

MINUTES OF THE CROSSWAYS PARISH COUNCIL ANNUAL MEETING HELD ON THURSDAY 25TH MAY 2023 IN THE VILLAGE HALL AT 7.00 PM

PRESENT: Cllr Andrew Brewer, Cllr David Harris, Cllr Scott Beeby, Cllr Terrie Connor, Cllr Gary Childs, Cllr Robert Light, Cllr David Clippingdale

2 members of the public, County Councillor Nick Ireland

PUBLIC DISCUSSION – A resident was keen to see the stinging nettles controlled that were overhanging the pavement on Arabia Way and Platinum Park. During the meeting Cllr Beeby confirmed the maintenance of stinging nettles at Arabia Walk would be the responsibility of Woodsford Farm. The footpath is not on Dorset Explorer. The Clerk would get the contractor to maintain the stinging nettles at the Platinum Park area. The Chairman agreed to include an article in The Bridge Magazine to remind residents of their duty to cut back any vegetation blocking pedestrian footways. The Clerk reminded the meeting that the Council has no formal powers to compel any resident to undertake work. It was felt that in such cases a standard letter to the householder would be useful. The next stage is to follow the process with Dorset Council who can issue an enforcement notice but this is a lengthy process. In some cases, neighbours were undertaking this work but this, it was noted, whilst welcome was not at the behest of the Council. It was also noted that dog fouling was increasing and the only way to deal with was to raise awareness. The article in the 'Bridge' to be repeated and Cllr Beeby advised all dog fouling signs are in place and regularly checked. It was noted that this had already become an issue at 'Knighton Reserve' the Silverlake SANGS and the decision not to install dog bins was deliberate as dog owners to be encouraged to follow eco friendly methods of disposal ('Pick or flick'). Arabia walk is the area that Mrs bridle spoke about and the nettles are growing out from the edge of the Woodsford farm field. The foot path is not on Dorset Explorer.

Cllr Harris wished to thank Councillor's for the kind flowers for Karan after a recent operation. Cllr Brewer once again expressed the good wishes for a speedy recovery on behalf of the Council and Coronation Sub Committee.

REPORT BY COUNCILLOR NICK IRELAND - Cllr Ireland gave a full report to Councillors. There was a small debate about the Asylum seekers being based at Portland which Dorset Council have opposed but are now having to plan for the arrival of the 500 male asylum seekers. [Petition.parliament.uk/petitions/636540](https://petition.parliament.uk/petitions/636540).

<https://news.dorsetcouncil.gov.uk/>

REPORT BY COMMUNITY POLICE OFFICER – PCSO Alison Donnison provides a monthly report to Councillors. The Clerk would distribute to all Councillors for information when she receives.

1. **SIGNING OF DECLARATIONS OF ACCEPTANCE** – All Councillors were encouraged to update their Register of Interest electronically.
2. **ELECTION OF CHAIRMAN** – On a proposal from Cllr Childs and seconded by Cllr Beeby and with all Councillors in favour and there being no other nominations Cllr Brewer was elected as Chairman. Cllr Brewer was pleased to stand again as Chairman and thanked Councillors for their confidence and support. Cllr Brewer signed the Declaration of Acceptance of Office in front of the Council.

