

CHESELBOURNE PARISH COUNCIL
www.cheselbournepc.org.uk

Dear Councillor,

29th October 2024

I hereby give notice that the next meeting of Cheselbourne Parish Council will be held at **7.00 pm on Monday, 4th November 2024** at Cheselbourne Village Hall

All members of the Council are summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out in the agenda. Apologies for absence should be submitted to the Clerk/Chairman prior to the meeting. If members of the public wish to remotely attend, please email the Parish Clerk for advice on how to join the meeting.

AGENDA

1. Public participation
2. To receive apologies for absence
3. Declarations of Interest.
4. Approve minutes of the meeting held 2nd September 2024
5. Matters arising from those minutes for report only
6. Dorset Councillor's report – October Report attached
7. PCSO's report – September Report attached
8. Parish Councillors' reports
9. Finance:
 - (a) To agree the payment of accounts
 - (b) To receive the bank reconciliation and position against budget – reports attached
 - (c) To note the Clerk's National Pay Award to be backdated to 1st April
 - (d) Budget 2025-26 to agree budget and precept setting process
10. Planning Applications:
 - (a) P/VOC/2024/05306 Deya, Streetway Lane
Erection of porch & rear extension, alterations to garage & demolition of conservatory
11. To consider the Parish Council's involvement in the Planning Process
12. To receive an update on the play area
13. To receive a report on PlusBus and consider on-going support
14. To receive an update on the EV charging points in the layby opposite Hillview Cottages
15. DAPTC:
 - (a) To consider the DAPTC resolutions and grant authority for the Parish Council representative to vote on our behalf – report attached
 - (b) To confirm and accept the 30% increase in subscription fees
16. To receive an update on the 20mph speed limit reduction
17. To consider communications and how best to reach as many residents as possible

18. To consider a response regarding the Central Government consultation regarding proxy voting at parish council meetings and the possible need for hybrid meetings: [Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](#)
19. Remembrance Service
20. Date of next meeting – 6th January 2025 at 7pm.

Report to the parish council 6/10/24

Cllr Jill Haynes Chalk Valleys ward

Dear Clerks, Councillors and members of the public,

I thought this time I would give you an update on some of the processes that we are involved with as Dorset Councillors. Dorset is a member led council but in order to give this lead there are many policies and strategies that have to be agreed so that officers know the way forward. It is a rather slow and process driven way of operating but does give clarity not just to staff but other organisations and indeed central government as to the way we intend to run the council. Some of the strategies are mandatory requirements of central government and have to be reviewed annually.

At the start of the new term of a council there are often changes in direction and priorities and then a larger number of these documents need to be reviewed. This happens through the two Overview Committees. There are two cross party committees, chaired by the party in power, one covering People and Health and the other Place and Resources. These committees give the steer to Cabinet on new policies and their recommendations are then ratified and or amended at the next Cabinet meeting.

So far the following papers have been reviewed, debated and agreed:

The Extra Care Housing Strategy – Looking to supply supported living to both elderly people and those needing additional support.

The Youth Justice Plan

The Growth and Economic Regeneration Strategy – this is a vital follow on after the government has withdrawn funding from the Local Economic Partnership (LEP)

Review of Dorset Council Waste Strategy

Strategic Asset Management Plan – a key enabler to the council plan and it is how we manage the councils wide and diverse property estate.

Pan Dorset Safeguarding Children's partnership Annual report

Dorset Community Safety Plan and the Pan Dorset reoffending planning document

The Equality Diversity and Inclusion Strategy

Aspire Adoption Service Annual Report

There is a forward plan for both committees about which policies/strategies are coming to future meetings and this is continuously being updated. There are often working groups of the two Overview Committees working on items on the forward plans.

Going forward the two Scrutiny Committees (People and Health as well as Place and Resource) have the job of reviewing the effectiveness of the policies and ensuring that they are giving good value for money and successful outcomes for the people of Dorset. These committees are chaired by the opposition but are again cross party.

