

MINUTES OF THE CROSSWAYS PARISH COUNCIL ANNUAL MEETING HELD ON THURSDAY 23rd MAY 2024 IN THE VILLAGE HALL AT 7.00 PM

PRESENT: Cllr Andrew Brewer (Chairman), Cllr David Harris (Vice-Chairman), Cllr Gary Childs, Cllr Robert Light (7.08 pm) and Cllr David Clippingdale.

3 members of the public, County Councillor Nick Ireland

1. ELECTION OF CHAIRMAN – Signing of Declaration of Acceptance of Office as Chairman

On a proposal from Cllr Clippingdale and seconded by Cllr Harris 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.

2. ELECTION OF VICE-CHAIRMAN – Signing of Declaration of Acceptance of Office of Vice-Chairman.

On a proposal from Cllr Brewer and seconded by Cllr Childs 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.

3. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND NOTE QUORUM

Apologies were received and accepted from Cllr S Beeby and Cllr T Connor.

4. PUBLIC DISCUSSION –

Residents wished to congratulate Cllr Nick Ireland on becoming Leader of Dorset Council. <https://www.dorsetcouncil.gov.uk/news/dorset-council-key-roles-announced>

A resident reported the damage to the illuminated bollards in the centre reservation on West Links Road. The Clerk was asked to report to Dorset Council's Community Highway Officer Joshua Fawcett.

There were also concerns about the goal mouth and posts. Cllr Brewer confirmed The Council were aware of these defects and would be liaising with the new manager of Spitfires, Mr David Cavendish and Matthew Light over the best way forward. Cllr Childs as the Football Liaison Officer would liaise with the Managers. Clerk was asked to forward new agreement to the club's manager.

5. REPORT BY COUNCILLOR NICK IRELAND -

Cllr Ireland gave a full report to Councillors. <https://news.dorsetcouncil.gov.uk/>

6. REPORT BY COMMUNITY POLICE OFFICER –

PCSO Alison Donnison had provided a monthly report to Councillors. The Clerk would distribute to all Councillors for information on availability.

7. CO-OPTION OF NEW COUNCILLOR

No councillors were co-opted.

8. SIGNING OF DECLARATION OF ACCEPTANCE BY ALL COUNCILLORS

Elected Councillors signed their acceptance forms in front of the Council.

9. 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.
- c) Associate Governor Frome Valley School – Cllr Connor
- d) Village Hall Management Committee – Cllr Connor
- e) Library Representative – Cllr Childs
- f) Silverlake and Allotments – Cllr Harris

10. 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 Childs

11. TP CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25TH April 2024.

The Minutes of the Parish Council Meeting held on 25th April 2024 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the chairman.

12. MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA (FOR REPORT ONLY)

No matters arising.

13. 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.

14. 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/PAEL/2024/02311 Proposal: Installation of a 17.5m FLATS1301 lattice tower, 3No. antennas, 2No. 600mm dishes, 1No. GPS Node, and 2No. ground-based equipment cabinets and ancillary development thereto. To be situated within a 7m x 7m compound and a 1.8m palisade fence. Location: LAND WEST OF WEST LINK ROAD, CROSSWAYS, DORCHESTER, DORSET, DT2 8GS. Approval
- b) Planning application P/FUL/2023/03982 Proposal: Extraction of approximately 11.5 million tonnes of sand and gravel, in phased working, together with importation of aggregates and cement, construction of a car park, internal haul road, bridged conveyor crossing, erection of a site office, aggregate processing plant, aggregate bagging plant, ready mix concrete plant, and ancillary buildings. Restoration to water bodies and agriculture, with biodiversity enhancements. Location: Land at Hurst Farm and Station Road, Moreton, Dorchester DT2 8RA.
- c) Planning application P/VOC/2024/01598 Proposal: Variation of Condition 1 of WD/D/17/002760 (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) by the adding of two dormer windows, additional garage space, reconstituted stone features to windows and replacing painted render with brickwork. Location: Plot 29, Devit Drive, Crossways. Support
- d) Planning application P/NMA/2024/02746 Proposal: Non-material amendment for Planning permission P/HOU/2024/00884 (Demolish Conservatory and erect single storey rear extensions) - change of roof design to rear extension and realign new rear wall of family/reception room extension. Location: 12 Briars End Crossways, DT2 8UD. Support

15. ITEMS

- a) **Agree proposed Meeting Dates for 2023 - 2024**
Councillors approved the proposed meeting dates. They would be circulated by the Clerk. **AGREED BY COUNCIL.**
- b) **Update of Crossways Parish Council working documents**
Clerk had circulated to all Councillors prior to the meeting to look at Standing Orders, Financial Regulations, Model Code of Conduct, Communications and Data Protection Policy. **APPROVED BY COUNCIL.**
- c) **Update on Play Areas – RoSPA Play Safety Inspection £379.20**
Cllr Harris, Cllr Brewer and Cllr Beeby had received the RoSPA inspection reports. **AGREED BY COUNCIL** to remove the seat from Clyffe View Play area and make good the surface. The Gym equipment would be added to next months agenda for discussion.
AGREED BY COUNCIL to pay the Safety Inspection fee of £379.20.
- d) **Update Crossways Parish Council working documents.**
AGREED BY COUNCIL for the clerk to circulate working documents for approval and updating prior to adding to the website.
- e) **Progress on the ownership of Trees near Combe Way Play area.**

The Chairman confirmed all the paperwork was now with Dorset Council waiting for a decision.

f) **Tree Maintenance in the Memorial Park area – CPC 34, CPC35, CPC 37 & CPC 38**

The Clerk confirmed tree maintenance works had taken place. The Chairman was delighted with the works undertaken. The Clerk had received several telephone calls thanking the Council for carrying out this work. Clerk to thank Hardy Tree Surgeons for their work and enquire when the best time to complete an updated tree audit. Payment **AGREED BY COUNCIL**.

