



**Minutes of an ordinary Meeting of Alderholt Parish Council,
The Committee Room, Alderholt Village Hall, Alderholt
7.00pm Monday 12th November 2018**

PRESENT; Cllr G Logan (Chairman)
Cllr S Archer
Cllr S Greenland
Cllr A Hibberd
Cllr K Murton
Cllr Smethers
Cllr D Tooke
Cllr J Walker
Mrs M Humby (Clerk)
1 member of the public

Min No	Title	Owner
167/18	<p>WELCOME FROM THE CHAIRMAN INCLUDING HOUSEKEEPING AND APOLOGIES</p> <p>The Chairman welcomed all in attendance to the meeting and advised of fire escape procedure.</p> <p>The following apologies were received and accepted; Cllr H Morris, Cllr Smethers and Dorset County Cllrs Spencer Flower and Toni Coombs</p>	
168/18	<p>TO RECEIVE DECLARATIONS OF INTEREST AND/OR CONSIDER THE GRANTING OF DISPENSATIONS</p> <p>None received</p>	
169/18	<p>TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING</p> <p>Cllrs unanimously resolved to agree the minutes of the Ordinary Parish Council meeting dated 8th October 2018 as a correct record of that meeting. They were signed by the Chairman</p>	
170/18	<p>CLERKS REPORT AND NOTICES</p> <ol style="list-style-type: none"> 1. It is with sadness that I report the death of previous serving <u>Parish Cllr John Hood</u>. John was a Parish Councillor from May 2007 until March 2009. He campaigned tirelessly for better transport services and was instrumental in the purchase of the Parish Council Bus shelter near Green Drive. Our thoughts are with his family. Councillor Adrian Hibberd will attend the funeral on behalf of the Parish Council. 2. <u>A Christmas Tree</u> for outside the Parish Office has been donated free of charge again this year. Thanks to Mr Pusey, Cllr Logan and resident, Sarah Freeman to organise setting up on 30th November 2018 3. <u>Fingerpost refurbishment</u>. The clerk met with local volunteer, Tim Mellor who is undertaking the refurbishment, to update on the next stage and finances. The following was discussed; <ol style="list-style-type: none"> i. The spelling of the Cranborne sign has now been 	AH

