

**CHESELBOURNE PARISH COUNCIL  
MINUTES OF MEETING HELD ON MONDAY 1<sup>ST</sup> JULY 2024 AT  
CHESELBOURNE VILLAGE HALL, COMMENCING 7PM**

**Present:** Cllrs D Walsh, N Searle, R Hall

**Chair:** Cllr A Taylor

**Clerk:** Mrs A Crocker

**Also present:** 1 member of the public

**1. Public Participation Period**

24.041 There appears to be a considerable quantity of electric fence posts alongside the road outside some properties in the village. It is appreciated that they are being used to prevent cars using the grass verges to pull in to let oncoming vehicles pass but some are now leaning into the carriageway. It was agreed that this should be noted in the Village News report, with a request to those using the posts to ensure they are not obstructing the highway but also highlighting that, due to the lack of pathways in the village, the grass areas do act as safe zones for pedestrians to get out of the way of traffic.

**2. To receive apologies for absence**

24.042 Apologies had been received from Cllrs Roger Sewell and Graham Waters, Dorset Cllr Jill Haynes and PCSO Alison Donnison

**3. To receive Declarations of Interest**

24.043 No interests were declared and no requests for dispensation had been received.

**4. To approve the minutes of the meeting held on 20<sup>th</sup> May 2024**

24.044 A copy of the minutes had been issued to all members. Cllr Walsh proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Searle and agreed unanimously. The minutes were signed by the Chair in the presence of the meeting.

**5. Matters arising from the meeting for report only**

24.045 Working party to review Model Publication – The Chair, Clerk and Cllr Waters will review this before the September meeting.

Registration of Interests and personal information – Members are reminded to complete both forms if they have not already done so.

**6. Dorset Councillor's Report**

24.046 Due to the new council and new member induction and the pre-election period now underway for

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the 4<sup>th</sup> July election, there has been minimal new business. The reports received from Cllr Haynes were noted.

**7. To consider the PCSO’s Report**

24.049 A copy of the report had been attached with the agenda. The incident in the report relating to Cheselbourne was noted.

**8. Parish Councillors’ Reports**

24.050 Reports for Asset Management, Highways and IT had been attached to the agenda.

Asset Management – Cllr Taylor reported that he has contacted Copper Beech, the company who made and installed the new play equipment in the play park regarding ongoing maintenance. Copper Beech confirmed that the equipment should have regular treatment, preferably annually, with a protective UV oil. If they undertake the work, it will be at a cost of £1,500 + VAT. The breakdown between materials and labour is not known at this stage but will be confirmed. It was felt that, perhaps, the Playpark Steering Group could be approached and asked if they would be willing to provide the volunteers to undertake the work. In the meantime, Cllr Taylor will check to see if the maintenance is a condition of the equipment guarantee.

**ACTION: CLLR TAYLOR**

The two new picnic benches are in place and it was agreed that they are very well made.

Grass cutting – The draft contract has been drawn up. Cllr Taylor will review it before passing it to Dorset Tree & Garden Maintenance for signing.

**ACTION: CLLR TAYLOR**

Verge alongside the bus shelter – It was suggested that the funds remaining for the verge could be used to buy additional grass seed. An alternative would be the purchase of wildflower turf. The area covers approximately 90sqm and a quote has been received for the supply, delivery and laying of the turf at £2,500 + VAT. Were we to go down this route, it would have to be funded by a grant application. It was noted that it often takes a couple of years before the seeds planted to appear. In the meantime, Dorset Tree & Garden Maintenance will be asked to keep the area mown as required.

**ACTION: CLLR TAYLOR**

Damaged grit bin near the entrance to Kingcombe Farm – Cllr Taylor has contacted the landowners who have admitted that it was their contractor who caused the damage and they have agreed to cover the cost of the new grit bin. Once received, the bin will be dropped off with them and they have been asked if they will instal it. The bin is on order and should be delivered within the next 2 to 4 weeks.

