



**MINUTES OF THE BERE REGIS PARISH COUNCIL AGM HELD ON
THURSDAY 9th MAY 2019 AT THE DRAX HALL, NORTH STREET, BERE
REGIS, COMMENCING 7PM**

Present: Cllrs S Munnings, T Bates, P Wharf, L Fairhurst, B House, C Packham, R Pitcher & B Benjafield

Chair: Cllr I Ventham

Clerk: Mrs A Crocker

Also present: 1 member of the public and Dorset Councillor Laura Miller

Public Participation

19.01 David Grey spoke on behalf of the Parochial Church Council regarding the problems they are having with 16 yew trees on the northern side of the church. The trees are now too big and in need of trimming and binding and the congregation no longer has anyone sufficiently able to undertake the work. The ideal height for the trim would be 7-8' high. They have spoken to three or four contractors and the cost of the work ranges from £700 to £1,600. They would be very grateful for any grant that the Parish Council can give. This is a one-off request as they are very aware that the Parish Council do give a grant of £500 each year already.

1. To receive apologies for absence

19.02 No apologies had been received.

Philip Morgan has asked if he could reconsider his resignation and would like to be co-opted back on to the Parish Council. Everyone was unanimously in favour of his return.

2. Chairman's Report for 2018/19

19.03 Cllr Ventham read his report to those present. The full report of the year can be found on the Parish Council web site.

3. Elections

19.04 To Elect the Chairman for the coming year

Cllr Pitcher proposed Cllr Ventham as Chair. Cllr Ventham agreed to stand as Chair for another year, should members wish. This was seconded by Cllr Packham and agreed unanimously. The Acceptance of Office was signed in the presence of the meeting.

19.05 To Elect the Vice Chair for the coming year

Cllr Pitcher proposed Cllr Benjafield for the role. This was seconded by Cllr Wharf and agreed unanimously. Cllr Benjafield agreed to stand as Vice Chair for the coming year and signed the Acceptance of Office in the presence of the meeting.

19.06 Group Responsibilities

A copy of the current list had been issued to all members prior to the start of the meeting. Members were asked to consider their current roles and a full discussion will take place at the next meeting.

4. To receive the Dorset Councillor's reports

19.07 Cllr Wharf thanked Cllr Ventham for the amount of work he has done over the years for the Neighbourhood Plan.

Cllr Wharf and Cllr Laura Miller will continue to produce a monthly report which will be distributed to all the Clerks within West Purbeck. Surgeries will be carried out for half an hour in two locations each month. This will be advertised in the parish magazine.

Between them, Cllrs Miller and Wharf have 10 parishes and it is unlikely that they will make all the parish council meetings every month, but they will do their best.

If a parish councillor asks them to do something, they must make sure that this is a parish council request and not an individual request. In order to ensure this is the case, only requests received via the parish clerks will be considered.

If there are any points that members intend putting before them at a meeting, they should be highlighted in advance in order to allow them some time to undertake any background investigation necessary and to come to the meeting with an answer.

It is their intention to hold two meetings a year to which all clerks and chairs in the Ward will be invited and which will include a guest speaker to discuss relevant hot topics.

Cllr Wharf has spoken to the DWP representative who is happy to give a presentation to the Parish Council regarding recycling and waste collection.

The slip road will be completely resurfaced in the Autumn. There is one very large pothole and Dorset Highways will be asked if they would carry out a temporary repair in the meantime.

The response regarding the clearing up of the rubble on Yearlings' Drove was very quick and we would like to thank Highways for their speedy response.

The Clerk will contact environmental health regarding the recent disposal of waste raw meat in Long Lane.

The minibus – Pat Unwin of Winfrith would like to hire the minibus if possible, with particular regard to Arts Reach. He has suggested that she contact Cllr House.

At the next Council meeting on the 16th May, Cllr Miller will be invited to head up Adult Social Care and Health, whilst Cllr Wharf will be responsible for Change & Transformation, as well being Deputy Leader of Council.

Cllr Benjafield asked if the planning application process will have changed with immediate effect. All applications will be heard at Wareham which will, ultimately, be one of the three main hubs and will cover an area including Blandford. The planning committee will be populated by a number of people, but they will not be exclusively Purbeck people. The degree of local knowledge will be reduced.

5. To confirm the minutes of the meeting held on the 11th April 2019

19.08 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Munnings proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr House and agreed unanimously. The Chair signed the minutes in the presence of the meeting.