3. **ELECTION OF VICE-CHAIRMAN** – On a proposal from Cllr Brewer and seconded by Cllr Connor and there being no other nominations, Cllr Harris was elected as Vice-Chairman and there being no other nominations. Cllr Harris was pleased to stand again. Cllr Harris signed the Declaration of Acceptance of Office in front of the Council.
4. **TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND NOTE QUORUM**
Apologies were received and accepted from Cllr G Joynson.
5. **CO-OPTION OF NEW COUNCILLOR**
The Chairman confirmed all Councillors had received details for the appointment of the new Councillor David Clippingdale. It was proposed by Cllr Light and seconded by Cllr Harris that Mr Clippingdale would join the parish Council. The Chairman confirmed joining details had been forwarded and the Register of Interest would be completed shortly. Details had also been forwarded to the webmaster for inclusion on the website. Cllr Brewer welcomed the new Councillor.
6. **TO APPOINT/CONFIRM MEMBERS OF THE FOLLOWING BODIES – Appointments**
 - a) DAPTC Representative Chair/Vice Chair
 - b) Quarry Liaison Committee - Cllr Connor and Cllr Harris. It was noted that this body has not met since before the pandemic. The Clerk to make enquiries if it is still in existence and if so if a meeting should be held.
 - c) Associate Governor Frome Valley School – Cllr Connor It was note that no notification of any meeting had been received. It was agreed that the Clerk would notify the school of Cllr Conor’s re-appointment requesting they notify her of meetings etc.
 - d) Village Hall Management Committee – Cllr Connor
 - e) Library Representative – Cllr Childs
 - f) Silverlake and Allotments – Cllr Harris
7. **TO APPOINT MEMBERS TO THE FOLLOWING POSTS**
 - a) Ancient Monument Liaison Officer – Cllr Beeby
 - b) Emergency Contact Officer (3 posts) – Cllr Brewer, Cllr Light and Cllr Harris
 - c) Footpath Officer – Cllr Beeby
 - d) Playground Inspector Visual - All Councillors
 - e) Station Road and Hurst Farm Quarry Liaison Officer - Cllr Childs
 - f) Dorset Council Transport Representative – Cllr Childs
 - g) Noticeboard Co-ordinator – Cllr Light
 - h) Football Liaison – Cllr Joynson
8. **CONFIRM MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 27TH April 2023.**
RESOLVED that the Minutes of the Council Meeting held on 27th April 2023 be approved as a true record and duly signed with no amendments.
9. **MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA (FOR REPORT ONLY)**
No matters arising
10. **APPOINT AN INTERNAL AUDITOR**

The Clerk reported that Mr M Clarke would be happy to continue as the Internal Auditor. It was proposed by Cllr Brewer and seconded by Cllr Harris and all were in favour that Mr Clarke would continue as the Internal Auditor.

11. PLANNING APPLICATIONS

To note Planning Decisions received from the Planning Authority

To note Planning Enforcement Complaints received by the Planning Authority

To consider the status report from the Planning Authority

- a) Planning Application P/VOC/2023/02300 Proposal: Minor material amendment to Vary Condition 1 of WD/D/14/002768 (Approval of reserved matters application in relation to access, appearance, landscaping, layout, and scale for outline application WD/D/14/ 002768 Construction of 49 homes , 8 commercial units (use class B1) parking, access and landscaping) to reduce excessive ceiling heights to a standard height Location: Plots 12,13 ,19-39 &40-49 Devit Drive, Crossways, DT2 8GS - Support
- b) Planning application P/RES/2023/02811Proposal:Outline planning permission for 'Silverlake' a sustainable vacation community including up to 1,000 holiday chalets/lodges with storage barns, country club and leisure facilities, hotel, maintenance buildings, sales centre, primary/secondary/tertiary bio-digestion facilities, nature conservation areas and habitat management, an area of Suitable Alternative Natural Greenspace (SANG), landscape and woodland planting and associated infrastructure and remediation. Details of 'appearance', 'landscaping', 'layout' and 'scale' to be reserved matters. Full planning permission for sales centre, car parking, entrance gates, access road to first phase of holiday units, landscape measures and permissive footpath. (Reserved matters application to determine appearance, Landscaping, layout & scale following the grant of Outline planning permission number 1/D/13/001112) (Revised Plots 44 and 45 Shepperd's View)Location:7 & 8 Shepperds View Silverlake (plots 44 & 45), Warmwell Road, Crossways – Support.
- c) The Chairman had noted from the website that the planning application for 8 Dick O’Th Banks Road had been refused on the grounds of the proposals proximity to Number 7. Councillors noted this with interest.

12. AGENDA ITEMS

a) Coronation Celebrations report

The Chairman thanked all involved in the Coronation Celebrations. Emails had been forwarded to all sub-committee members updating on the events. Positive feedback had been received by residents who had enjoyed the celebrations. There are a few pin badges left if anyone is interested and would like one please contact the Chairman. A notice has been placed in The Bridge Magazine to advertise the surplus. Cllr Harris confirmed the dance was a success with the band performing well. Beer was wasted as some residents brought their own alcohol.

