

MINUTES OF THE CROSSWAYS PARISH COUNCIL ANNUAL MEETING HELD ON THURSDAY 28th MAY 2026 IN THE VILLAGE HALL AT 7.00 PM

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

5 members of the public

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

On a proposal from Cllr Light seconded by Cllr Clippingdale 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.

There were no apologies.

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.

Cllr Childs addressed the public prior to the meeting with regards to the Definitive Map amendment (i.e. pathway between 8 Warmwell Road and 1 Old Farm Way). Forms were handed out to the meeting.

A member of the public raised concerns about dead vegetation and tree branches in the Memorial Park. The Clerk would investigate and contact the contractor to request that the vegetation is removed and the area is made safe.

A member of the public raised concerns regarding the access point from the Sports Field to the highway at the location where the wooden fence meets the chain-link fencing. Councillors agreed that a minor adjustment to the fencing layout would prevent children from being able to run directly onto the road. Cllr Connor will meet with the contractor to discuss options to improve safety at this location.

5. REPORT BY COUNCILLOR NICK IRELAND -

A report from Cllr Ireland can be found at <https://news.dorsetcouncil.gov.uk/newsroom>.

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. Residents are encouraged to report any incident or suspicious activity to the Police [Contact us | Dorset Police](#). 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. The Clerk would report that a young child was riding an electric scooter at speed around Crossways to the PCSO. Councillors were keen to raise the awareness of road safety with the local schools.

- 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 a later declarations)

No declarations

- 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 Ward
- f) Silverlake and Allotments – Scott Beeby

- 9. TO APPOINT MEMBERS TO THE FOLLOWING POSTS**

- a) Ancient Monument Liaison Officer – Cllr Clippingdale
- b) Emergency Contact Officer (3 posts) – Cllr Brewer, Cllr Light and Cllr Connor
- c) Footpath Officer – Cllr Childs
- d) Playground Inspector Visual - All Councillors
- e) Quarry Representative - Cllr Childs
- f) Dorset Council Transport Representative – Cllr Childs
- g) Noticeboard Co-ordinator – Cllr Light
- h) Football Pavilion and Liaison – Cllr Connor

COUNCIL APPROVED the roles and responsibilities above.

- 10. TO CONFIRM AND SIGN THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 30TH April 2026.**

The Minutes of the Parish Council Meeting held on 30th April 2026 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) Update - 1 Spitfire Close, Crossways the appeal has been dismissed. The subsequent application has also been withdrawn. The Council was heartened that the Inspector had used the points raised concerning the road junction. This reinforced the concern all felt that the Highways Department at Dorset Council were ignoring the issues regarding the road infrastructure.

14. ITEMS

a) **Pavilion – refurbishment £6,000 for shower block**

Cllr Connor provided an update on the works required to resolve the ongoing issues with the shower facilities at The Pavilion. She advised that, to improve water pressure and gravity flow, the water tank would need to be relocated to the roofspace. Quotations have been sought from contractors for the necessary alterations. The **Council APPROVED expenditure of £6,000** to commence the electrical works to improve ventilation, enhance the shower power and to begin remedial decoration in areas where mould has been identified.

b) **Progress report regarding Village Questionnaire**

The Chairman updated that the data from the questionnaires (paper and electronic) that had more than one name on would be recorded individually and comments noted. The Chairman is working with the person uploading the manual forms. He was keen to feedback to the community with the initial findings of the questionnaires around September.

c) **Agree proposed Meeting Dates for 2026 - 2027**

Councillors approved the proposed meeting dates. They would be circulated by the Clerk. Cllr Light would post on the village noticeboards. **AGREED BY COUNCIL.**

d) **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.**

e) **Update on Play Areas – RoSPA Play Safety Inspection report 2026 and Approve Invoice £498.00**

Cllr Brewer and Cllr Connor confirmed receipt of the RoSPA inspection reports. Cllr Connor advised that dogs must be kept on a lead within the Sports Field, and appropriate signage will be installed around the site. She will retrieve the existing signs from storage and arrange for them to be fixed to the Sports Field fencing to reinforce the requirement.