6. Matters arising from those minutes, not covered by this agenda

19.09 Lockyer Land – there is no record in the Public Wills Records, but it may still be going through probate. Cllr Munnings was asked to speak to Andrew Robinson to try to ascertain the contact details for the site.

ACTION: CLLR MUNNINGS

Community Hall – The Clerk and Chair met with the Drax Hall trustees on the 17th May. The Drax Hall Trustees have agreed to take the matter forward to a village meeting on Saturday July 6th. Cllr Pitcher will speak to the committee and ask if there will be formal notifications issued, notices, etc.

ACTION: CLLR PITCHER

Grant request for the Church – Cllr House proposed we give a grant of £500. This was seconded by Cllr Fairhurst and agreed unanimously. A cheque will be raised for signing at the June meeting.

7. To receive declarations of interest and confirm any dispensations received

- 19.10 Cllrs Munnings and Packham declared interests in planning applications and tree works. No other interests were declared and no requests for dispensations had been received.

8. Key Topics

19.11 Neighbourhood Plan Update

Cllr Ventham highlighted the amount of work Cllr Munnings had done throughout the production of the Plan. Frances Summers of PDC was also of great help and a special thank you will be sent to her. Thanks are also extended to both Bernie and Julien Lightfoot for the photographic work and the pulling together of the Plan.

A formal letter will be sent to the Drax Estate and all other landowners concerned, asking for their intentions regarding planning applications, time scales, etc. We will also try to find out when the North Street land be leased to us.

Cllr Pitcher asked if it would be necessary for the Parish Council to formally adopt the Plan. It was felt that this had already been done over the last few months.

19.12 To review the Village Forum

About 80 people turned up and the event may have encouraged a few more people to attend the elections on the 2nd May.

19.13 To receive an update on the Mid-Summer Bere Fest

There will be another meeting on the 27th May. Notices were issued to members and everyone asked to distribute them around the parish.

Following some difficulty in obtaining raffle prizes, it was decided that the raffle takings will be donated to FoBRS and the Williams Trust.

9. Finance

19.14 To approve monthly expenditure

The following payments had been requested:

BR Surgery	Grant to Carers Plus Group	1903	250.00
Cheap Printing	Xmas tree fliers/NP copies	BACS005	17.50
DC Pension Fund	May contribution	BACS006	241.34
AG Tree Services	Remove overhanging branches	BACS007	180.00
DAPTC	Annual Subscription	BACS008	530.83
A King	Lengthsman – April 2019	BACS009	2487.72
HMRC	PAYE & NIC – May 2019	BACS010	81.12
A Crocker	May wages + expenses	BACS011	811.40
Darkin Miller	Internal audit	BACS012	312.95
Came & Co	Insurance renewal	BACS013	924.89

Total to be paid from the Precept is **£5,837.75**

Lunch Club & NeighbourCar (Both these schemes are self-funding with no costs coming from the Precept)

M Benjafield	NC -14/3-1/5/19	NC001	111.25
Dorset Council	Minibus service agreement	MB01	424.80
I Ventham	Lunch Club – April	SPLC01	57.69

Cllr Wharf proposed the payments are made. This was seconded by Cllr Munnings and agreed unanimously.

19.15 To confirm reconciliation of accounts

ACTION: CLERK

This item will be passed over to the June meeting.

19.16 To agree the Annual Governance Statement

This item will be passed over to the June meeting.

19.17 To agree the Accounts for the year ended 31st March 2019

This item will be passed over to the June meeting.

19.18 To confirm the Standing Orders and Financial Regulations

A copy of the reports had been issued to all members prior to the start of the meeting. No questions were raised and no comments made. No amendments were required for either report at this stage. Cllr Munnings proposed the Standing Orders are accepted. This was seconded by Cllr Benjafield and agreed unanimously. Cllr Fairhurst proposed the Financial Regulations are accepted. This was seconded by Cllr Munnings and agreed unanimously.

19.19 To confirm the Risk Assessment

A copy had been issued to all members prior to the start of the meeting. Cllr Ventham suggested that an item is included making reference to the Neighbourhood Plan and the need for constant monitoring. With this added, Cllr Bates proposed the Risk Assessment is accepted. This was seconded by Cllr Benjafield and agreed unanimously.

19.20 To confirm the Insurance for the coming year

The Clerk informed members that the Parish Council is currently in the third year of a three-year Long Term Agreement. Cllr Packham proposed the insurance is accepted. This was seconded by Cllr House and agreed unanimously.

19.21 To consider the cleaning of the War Memorial at a cost of £2,554.38

The War Memorials Trust provide information on how to clean memorials. Ours is a listed memorial and we may be able to get a grant for the work.

