



Minutes of an Ordinary Meeting of Alderholt Parish Council held remotely at 7.00pm on Monday 14th September 2020

Present: Cllr A Hibberd (Chairman)

Cllr S Butler (Vice Chairman)

Cllr A Butler

Cllr S Greenland

Cllr G Logan

Cllr M Smethers

Cllr D Tooke

Mrs K Brooker, Assistant Clerk

Ms L Ellis, Parish Clerk

No members of the public

Due to the Covid-19 restrictions the meeting was held remotely via conference link. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, which came into force on 4th April 2020, gives Parish & Town Councils the power to do this until May 2021.

Min No	Title	Owner
112/20	<p>WELCOME FROM THE CHAIRMAN & APOLOGIES</p> <p>The Chairman, Cllr Hibberd, welcomed all in attendance to the remote meeting of Alderholt Parish Council.</p> <p>There were no apologies for absence.</p>	
113/20	<p>TO RECEIVE DECLARATIONS OF INTEREST AND/OR CONSIDER THE GRANTING OF DISPENSATIONS</p> <p>There were no declarations of interest or dispensations.</p>	
114/20	<p>TO CONFIRM THAT THE MINUTES OF PARISH COUNCIL MEETING HELD ON 3rd August 2020 ARE A CORRECT RECORD.</p> <p>It was proposed by Cllr Smethers and seconded by Cllr A. Butler that the minutes of the meeting held on the 3rd August 2020 were a correct record. ALL IN FAVOUR.</p>	
115/20	<p>CLERKS REPORT AND NOTICES</p> <p><u>Tree Survey</u></p> <p>It was confirmed that the Tree Survey would be taking place on 15th September 2020 and undertaken by Dorset Council. The report from Dorset Council would be circulated to Members as soon as it was received.</p> <p><u>Play Inspection</u></p> <p>The annual play inspection had been booked and was due to take place in late October/early November 2020. The inspection would be undertaken by the Play Inspection Company.</p>	



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	<p><u>Laptop for Clerk</u></p> <p>Following agreement at the Parish Council meeting held on 3rd August 2020, a new Lenovo laptop was purchased, delivered and was in use by the Parish Clerk.</p> <p><u>Co-option for Council</u></p> <p>An advert had been placed for the co-option of two Parish Councillor Vacancies, with a deadline of 1st September 2020. Although initial interest was shown in the vacancies by the public, no applications were received. Therefore, the vacancies have been re-advertised and would appear on the Parish Council website, Parish Council noticeboard and in the Alderholt Parish News. The deadline for applications would be Thursday 29th October 2020.</p> <p><u>Kate Mason</u></p> <p>Kate Mason was the Temporary Parish Clerk from 2nd March 2020 until 7th August 2020. Alderholt Parish Council expressed their thanks to Kate for all her hard work during that period.</p> <p><u>Lee Ellis – Parish Clerk and Responsible Finance Officer</u></p> <p>The new Parish Clerk and Responsible Finance Officer thanked everyone for their warm welcome, along with their support and help.</p> <p>The Parish Clerk confirmed that they would be commencing the CiLCA qualification in October 2020 and would also attend a training event on budget setting, which was being run by the Dorset Association of Parish and Town Councils.</p>	
<p>116/20</p>	<p>TO RECEIVE A WRITTEN REPORT FROM DORSET COUNCILLOR DAVID TOOKE.</p> <p><u>Local Plan News</u></p> <p>Essentially no news – the Options Consultation which was due this month had now been delayed until the New Year. However:</p> <ul style="list-style-type: none"> • We have been told that development should be in those areas where there would be a reduced need to travel to work. • That towns would act as hubs for their hinterland. • It would be important to minimise climate change – which meant reducing distances travelled, to reduce energy use. • It would be driven by sustainable economic growth and improved infrastructure. • It would propose suitable housing - affordable housing to meet needs of Dorset. 	



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Despite delays in the Options Consultation, Spring 2023 was still the estimate for the Local Plan to be in place.

