(2) of the Local Government Act 1972 states that where minutes are kept in a loose leaf format they must be numbered consecutively, so if the minutes of the first meeting of the year are numbered say 1 – 10 then the minutes for the next meeting must start at 11. **Clerk to action**
 2. I understand that the councillors are aware that the limit for compensation under the Financial Services Compensation Scheme is £75,000 and that sometimes the balances at the Co-op Bank go over this figure. There is also FSCS protection for people with some types of temporary high balances which will have protection for up to £1m for up to 6 months. Things like the proceeds from a sale of a house qualify for this protection scheme. It might be useful to make enquiries of the FSCS to see if the receipt of the precept would be covered by this. If not the councillors should give further thought as to whether funds need to be transferred to another bank to keep the balances at the Co-op Bank below £75,000. **The clerk and Cllrs noted that their**



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understanding is that the FSC covered up to £85000. Cllrs agreed that this item be dealt with by the P & F Committee, from where the question originally arose

- 8) The clerk had circulated reports detailing end of year budgets and savings. **Cllrs unanimously agreed to transfer the 2016/17 budget savings of £5984.95 to the Reserve Contingency Fund. Clerk to action**

111/17

RECREATION GROUND

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

1. Cllr Inspection-Cllr J Simcock had completed his report with no action being required
2. **Cllr Murton to carry out weekly inspections for the period 12/6/17-10/7/17**
3. **Quarterly Inspection 26th April 2017**

Some new low risk items identified primarily cleaning and painting. There are also some outstanding low risk items on the report that we believe have been completed but the report has not been updated. AVA recreation has advised they currently have a problem updating their software so we are still waiting an updated report but they have confirmed that the following items are outstanding.

Items Outstanding

- Foliage overhanging fence between play area and the field – to be discussed under SLA agreement
- Lift Tree Canopy over space net – part of the ongoing Tree Surgeon works
- Roundabout – Under plating is reported to be bent. This is a low risk finding. It will require the top to be lifted off to gain access to be repaired. Ava Recreation have suggested they will monitor and advise us if this gets worse
- Cable Runway – Loose fixing on timber runner – AVA to check and tighten on next inspection.

112/17

TO NOTE THE MINUTES OF PARISH COUNCIL COMMITTEES

1. Planning Committee Meeting 15th May and 5th June 2017 **Noted**
2. Policy and Finance Committee Meeting 15th May 2017 **Noted**
3. Annual Parish Meeting 22nd May 2017 **Noted**

113/17

TO CONSIDER REPORTS FROM EXTERNAL BODIES AND REPRESENTATIVES

None received

114/17

TO UPDATE ON THE RIFLE RANGE SCOUTS LEASE AND CONSIDER REQUESTS FOR ACTION ON THE SITE

1. Report circulated updating on lease. The scouts solicitor has amended the draft lease to a bare land lease rather than one with provisions for a building as was drafted by the Council solicitor. **Cllrs agreed that the clerk and Cllr Hibberd to meet with the solicitor for advice and to discuss the next stage forward.**



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2. Fencing. The scouts have requested the Council to give permission for them to erect new fencing at the Rifle Range site. **Cllrs agreed as per the specification sent. This is to be done under the scout's own insurance and risk assessment at no cost to the council. If for any reason the lease does not go ahead, the funding from the Solar Farm Community Fund to the scouts towards the fencing is entirely a matter between the Scouts and Community Fund Trustees.**

Clerk to advise the scouts

3. Land levelling. The scouts have requested the Council to give permission for them to raise levels at the Rifle Range site. In an updated email, they have advised that planning permission is now required. **Cllrs agreed that the scouts may go ahead and apply for planning permission but do not give permission for any levelling works to take place until the lease is signed.**

Clerk to advise the scouts

115/17

TO CONSIDER A REQUEST FOR REGISTERING A COMMUNITY ASSET

Cllr Murton advised that in the interests of transparency, she wished to declare that she works in the pub but has no pecuniary interest.

Cllrs unanimously agreed to nominate the Churchill Arms Pub to be considered as an Asset of Community Value, as it is the only pub in Alderholt.

Office to complete nomination form

116/17

TO CONSIDER THE REPORT FROM DORSET COMMUNITY ACTION ANALYSING THE ALDERHOLT NEEDS SURVEY

Dorset Community Action has completed an analysis of the needs survey but some of the allocated 2 hours (paid for by EDDC) were spent formatting the information and therefore the report was not considered conclusive by Cllrs. **Cllrs unanimously agreed to pay for up to half a day on further analysis by the DCA.**

Office to organise meeting

Cllrs Logan and Walker and clerk to attend

117/17

TO CONSIDER CORRESPONDENCE RECEIVED

1. Letter received from resident of Foxhill Farm regarding boundary access to recreation ground. A letter had also been received today and circulated to members from ARA, in respect of this issue.

Cllrs agreed that a response be sent to the resident advising that the land is leased to the Alderholt Recreation Association and therefore responsibility for boundaries lies with them.



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Cllrs agreed that a letter be sent to the ARA advising that as they are the leaseholders, the Parish Council agree that the boundary matter be dealt with by them, as per the lease. Copies of correspondence to the resident would not however be copied to the ARA.

Clerk to action

2. DAPTC Chief Executive Circular-proposals for resolution for AGM. Cllrs are requested to consider if there are any proposals that they wish this council to put forward. **No proposals from Alderholt**
3. NALC Policy Consultations forwarded by DAPTC; Future of Localism Commission PC3-17 **(received too late-deadline 5th June)** and Parkrun PC4-17- **No comment**
4. St James Church Festival 22-24th July 2017. **Noted**
5. Thank you letter From East Dorset TIC for the grant award of £150.00. **Noted**
6. Notice of Road closure by New Forest DC Sandleheath/Alderholt Road 26th July- refer to notice for details

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ANY OTHER ITEM FOR REPORT ONLY

Nothing to report

Meeting ended 9.00pm

Chairman's Signature;

Date;

Chairman's Initials;