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	<p>corrected.</p> <ul style="list-style-type: none"> ii. An invoice for materials has been submitted of £26.27 which will be paid by Cheque after our November meeting. iii. There are 3 roundels to be refurbished which will be completed over the winter . There will only be minor costs for these which can be paid from the existing funds. The areas are; Batterley Drove, Cripplestyle and Bonfire Hill (Pressy’s corner. iv. Crendell fingerpost (which originally we weren’t aware of but was advised by Cllr Hibberd) requires refurbishing (the roundel is missing) and will be completed after the above 3 roundels and again will be paid for from existing funds (approx. £250, but not restricted to this) v. Once the above has been completed, quotes will be obtained for the 2 missing roundels at Crendell and Charing Cross. We will know at that point how many funds remain and whether we need to look at topping up the funds. We will also discuss whether the Charing Cross roundel is relocated as the original post has been damaged at least twice. vi. The risk assessment has been resigned up to August 2020 <p>Our continued thanks to Mr Mellor for all of his hard work on this refurbishment project. Agreed and noted</p> <p>4. <u>EDDC Chairman's Community Awards 2019-Cllrs to advise the office of any nominations by the end of November. These will be reported back to Council at the December meeting at which nominations will be decided (this may need to be a confidential item)</u></p> <p>5. <u>2019 Election costs</u>-Advice has been received that Parish and Town Councils will be charged administration costs for contested elections in 2019. APC already has a reserve fund set aside- as part of next year’s budgets the clerk will consider whether this needs to be adjusted. Noted</p> <p>6. <u>Hampshire County Council- Cross Border Charging for use of Somerley HRC</u>-County Cllr Toni Coombs has advised that Hampshire County Council want to introduce cross border charging in 2020. This means Dorset residents may need to pay £5 per visit to use Somerley HRC, and will impact primarily on East Dorset residents. This has been raised in the DCC report.</p> <p>7. Response received from the LPA relating to <u>use of the field adjacent to Fordingbridge Rd</u> in which concerns have been raised about raves and car racing-there appears to be no</p>	<p>Cllrs/MH /KB</p> <p>MH</p>
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	<p>current breach of planning law regarding car racing as this is permitted on land for up to up to 14 days per calendar year. Raves are not permitted but it is not known if this was just a one off. Noted - to be monitored</p> <p>8. <u>Half Year Internal Audit</u>- this is scheduled to take place on 13th November. Noted</p> <p>9. <u>Clerks SLCC Qtrly Meeting 6th December</u> -I have missed all of these meetings this year due to workloads but hope to attend on this occasion Noted</p>	<p>Cllrs</p> <p>MH</p> <p>MH</p>				
171/18	<p>TO RECEIVE THE COUNTY COUNCILLORS' REPORT</p> <p>County Cllrs were not present at this meeting but their report had been circulated and is attached to these minutes as Appendix A. It is also available under County Cllrs report page on the APC website. The Chairman advised that the County Cllrs had emailed a reply addressing the concerns raised at the last meeting and that this month's report contained information relating directly to Alderholt. The Clerk advised that the report indicated that DCC would provide some funding for the 2019 97 bus but this was not the case. Cllr Flower had been advised and he will take up this issue.</p>					
172/18	<p>TO RECEIVE THE DISTRICT COUNCILLOR REPORT</p> <p>Cllr Logan reported on the Hampshire Recycling Centre at Somerley-HCC wanting to charge non Hampshire residents £5 per visit to the site as from January 2020. Continuing on from the message from our County Cllr Toni Coombs, the key issue is not the principle of charging as we appreciate Dorset should reimburse HCC for a service its providing for Dorset residents to use, BUT how this payment is made. We now need to ensure that HCC lets Dorset Waste Partnership pay on behalf our residents. To facilitate this pressure needs to be put on the DWP, so please can the Parish write to DWP explaining the impacts and demanding that DWP pays on behalf of the residents as opposed to seeing individual charging of Alderholt residents.</p> <p>Cllrs agreed that the clerk should write to DWP as suggested above and also to HCC advising of concerns that this fee will bring about increased fly tipping which will be on HCC land.</p>	<p>MH</p>				
173/18	<p>PUBLIC OPEN FORUM</p> <p>There was 1 member of the public present who asked if residents should also write to DWP/HCC regarding the waste charging to which the response from Cllrs was yes.</p>					
174/18	<p>FINANCE</p> <p>1. Cllrs unanimously agreed to sanction the following payments;</p> <p><u>PAYMENTS FOR SANCTION</u></p> <table> <tr> <td>War On Waste dog bin emptying - Oct</td> <td>124.80</td> </tr> <tr> <td>Assist Business IT Support 16/10-15/11</td> <td>139.20</td> </tr> </table>	War On Waste dog bin emptying - Oct	124.80	Assist Business IT Support 16/10-15/11	139.20	
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Viking - Office Stationery	161.92	
Cllr Hibberd Travel Exp DAPTC Meetings 07/09/10	80.10	
DCT - 3rd Quarter Bus Support	3900.00	
Dorset County Council - Playground Refurbishment	9406.74	
Mr T Mellor - Fingerpost refurbishment	26.27	
TOTAL PAYMENTS FOR SANCTION	13839.03	
<u>CREDITS</u>		
Allotment Rents - Payments 4,5,6 & 7	375.00	
EDDC Precept	42911.72	
Co Op current account bank account interest	0.00	
Total of credits received to Co Op current account	43286.72	
Other account credits received	0.00	
TOTAL CREDITS RECEIVED	43286.72	
<u>DDR's</u>		
	0.00	
TOTAL DDR'S	0.00	
<u>PAYMENTS MADE IN BETWEEN MEETINGS</u>		
Royal British Legion - Remembrance Wreath	20.00	
Recreate Festival 2019 - Capital Grant for Gym Mats	840.00	
ED Environment Partnership General Grant	100.00	
Recreate Festival 2019 - General Grant	300.00	
Fordingbridge & District Day Centre - General Grant	100.00	
Rae Stratton Lunch Club/Day Care - General Grant	100.00	
ED Citizens Advice - General Grant	200.00	
Alderholt PCC - Churchyard Maintenance Grant	300.00	
Total of Payments made between meetings	1960.00	
<u>CASHPLUS DEBIT CARD</u>		
Balance	737.41	
Credits	0.00	
Payments	0.00	
Total expenditure on Debit Card	737.41	
<u>PETTY CASH</u>		
Balance	54.01	
Credits	0.00	
Miscellaneous receipted expenditure	0.00	
Balance	54.01	
<u>GARDEN VOUCHERS</u>		
Balance	75.00	
Vouchers spent	10.00	
Balance	65.00	
2. Total cash book funds for the Council is £149022.64cr Noted		
3. Cllr Logan and Hibberd to carry out next month's financial control checks		
		GL/AH

