

Motcombe Parish Council

Minutes of the Annual General meeting and Subsequent Monthly Meeting of the Parish Council held at the Pavilion, Motcombe Memorial Hall, Motcombe On Tuesday 14th May 2019 following the Annual Parish Meeting

Present: Cllr Leask – Chairman, Cllr Rogers, Cllr Phillipson, Cllr Taylor, Cllr Coffey, Cllr Worlock, Cllr Stacey and Cllr Hood

In attendance: Mrs N Phillips (Parish Clerk)
There were six members of the public present

1/19. Election of Chairman and signing of Declaration of Office

Cllr Taylor nominated Cllr Worlock for Chairman for Motcombe Parish Council for 2019-2020, this was seconded by Cllr Coffey, all member in favour. Cllr Worlock agreed and signed the acceptance of office form in the presence of the Clerk – proper officer.

RESOLVED: for Cllr Worlock for Chairman for Motcombe Parish Council 2019-2020 (1/19 – no budgetary allocation required)

The retiring Chairman congratulated Cllr Worlock and presented her with the Parish Council Chairman's badge.

2/19. To receive and accept apologies of absence

Cllr Mouncey sent his apologies.

3/19. Election of Vice Chairman

Cllr Rogers nominated Cllr Stacey for Vice-Chairman for Motcombe Parish Council for 2019-2020, this was seconded by Cllr Phillipson, all members in favour. Cllr Stacey agreed and signed the acceptance of office form in the presence of the Clerk – proper officer.

RESOLVED: for Cllr Stacey for Vice-Chairman for Motcombe Parish Council for 2019-2020 (2/19, not budgetary allocation required)

4/19. To agree officer's roles

Environment Team and Cllr Taylor	Cllr Phillipson, Cllr Mouncey, Cllr Rogers
Website/IT	Cllr Taylor
Play Area	Cllr Hood
Monuments/ phone box	Cllr Hood
Planning	Cllr Taylor, Cllr Phillipson and Cllr Stacey
Motcombe meadows	Cllr Rogers, Cllr Stacey and Cllr Hood
Communications	Cllr Worlock

5/19. Election of Representatives to outside organisations

Neighbourhood Plan	Cllr Mouncey, Cllr Worlock, Cllr Taylor, Cllr Coffe and Cllr Phillipson
DAPTC	Cllr Stacey
Village Hall	Cllr Hood
Transport Forum	Cllr Taylor
Allotment	Cllr Stacey and Cllr Hood

6/19. To review 2019/20 Standing Orders, adopt General Power of Competence, Code of Conduct, Financial Regulations, Risk Assessment, Complaints Procedure, Equality Policy and other policies that had been circulated.

The documents above that had been circulated were adopted or amendments approved. The Clerk confirmed that now she has passed her CiLCA (certificate in local council administration) and as the majority of the Council are elected members, the Council are able to adopt the General Power of Competence. The following was proposed:

Motcombe Parish Council resolves from the 8th May 2019 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

Cllr Rogers proposed that the Council adopt the General Power of Competence and other polices, this was seconded by Cllr Taylor and all members agreed.

RESOLVED: for Motcombe Parish Council to adopt or agree the amended circulated documents and Motcombe Parish Council resolves from the 15th May 2019 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence. (6/19 no budgetary provision required)

7/19. Approve minutes from AGM dated the 2nd May 2018

Cllr Coffe proposed the minutes from the AGM dated the 2nd May 2018, this was seconded by Cllr Stacey, all members in favour.

RESOLVED to approve the minutes from AGM 2nd May 2018 (7/19 – no budgetary provision required)

8/19. Approval of annual accounts and governance statement

The Clerk tabled the following:

- The annual governance statement 2018/19
- The end of year accounting statements 2018/19
- The Asset Register 2018/19
- The Bank reconciliation 2018/19

All items above were proposed by Cllr Phillipson and seconded by Cllr Stacey, all member agreed. The Chairman duly signed the governance statement and approved the end of year accounts.

RESOLVED: for the Chairman to sign the governance and accounts statement and to agree the other above items in 8/19 for the year ending 2018/19 (19/8 – accounts)

At this point the Chairman will close the AGM and open the Monthly Meeting at 7.45

At this point the Clerk read out a resignation letter from Mrs Janet Odell, the Council expressed they were very sad to see her go and thanked her for all her hard work for the Village, over the many years of being a Councillor for Motcombe Parish Council.

There will be a 10-minute public consultation period at the beginning of the meeting where the public can raise issues and concerns to the attention of the Council. The Chairman will ask if anyone present wishing to record the meeting, please let themselves known.

Concerns were expressed that the verges in the Village have not been cut by Dorset Council. The Clerk confirmed that she has requested a copy of Dorset Councils, cutting schedule for the village, but has not received it to date. It was suggested that perhaps the Parish Council should look at the cost for maintaining the verges themselves. This will be considered in near future.