As well as being a member of at least one of these committees most members are also on either a Planning committee or Licensing, as well as a number of sub committees.

The committees all require a considerable amount of background reading of papers to understand the full picture under discussion. There are also regular on line webinars on a wide variety of topics to ensure councillors are well informed when they make decisions.

When reading this back this all sounds very dry but the truth is that it is mostly both interesting and important to support our communities by making informed choices.

**Dorchester Rural East Neighbourhood Policing Team Crime Report
SEPTEMBER 2024**

Dear Councillors,

Below is a breakdown of crimes/incidents that have occurred in your areas during the month of July.

***N.B.** Any crimes/incidents of a sensitive nature are not in this report, e.g., of a personal nature or which may identify individuals.*

- We continue to patrol all areas and are using social media to keep members of the public apprised of our actions.

Dorchester NPT website address is [Dorchester | Your area | Dorset Police | Dorset Police](#)

Our Face Book Page address is: www.facebook.com/DorchesterPolice/

Our Twitter Page is: <https://twitter.com/DorchesterPolice>

Our Instagram Page is: <https://www.instagram.com/dorchesterpolice/>

Dorset Alert messaging system registration to receive messages is:
<https://www.dorsetalert.co.uk/pages/2451/1/Register.html>

Contacting Dorset Police (non-emergency)

Do it Online: [Contact us | Dorset Police](#)

Telephone: 101 *(Calls to the 101 non-emergency number from both landlines and mobiles are free)

To report information to the police with 100% anonymity, contact the independent charity Crimestoppers online at www.crimestoppers-uk.org or call Freephone 0800 555 111

DFCA

Broadmayne Parish Council:

05/09/2024 Broadmayne – report of car parked on residential street – no MOT.

05/09/2024 Broadmayne – report of car parked on residential street – no MOT.

10/09/2024 Broadmayne – report of car parked on residential street – no MOT.

19/09/2024 Broadmayne – criminal damage to car – rear windscreen smashed – no lines of enquiry available.

Knightsford Parish Council (Tincleton/West Knighton/West Stafford/Woodsford):

27/09/2024 Tincleton – Watery Lane car upside down in ditch

DFCB

Crossways Parish Council:

05/09/2024 Crossways – young child on adult electric scooter unable to control it.

14/09/2024 Redbridge Road – theft from motor vehicle. Wallet with driving licence and

bank card stolen.

20/09/2024 Crossways – Coop has been subject to shoplifting and abuse from shoplifters, offenders are known not to be local Dorset.

Osmington Parish Council:

No Reports Made

Owermoigne Parish Council:

23/09/2024 Holiday Park with group of anti-social travellers on site – now left the area.

DFCC

Cheselbourne Parish Council:

No Reports Made

Dewlish Parish Council:

03/09/2024 Dewlish – Theft of fuel from Road Sweeper

05/09/2024 Dewlish - Theft of Fuel from Road Sweeper (repeat victim)

Puddletown/Tolpuddle/Athelhampton/Burleston Parish Council:

30/08/2024 Puddletown Forest – theft from motor vehicle, 2 bags taken containing, tablet, driving license, house keys, documents showing address & £30 cash.

DFCD

Buckland Newton Parish Council:

No Reports Made

Melcombe Bingham Parish Council:

10/09/2024 Melcombe Bingham – Theft of oil

Piddle Valley Parish Council:

14/09/2024 Waterston Attempt theft of tractor

COMMUNITY CONTACT POINTS

The scheduled Contact Points are:

04/10/2024 Crossways – Premier Stores 17:30 – 18:30

13/11/2024 Broadmayne – Corner Stores Village Shop 15:00 – 16:00

13/12/2024 Puddletown – Spar Shop 16:30 – 17:30

A Community Contact Point is a pop-up event where you can speak to me to discuss an issue and receive crime prevention advice. You can also report a crime (incident) or discuss any issues affecting you or your community.

