



**Minutes of an ordinary Meeting of Alderholt Parish Council,
The Committee Room, Alderholt Village Hall, Alderholt
7.00pm Monday 16th April 2018**

PRESENT; Cllr G Logan (Chairman)
Cllr S Archer
Cllr S Greenland
Cllr A Hibberd
Cllr H Morris
Cllr K Murton
Cllr M Smethers
Cllr Walker
Mrs M Humby (Clerk)
Also present; Dorset County Cllr Spencer Flower and 3 members of the public

Min No	Title	Owner
42/18	<p>WELCOME FROM THE CHAIRMAN INCLUDING HOUSEKEEPING AND APOLOGIES</p> <p>The Chairman welcomed all in attendance to the meeting including new Parish Cllr Hywel Morris. She also advised of fire escape procedure. The following apologies were received and accepted; Cllr D Tooke, County Cllr Toni Coombs</p>	
43/18	<p>TO RECEIVE DECLARATIONS OF INTEREST AND/OR CONSIDER THE GRANTING OF DISPENSATIONS</p> <p>No pecuniary interests were declared nor dispensations requested.</p>	
44/18	<p>TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING</p> <p>Cllrs unanimously resolved to agree the minutes of the Parish Council meeting dated 12th March 2018 as a correct record of the meeting. They were signed by the Chairman</p>	
45/18	<p><u>TO CONSIDER THE CLERK'S REPORT/NOTICES</u></p> <p><u>GDPR</u> The clerk attended a DAPTC training session on 26th March. Unfortunately, a lot of questions were left unanswered due to insufficient time especially the concern over who should be the appointed Data Protection Officer-this cannot be the clerk. ED Clerks have arranged a meeting on 18th April 2018 to discuss further. It was made clear that small councils are unlikely to be fined if all systems are not in place by 25th May which is reassuring as there is a lot of work that will be required regarding implementing systems for this. The clerk will need to spend a significant amount of time on this and will report back further to the May meeting.</p> <p><u>Grit Bins</u> Cllr Hibberd checked the grit bins on several occasions and has</p>	MH

Chairman's initials
Date;



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	<p>confirmed that the 5 bins within the street lit area of the village have been filled. These were filled due to being on the school route/hills and will be done automatically as deemed necessary by Highways (no charge). The others have not been refilled as of 20/3/18 and these will be refilled at beginning of next gritting season.</p> <p>There are 2 bins that require replacing and costs will be obtained for report to full council by the July meeting.</p> <p><u>Signpost at Charing Cross</u></p> <p>Following damage by a vehicle back in November 2017, Dorset Highways have confirmed that the delay with replacing the post is with the sign shop, due to staff shortages and recent bad weather as the sign erectors double up as gritter/ snowplough drivers.</p> <p><u>Fingerposts</u></p> <p>Local Volunteer Tim Mellor has advised that the Roundel has now been removed on the Fingerpost at Bonfire Hill and refurbishment of the post is to take place over the coming weeks. DCC have reinstated a Kissing Gate and moved the exit to the left so fingerpost no longer needs to be moved.</p> <p><u>Update on office IT</u></p> <p>SLA contract commenced on 16th March 2018 for 1 year and a new antivirus was immediately put in place. The new equipment and training are scheduled in for 8th May.</p> <p><u>Update on BT Broadband Package</u></p> <p>The package that the clerk hoped to put the council on (as was agreed at the March meeting) is not available to APC. However, the broadband and phone line contract have been renewed at a lower rate, although the saving is not as much as anticipated.</p> <p><u>Update on Annual Parish Meeting</u></p> <p>Cllr Logan contacted the school regarding attendance at the meeting. Unfortunately, they are unable to attend so the meeting is going ahead without that presentation. Posters have been circulated and the banner ordered hopefully to be displayed on the fence week commencing 9/4/18.</p> <p>To organise; Refreshments/agendas/key/tables and chairs set up/pa system</p> <p><u>Allotments</u></p> <p>Following advice from our insurers, a monthly visual Inspection relating to safety issues has been introduced to be carried out by the allotment representatives. April's inspection was carried out by Cllr Janet Walker with nothing to report.</p> <p><u>Dog Bins</u></p> <p>Several reports were received of overflowing dog bins at the Recreation</p>	<p>AH/MH/ KB</p> <p>MH/KB</p> <p>All Cllrs/</p> <p>MH/KB</p> <p>MH/KB/ JW/AH</p>
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	<p>Ground, one of which was reported directly to the East Dorset Dog Warden. When the warden checked the bins, they were empty. The contractor empties the bins every Wednesday and has been asked to monitor and feedback to the Parish Council if this becomes a regular occurrence. The Dog Warden felt it was probably due to the weather being poor and more people walking their dogs locally. All Noted</p>																															
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46/18	<p>TO RECEIVE THE COUNTY COUNCILLORS' REPORT A report from Cllr Flower previously circulated was discussed .It will be</p>																															



