

MINUTES OF THE CROSSWAYS PARISH COUNCIL ANNUAL MEETING HELD ON THURSDAY 23rd MAY 2025 IN THE VILLAGE HALL AT 7.00 PM

PRESENT: Cllr Andrew Brewer (Chairman), Cllr Terrie Connor (7.09 pm Vice-Chairman), Cllr Gary Childs, Cllr Robert Light and Cllr David Clippingdale.

4 members of the public, County Councillor Nick Ireland

The Chairman welcomed everyone to the meeting and then requested the opportunity to read out a letter, addressed to Cllr David Harris and Daniel (his son). The Chairman then presented both with a card, gifts, and the letter. The meeting was extremely sad to see Cllr Harris resign.

1. ELECTION OF CHAIRMAN – Completion and signing of Declaration of Acceptance of Office as Chairman

On a proposal from Cllr Light seconded by Cllr Childs 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. He signed the Declaration of Acceptance of Office in front of the Council.

2. ELECTION OF VICE-CHAIRMAN – Completion and signing of Declaration of Acceptance of Office of Vice-Chairman.

On a proposal from Cllr Brewer and seconded by Cllr Light and there being no other nominations, Cllr Connor was elected as Vice-Chairman. Cllr Connor was pleased to stand and signed the Declaration of Acceptance of Office in front of the Council.

3. TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE AND CONFIRM THE MEETING IS QUORATE.

Apologies were received and accepted from Cllr S Beeby and Cllr G Joynson.

4. TO RECEIVE COMMENTS FROM THE PUBLIC – no decisions will be made on issues raised, items requiring decisions will be added to the agenda for the next meeting.

A member of the public commented that there was no recognition on the War Memorial for 80th anniversary of V E Day. The Chairman remarked that no suggestions or requests had been made prior to the day but Councillors noted the comment. They would look to mark the 15 August (V J Day and anniversary of end of World War II) with a Poppy Wreath and observance at the memorial stone.

5. REPORT BY COUNCILLOR NICK IRELAND

Cllr Ireland gave a full report to Councillors. New Chief Executive for Dorset Council starts on 4th August 2025. Complaints have been received from residents of Silverlake regarding accesses being used by construction vehicles. <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. **RECEIVE DECLARATION OF INTEREST** for items on the agenda below, including. Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirement of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 Section 33 (b-e). (NB this does not preclude an later declarations)
Cllr Childs declared an interest in Item 13 (a) Planning Applications - Old Farm Way
8. **TO APPOINT/CONFIRM MEMBERS OF THE FOLLOWING BODIES – Appointments**
- a) DAPTC Representative - Chair/Vice Chair
 - b) Quarry Liaison Committee - Cllr Childs and Cllr Connor
 - c) Associate Governor Frome Valley School – Cllr Connor
 - d) Village Hall Management Committee – Cllr Connor and Cllr Brewer
 - e) Library Representative – Cllr Childs
 - f) Silverlake and Allotments – Cllr Joynson
9. **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 Connor
 - 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 and Cllr Clippingdale
 - h) Football Liaison – Cllr Joynson

COUNCIL APPROVED the roles and responsibilities above.

10. **TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25TH April 2025.**

The Minutes of the Parish Council Meeting held on 25th April 2025 which had previously been circulated to all members were **AGREED BY COUNCIL** and signed by the chairman.

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

No matters arising.

12. **APPOINT AN INTERNAL AUDITOR**

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

13. **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) P/HOU/2025/02022 Proposal: Erect Garden wall and gates to front elevation Location: 3 Old Farm Way, Crossways, Dorchester, DT2 8TU comments until 23rd May 2025. Comments submitted – Recommended Refusal
- b) Planning application P/NMA/2025/02556 Proposal: Non Material Amendment - Include the approved details for the SANG within the list of approved drawings under condition 1 of the reserved matters approval for the avoidance of doubt with respect to the approved details; minor layout amendments, including a tweak to the substation access and minor amendment to the location of the pump station; Small amendments to the surfacing and materials to match the construction details to planning permission P/RES/2021/01645 (Application for approval of reserved matters of appearance, landscaping, layout and scale of Outline approval WD/D/20/000673) Location: Land West Of Frome Valley Road Crossways. Noted
- c) Planning application P/HOU/2025/02773 Proposal: Replace a rear Conservatory with a new flat roof rear/side extension. Raise the adjacent flat roof to align with the proposed flat roof. Location: 12 Airfield Close, Crossways, DT2 8TN. Support and recommended approval

14. ITEMS

- a) **Agree proposed Meeting Dates for 2025 - 2026**
Councillors approved the proposed meeting dates. They would be circulated by the Clerk. Cllr Light would post on the village noticeboards. **AGREED BY COUNCIL.**
- b) **To reaffirm the Governance Documents - policies and procedures**
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 £384.20**
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 month's agenda for discussion.
AGREED BY COUNCIL to pay the Safety Inspection fee of £384.20.
- d) **General Power of Competence-** To consider whether the Council meets the criteria to adopt the General Power of Competence.
A report had been provided outlining the necessary conditions. The Parish Council confirmed that it is eligible, having eight elected Councillors (which meets the two-thirds requirement) and a qualified Clerk. The Clerk confirmed she qualified in 2025. **AGREED BY COUNCIL** to adopt the General Power of Competence.