The memorial is the responsibility of the Parish Council to get it cleaned. The Clerk will arrange for two more quotes and investigate grants.

ACTION: CLERK

10. Planning & Housing

19.22 To consider planning applications

Cllr Munnings took no part in any discussions for the following applications.

6/2019/0237 35A West Street - insert door to store room & one ground floor window on the east elevation. Internal alterations.

The PWP proposed no objections.

6/2019/0207 143 Donkey Lane - replace single storey extension with two storey extension and create sloping roof over kitchen

The PWP proposed no objections.

Cllr Benjafield proposed that the recommendations of the PWP are accepted. This was seconded by Cllr House and agreed unanimously.

ACTION: CLERK

19.23 To consider tree work applications

TWA/2019/077 Land to the rear of 24 Sitterton Close – T1, T2 & T3 Silver Birch; fell to ground level

Cllr Bates attended the site and pointed out they are not silver birch but polar or aspen. He also noted that some of the remaining trees in the line are covered with ivy which could do with being removed outside the bird nesting season. Cllr Bates recommended no objection to cutting down the three trees.

TWA/2019/087 Paddock Cottage, Shitterton Road – T1 & T2 conifers, fell to ground level; T3 Birch, reduce height by 12’

Cllr Bates attended the site and recommended no objections.

Members unanimously accepted the recommendation for no objections to the tree work applications.

Rowlands Wait – Certificate of Lawfulness. Cllr Wharf will check the process and what the intention is.

ACTION: CLLR WHARF

11. Environment & Facilities

19.24 Open Spaces update

The ponies will be returning to the Nature Reserve shortly.

The village is looking very untidy with all the weeds in the gutters. Cllr Ventham suggested the Clerk checking with the Lengthsman to see if there is a low-cost option to get this tidied. In the first instance, a specification will be raised to see if County can do anything.

ACTION: CLERK

Tree felling – where the trees were removed, whose responsibility is it to clear this area? Cllr Pitcher will check this but, in the meantime, the Lengthsman will be asked to clear the site.

ACTION: CLLR PITCHER

Abandoned car in the main car park – the Clerk will check with PDC to see if they are able to get it removed.

ACTION: CLERK

Dark Lane – the evidence forms continue to come in. The landowner is happy for the path to be added to the permissive map. She also raised the issue of Black Hill – in particular, the damage being done by the cyclists. The Clerk will contact Natural England and invite them to a meeting to discuss possible alternatives to the use of Black Hill and see if there are any grants available. We will also speak to the Drax Estate to see if they have any problems with us starting work on a bike area before the SANG is made official.

ACTION: CLERK

19.25 To review the current Cemetery charges

A copy of the current fees had been issued to all members at the start of the meeting. An increase of 10% had been made from 1st April 2018. Members discussed the possibility of making an annual 3% increase rather than a larger increase every few years. The Clerk will undertake some comparisons and bring this back to the June meeting.

ACTION: CLERK

19.26 Defects

- Winterborne Kingston junction grass is high – Highways England

- Trampoline in the park is nowhere near as springy as it used to be – Cllr Pitcher will check
- Footpath over Rye Hill to Hollow Oak is overgrown

12. Police, Traffic and Roads

19.27 Nothing to report.

13. Community Liaison

19.28 Post Office – Cllr Ventham proposed that the Parish Council write to the Post Mistress saying we support the move of the post office to the pub. Cllr Pitcher suggested we proceed with trying to communicate with the Post Office itself. Cllr Ventham has spoken to Customer Care at the Post Office and requested that the Parish Council are invited to a meeting with the post mistress but, to date, nothing has been received.

14. Children & Youth

19.29 Youth Shelter – not going ahead. This will be an agenda item for June. The shelter is well used and needs refurbishing.

15. Correspondence received since the agenda was set

19.30 The Chair and Clerk received a delegation from the residents of the Townsend houses asking that the gate is moved further along North Street to the end of the houses. Cllr Ventham proposed that the Parish Council apply for a TRO. This was seconded by Cllr Pitcher and agreed unanimously. The cost to the council will also be ascertained.

ACTION: CLERK

16. Public Relations

- 19.31
- Vacancy for parish councillor
 - Neighbourhood Plan results
 - Village Forum
 - grant to the church
 - Bere Fest
 - ways residents can contact the Parish Council
 - Chairman’s report

17 Items for the June meeting

19.32 Members are reminded to pass any items to the Clerk for inclusion in the June agenda by the 31st May 2019.

There being no further business, the meeting closed at 21.24pm.