9/19. Declaration of interest and dispensations

There were none.

10/19. Co-option for new members

No one came forward. It was agreed for the Chairman to put an article in the Villager welcoming new members to the Council.

11/19. Approve minutes from 3rd April 2019 and matters arising from that meeting:

The minutes were proposed by Cllr Rogers, seconded by Cllr Taylor and all members agreed that the minutes were a true and accurate record of the meeting, these were duly signed by the Chairman.

- **To agree with a quote to replace equipment in the play area.** After debate, it was agreed to award Ministry of Play the project to replace the equipment and some of the surface in the Play Area. It was agreed that before an agreement is made on what equipment will be installed, the Clerk will advertise the suggested items on the notice board, in the play area and on the website, for resident comments.
- **To confirm agreement for the see-saw in the play are to be removed.** This was an urgent matter and an agreement was made by members via email to have the see-saw removed before this meeting.

12/19. Officers reports:

Planning – Cllr Taylor reported the following.

2/2019/0331/OUT - Land South Of Lake Mead Frog Lane – Objected to this application on the following grounds of the application being incorrect, it states on the application that it is for 2 houses, but on the Residential/Dwelling Units - Supplementary information template, it says 3. This site was rejected in the Neighbourhood Plan. The drawing also shows what looks like an access entrance to the remainder of the field to facilitate further housing in the future. Reducing the size of the development will not reduce the risk in flooding. The culvert under the Lane would probably not survive due to its proximity to proposed entrance. Frog Lane, and the Bittles Green turn cannot cope with increased traffic as the Lane is not wide enough for traffic to pass by each other.

2/2019/0390/HOUSE - Motcombe Manor – Approved

2/2019/0519/LBC - Motcombe C Of E Vc Primary School - Approved

2/2019/0454/FUL - Former Grain Store at Wessex Farm – Objected on the grounds of over development

2/2019/0417/HOUSE - 1 Summer Oaks – Approved

2/2019/0437/OUT - Land At Junction Of Motcombe Road – Objected on the same grounds as the previous application which were that Frog Lane is not suitable for additional access, concerns were raised over flooding issues this could be caused, and that Motcombe Neighbourhood Development plan has not allocated this area of land for development. The Parish Council would recommend that this application goes before Planning Committee at Dorset Council for consideration.

2/2019/0569/VARIA – Freshfields, Bittles Green – Approved.

Highways – Cllr Phillipson reported the following:

- Highways are aware of the ongoing problems with the flooding outside no 37 The Street. An issue regarding a raised kerb outside Stirling House has also been reported.

Website/IT - nothing to report

Trees – nothing to report

Footpaths/environment team – nothing to report

Play Area – nothing to report

Monuments/ phone box – nothing to report

Footpaths – nothing to report

Amenity land/Motcombe meadows – nothing to report

13/19. Received report from Dorset Council representative - no report received.

14/19. Finance

To agree: Payment Schedule

The Clerk tabled April's payment schedule for the sum of £3874.28, details listed below:

S/O	N Phillips wages April		£	697.01
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1784	Motcombe Community Shop - Donat	£	50.00
1786	MMH Hall Hire	£	45.00
1785	DAPTC - conference	£	70.00
1787	one man & his mower	£	180.00
1788	N Phillips training cost	£	219.30
1789	Zurich Municipal insurance	£	489.69
1790	DAPTC Annual Sub	£	442.66
1790	GeoXphere Ltd - NDP maps	£	72.00
1791	Rospa play area check urgent	£	474.00
1792	Vision ICT website	£	210.00
1793	Ministry of Play Ltd - see saw	£	597.60
1794	N Phillips expenses	£	49.00
1795	annual phone bill N Phillips	£	278.02

It was proposed by Cllr Taylor and seconded by Cllr Coffey that the bills on the schedule be paid, all in favour.

RESOLVED: to pay the bills on the schedule above (14/9 – accounts)

15/19. Chairman's Report

The Chairman reported that the Council will be focusing on moving forward with existing projects and new ones that are proposed and look forward to working with this team for the future.

16/19. Clerk Report – Correspondence – Matters of interest

The following letters of thanks for grants allocations have been received: Citizens Advice Central Dorset, Dorset and Somerset Air Ambulance and St Mary's Church. The Clerk had circulated details of the training for new Councillors. Cllr Hood confirmed that he would like to attend. The Clerk will book Cllr Hood in.

17/19. Items for next agenda and date of next meeting

Play Area, Co-option, Invite Mr Crabbe to give details of his great work in the village.

The next Parish Council meeting will be held on **WEDNESDAY 12th June 2019 at 7.30pm**, at Motcombe Memorial Hall – Pavilion. There being no further business, the Chairman closed the meeting at 20.22

Signed by the Chairman.....

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