



**Minutes of an Ordinary Meeting of Alderholt Parish Council,  
The Committee Room, Alderholt Village Hall, Alderholt  
7.00pm Monday 8<sup>th</sup> April 2019**

**PRESENT;** Cllr G Logan (Chairman)  
Cllr A Hibberd (Vice Chairman)  
Cllr S Greenland  
Cllr D Tooke  
Cllr J Walker  
Mrs M Humby (Clerk)  
6 members of the public

<b>Min No</b>	<b>Title</b>	<b>Owner</b>
<b>43/19</b>	<p><b>WELCOME FROM THE CHAIRMAN INCLUDING HOUSEKEEPING AND APOLOGIES</b></p> <p>Cllr Logan 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 Martin Smethers and Dorset Cllrs Spencer Flower and Toni Coombs.</p>	
<b>44/19</b>	<p><b>TO NOTE THE RESIGNATION OF STUART ARCHER</b></p> <p>Cllr Stuart Archer, having moved out of the village had advised the clerk of his resignation as a Parish Cllr dated 13<sup>th</sup> March 2019. In view of the short time before Parish Council elections, the position was not advertised. <b>Accepted and noted by Cllrs</b></p>	
<b>45/19</b>	<p><b>TO RECEIVE DECLARATIONS OF INTEREST AND/OR CONSIDER THE GRANTING OF DISPENSATIONS</b></p> <p>None received.</p>	
<b>46/19</b>	<p><b>TO CONFIRM THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING</b></p> <p><b>Cllrs unanimously resolved to agree the minutes of the Ordinary Parish Council meeting dated 11<sup>th</sup> March 2019 as a correct record of that meeting. They were signed by the Chairman</b></p>	
<b>47/19</b>	<p>As there were members of the public in attendance wishing to speak regarding agenda item 12 (consideration of planning application 3/19/0674), <b>Cllrs agreed to amend the agenda order so that agenda item 12 could be discussed earlier.</b></p>	
<b>48/19</b>	<p><b>TO CONSIDER PLANNING NEW APPLICATION (OVER 10 DWELLINGS)</b></p> <p>The following planning application has been received for Alderholt. It is over 10 dwellings so falls outside the Planning Committee terms of reference and therefore requires consideration by full council. 2 members of the public had requested to the clerk to make a representation regarding this application at the meeting.</p> <p>Application Number; 3/19/0674/OUT</p>	

Chairman's initials  
Date;