Councillors encouraged members of the public to continue reporting incidents of dog fouling.

The Clerk will circulate the RoSPA Play Inspection to all Councillors for their attention.

It was further agreed that the Clerk will instruct the contractor to remove the Agility Trail and maintain the gate due to timber decay at the Middlehill Play Area in line with the RoSPA recommendations.

15. CORRESPONDENCE

All correspondence has been forwarded to Councillors for information.

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
30/04/2026	22	Steve Manuel	half-yearly shrub cut	£850.00	£0.00
30/04/2026	23	Steve Manuel	Grass cutting - April 2026	£300.00	£0.00
22/05/2026	24	British Gas	Pavilion - electricity bill	£29.10	£1.38
13/05/2026	25	HSBC	Charges	£1.00	£0.00
19/05/2026	26	Dorset Waste Partnership	DWP DD - Wheelie bin rental/collection Sports Field (140ltr), Mem Park (140ltr), and Park Entrance 240ltr - April 2026	£102.50	£0.00
21/05/2026	27	PW Direct (Auctionpax Ltd)	6 x "Take your Rubbish Home" signs - Order confirmation #XZ8KA6A41	£66.67	£11.11
TOTALS				£4,928.08	£12.49

Income since 30 April 2026

30/04/2026	Dorset Council (first precept payment)	£ 18,000.00
01/05/2026	Interest via Redwood Bank	£ 226.53
16/05/2026	Interest for A/C ****6560	£ 2.20
20/03/2026	Allotment fees (Silverlake "Sharry")	£ 10.00
22/05/2026	Interest for A/C ****8887	£ 42.98
Total income		<u>£ 18,281.71</u>

Total Expenditure this Financial Year

£ 13,601.02

Total Income this Financial Year

£ 76,413.03

Account balances as at 28 May 2026

HSBC A/C ****8879 - Community Account	£ 111,774.89
HSBC A/C ****8887 - Money Manager Account	£ 40,896.24
HSBC A/C ****6560 - Sports Field account	£ 2,178.73
Redwood Bank (A/C ****4964) – Savings account	£ 80,000.00

Hampshire Trust Bank (A/C ****4184) – CIL Savings account
Total balance

£ 81,423.85
£ 316,273.71

Payments to be approved by the Council for invoices received since the last meeting

18/5/2026	Internal Audit	£	210.00
18/05/2026	Steve Manuel Grass Cutting (May)	£	300.00

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/individuals. Report **APPROVED BY COUNCIL**.

- b) To Approve the Annual Governance Statement 2025/2026 (AGAR Section 1) for external auditors, BDO LLP – **COUNCIL APPROVED** the Accounting Statements for 2025/2026.
- c) Approval of Accounting Statement 2025/2026 (AGAR Section 2) for the external auditor, BDO LLP
It was certified that for the year end 31 March 2026 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) **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
- f) Annual Audit and Appoint Annual Auditor Approve Invoice £210.00 – 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 2026 would be publicised on Wednesday 3rd June and Tuesday 14th July 2026. Date of announcement Friday 29 May 2026. Clerk confirmed added to the website. **AGREED BY COUNCIL**
- g) DAPTC – Annual Subscription £1,172.88. **AGREED BY COUNCIL**.
- h) Approve the Hiscox Insurance Company Local Council Insurance date of commencement of insurance policy 1st June 2026 - £3,129.10. Copies of documents circulated **AGREED BY COUNCIL**.

17. Reports from Committees and Representatives (Information Only)

- a) Cllr Light gave a positive update on the appointment of a new Rector for the benefice.

18. ITEMS FOR NEXT MONTH

- a) Councillors to send to Clerk

DATE AND TIME OF NEXT MEETING Next meeting – Thursday 25th June 2026
Crossways Village Hall, Crossways.

There being no further business the meeting was closed at 8.38 pm.

Signed (Chairman)