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175/18	<p>TO NOTE THE MINUTES OF PARISH COUNCIL COMMITTEES</p> <ol style="list-style-type: none"> 1. Planning Committee Meeting Minutes 29th October 2018 Noted 2. Local Plan Liaison Committee Meeting minutes 15th October 2018 and 1st November 2018 Noted 3. Finance Committee Minutes 5th November 2018 Noted 	
176/18	<p>TO CONSIDER REPORTS FROM EXTERNAL BODIES AND REPRESENTATIVES-ALLOTMENT REPORT</p> <p>Items circulated and noted;</p> <ol style="list-style-type: none"> 1. <u>Cllr Logan 97 Bus Update including Report from the Joint Working Party Group Meeting 8/10/18</u> Cllrs unanimously agreed; <ol style="list-style-type: none"> 1. That Alderholt Parish Council continue with APC being the lead council for 2019 as per the draft 2019 agreement (overall funding allocations yet to be confirmed and agreed by all 3 councils) 2. That APC agree to contribute up to £4,000 to support the 97 Bus during 2019. <p>Cllrs also requested that the clerk contact DCT to obtain figures (for at least a week) on numbers using the bus from each location</p> 2. <u>Alderholt Recreation Association Insurance and Annual Grant Contribution Review</u> Background papers circulated; <ul style="list-style-type: none"> • Report from ARA/APC Meeting 18/10/18(<u>Clerk and Cllr Hibberd</u>) • Letter from ARA regarding SLA costs • Letter and invoices from ARA regarding adhoc repairs • Minutes of Rebuild meeting 2/10/18 including response from Judith Plumley EDDC • Minutes of ARA meeting 18/9/18 <p>Cllrs noted and agreed the details contained in the report of 18/10/18</p> <p>Cllrs unanimously agreed;</p> <ol style="list-style-type: none"> 1. To an increase in costs of £500 for 2019/20 for the SLA for maintenance of the Amanda Harris Recreation Ground. The clerk to add to the budget calculations for 2019/20 2. To the request for payment of invoices relating to adhoc repairs for the windows 3. To the top up payment of the annual grant following the calculation method being agreed-£417.51 <p>Cllrs noted that there is no further action required by APC</p> 	<p>MH</p> <p>MH</p> <p>MH</p>



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	<p>at this stage regarding lease extension-awaiting further confirmation from ARA when they have more information</p> <p>3. <u>Blashford and Plumley Wood Local Liaison Group Meeting Minutes 25th September 2018</u> Noted</p>	MH
177/18	<p>TO CONSIDER AN AMENDED DRAFT APC RECORDING, PHOTOGRAPHY AND USE OF SOCIAL MEDIA AT MEETINGS POLICY</p> <p>Cllrs agreed to the amended wording for this policy. The amended document is attached to these minutes as Appendix B</p>	
178/18	<p>TO CONSIDER CORRESPONDENCE RECEIVED-</p> <p><u>Information for consideration:</u></p> <ol style="list-style-type: none"> 1. To consider MHCLG consultation 'LGPS: technical amendments to benefits'. No comment 2. Local Government Boundary Commission final recommendations for new council ward boundaries in Dorset. Noted <p><u>Invitations/Meetings:</u></p> <ol style="list-style-type: none"> 3. Invitation from Dorset FA to a briefing session regarding the development of a Local Football Facilities Plan for Dorset on Monday 29th October at 10.00-12.00 at West Dorset District Council Offices on South Walks House in Dorchester. Neither ARA representative was able to attend. 4. Invitation from NHS Dorset Clinical Commissioning Group to Patient Participation Group (PPGs) events – 16 & 17 November 2018 being held: 10 am Friday 16 November 2018, at St Mark's Church Hall, Wallisdown, Bournemouth or at 10am Saturday 17 November at St Aldhelm's Church Centre, Spa Road, Weymouth. Circulated-no response yet received- Cllrs to advise if they wish to attend 5. Pension Liaison Officer Group (PLOG) meeting on Thursday 1 November at 10.00 am in Committee Room 1 at County Hall, Dorchester. Circulated – no Cllr response 6. DAPTC AGM - Saturday 10 November 2018 from 10am-1pm Council Chamber, County Hall, Dorchester, APC reps Cllrs Hibberd and Logan to attend <p>Other general correspondence items i.e. newsletters and updates are circulated to Cllrs when received in the office. Any item from this will only be dealt with as a separate agenda item if a Cllr has raised this with the office in accordance with the usual 7day deadline for agenda items</p>	<p>Cllrs</p> <p>GL/AH</p>
179/18	TO CONSIDER CONFIDENTIAL ITEM; EMPLOYMENT ISSUES	