16. CORRESPONDENCE

The Clerk had forwarded all Correspondence to Councillors via email.

17. FINANCE AND PAYMENTS OF ACCOUNTS

Date	Transaction No	Payment to	Payment Description	Total (inc)	VAT
10/04/2024	1	British Gas	Pavilion - electricity bill	£40.01	£1.90
12/04/2024	2	HSBC	Bank charges	£8.00	£0.00
19/04/2024	3	Dorset Watse Partnership (Dorset Council)	DWP DD - Wheelie bin rental/collection Sports Field (140ltr), Mem Park (140ltr), and Park Entrance 240ltr - March 2024	£41.76	£0.00
20/04/2024	4	Steve Manuel	Half yearly shrub cut - for 2024	£850.00	£0.00
20/04/2024	5	Central Southern Security	Supply of 3 no. of C30815 Texecom fobs	£27.00	£4.50
20/04/2024	6	DAPTC	Annual subscription fees - Invoice no. INV-1815	£902.21	£0.00
20/04/2024	7	Emma Selway	Microsoft 365 subscription (27 March 2024) Invoice number 6384711823224581960	£79.99	£13.33
24/04/2024	8	Emma Selway (Clerk)	Petty Cash top-up to float of £200 - BACS to Clerk as CASH withdrawals at the counter are not permitted	£94.76	£0.00
02/05/2024	14	British Gas	Electricity bill - pavilion	£28.53	£1.36
03/05/2024	15	M G Clarke	Internal Audit process for 2023-24	£180.00	£0.00
13/05/2024	16	HSBC	Bank charges	£8.00	£0.00
21/05/2024	17	Dorset Waste Partnership (Dorset Council)	DWP DD - Wheelie bin rental/collection Sports Field (140ltr), Mem Park (140ltr), and Park Entrance 240ltr - April 2024	£43.86	£0.00
21/05/2024	18	V Phillips	Amazon order of carrier bags (100% degradable)	£26.37	£4.39

		for Linda Beeby. Delivery to Linda Beeby home.		
TOTALS			£5,146.73	£66.13

Income since 1 April 2024

15/04/2024	HMRC VTR Refund from 2023/34 (A/C 41408879)	£	1,922.19
16/04/2024	Interest (A/C 11726560)	£	3.46
22/04/2024	Interest (A/C 41408887)	£	31.62
29/04/2024	Dorset Council precept payment	£	31,953.00
15/05/2024	Allotment receipts (2 plots)	£	24.00
16/05/2024	Interest (A/C 11726560)	£	3.36
22/05/2024	Interest (A/C 41408887)	£	30.65
Total income		£	<u>130.39</u>

Total Expenditure this Financial Year **£ 5,146.73**

Total Income this Financial Year **£ 33,937.63**

Account balances as at 23 May 2024

A/C 41408887 - Money Manager Account	£	19,255.82
A/C 41408879 - Community Account	£	92,019.58
A/C 11726560 - Sports Field account	£	<u>2,107.65</u>
Total balance	£	<u>113,383.05</u>

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. Report **APPROVED BY COUNCIL**.

- a) 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 2024 would be publicised on the 5th June. **AGREED BY COUNCIL**
- b) Approval of Annual Governance Statement 2023/2024 – The Chairman read out the Accounting Statements and was **APPROVED BY COUNCIL** the statements for 2023/2024.
- c) Approval of Accounting Statement 2023/2024
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 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 **APPROVED BY COUNCIL**.
- d) The Council declared no conflict of interest with BDO LLP external audit. **AGREED BY COUNCIL**.
- e) DAPTC – Annual Subscription £860.89. **AGREED BY COUNCIL**.

- f) Approve the Came and Company Local Council Insurance date of commencement of insurance policy 1st June 2023 - £2,454.28. Copies of documents circulated and added to the website. **AGREED BY COUNCIL.**
- g) Cllr Brewer left the room as Editor of the Bridge Magazine during this item. **AGREED BY COUNCIL** to donate £500 to the general running of The Bridge Magazine and a further donation was approved for the upgrade/replacement of the duplicator - £500.

18. Reports from Committees and Representatives (Information Only)

- a) Cllr Harris reported the Youth Club was always looking for helpers.
- b) Cllr Harris was keen to see an Annual Event to bring the community together and engage with the community. Councillors were keen to hear from volunteers who would be interested in getting involved.
- c) The Chairman confirmed the library would be changing their hours of opening.
- d) Village Hall – remedial works to be undertaken to replace the ceiling in the Gent's toilets that had been brought down by the damage to the flat roof. Further work on the hall would require fund raising.

19. ITEMS FOR NEXT MONTH

- a) Sport's Field – future of the gym equipment.

DATE AND TIME OF NEXT MEETING Next meeting – Thursday 27th June 2024

Crossways Village Hall, Crossways.

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

Signed.....(Chairman).....2024