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	attached to the paper copy of these minutes It is also available under County Cllrs report page on the APC website. After this item, Cllr Flower left the meeting- 7.15pm																											
47/18	TO RECEIVE THE DISTRICT COUNCILLOR REPORT Cllr Logan reported that the main focus at District Council at the moment is the Local Government Reorganisation																											
48/18	<p>PUBLIC OPEN FORUM</p> <p>There were 3 members of the public present of which the following items were discussed requiring action;</p> <ol style="list-style-type: none"> 1. Concerns over congestion, parking and signage at Charing Cross Junction. This was discussed at some length with the following being agreed; <ul style="list-style-type: none"> • The clerk to write to the Co Op requesting that the entrance be widened to accommodate cars entering and leaving the car park at the same time. • Cllr Logan to discuss with the Chip Shop Van owner the possibility of parking further down in the car park to stop congestion at the entrance. 2. Complaint over cycle race held at weekend and in particular some of the Marshalls. The clerk suggested that the resident contact the office with his concerns which could be forwarded to the event organisers. 	<p>MH</p> <p>GL</p>																										
49/18	<p>FINANCE</p> <p>1. Cllrs unanimously agreed to sanction the following payments;</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Accounts between 12th March-31st March 2018</u></th> <th style="text-align: right;"><u>Ex VAT £</u></th> </tr> </thead> <tbody> <tr> <td>TOTAL PAYMENTS FOR SANCTION</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2"> <u>CREDITS</u></td> </tr> <tr> <td>Total of credits pd to current account</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Other bank credits received</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>TOTAL CREDITS RECEIVED</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2"> <u>DDR's</u></td> </tr> <tr> <td>TOTAL DDR'S</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2"> <u>PAYMENTS MADE IN BETWEEN MEETINGS</u></td> </tr> <tr> <td>M Humby travel expenses - GDPR training session</td> <td style="text-align: right;">27.90</td> </tr> <tr> <td>Assist Business IT - IT Support 16th March - 15th Apr 18</td> <td style="text-align: right;">139.20</td> </tr> <tr> <td>Viking 2 x invoices</td> <td style="text-align: right;">276.02</td> </tr> <tr> <td>Cheque to Nationwide savings account</td> <td style="text-align: right;">24000.00</td> </tr> </tbody> </table>	<u>Accounts between 12th March-31st March 2018</u>	<u>Ex VAT £</u>	TOTAL PAYMENTS FOR SANCTION	0.00	 <u>CREDITS</u>		Total of credits pd to current account	0.00	Other bank credits received	0.00	TOTAL CREDITS RECEIVED	0.00	 <u>DDR's</u>		TOTAL DDR'S	0.00	 <u>PAYMENTS MADE IN BETWEEN MEETINGS</u>		M Humby travel expenses - GDPR training session	27.90	Assist Business IT - IT Support 16th March - 15th Apr 18	139.20	Viking 2 x invoices	276.02	Cheque to Nationwide savings account	24000.00	
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Total of Payments made between meetings	24443.12
<u>CASHPLUS DEBIT CARD</u>	
Discount Displays-Annual Meeting banner	57.54
Total expenditure on Debit Card	57.54
<u>PETTY CASH</u>	
Balance	44.29
<u>Miscellaneous expenditure (receipted)</u>	0.00
Total mthly payments	44.29
<u>GARDEN VOUCHERS</u>	
Balance	135.00
Expenditure	0.00
	135.00
Total cash book funds for the Council as at 31 st March 2018; £145017.85cr Noted	
<u>Accounts as at 16th April 2018</u>	<u>Ex VAT £</u>
<u>PAYMENTS FOR SANCTION</u>	
DAPTC- External Auditor Training M Humby	15.00
DAPTC- Annual conference -A Hibberd	70.00
A Hibberd expenses-allotment tap replacement	8.35
Ava Recreation play equipment repairs	1180.79
Viking Stationery	63.52
War on Waste	99.84
Dorset Community Transport (DCT) 1st Qtr 97 Bus	3700.00
TOTAL PAYMENTS FOR SANCTION	5137.50
<u>CREDITS</u>	
Transfer from Co Op savings account	10000.00
Total of credits pd to current account	10000.00
Other bank credits received- interest Co Op savings account	6.25
TOTAL CREDITS RECEIVED	10006.25
<u>DDR's</u>	
TOTAL DDR'S	0.00
<u>PAYMENTS MADE IN BETWEEN MEETINGS</u>	