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	<p>WORKLOAD OF OFFICERS</p> <p>The ever demanding increased workload and wellbeing of staff was discussed.</p> <p>Cllrs unanimously agreed that overtime should be worked as required (with the agreement of the Chairman) to meet both the needs of the Council and the wellbeing of staff. This will be reviewed again in 6 months' time.</p> <p>It was also agreed that a mobile phone and headphones would help with noise problems in the office and working from home.</p>	
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Appendix A

**Verwood County Division Report –October/November 2018
Cllrs. Toni Coombs and Spencer Flower**

New Shadow Dorset Council – The new Dorset Council Wards have been announced by the Local Government Boundary Commission. MHCLG will then prepare an Order to be laid before Parliament at the end of October and which becomes law following the expiry of a statutory 40 days. There are very few changes to warding from the draft proposals in the immediate geographical area. Verwood will be a three member ward. Aldersholt will form part of the Cranborne and Aldersholt Ward served by one councillor. Three Legged Cross will now be in a two member ward along with West Moors. Full details of all of the final warding recommendation are available on the Local Government Boundary Commission Elections website. <https://consultation.lgbce.org.uk/node/3824>

The new warding arrangements will be used for the Dorset Council Election which will take place on Thursday 2 May 2019.

The Somerley HRC – Hampshire County Council has announced, without engaging in any prior formal consultation, that a charge of £5.00 per visit will be made for any Dorset residents using the Somerley HRC.

Local District and County Councillors have been involved in lobbying for any decision to be deferred to allow meaningful discussions to take place in an effort to avoid the need to charge Dorset residents.

The Chairman of East Dorset District Council has agreed that an urgent item be brought to the Full Council on Monday 29 October, so that members can debate the matter and a strongly worded communication be sent to Hampshire seeking a more acceptable outcome for Dorset residents living in the east of the county. This decision would have an impact on Verwood, Aldersholt, Three Legged Cross, West Moors and St Leonards and St Ives. [See separate report sent to the Clerk]

Funding for the 97 Bus –Local members continue to lobby for future funding from the County Council to sustain this vital local bus service. This is particularly important for residents of Aldersholt and the surrounding hinterland. With the financial support of local Town



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and Parish, coupled with further grant funding from County it should be possible to keep this service in operation.

Sandleheath Road-Alderholt – Local members have been involved with residents who had submitted a petition about speeding traffic in Sandleheath Road. The County Council Cabinet Member for Highways arranged a Petition Panel and both the Verwood County Division Councillors attended the meeting. It was a very constructive meeting with a commitment to look further at the issue of speeding traffic at this location.

A site visit with a Highways Manager and local residents has taken place to see first-hand the nature of the problem and to seek out possible ways of making drivers aware of the importance of adhering to the 30mph speed limit. Two locations for speed/traffic surveys on Sandleheath Road have been agreed along with road edge markings, which will be installed at the narrowing in the middle of Sandleheath Road. Consideration will also be given for other lining measures such as SLOW markings and possibly painted '30' roundels. This will not take place until spring next year at the earliest as lining work in the winter months is tricky.