This is a drop-in style event with no need to make an appointment.

There may be additional Community Contact Points over the next three months. Community Contact Points will be advertised by Dorchester Police on the Dorset Police website and the Dorchester Police Facebook Page.

[Contact us | Dorset Police](#)

Dorset Police does not have the ability to monitor Community social media groups and valuable intelligence is missed.

In addition, if there is an ongoing problem, for example anti-social behaviour, I am unable to seek support for additional police resources to address the issues.

Regards

PCSO 6500 Alison Donnison

Dorchester East Rural Neighbourhood Policing Team

Item 9

Payments requests - October 2024

| Date | Pay Ref | Payee | Description | £ | |
|----------|---------|---------------------------------|---------------------------------|----------------|---------------|
| 07.09.24 | | Dorset Tree & Garden | Grass cutting play area & green | 100.00 | Paid 25.09.24 |
| 07.09.24 | BACS067 | Garden | Grass cutting play area & green | 100.00 | |
| 09.09.24 | BACS068 | BDO | External auditor | 252.00 | |
| 09.09.24 | DDR | Info Commission | GDPR subscription 2024/25 | 35.00 | |
| 24.09.24 | BACS069 | DAPTC | Planning training | 30.00 | |
| 10.10.24 | BACS070 | DAPTC | Clerks Conference | 19.00 | |
| 28.10.24 | BACS071 | A Crocker | Sept/Oct 2024 salary | 464.09 | |
| 29.10.24 | BACS072 | HMRC | Sept/Oct 2024 PAYE | 99.00 | |
| 22.10.24 | DDR | Hugo Fox | Web hosting | 11.99 | |
| | | Total payments requested | | 1011.08 | |

Cheselbourne Parish Council

Reconciliation of Accounts

Year ending March 2025

| | | | |
|--|--------------------------|-------------------------------------|----------------|
| Balance b/fwd | | From 31.03.23 | 3997.45 |
| Add: | | Income year to date | 7570.64 |
| Less: | | Expenditure to date | 5740.73 |
| Balance as at 29th October 2024 | | | 5827.36 |
| Funded by: | | | |
| Deposit account | 00127318 | | 3594.84 |
| Current account | 00335425 | | 3296.61 |
| | | | 6891.45 |
| Add: | Uncleared Income | | 0.00 |
| Less | Uncleared cheques | | |
| | Dorset Tree & Garden | Grass cutting - play area and green | 200.00 |
| 22.05.24 | Care | | |
| 09.09.24 | BDO | External audit | 252.00 |
| 24.09.24 | DAPTC | Planning Training 18.09.24 | 30.00 |
| 09.10.24 | DAPTC | Clerks' Conference 01.10.24 | 19.00 |
| | | September/October 2024 | |
| 29.10.24 | A Crocker | salary | 464.09 |
| | | September/October 2024 | |
| 29.10.24 | HMRC | PAYE | 99.00 |
| | | | 1064.09 |
| Balance as at 29th October 2024 | | | 5827.36 |
| | | Difference | 0.00 |