15. CORRESPONDENCE

The Clerk had forwarded all Correspondence to Councillors via email. The Chairman confirmed correspondence regarding the Salvation Army clothing bank at the Co-operative Stores in Warmwell Road, This was regularly overflowing with bags being left alongside and accumulating presenting a hazard. He had asked that this was

given urgent attention. Salvation Army have now cleared the clothing and collections will be increased with a possibility of looking to site an additional bank in the village. Cllr Brewer has updated the Manager of the Co-operative.

Staff members at the Co-operative have also agreed to carry out a litter pick in Crossways. Linda Beeby is liaising with the Manager in this respect.

Details of the Community Cycle Ride Sunday 13th July 12 – 3 pm Start at the Great Field, Poundbury. Posters to be displayed on notice boards and included in the 'Bridge'

16. FINANCE AND PAYMENTS OF ACCOUNTS

- a) Financial Report and bank reconciliation circulated prior to the meeting **COUNCIL APPROVED** the payments and receipts from the last meeting. The Chairman signed the bank reconciliation.

Date	Transaction No	Payment to	Payment Description	Total (inc)	VAT
24/04/2025	12	Linda Beeby	Litter picking - 7/04 to 28/04 (3hr x 4wks x £12.21 = £146.52-£0.00 tax=£146.52	£146.52	£0.00
24/04/2025	13	Tim White	Litter picking - 7/04 to 28/04 (3hr x 4wks x £12.21 = £146.52-£0.00 tax=£146.52	£146.52	£0.00
24/04/2025	14	Emma Selway	Clerk's Salary - Apr 2025 (£1982.78-LGPS-TAX-NI)	£1,419.60	£0.00
24/04/2025	15	Dorset County Pension Fund	Employee and Employer contributions APr 2025 (£115.00 + £436.21)	£551.21	£0.00
30/04/2025	17	British Gas	Pavilion - Electricity Bill	£19.18	£0.91
01/05/2025	18	British Gas	Pavilion - Gas Bill	£28.69	£1.36
07/05/2025	19	Cllr D K Harris	King's Clearance - Invoice 2 of 2 Inv1178634	£500.00	£0.00
07/05/2025	20	Steve Manuel	Grass cutting (2025) 1 April and 23 April (2 x £280)	£560.00	£0.00
07/05/2025	21	Parrott Locks	Replacement locks for garage up-and-over for football club - Invoice PP202699-AB	£122.00	£0.00
13/05/2025	22	HSBC	Commission/bank charges	£8.00	£0.00
15/05/2025	23	Dorset Council (DWP)	DWP DD - Wheelie bin rental/collection Sports Field (140ltr), Mem Park (140ltr), and Park Entrance 240ltr - Apr 2025	£99.14	£0.00
26/05/2025	24	Central Southern Security Ltd	Invoice 207008 - Annual maintenance of alarm for Sports Pavilion	£81.60	£13.60
26/05/2025	25	Andrew Brewer	Amazon - Books	£22.50	£0.00
27/05/2025	26	HMRC (online payment system) to Acc 08-32-10 12001039)	PAYE (Clerk) tax and NI (Clerk & Tim White & CPC) - inc £0.00 tax for TAW) May 2025 Reference 503PP000036692602	£543.30	£0.00
TOTALS				£4,248.26	£15.87

Income since 24 April 2025

25/04/2025 Dorset Council – Precept payment #1

£ 32,853.50

01/05/2025	Interest payment from Redwood Bank	£ 296.27
16/05/2025	Interest for A/C ****6560	£ 2.98
22/05/2025	Interest for A/C ****8887	<u>£ 55.19</u>
Total income		<u>£ 14,992.02</u>

Total Expenditure this Financial Year **£ 11,095.60**

Total Income this Financial Year **£ 48,308.34**

Account balances as at 24 April 2025

HSBC A/C ****8879 - Community Account	£ 77,238.26
HSBC A/C ****8887 - Money Manager Account	£ 40,308.56
HSBC A/C ****6560 - Sports Field account	£ 2,147.29
Redwood Bank (A/C ****4964) – Savings account	<u>£ 80,000.00</u>
Total balance	<u>£ 199,694.11</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**.

- 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 2025 would be publicised on Tuesday 3rd June and ending Monday 14th July 2025. Date of announcement Tuesday 29 May 2025. Clerk confirmed added to the website. **AGREED BY COUNCIL**
- b) Approval of Annual Governance Statement 2024/2025 – **COUNCIL APPROVED** the Accounting Statements for 2024/2025.
- c) Approval of Accounting Statement 2024/2025
It was certified that for the year end 31 March 2024 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 £1,172.88. **AGREED BY COUNCIL**.
- f) Approve the Came and Company Local Council Insurance date of commencement of insurance policy 1st June 2023 - £2,637.97. Copies of documents circulated and added to the website. **AGREED BY COUNCIL**.

18. Reports from Committees and Representatives (Information Only)

- a) No reports

19. ITEMS FOR NEXT MONTH

- a) Cllr Childs raised the attached link. Councillors were keen to hear from the Crossways Community as to what were their priorities moving forward. This was going to be increasingly important particularly if the Parish Council was going to lead a Village Plan. Councillors discussed how best to communicate with the residents - Community Engagement - [Residents saddled with £850m bills by parish council stealth tax](#)

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).....2025