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	<p>Location: Alderholt Nurseries, Ringwood Road, Alderholt, SP6 3DF Proposal: Demolish existing dwelling and Nursery building and erect 21 houses. Case Officer; Naomi Shinkins Reporting Parish Councillor; Cllr Adrian Hibberd</p> <p>Cllr Hibberd gave an outline of the application advising that it was outside the village envelope and therefore his recommendation to Cllrs would be to Object to this.</p> <p>Angela Conal, owner of Alderholt Riding Stables and Livery Objected to this application making the following comments;</p> <ul style="list-style-type: none"><li>• It is opposite the riding stables</li><li>• The site traffic will cause problems</li><li>• Unsure if 21 dwellings will even fit into site</li><li>• Alongside the Gladman application this will be 2 mini estates next to each other</li><li>• All the problems stated with the Gladman application also apply here such as lighting, increased traffic, unsuitable roads, insufficient utilities such as water and street lighting</li></ul> <p>Ian Cole (member of ARA but speaking as a resident) also Objected to this application making the following comments;</p> <ul style="list-style-type: none"><li>• Transport Study has flaws and suggest low traffic usage.</li><li>• Footpath from site to recreation ground giving another public access will cause problems with managing the recreation ground. Cllrs confirmed access detailed on the Gladman application has not been granted by the Parish Council and indeed if this goes ahead, permission will be required for access here too.</li><li>• No mains sewerage</li><li>• Drainage problems-the Gladman application made provision for bad drainage in the corner- there is no such provision in this application but will suffer the same problems</li><li>• Unsure if the electricity supply be sufficient</li><li>• The map shows the splay at the Ringwood Road entrance shows a footpath running along Ringwood Road which is incorrect-there is no footpath in this location.</li></ul> <p>Cllrs discussed the application and problems perceived in addition to those raised above;</p> <ul style="list-style-type: none"><li>• Include the points raised in the Gladman application as they same concerns apply</li><li>• Cllr Hibberd advised Highways asked for an extension until the Dorset master planning has taken place</li></ul>	
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	<ul style="list-style-type: none"> <li>• The site was not included in Regulation 18</li> <li>• Dorset Council has met its current 5 year land and housing supply</li> <li>• Privacy to houses opposite</li> </ul> <p><b>Cllrs agreed that the Parish Council will object to this application and that Cllr Logan will compile a comprehensive response to include all the above points and any others that are relevant. All Cllrs are invited to send by email any planning material considerations to Cllr Logan for inclusion in the report. The final draft response will be circulated to Cllrs in time for the planning meeting on Monday 15<sup>th</sup> April for it be ratified by Planning Committee members.</b></p>	GL/Cllrs /MH
49/19	<p><b>CLERK'S REPORT AND NOTICES</b></p> <p>The clerk's report is attached to these minutes as Appendix A. All items noted with the following actions being agreed by Cllrs;</p> <ol style="list-style-type: none"> <li>1. Additional GDPR insurance-<b>Cllrs agreed that APC is low risk and therefore to wait until renewal (Sept/Oct) to get additional quotes on separate cover.</b></li> <li>2. APC standing orders query from last month over clause 3c-<b>Cllrs agreed to amend the wording of clause 3c to read; The minimum three clear days' public notice of a meeting does not include the day on which the notice was issued or the day of the meeting</b></li> <li>3. <b>Cllrs agreed to adopt the Royal Funeral Protocol-restricted document.</b></li> </ol>	MH  MH  MH
50/19	<p><b>TO RECEIVE UPDATES FROM LOCAL COUNCILLORS; CLLRS LOGAN, FLOWERS AND COOMBS</b></p> <p>East Dorset District Council and Dorset County Council no longer exist as from 1<sup>st</sup> April they were combined with other councils to form the new unitary, Dorset Council. Below are the final reports from these Cllrs before the new Dorset Elections on 2<sup>nd</sup> May;</p> <p><u>County Cllrs Flower and Coombs</u> were not present at this meeting but had sent an email which read out to members; Unfortunately we are both involved in other council business on Monday 8 April so will not be able to attend the Parish meeting. On behalf of us both can I commend the Parish Council for all the good it does in the community and wish you all well for the future. It has been a real honour to have been your Dorset County Councillors for the past two years. Due to other Council commitments it has not always been possible to attend the Parish meeting in person but I hope our monthly reports have proven useful and informative. With very best wishes for the future.</p>	



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	<p><u>District Cllr Logan reported;</u> I attended the last full Council of East Dorset on 25<sup>th</sup> March 2019 prior to the Dorset Council unitary authority coming into being on 1<sup>st</sup> April 2019.</p> <p>The only item of actual business on the agenda was the Alderholt Neighbourhood Plan – Designation of Neighbourhood Plan Area and I'm pleased to report that it was unanimously agreed that the Neighbourhood Area of the Parish of Alderholt is formally designated. Yesterday I attended the Verwood Town Council Civic Service on behalf of APC, a very enjoyable afternoon. It should be noted that Verwood Town Council kindly gave financial support for the 97 bus. I have enjoyed the last three years as your EDDC Ward Member representing the residents of Alderholt.</p>	
<p><b>51/19</b></p>	<p><b>PUBLIC OPEN FORUM</b></p> <p>There were 6 members of the public present. The following questions were dealt with;</p> <ol style="list-style-type: none"> <li>1. An omission in the Parish News regarding the item regarding the death of previous Parish Cllr, Mark Richer. The clerk advised this was a printing error, by the Parish Magazine who had apologised and the item would resubmitted this month.</li> <li>2. Question as to what had caused Parish Council rise in precept. Cllr Logan explained the increase costs such as additional funds for the planning consultant, funds required for work to the War Memorial and increased staff costs due to an increase in number of working hours due to workload of Parish Council. This was explained in the Chairman's report at the annual meeting and is also available in the January full council minutes and on the website under finance.</li> <li>3. Will the Alderholt Transport Study be made public?-Cllrs explained this was being undertaken by EDDC and will now be taken on by Dorset Council. The Parish Council has commented on the draft and it will be published by Dorset Council when it has been completed.</li> <li>4. Will the Planning Consultant report for the Parish Council be published? Cllrs explained an interim draft had been received but there is still further work to do. Once it is complete the Parish Council will publish it on the website.</li> </ol>	<p>KB</p>
<p><b>52/19</b></p>	<p><b>FINANCE</b></p> <p><b>1. Cllrs unanimously agreed to sanction the following payments which were detailed into 2 separate documents- Payments since the last meeting until the end of the financial year, 31<sup>st</sup> March 2019 and payments from the 1<sup>st</sup> April to date;</b></p>	