Covid-19 Local Outbreak Position

A “Local Outbreak” would be declared if the 7-Day count of new cases rose above 7 per 100,000 – which would entail some local lockdown.

Time Period	BCP Council	Dorset Council	South West	England
22-28 Aug 20	5.3	2.7	6.5	12.8
15-21 Aug 20	4.3	3.2	6.7	11.3
8-14 Aug 20	4.0	3.2	4.9	12.2
5-11 Aug 20	2.5	2.9	5.	7.8
24-30 Aug 20	1.8	1.3	4.5	9.

Cases Per100,000 as at 03/09/2020 – Sourced from:
<https://www.publichealthdorset.org.uk/your-health/protecting-your-health/latest-updates-on-covid-19-in-dorset.aspx>

Whilst Dorset had one of the lowest rates of infection per 100,000 there had been an increase from July but figures in Dorset remained fairly steady during August – though BCP had seen an increase.

Care homes were at the highest risk nationally and locally. There were a small number of care homes with positive COVID cases in the county. These were being monitored closely and were all currently under control – residents were tested every 28 days and staff every 7 days. Whilst this regime had uncovered the occasional case there was no evidence of anything greater. The current assessment was that due to the low number of cases and transmission in the area, there was no reason why care home visits in Dorset could not take place, providing national guidance and risk assessments were adhered to.

Should a local outbreak be declared then the Local Outbreak Engagement Board would be convened. This board consisted of a subset of members of the Health and Wellbeing Board and could convene and act rapidly.

Councillors' News

At the recent Full Council Meeting, Councillors voted against a recommendation from the Independent Remuneration Committee to award themselves a £500 per annum increase in allowance. This amendment was passed with a significant majority as most Councillors agreed that in a time of national employment crisis this would be an unwelcome and insensitive step.

The Leader of the Council has appointed six “Lead Members” to assist Portfolio Holders in carrying out their duties. These Lead Member would receive a Special Responsibility Allowance of £10,000 per annum. This