Budget Monitoring for the year ended 31st March 2025

| Description | 2024/25 Budget | Actual | Balance | |
|--|-----------------|-----------------|-----------------|-----------------------------------|
| Receipts | | | | |
| Account Interest | - 60.00 | 25.10 | (34.90) | |
| Precept | 5,818.00 | 5,818.00 | 0.00 | |
| | | | 0.00 | |
| Play park income | | 85.88 | 85.88 | |
| Donations | | 159.73 | 159.73 | |
| Grants | | 0.00 | 0.00 | |
| VAT refunded | | 1,481.93 | 1,481.93 | |
| Total receipts | 5,878.00 | 7,570.64 | 1,692.64 | 0.00 |
| Payments | | | | |
| DAPTC Subs. + other subs | 135.00 | 249.32 | (114.32) | |
| Insurance | 300.00 | 585.22 | (285.22) | |
| Training | 200.00 | 49.00 | 151.00 | |
| Wages - Clerk | 2,600.00 | 1,669.80 | 930.20 | |
| Mileage | 60.00 | 55.36 | 4.64 | |
| IT | 300.00 | 176.91 | 123.09 | |
| Administration | 150.00 | 551.09 | (401.09) | |
| Venue hire | 72.00 | 72.00 | 0.00 | |
| Grass cutting - village | 550.00 | 250.00 | 300.00 | |
| Play park | 500.00 | 1,170.00 | (670.00) | |
| Christmas tree | 60.00 | 0.00 | 60.00 | |
| Wreath | 25.00 | 0.00 | 25.00 | |
| Defibrillator | 126.00 | 0.00 | 126.00 | |
| Village maintenance | 200.00 | 85.44 | 114.56 | |
| Grants | 100.00 | 0.00 | 100.00 | |
| Environmental Services | 50.00 | 0.00 | 50.00 | |
| Contingencies | 100.00 | 633.11 | (533.11) | |
| Election costs | 50.00 | 0.00 | 50.00 | |
| CAG | 300.00 | 0.00 | 300.00 | |
| VAT (refundable) | | 193.48 | (193.48) | |
| Total payments | 0.00 | 5,878.00 | 5,740.73 | 137.27 |
| | | | | 0.00 |
| Balance b/fwd from 31.03.23 | 3,997.45 | | | Monies held in bank 6,891.45 |
| Income | 7570.64 | | | |
| | | 11,568.09 | | |
| Earmarked Reserves | | | | Add: Income not cleared |
| Climate Action Group | 731.78 | | | Less: Chqs not cleared (1,064.09) |
| Play park improvement | 712.26 | | | |
| | | 1,444.04 | | Earmarked funds (1,444.04) |
| Expenses to date | 5,740.73 | | | |
| | | 5,740.73 | | |
| Balance available not yet committed | | 4,383.32 | | General Reserve 4,383.32 |
| | | | | 0.00 |

ANNUAL GENERAL MEETING NOTIFICATION

23 November 2024 at 10am to 12 noon



The following information is to be considered by member councils ahead of the 2024 AGM so that representatives attending can cast their single vote per council.

The AGM will be held online via Zoom as in previous years and the member information pack will be issued in mid-October with the other items to consider.

Could Clerks please add the information below to a meeting of council in October or November 2024 to guide representatives attending the AGM.

Introduction

As many as third of County Associations have made the change from a constituted body to that of a company limited by guarantee in the last 5-7 years. Even NALC, our national body is looking at such a change and currently seven other counties are investigating the option. No county associations having made this change, have reverted to an unincorporated status.

DAPTC sets out the rationale for the change below having sought at last year's AGM our membership desire to be consulted on the matter. This was overwhelmingly supported. We now move to the stage where we are asking for your vote to approve or reject that change becoming reality. The motion to progress or otherwise that change is show in 1. below.

If this first motion is approved, it will signal the termination of the constitution for DAPTC at midnight on 31 March 2025. In its place will be a company limited by guarantee made up of a 'placeholder' board responsible for the management of the organisation through to the board of directors being appointed at an AGM in November 2025.

If the motion 1 fails, the three other motions (2-4) will not be required.

Here are the motions that will be considered:

1. To consider and if thought appropriate, approve DAPTC transitioning to a Company Limited by Guarantee (CLG) and authorising the Executive Committee to register such CLG before April 2025, with a view to the assets and operations of DAPTC being transferred to the CLG with effect from 1 April 2025 or such later date as the Executive Committee may determine.

Subject to the above point, to

2. Authorise the Executive Committee to prepare a draft of the articles of association of the new CLG with a view to the finalised articles (following consultation) being formally approved by a further Extraordinary General Meeting (EGM) of DAPTC to be held in March 2025.