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<b><u>31st March 2019</u></b>	£ Inc	
	VAT	
<u>PAYMENTS FOR SANCTION</u>		
<b>TOTAL PAYMENTS FOR SANCTION</b>	<b>0.00</b>	
 <u>CREDITS</u>		
Co Op current account bank account interest	0.00	
<b>Total of credits received to Co Op current account</b>	<b>0.00</b>	
Co Op savings account	0.00	
Nationwide B/S Business saver Issue 5-annual interest	820.33	
Subtotal of other account credits received	820.33	
<b>TOTAL CREDITS RECEIVED</b>	<b>820.33</b>	
 <u>DDR's</u>		
<b>TOTAL DDR'S</b>	<b>0.00</b>	
 <u>PAYMENTS MADE IN BETWEEN MEETINGS</u>		
Viking stationery	310.80	
Alderholt Village Hall-2nd half year rental	2315.00	
John Powell-allotment works	201.00	
<b>Total of Payments made between meetings</b>	<b>2826.80</b>	
 <u>CASHPLUS DEBIT CARD</u>		
Balance	501.73	
payments	0.00	
<b>Total expenditure on Debit Card</b>	<b>501.73</b>	
 <u>PETTY CASH</u>		
Balance	10.66	
Credits	0.00	
Miscellaneous receipted expenditure	0.55	
<b>Balance</b>	<b>10.11</b>	
 <u>GARDEN VOUCHERS</u>		
Balance	65.00	
Vouchers spent	0.00	
<b>Balance</b>	<b>65.00</b>	
2. Total cash book funds for the Council as at 31/03/19 is £122909.06cr <b>Noted</b>		

Chairman's initials  
Date;



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<u>8th April 2019</u>	£ Inc VAT
<u>PAYMENTS FOR SANCTION</u>	
AVA Recreation Qtly Play Equip Inspection	84.00
Assist Business IT 16/3-15/4	139.20
Alderholt Recreation Assoc 1st half year SLA	1820.00
Dorset Planning Consultant Ltd- 1st Instalment	2697.00
War on Waste-dog bin emptying upto end April	99.84
Bournemouth Water (Allotment water)	57.14
<b>TOTAL PAYMENTS FOR SANCTION</b>	<b>4897.18</b>
<u>CREDITS</u>	
Transfer from Co Op savings account to current account	10000.00
<b>Total of credits received to Co Op current account</b>	<b>10000.00</b>
CO savings A/c bank Interest	33.48
Subtotal of other account credits received	33.48
<b>TOTAL CREDITS RECEIVED</b>	<b>10033.48</b>
<u>DDR's</u>	
<b>TOTAL DDR'S</b>	<b>0.00</b>
<u>PAYMENTS MADE IN BETWEEN MEETINGS</u>	
Refer to Balance sheet upto 31st March 2019	
<b>Total of Payments made between meetings</b>	<b>0.00</b>
<u>CASHPLUS DEBIT CARD</u>	
Balance	501.73
payments	0.00
<b>Total expenditure on Debit Card</b>	<b>501.73</b>
<u>PETTY CASH</u>	
Balance	10.11
Credits	0.00
Miscellaneous receipted expenditure	0.00
<b>Balance</b>	<b>10.11</b>
<u>GARDEN VOUCHERS</u>	
Balance	65.00