SGF/TBC October/November 2018

Appendix B

Policy Statement

1. Alderholt Parish Council is committed to being open and transparent in the way it carries out its business whenever possible. It will therefore seek to provide reasonable facilities to allow anyone who wishes to do so to record meetings of the Council and its committees that are open to the public. Anyone can therefore film, audio-record, take photographs, and use social media to report the meeting when it is open to the public.
2. The Council does however require that anyone filming, audio-recording, taking photographs, or using social media will do so in a way that does not disrupt the meeting and does not involve filming those members of the public who have actively objected to being filmed. The use of flash photography is not permitted.
3. As oral reporting or commentary on a meeting as it takes place by anyone who is present at the meeting would be disruptive the Council does not allow this. Anyone can however provide an oral report or commentary outside or after the meeting.
4. The Council does not permit anyone to report on a meeting using methods which can be used without that person being present at the meeting i.e. unmanned recording equipment, as there may be occasions when the recording needs to be suspended.

Protocol

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1. The purpose of this protocol is to provide guidance, particularly, for members of the press and the public on the filming, taking of photographs and the audio recording of any Council meeting which is held in public.
2. The protocol also refers to the use of “social media” at meetings and makes clear that there are no restrictions placed on anyone at the meeting using Twitter, blogs, Facebook or similar “social media” provided that the Chairman does not consider their actions are disrupting the meeting.
3. Ideally, anyone wanting to film, audio-record, take photographs, or use social media to report the meeting should notify the Parish Clerk of their intention not later 24 hours before the meeting.
4. The Clerk will then advise the person what facilities the Council can make available for them to use. This will usually mean that they are provided with space to view and hear the meeting, a seat, and possibly a desk, although the latter cannot be guaranteed due to the size of the Council Meeting Room.
5. Irrespective of whether the Parish Clerk has been notified, anyone wanting to film, audio-record, take photographs, or use social media to report the meeting should on arrival at the meeting inform the Clerk who is present at the meeting.
6. If a request has been received to take photographs or to audio or visually record a particular meeting, notices to this effect will be prominently displayed inside and outside of the Council Meeting Room advising members of the public that other members of the public and the press may be recording the meeting and if they do not wish to be filmed or be photographed, they should inform the Clerk before the meeting begins. Failure to register an objection before the meeting begins will be taken to indicate their consent to being filmed or photographed. The Clerk will advise those wanting to film, or take photographs of any objections received and the council will make suitable arrangements to ensure that children, the vulnerable and other members of the public who object to being filmed, are protected without undermining the broader transparency of the meeting.
7. In the event that prior notification has not been given to the clerk, the Chairman will advise all those present at the start of the meeting that photographs, audio or visual recordings are taking place. The Clerk will advise those wanting to film or take photographs of any objections and the council will make suitable arrangements to ensure that children, the vulnerable and other members of the public who object to being filmed, are protected without undermining the broader transparency of the meeting.
8. The Chairman may ask anyone who is filming, taking photographs, audio recording or using social media to record the meeting to leave the meeting if their activities disrupt the meeting. Examples of acts or activities that are likely to disrupt a meeting include:
 - (a) moving to areas outside the areas designated for the public without the consent of the Chairman;

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- (b) excessive noise in recording or setting up or re-siting equipment during the debate/discussion;
 - (c) intrusive lighting or use flash photography;
 - (d) asking for people to repeat statements for the purposes of recording; and
 - (e) filming or taking photographs of members of the public who have actively objected to being filmed or photographed.
9. Persons recording proceedings must not edit the film or recording in a way that could lead to misinterpretation of the proceedings, or infringe the core values of the Council. This includes not editing an image or views expressed in a way that may ridicule, or show lack of respect towards those being filmed or recorded.
10. Persons undertaking these activities will be deemed to have accepted the above requirements whether they have read them or not.
11. The Parish Council reserve the right to record, film or broadcast meetings using whatever format they deem appropriate.
- (a) Any recording taken by the parish council will be stored electronically for a period of up to twelve months after which time they will be deleted/destroyed.
 - (b) Recordings held by the parish council will be for the exclusive use of the parish council.

Further information

- 1. Please contact the Parish Clerk (clerk@alderholtparishcouncil.co.uk)
- 2. The Government has also published a [plain English guide](#) for the press and public on attending and reporting meetings of local government.

Meeting ended 8.57pm

Minutes Approved;

Chairman's Signature;

Date;

Chairman's initials
Date;