Highways – Traffic signs in the village are fairly well obscured by vegetation at the moment. Cllrs Taylor and Searle will look into clearing them, together with Cllr Hall.

**ACTION: CLLRS TAYLOR, SEARLE & HALL**

Bus shelter book share is going well and the shelter is in good condition.

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Website and IT – There are some reports that need to go on the website. These will be input, once the working party have reviewed the Model Publication.

## **9. Finance**

### **24.051 To agree the payment of accounts**

The following payments had been requested:

Hugo Fox	Web hosting for June 2024	DDR	11.99
Southern Picnic Tables	2 x picnic tables for play area	BACS053	420.00
Zurich Insurance	Annual renewal	BACS054	585.22
N Searle	Reimburse cost of litter picking signs	BACS055	120.53
A Crocker	May/June 2024 salary & expenses	BACS056	427.96
HMRC	May/June 2024 PAYE	BACS057	81.00
Hugo Fox	Web hosting for July 2024	DDR	11.99
Dorset Tree & Garden	Cut play area and green	BACS058	100.00
Barker-Fox	Internal audit ye 31.03.24	BACS059	69.33
Microsoft Office	Annual subscription	BACS060	59.99

A total of £2,088.01 was requested.

Cllr Taylor proposed the payments are made. This was seconded by Cllr Searle and agreed unanimously.

### **24.052 To agree the bank reconciliation and position against budget as at 30<sup>th</sup> June 2024**

Copies of the reports had been issued with the agenda. No comments were made, and the reports were noted.

### **24.053 To agree and accept the Internal Auditor's report**

A copy of the report had been issued to all members and was included with the agenda. Four points had been raised:

1. The current Standing Orders are to be reviewed using the updated 2022 model.
2. The Financial Regulations should be uploaded to the website.
3. The expenses reimbursement should be reviewed with regard to reclaiming the VAT – this was considered at the time, but a VAT invoice was not available.
4. Consider the insurance sum insured for the play equipment to match the Asset Register – this was in the process of being done during the audit and is now up to date.

Cllr Taylor proposed the report is accepted. This was seconded by Cllr Walsh and agreed unanimously. A copy of the auditor's letter and report will be posted to the website.

### **24.054 To confirm that there is no conflict of interest with BDO**

This is a requirement of the external auditors. Members confirmed that no conflict of interest existed and the form was signed by the Chair and Clerk in the presence of the meeting.

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**10. To consider planning applications**

24.055 There were no planning applications at the time of the meeting.

**10. To receive an update on the Lyscombe Wildlife Reserve**

24.056 Cllr Taylor reported that he has been in touch with Dorset Wildlife Trust regarding the opening of the new wildlife reserve at Lyscombe. It is anticipated that the main route to the site will be via Cheselbourne, and an indication of their transport modelling would be of use. A member of Dorset Wildlife has been invited to attend the September meeting of the Parish Council to discuss their plans for the site.

**11. To consider possible joint training opportunities**

24.057 DAPTC have offered to undertake some whole council training days. Members confirmed that Saturday 23<sup>rd</sup> November would be the favoured date. Dewlish Parish Council will be invited to attend the day.

**12. To consider the purchase of wildflower turf for the verge alongside the bus shelter**

24.058 This item was covered by under item 9.

**13. To consider repairs to the Chebbard corner fingerpost**

24.059 Cllr Searle brought members up to date with the issue regarding the damaged finger post. Cllr Taylor felt that we have a responsibility to restore it and Dewlish Parish Council have offered to share the cost. The roundel would need to be replaced. Cllr Searle will make further enquiries about the restoration and the Clerk will confirm with Dewlish that they are happy to share the cost.

**14. To receive an update on PlusBus and consider proceeding with the scheme**

24.060 Cllr Searle has tried to contact Carol Eastment regarding this but has not yet had a response.

**15. Date of next meeting**

24.061 The next meeting will be on Monday 2<sup>nd</sup> September 2024, commencing 7pm.

There being no further business, the meeting closed at 20.00hrs