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	<p>Vouchers spent <span style="float: right;">0.00</span></p> <p><b>Balance <span style="float: right;">65.00</span></b></p> <hr/> <p>3. Total cash book funds for the Council as at 8/4/19 is £116708.55 cr <b>Noted</b></p> <p>4. <b>Cllr Logan to carry out next month's financial control checks</b></p>	GL
<b>53/19</b>	<p><b>TO NOTE THE MINUTES OF PARISH COUNCIL COMMITTEES</b></p> <p>1. Planning Committee Minutes 18<sup>th</sup> March 2019 <b>Noted</b></p> <p>2. Annual Parish Meeting Minutes 4<sup>th</sup> March 2019 <b>Noted</b></p>	
<b>54/19</b>	<p><b>TO CONSIDER REPORTS FROM EXTERNAL BODIES AND REPRESENTATIVES</b></p> <p>ARA AGM Minutes 12<sup>th</sup> March 2019, Chairman's Report and Audited Accounts up to year ending 31<sup>st</sup> December 2019.</p> <p>The clerk advised that she was meeting with Ian Cole to discuss the SLA accounts so if any Cllrs have any queries to please advise her before the meeting. Any queries that arise from the meeting will be brought back to full council if appropriate.</p> <p>JW advised that she was disappointed that no action was being taken by ARA on the rebuild project after all the hard work and monies spent by the council on the project.</p> <p>DT noted that the Sports Club contributions were extremely low (only usage from football club- no other sports)</p> <p>AH suggested a pathway around the perimeter for walkers for future consideration. This may be brought back to full council by Cllrs in the future</p>	MH/Cllrs
<b>55/19</b>	<p><b>NOTICE OF AN ADVICE OF PRICE INCREASES FROM THE CURRENT CONTRACTOR FOR EMPTYING DOG BINS AND CONSIDERATION OF AN ALTERNATIVE CONTRACTOR</b></p> <p><b>Cllr agreed that the current contractor to continue until the end of June whilst costings for different contractors (including bin relocations or changes if appropriate) could be organised by the clerk in order to report back to full council.</b></p>	MH
<b>56/19</b>	<p><b>TO CONSIDER CORRESPONDENCE RECEIVED</b></p> <p><u>Items to consider:</u></p> <p>1. Notification from New Forest National Park Authority to advise that New Forest District Council and New Forest National Park Authority are jointly consulting on the draft Hythe &amp; Dibden Neighbourhood Plan which has been submitted to both the Council and National Park Authority (as the designated Neighbourhood Area includes land within both administrative areas). This represents the formal Regulation 16 consultation stage. The consultation commences on Monday 18 March 2019</p>	

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	<p>and responses must be received no later than 5pm on Monday 29 April 2019. <b>Cllrs agreed that this is not on our boundary and does not affect Alderholt so no comment to be made.</b></p> <p><u>Invitations/Meetings;</u></p> <p>2. ‘Street Detectives’ Presentation at St James’ CE First School Wednesday 3<sup>rd</sup> April in which the children will study Alderholt, past and present and then plan some ways our village could be developed / improved. Cllrs Logan, Smethers and Tooke to attend.</p> <p>Cllrs Logan and Tooke advised they were impressed with the presentation and children.</p> <p><u>General Correspondence</u></p> <p>3. Funding opportunity from Scottish and Southern Electricity Networks for communities and groups to submit bids for funding for projects to enhance the resilience within their communities <a href="https://www.ssen.co.uk/RCF/England/">https://www.ssen.co.uk/RCF/England/</a></p> <p>4. Letter from St James’ CE First School to confirm that the merger with Alderholt Sunbeams and Supertots will be proceeding and will be opening as St James’ CE First School and Nursery incorporating Sunbeams Day Nursery from 1<sup>st</sup> September 2019.</p> <p>5. Minutes of Parish Council Roundtable Meeting with Simon Hoare attended by the Clerk and the Chairman on 1<sup>st</sup> March 2019.</p> <p>6. Email from Dorset Waste Partnership advising that they and their road safety partners cannot support the placement of speed-restriction stickers on their bins.</p> <p>7. Shaping Dorset Council newsletter 25<sup>th</sup> March 2019</p> <p>8. Vision ICT Spring 2019 Newsletter</p> <p>9. DAPTC Newsletter 15 – March 2019</p> <p>10. LGPC Bulletin 182 &amp; 183</p> <p><b>All noted</b></p>	
<p><b>57/19</b></p>	<p>The Chairman gave thanks to all Cllrs for their time and commitment to Alderholt Parish Council over the last 4 years term of office. The Parish Council election is uncontested with all 9 Cllr positions filled. New Cllrs term of office will commence from Monday 6<sup>th</sup> May (a bank holiday so in practice it will be Tuesday 7<sup>th</sup> May)</p>	

**Appendix A**

**Clerk’s Report**

Dorset Council

Chairman’s initials  
Date;



# Minutes of an Ordinary Meeting of Alderholt Parish Council, The Committee Room, Alderholt Village Hall, Alderholt 7.00pm Monday 8<sup>th</sup> April 2019

The new Dorset Council came into being on 1<sup>st</sup> April 2019.