3. Authorise the Executive Committee to appoint, from within its own members, the first, 'placeholder' Board of Directors of the CLG to enable this to be registered at Companies House in advance of 1 April 2025 to facilitate the transfer of DAPTC assets and operations to the CLG.
4. Authorise the Executive Committee to appoint, from within its own members or by co-option, individuals to act as an interim CLG Board of Directors from April 2025 until the 2025 AGM in November, at which point such Directors will stand down and the full CLG Board will be elected.

SUPPORTING INFORMATION

Why is the change required?

- Protect member councils and those in key roles from unexpected liabilities for e.g., members of the Executive Committee currently carry a personal financial burden if DAPTC ceased to exist and had any debts or legal obligations. This simply is not fair or reasonable on those individuals.
- The DAPTC Area Committee structure aligns with the former district councils. This structure does not tie into any structures that exist within the unitary councils created in 2019.
- Not fully representative of all members, as membership engagement is inconsistent across the county and the area committee structure.
- Like many member councils, we carry a number of vacancies within our governance structure which if full would extend to make up an Executive Committee of twenty-two.
- Development and strengthening of the Association now and for the future requires input from individuals with a mixture of specialist backgrounds, not solely elected members. It should not be purely based on appointment to area committee roles for DAPTC to be able to draw on input from specialists in the sector. Examples may be the Clerk community and officers at Dorset and BCP Council. It could also be participation of subject matter experts where that will benefit member councils.

What won't be changing even if the membership votes yes to establishing a company limited by guarantee?

- What DAPTC do day to day, week to week and month to month for members will not alter. This change to a CLG will not herald a complete change in purpose or activities DAPTC undertake. We will naturally want to ensure we maintain our relevance and supportive nature to councils in membership.

Below is an illustration of the activities undertaken by DAPTC currently.



Member Engagement

The membership of councils, clerks and elected members has changed dramatically since the pandemic when everyone ventured online. Almost all meetings prior to that period were held in person covering a variety of topics.

There are now many ways that DAPTC Representatives and councillors and clerks get updates:

- Teams or Zoom briefings and updates
- Conferences
- Working Together Webinars – themed session on a wide range of topics
- Weekly e-news containing updates from unitary councils and our national body NALC
- Social media and website content

Timeline for the potential changes:

- ✓ **Nov 2023** – DAPTC members gave the go ahead for this consultation and vote to change the legal status of DAPTC. (Completed)
- **Sep-Nov 2024** – DAPTC member councils consider the change in legal status ahead of the 2024 AGM
- **23 Nov 2024** – DAPTC member councils vote to approve or otherwise the change to a CLG on 1 April 2025. If approved, members vote to enable the current Executive Committee to handle the transition through to the Extraordinary General Meeting in March 2025 and then to the AGM in November 2025.
- **Dec 2024 to Mar 2025** – consult members on the articles of association and structure for member engagement. This is important as it is the one change that may be different subject to your input between January and March 2025. We will provide some options for member engagement to ensure your issues and concerns get flagged up to DAPTC for action.
- **Apr to Nov 2025** – ‘placeholder’ board drawn from the current Executive Committee prepare the organisation for the 2025 AGM in November.

- **Nov 2025** – new board structure elected by member councils having sought names for the roles after Annual Meetings of member councils in April/May.
- **Post Nov 2025** – new board in position.

Recommendation by the current Executive Committee

The current serving Executive Committee recommend the move to a CLG in the timescale outlined and for the supporting actions in motions 2-4.

DAPTC has sought legal support to ensure any change approved by members is done correctly.

Next steps for Clerk to the council:

1. Table the item on a future council meeting agenda in October and November so that the vote for council can be placed by the AGM delegate for your preferred outcome.
2. Look out for the AGM member information pack in October so that the delegate attending on 23 November 2024 registers to be able to cast their vote.
3. Ensure the delegate remembers to attend – reminder notifications will be issued to those that have registered beforehand.

If you have any questions, please let DAPTC know by responding to this email.

Only votes cast (one per member council) at the AGM online 23 November 2024 will count.

END.