RESOLVED residents encouraged to upload their photos on the face book page to keep as a record of the event. The Chairman had received comments about the lack of benches at the Knighton Reserve and had fed back to Silverlake. He had suggested that any future requests to site Memorial benches might be directed there as it would make a practical as well as fitting location. The Chairman would complete the balance sheet for the Coronation Celebrations and then discuss with the sub-committee as to how to spend the small profit.

b) Agree proposed Meeting Dates for 2023 – 2024

It was agreed to accept the proposed meeting dates. It was noted that the May 2024 date may need to be changed as Parish Council elections were scheduled to be held that month and normally the new Council had to meet within 14 days of the election.

c) Clerk to update working documents

Chairman and Clerk to update working documents and circulate to Councillors. These include the Asset register, standing orders and financial regulations of the council.

d) Update on Play Areas – Rospa Play Safety Inspection £364.20

The Clerk confirmed The Play Safety Inspections had taken place and Councillors agreed the payment of £364.20.

e) Tree Maintenance in the Memorial Park area – CPC 43/ CPC 74/CPC 80

The Clerk confirmed tree maintenance works were taking place in the Memorial Park. Two of the trees in the Council's ownership had died and a third needed controlling. The Chairman once again restarted the Council's policy to preserve trees wherever possible but to act quickly when they were a danger to life and limb. The Council cannot sanction work for other reasons. There are shrub maintenance contracts which see work undertaken during the course of the growing year. The Council balances enjoyment of the open spaces with protection of wildlife etc. Cllr Harris mentioned that a large dumpy bag had been seen in the Memorial Park.

RESOLVED the Clerk would discuss with the contractor about undergrowth/shrub concerns and that Council footpaths should be clear of obstructions sufficient for an invalid buggies to use them. She would also look into how to best remove the dumpy bag. (Post meeting note – Ownership of the dumpy bag confirmed and to be removed shortly)

13. CORRESPONDENCE

The Clerk had forwarded all Correspondence to Councillors via email.

- a) Cllr Beeby and The Clerk attended the 20's plenty zoom meeting. The clerk had received no requests from residents for 20 mph stickers. Councillors would monitor the situation and see if views changed. Post meeting note – Cllr Clippingdale would look at the options to set up a Community Speed Watch volunteer team.
- b) Prior to the meeting the Clerk had forwarded documents from Farnfields Solicitors with regard to laying the Wessex cable. Clerk to liaise with Farnfields Solicitors and Wessex to achieve a positive outcome for Crossways Parish Council, residents and business. There was a period of discussion between Councillors. It was felt that the schedule issued by the Solicitors did not match the requirements discussed and actually involved work that was unnecessary. The original conversation that this work would take 5-6 weeks now states as 1-3 months. There was concern that the £1,000 limit agreed with Wessex Internet was not going to be sufficient and would not cover the Council's costs with the clerk having spent a large amount of time on this matter. Councillors endorsed the position expressed by Councillor Beeby that due diligence needed to be taken. The Chairman summarised and commended the work which protects one of the most valuable assets that the Council owns and has been placed in trust for the village. He did not wish

to be put in the position of explaining to Council Tax payers why the Council had spent a large sum of money for no discernible benefit for the Parish. The Clerk to take these matters forward and to keep Councillors updated.