## Dog Patrol Contracts-continuation of contract with Dorset Council

Email received from EDDC to advise that there is likely to be a delay in gaining the appropriate authorisations for the current dog warden to exercise his powers in the new Dorset Council area. EDDC are hoping this matter soon rises up the priority list of the legal advisors, but there may be a period after 1<sup>st</sup> April 2019, that the warden is unable to undertake APC patrols. We await confirmation from Dorset Council regarding this.

## Allotments

Cllr Hibberd has turned the water back on at the allotments.

There has been some tree damage from recent high winds; Cllr Hibberd removed a fallen branch on the boundary fence of Plot 23 and the shed on Plot 6 was damaged from a tree on neighbouring land. The landowner reported this to the clerk and he is now in direct contact with the affected tenant.

The allotment noticeboard refurbishment has now been completed.

## Recreation Ground

The Quarterly inspection of the children's playground has been carried out by Ava Recreation with no issues to report (all low risk).

## Active Dorset - Parish Council Survey

The clerk has completed a survey commissioned to carry out a needs assessment in the area, which will result in the production of a Dorset-wide Playing Pitch Strategy (incorporating the Local Authorities of West Dorset District Council, North Dorset District Council, East Dorset District Council, Purbeck District Council and Weymouth & Portland Borough Council in conjunction with the National Governing Bodies of Sport). Contact details of ARA and the sports clubs have been included in the survey so that further input can be obtained directly from them.

## SID Public Liability Insurance cover

DCC have advised that following the new section 72 licence of the Road Traffic Regulation Act 1984 that regulates the exercise of powers to community groups regarding SIDS, DCC no longer provide additional public liability cover which should be covered instead by the Parish Council. Alderholt PC already has this cover in place as long as the organiser and volunteers follow the APC risk assessment for volunteers, which has been agreed and signed by the current organiser, Cllr Martin Smethers. NB Dorset Council will now take over the agreement from DCC

## GDPR Insurance

Cllrs Smethers requested the clerk seek advice from our insurers regarding cover for GDPR. The insurers have confirmed that the council has certain cover (full details circulated to Cllrs) but not for data breaches. A more comprehensive cybercrime and data policy can be taken out but these are likely to be in the region of £1000-£1250. This Council has made improvements during 2018 for cyber protection and data protection. **Do Cllrs want the clerk to obtain quotes or are they satisfied at this moment in time with the level of cover this council has?**

## Standing orders

Chairman's initials  
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The clerk has received a response from the SLCC regarding clause 3c which was discussed at the March meeting; *there is an anomaly in the legislation referring to Committees in that it has tacked on the end "unless the meeting is convened at shorter notice" probably for committees which may not permit the public to attend and so can be called quicker. The SOs are suggesting you go with the legislation (bold bit) or, better still, go with the second suggestion which 'excludes' the comment of being convened shorter. As long as the SOs don't contradict the legislation but add to it, this would be ok to choose the second option. So, if you chose the second option it would be saying your Council should not convene a meeting at 'shorter notice'. **This is a positive over the bold section because it saying the Council will definitely give 3 clear days notice.***

**The clerk and Chairman, therefore recommend APC's standing orders are amended to the second option of clause 3c**

Staffing Policy

As agreed at the March meeting, the clerk will draft this and liaise with Cllrs Smethers and Greenland before proposing to full council over the next few months.

Financial Regulations Review

The clerk will carry out a review for consideration by Cllrs following the elections and the May meeting when Councillors, Committees and Online banking arrangements are confirmed.

Royal Funeral Protocol (Restricted Document)

The clerk has drafted a Royal funeral protocol, using a template from DCC which has been circulated to Cllrs as a confidential document. Cllr Logan has spoken to local churches and the school regarding condolences books and agreed that the Parish Council will provide the necessary loose leaf paper sheets and relevant framed photos for those willing to participate. The war memorial will be the designated area for laying flowers.

Meeting ended 8.16pm

Minutes Approved;

Chairman's Signature;

Date;

Chairman's initials  
Date;