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	<p>Total of Payments made between meetings 0.00</p> <hr/> <p><u>CASHPLUS DEBIT CARD</u></p> <hr/> <p>Total expenditure on Debit Card 0.00</p> <hr/> <p><u>PETTY CASH</u></p> <p>Balance 44.29</p> <p><u>Miscellaneous expenditure (receipted)</u> 0.00</p> <hr/> <p>Total mthly payments 44.29</p> <hr/> <p><u>GARDEN VOUCHERS</u></p> <p>Balance 135.00</p> <p>Expenditure 0.00</p> <hr/> <p style="text-align: right;">135.00</p> <hr/> <p>Total cash book funds for the Council as at 16th April 2018; £ 139886.60cr Noted</p> <hr/> <p>2. The clerk gave an update on changes to bank accounts; all Co Op accounts signatories are now updated, and Cllr Smethers has his token to complete online banking. The Nationwide account has been amended, signatories updated, and monies added as agreed at the March meeting. Noted</p> <p>3. Cllr Smethers to carry out next month's financial control checks</p> <p>4. Notification has been received advising that the Pay negotiations have been agreed as detailed in the confidential item considered at the March Meeting. Noted</p>	
MS		
50/18	<p>RECREATION GROUND</p> <p>1. <u>Cllr Visual Safety Inspections</u>- Cllr Greenland - weekly inspections for the period 13th March-15th April. Items reported; Red flashing light on defibrillator unit reported to Cllr Smethers on 18th March and again on the 10th April. Dog Bin reported as full 18th March – Email sent to War on Waste to request that they monitor the usage of bins and advise if regularly full.</p> <p>2. <u>AVA Inspections and Maintenance</u>-Repairs as agreed in minute 16/18 to the toddler swing and activity trail have now been carried out (week commencing 9th April due to delay on parts and wet weather).</p> <p>3. Visual Weekly Inspections for period 16th April to 13th May 2018 to be completed by Cllr Greenland</p> <p>4. <u>Report from the clerk circulated regarding 2018/19 inspections of</u></p>	SG



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	<p><u>Equipment with recommendations;</u> <u>Cllrs agreed;</u></p> <ol style="list-style-type: none"> The Play Inspection Company to carry out an annual inspection of equipment (as per last year) and a post installation inspection of Gym equipment (if possible at same time-price reduction of £35.00. This must be carried out by the date the annual inspection is due in June so will need to be done separately if gym equipment installation is delayed past this date) <ul style="list-style-type: none"> Annual Inspection £90.00 excl vat Post installation inspection of gym equipment £295.00 excl vat <p>Combined price of £350.00</p> <ol style="list-style-type: none"> AVA Recreation to continue with the operational inspections but reduce to 3 qtly operational inspections throughout the year at a cost of £65.00 per qtr (there may be a small increase when gym equipment installed). Ava can carry out repairs unlike the PI Company). (Cllr Greenland will also confirm with Cllr Tooke re the suitability of ongoing maintenance of the gym equipment before the gym equipment is installed and instruction given to Ava to add the gym equipment to the inspections). To adopt the new Cllr Visual Inspection Policy- for the weekly inspections. <u>APC play area is low risk;</u> <ul style="list-style-type: none"> It is not located next to a busy road There is no pond/lake or river nearby There is little to no vandalism carried out 	<p>MH</p> <p>MH</p> <p>MH</p>
<p>51/18</p>	<p>TO NOTE THE MINUTES OF PARISH COUNCIL COMMITTEES</p> <ol style="list-style-type: none"> Planning Committee Meeting 19th March 2018 <p>Noted</p>	
<p>52/18</p>	<p>TO CONSIDER REPORTS FROM EXTERNAL BODIES AND REPRESENTATIVES</p> <ol style="list-style-type: none"> <u>97 Bus Meeting Report circulated-Cllr Logan.</u> As detailed in the report; <ul style="list-style-type: none"> Cllrs agreed to the 2018 97 Bus Joint Agreement drawn up by the clerk. Cllrs agreed with the proposal to formulate a 97 Bus Joint Working Group of the 3 participating Councils, with APC taking the lead and the Draft Terms of Reference for the 97 Bus Joint Working Group (the Group) which need to be agreed by all 3 participating councils. 	<p>GL/JW/ MH</p>