14. FINANCE AND PAYMENTS OF ACCOUNTS

Date	Cheque No	Payment to	Payment Description	Total (inc)	VAT
30/3/2023	BACS	School Badges UK	Coronation badges - Quote #D12745 - Invoice SBUK42024 - 400 badges Charles III Rex	£1,080.00	£180.00
31/3/2023	BACS	V Phillips	iCloud MS Office & storage for Crossways@outlook.com MS Account - annual fee for Office 365 & 1TB storage	£79.99	£13.33
03/04/2023	DD	Water2Business	Water bill	£85.10	£0.00
12/04/2023	DD	British Gas	Gas Bill - pavilion	£567.60	£27.03
12/04/2023	SO	HSBC	Bank charges	£8.00	£0.00
18/04/2023	DD	Dorset Waste Partnership	DWP DD - Wheelie bin rental/collection Sports Field (140ltr), Mem Park (140ltr), and Park Entrance 240ltr - Mar 2023	£39.40	£0.00
24/04/2023	DD	British Gas	Gas bill - pavilion	£19.92	£0.95
24/04/2023	DD	British Gas	Electricity bill - pavilion	£49.77	£2.37
25/04/2023	BACS	V Phillips	Viking invoices - #7290738 26/7/2022, #9102908 22/8/2022, #9194157 8/9/2022 - Stationery, lever arch files, printer ink, pens, et cetera	£204.95	£34.16
08/05/2023	BACS	M G Clarke	Audit process for 2022/23	£180.00	£0.00
10/05/2023	101836	Crossways Village Hall	Rental for Village Hall - January 23 to June 23 (6 x £25)	£150.00	£0.00
13/05/2023	SO	HSBC	Bank charges	£8.00	£0.00
17/05/2023	DD	Dorset Waste Partnership	DWP DD - Wheelie bin rental/collection Sports Field (140ltr), Mem Park (140ltr), and Park Entrance 240ltr - Apr 2023	£41.76	£0.00
23/05/2023	DD	British Gas	Gas Bill - pavilion	£22.03	£1.05
TOTAL				£2,536.52	£258.89

Income since 30 March 2023

12/04/2023	HMTRC VTR – VAT refund from 2022-2023	£ 11,881.80
16/04/2023	Interest (A/C 11726560)	£ 2.28
22/04/2023	Interest (A/C 41408887)	£ 20.82
28/04/2023	Dorset Council – First precept payment	£ 31,710.13
16/05/2023	Interest (A/C 11726560)	£ 2.36
22/05/2023	Interest (A/C 41408887)	<u>£ 21.99</u>

Total income	£ 43,639.38
Total Expenditure this Financial Year	£ 7,430.47
Total Income this Financial Year	£ 43,639.38
Account balances as at 25 May 2023	
A/C 41408887 - Money Manager Account	£ 18,902.04
A/C 41408879 - Community Account	£ 77,384.90*
A/C 11726560 - Sports Field account	£ 2,069.10
Total balance	£ 98,356.04

*The sub-total includes those four payments listed above and due to be taken on 25 May 2023.

The summary of this report, plus any other payments authorised at the meeting to be included within the Minutes will include totals but will exclude any details of any personal payments to employees.

- b) Annual Audit – Clerk confirmed Completion of Internal Audit by Mr Michael Clarke – There were no issues or concerns to report. Clerk confirmed Notice of Public Rights and Publication of Unaudited annual governance and accountability return accounts for the year ended 31st March 2023 would be publicised on the 9th June.
- c) Approval of Annual Governance Statement 2022/2023 – The Chairman read out the Accounting Statements and all Councillors approved the statements for 2022/2023.
- d) Approval of Accounting Statement 2022/2023
Approved by all Councillors. It was certified that for the year end 31 March 2023 the accounting statements in this annual governance and accountability return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance Accountability for Smaller Authorities – A Practitioners’ Guide to Proper Practice and present fairly the finance position of this authority. Accounting Statement was agreed and approved by all.
- e) The Council declared no conflict of interest with BDO LLP for the external audit.
- f) DAPTC – Annual Subscription £860.89 approved
- g) Approve the Came and Company Local Council Insurance date of commencement of insurance policy 1st June 2023 - £2,454.28. Copies of documents circulated.

15. Reports from Committees and Representatives (Information Only)

- a) Cllr Harris provided the new allotment holder details to the Clerk with full payment. All allotments were now filled.

16. ANY OTHER BUSINESS

- a) No other business.

DATE AND TIME OF NEXT MEETING Next meeting – Thursday 29th June 2023 Crossways Village Hall, Crossways.

There being no further business the meeting was closed at 8.50 pm.

Signed.....(Chairman).....2023