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	<p>was despite an amendment being moved by the opposition parties to make this a net, zero, impact cost on the Council.</p> <p>On a personal note, as well as retaining my seat on both the Eastern Area Planning Committee and the Strategic Planning Committee, I have been appointed on to the new Place & Resources Scrutiny Committee.</p> <p>An further update to the above report was provided by Cllr Tooke regarding the latest Covid rate. Information published by Public Health Dorset showed an infection rate for the 7 days, ending 4th September 2020 stood at 8 per 100,000.</p> <p>Cllr Tooke had written to Sam Crowe, Director of Public Health Dorset, who told Councillors on 30th July 2020 that a rate over 7 per 100,000 would result in a local outbreak being declared. Cllr Tooke confirmed that the Director of Public Health had been contacted to find out if a local outbreak would be declared and what the impact would be.</p> <p><i>Cllr Steve Butler joined the meeting at this point.</i></p>																						
117/20	<p>PUBLIC FORUM EMAILS</p> <p><i>[As this a remote meeting the Public Forum consists of Councillors responding to emails sent to the Clerk before 10 am on the day of the meeting. The Public can only observe this meeting and cannot speak or take part].</i></p> <p>There were no emails received from the public.</p>																						
118/20	<p>FINANCE</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 85%;"></th> <th style="text-align: right; width: 15%;">£ Inc VAT</th> </tr> </thead> <tbody> <tr> <td colspan="2"><u>PAYMENTS FOR SANCTION</u></td> </tr> <tr> <td>Alderholt Recreation Association 2nd Instalment 2020 SLA</td> <td style="text-align: right;">1800.00</td> </tr> <tr> <td>Kate Mason - Expenses and additional Accrued Hours</td> <td style="text-align: right;">387.53</td> </tr> <tr> <td>Morelock - Additional SID Battery</td> <td style="text-align: right;">72.00</td> </tr> <tr> <td>Scribe Annual Software Licence</td> <td style="text-align: right;">624.00</td> </tr> <tr> <td>TOTAL PAYMENTS FOR SANCTION</td> <td style="text-align: right;">2883.53</td> </tr> <tr> <td colspan="2"> <u>CREDITS</u></td> </tr> <tr> <td>Total of credits received to Co Op current account</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Other account 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> </tbody> </table>		£ Inc VAT	<u>PAYMENTS FOR SANCTION</u>		Alderholt Recreation Association 2nd Instalment 2020 SLA	1800.00	Kate Mason - Expenses and additional Accrued Hours	387.53	Morelock - Additional SID Battery	72.00	Scribe Annual Software Licence	624.00	TOTAL PAYMENTS FOR SANCTION	2883.53	 <u>CREDITS</u>		Total of credits received to Co Op current account	0.00	Other account credits received	0.00	TOTAL CREDITS RECEIVED	0.00
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	<p><u>DDR's</u></p> <p>Dorset Council - Payrole SLA April 20-Mar 21 365.40</p> <p>BT 454.62</p> <hr/> <p>TOTAL DDR'S 820.02</p> <hr/> <p><u>PAYMENTS MADE IN BETWEEN MEETINGS</u></p> <p>Viking - Office Supplies 55.30</p> <p>Lee Ellis Expenses - Desk 150.00</p> <p>SLCC - Cilca Fees for Lee Ellis 350.00</p> <p>Bournemouth Water - Allotment Supply 070220-290720 159.55</p> <p>Assist IT - Monthly Support 1608-150920 and New Clerk Set Up 1237.20</p> <p>Groundwise - Retractable Post Installation at Alderholt Rec 576.00</p> <hr/> <p>Total of Payments made between meetings 2528.05</p> <hr/> <p><u>CASHPLUS DEBIT CARD</u></p> <p>Debit Card Now Cancelled 0.00</p> <hr/> <p><u>PETTY CASH</u></p> <p>Balance 19.29</p> <p>monies in 0.00</p> <p>Miscellaneous receipted expenditure 0.00</p> <hr/> <p>Balance 19.29</p> <hr/> <p>Councillors noted the payments and credits.</p> <p>Cllr Hibberd would be the authorised Councillor for online banking and cheques during September.</p>	
119/20	<p>TO NOTE REPORTS FROM COMMITTEES/EXTERNAL BODIES</p> <p>The following minutes were noted:</p> <ul style="list-style-type: none"> • Planning Committee held on 24th August 2020 • Neighbourhood Plan Committee held on 27th August 2020 Discussion was undertaken on future meetings for the Neighbourhood Plan Committee as it was felt that until the report on Site Options was available it wouldn't be necessary for the Committee to hold a meeting and that it should be held in abeyance until such time. In response, Cllr Tooke explained that the Neighbourhood Plan would contain more than just housing but would take the point raised on board. • Alderholt Recreation Association – Chairman's Report • Village Hall Committee The Clerk confirmed that they had been in contact with a representative from the Village Hall Committee and were looking to hold a meeting at the end of September 2020 with representatives of the Village Hall Committee. 	