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	<p>Clerk to forward to clerks of each Council</p> <p>Cllr Hibberd remarked that it is disappointing that County Council have not taken responsibility for community transport and it should be acknowledged that as a parish council project this has had a significant impact on the clerk's time.</p> <p>2. <u>Highway Issues – Clerk's report circulated detailing correspondence from residents and Cllrs for consideration.</u> The main areas are Somerley Road in Hampshire and Hillbury Road in Alderholt. A Surface Dressing Programme will take place in Alderholt for certain areas in April/early May which should help address the problems in Hillbury Road. This will be highly advertised by the Dorset Highways Team.</p> <ul style="list-style-type: none"> • Details and a link to be placed on the APC website and parish news. <p>It was agreed that the best way to deal with the Somerley road is to send as many letters about the problems as possible to stop this being forgotten about.</p> <ul style="list-style-type: none"> • Cllrs agreed that the clerk should write to Harbridge, Ellingham and Ibsley PC setting out residents' concerns regards the condition of the Somerley Road and also request that they keep us informed of any future planning applications for further gravel extractions at Hamer Warren so that we can raise comments on the application at the proper time regard to road use and condition. • Residents also to be advised of contact details and encouraged to write individually to HEI PC and Hampshire CC with their concerns-add to Parish news • Clerk to also write to MP and request County Cllrs write too. • District Cllr Logan also agreed to write <p>3. <u>Pavilion Project Update Report circulated- Cllr Logan.</u> Cllr Logan chaired the Alderholt Recreation Ground AGM on 6th March 2018 where, following the DCA Stakeholders meeting held on 28th February 2018, the project was discussed with regard to taking it forward. In conclusion, the ARA will be holding an EGM inviting all the village organisations to attend whereby the whole project can be discussed fully, before the end of May 2018. Background papers:-Report from DCA following meeting</p>	<p style="text-align: right;">MH</p> <p style="text-align: right;">KB</p> <p style="text-align: right;">MH</p> <p style="text-align: right;">KB</p> <p style="text-align: right;">MH</p> <p style="text-align: right;">GL</p>
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	<p>28.2.2018/Minutes, Chairman's report and Annual accounts of ARA AGM 6.3.2018. Noted</p> <p>4. <u>Gym Equipment Project Update</u>-no report received from Cllr Tooke. Clerk updated that due to wet weather conditions, installation postponed until mid-May. Alderholt Community Fund had confirmed a grant towards this of £750.00. The project managers will continue to liaise and organise. Noted</p> <p>5. <u>Rifle Range/Scouts Lease Update Report Circulated-Clerk</u></p> <ul style="list-style-type: none"> • Lease has now been signed by both parties (16th March 2018) and exchange of lease papers will take place any day. • A planning application has been submitted by the scouts and considered and supported by this Council Planning Committee Application No: 3/18/0568/FUL As landowner, Cllrs will need to formally agree permission for the levelling to take place which will need to be considered at a council meeting following the decision by the LPA. • Official handover including publicity will also need to be arranged between the 2 parties <p>6. <u>AVH 50th Anniversary update (Cllr Murton-verbal report).</u> Ongoing-Cllrs Murton and Walker working together on this.</p>	<p>DT/SG/ AH</p> <p>AH/MS/ MH</p> <p>KM/JW</p>
<p>53/18</p>	<p>TO CONSIDER CORRESPONDENCE RECEIVED <u>Information for consideration/action (see copy of emails below);</u></p> <p>1. <u>Email from resident requesting hearing loop for the Parish Office and disability access and parking at Village hall and ARA insurance and gym installation. Clerk has already responded by;</u></p> <ul style="list-style-type: none"> • Advising the item will be considered at this meeting by Cllrs. Cllrs agreed that the clerk should pass on this request to Alderholt Village Hall as the landlords of the Village hall and parish office. Clerk to advise resident • Confirmed that Insurance is currently being reviewed and we will be in contact to arrange a meeting to discuss if necessary. • Confirming that project managers will continue to liaise with the ARA regarding the gym equipment installation as previously agreed • <u>Email from resident enquiring about electric car charging point at Alderholt Village hall. Cllrs agreed that the clerk should advise the resident that APC do not own the Village Hall or have any other suitable land and that</u> 	<p>MH</p> <p>MH/AH/ SG/MS</p> <p>DT/AH/ SG</p> <p>MH</p>



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	<p>the resident should contact Village landowners including The Co Op and Hall and Woodhouse (Churchill Arms)</p> <p><u>Information circulated to Cllrs;</u></p> <ol style="list-style-type: none"> 2. Travel and Transport Newsletter from Dorset Highways team dated 29th March 2018 3. Notification from UK Cycling Events of a cycling event taking place on Sunday 10th June 2018. This event will pass through Alderholt on Cranborne Rd, Daggons Rd and Ringwood Rd. 4. Cranborne Chase AONB Newsletter March 2018 5. Dorset Community Action – In Search of Funds Newsletter – Issue 3. 6. Dorset Waste Partnership – Recycle for Dorset Update regarding Food Waste. 7. LGPS Bulletin no 167 – February 2018 8. Dorset Area Joint Committee Chairman’s Update on the Local Government Reorganisation for Dorset <p>All noted</p>	
54/18	<p>ANY OTHER ITEM FOR REPORT ONLY</p> <p>Nothing to report</p>	

Meeting ended 8.40pm

Minutes Approved;

Chairman’s Signature;

Date;

Chairman’s initials
Date;