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<p>120/20</p>	<p>TO CONSIDER A PROPOSAL TO PURCHASE A SECOND BATTERY FOR THE SPEED INDICATOR DEVICE</p> <p>Members were asked to consider a request to purchase a second battery for the speed indicator device.</p> <p>It was proposed by Cllr Smethers and seconded by Cllr Logan that a second speed indicator battery be purchased. ALL IN FAVOUR</p>	
<p>121/20</p>	<p>TO CONSIDER A PROPOSAL TO PURCHASE A SCRIBE ACCOUNTING PACKAGE</p> <p>Members were requested to consider a request to purchase the Scribe Accounting Package and an overview was provided by Councillor Tooke.</p> <p>The Clerk and Assistant Clerk confirmed that they would be happy with the purchase of Scribe and looked forward to using it. Members discussed whether the contract should be for one year or whether the Council should enter into one for five years. It was agreed to enter a one-year contract and the time would be used to evaluate the suitability of the software. The Council could then decide the following year if it wished to enter into an agreement for a longer term than one year.</p> <p>It was proposed by Cllr Smethers and seconded by Cllr A Butler to enter into a one-year agreement with Scribe for an accounting package. ALL IN FAVOUR</p>	
<p>122/20</p>	<p>TO CONSIDER A PROPOSAL TO PURCHASE A NEW DOMAIN NAME AND EMAIL ADDRESSES FOR THE PARISH COUNCIL AND PARISH COUNCILLORS</p> <p>Members were requested to consider a request to purchase a new domain name and email addresses for the Parish Council, Officers and Members.</p> <p>It was proposed by Cllr S Butler and seconded by Cllr Smethers to purchase a new domain and email addresses for the Parish Council, Officers and Members. ALL IN FAVOUR</p>	
<p>123/20</p>	<p>TO CONSIDER THE RENEWAL OF INSURANCE PROPOSAL FOR ALDERHOLT PARISH COUNCIL</p> <p>Members were requested to consider the renewal of the insurance proposal for Alderholt Parish Council.</p> <p>It was proposed by Cllr Logan and seconded by Cllr S. Butler to renew that insurance for Alderholt Council with Hiscox. ALL IN FAVOUR</p> <p><i>Councillor A Butler left the meeting.</i></p>	



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<p>124/20</p>	<p>NOTING OF THE ANNUAL PAY AWARD</p> <p>Members noted the Annual Pay Award.</p>	
<p>125/20</p>	<p>CORRESPONDENCE</p> <p>Changes to the Current Planning System – Consultation on Changes to Planning Policy and Regulations</p> <p>Cllr Logan prepared a response and it was agreed that this be submitted on behalf of Alderholt Parish Council. ALL IN FAVOUR</p> <p>Transparency and Competition</p> <p>Noted</p> <p>White Paper: Planning for The Future</p> <p>It was confirmed that the response deadline should be Thursday 29th October 2020 and not 1st October 2020.</p> <p>Cllr Logan thanked Cllr Tooke for their response to the consultation and stated that Alderholt Parish Council needed to provide a strong response to central Government. Therefore, if any other Members had comments to add please could they forward them to Cllr Logan by the end of September 2020. Those comments would then be agreed at the October meeting of the Alderholt Parish Council and forwarded as the Council’s response.</p> <p><u>Resident Email - Recreation Ground & Social Club</u></p> <p>A discussion was undertaken by the Committee and it was confirmed that the Pavilion and Social Club at the recreation ground was managed by a different organisations and that the Council was unable therefore to consider opening to serve refreshments for those using the recreation facilities in the daytime.</p> <p>It was confirmed that Alderholt Recreation Association had undertaken improvements over the past couple of years to the recreation ground which had included measures to alleviate flooding. The Parish Council had also considered place matting at areas where it could become muddy but due to the cost did not proceed with this.</p> <p>The Parish Clerk would respond on behalf of the Council to the resident.</p> <p><u>Items circulated for information - Noted</u></p> <ol style="list-style-type: none"> 1. BCP Local Plan Issues and Call for Sites for Consultation Reports Published 2. Employer Newsletter September 2020 3. DAPTC Bulletin 4. Proposed temporary closure of Daggons Road, Alderholt – 17th September 	<p>LE</p> <p>All Cllrs</p> <p>LE</p>



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	<ol style="list-style-type: none">5. Theft in Alderholt - a brief discussion was held on the recent thefts in Alderholt and the Clerk confirmed that they had met with PC Robertson regarding the thefts and police coverage around the area. Concern was also raised regarding updates from Dorset Police as although it being mentioned on several occasions Alderholt was always classified under the wrong geographical area. It was confirmed that the Clerk would again try and get this rectified.6. Notification received of non-competitive cycling sportive (UK Cycling Events) taking place on Sunday 19th and Sunday 20th September 2020 passing through Alderholt7. LGPS Bulletin	LE
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