



BERE REGIS PARISH COUNCIL

DRAFT MINUTES OF THE MEETING HELD ON THURSDAY 14th SEPTEMBER 2023 AT THE DRAX HALL, NORTH STREET, COMMENCING 7PM

Present: Cllrs R Pitcher, L Fairhurst, G Curtis, J Percy, S Munnings, B Benjafield, S Walker

Chair: Cllr J Park

Clerk: Mrs A Crocker

Also present: 1 members of the public

1. To receive apologies for

23.137 Apologies had been received from Cllr Peter Wharf (illness), Cllr Tony Bates (holiday).

2. To confirm the minutes of the meeting held on 10th August 2023

23.138 A copy of the minutes of the meeting had been issued to all members. Cllr Fairhurst proposed them to be a true and accurate record of the meeting. This was seconded by Cllr Walker and agreed unanimously. The minutes were signed by the Chair in the presence of the meeting.

3. Matters arising for report only

23.139 Motorcycle Space – The Lengthsman will be sign writing a space in the central car specifically for motorbikes.

4. To receive declarations of interest and review dispensations received

23.140 No interests were declared, and no dispensations had been requested.

5. To receive the Dorset Councillor’s report

23.141 A copy of the report had been issued to all members prior to the meeting and a copy is available on the Parish Council website.

6. Key Topics

23.142 To receive an update on the Neighbourhood Plan Review

- (a) To agree the Review dated 29th August 2023 - A copy of the Review document had been issued to all members with the agenda.

Cllr Walker raised the issue of flooding. This had been previously raised on behalf of parishioners, but we do not have the evidence to back it up. If we are to put a case to Wessex Water, we need factual evidence. A request will be made for residents to supply any evidence they may have and Cllr Walker will collate the information received.

Policy BR8 – North Street Employment – the wording referring to ‘fast food’ could be amended to remove the emphasis from fast food.

No update to the community hall section – The wording of the original policy has been left but Cllr Walker felt it should be amended so that Souls Moor is not referred to as being ‘strongly support’. It was pointed out that the Plan does not contain a Policy relating to the Community Hall, this is contained within the text and it is the Policies that the Review is considering.

Cllr Park proposed that the Review is accepted. This was seconded by Cllr Fairhurst and agreed unanimously. A copy will be posted to the Parish Council website.

(b) To confirm instruction of the Independent Examiner

Cllr Fairhurst proposed that an Independent Examiner is instructed in due course. This was seconded by Cllr Munnings and agreed unanimously.

23.143 Remembrance Sunday – to consider wreaths, road closures and a band

Invitations will be sent to Michael Tomlinson MP and to the Deputy Lord Lieutenant. The Blandford Stour Band will be contacted as in previous years. It was agreed that the Parish Council will cover the cost of the wooden crosses for the Scouts. The Clerk will order the usual number of wreaths and crosses.

ACTION: CLERK

23.144 To consider the current vacancy and action to be taken

There is currently one vacancy on the Parish Council. The period for an election request expires on the 14th September, after which time a co-option can be made, should the Parish Council wish to. It was felt that not enough information is given to incoming councillors. Cllr Park proposed that a pack is produced setting out what the role of a councillor is, what is expected of candidates and the training the candidates would be expected to undertake. All councillors are asked to contact the Clerk saying what they would have found useful to have received when they first become a councillor. The information will be collated and brought back to the October meeting. In the meantime, the notice of vacancy will be taken down as one candidate has come forward. A pack, once completed, will be sent to them for their consideration.

7. Finance

23.145 To approve the monthly expenditure

The following payments had been requested:

BDO	External audit Ye 31.03.23	BACS243	378.00
Cheap Printing	Printing – village calendars	BACS244	480.00
DC Pension Fund	September 2023 pension contributions	BACS245	275.00
Wessex Water	Cemetery standpipe 1.10.23 to 31.03.24	BACS246	101.50
A Lynam	Lunch Club August 2023	BACS247	17.79
I Ventham	Lunch Club August 2023	BACS248	99.70
A Crocker	September 2023 salary + expenses	BACS249	909.14
BR Parish Magazine	Dorset Housing Strategy advert	BACS250	20.00
A King	Lengthsman – August 2023	BACS251	2,865.63
HMRC	September 2023 PAYE	BACS252	222.40
DAPTC	Whole council training	BACS253	393.50
BR Surgery	£200 grant re Carers Group	BACS254	200.00

The total amount requested for the month is £5,962.66.

Cllr Fairhurst proposed the payments were made. This was seconded by Cllr Munnings and agreed unanimously.

23.146 To confirm the reconciliation of accounts

A copy of the report had been issued to members.

23.147 To review and accept the External Auditor's report for the year ended 31st March 2023

The audit has now been completed and the external auditor raised no comments or queries. Cllr Fairhurst proposed the report is accepted. This was seconded by Cllr Curtis and agreed unanimously. A copy of the auditor's report is available on the Parish Council website, together with the Notice of Conclusion of Audit.

23.148 To consider opening a PSDF account

A report regarding this proposal had been issued with the agenda. Cllr Curtis proposed the account is opened. This was seconded by Cllr Fairhurst and agreed unanimously.

Cllrs Park, Fairhurst and Curtis will act as signatories the account, together with the Clerk.

Cllr Benjafield proposed that the account is opened with £120,000 and all interest is reinvested. This was seconded by Cllr Walker and agreed unanimously. The Clerk will complete the appropriate forms ready for signing.

ACTION: CLERK

23.149 To approve the payment of £450 for the Clerk to proceed with the CiLCA qualification

As part of the Clerk's contract, training should be undertaken with the support of the Parish Council. Cllr Benjafield proposed the Parish Council pay the full amount including the mentoring fee of £270. This was seconded by Cllr Walker and agreed unanimously.

8. Planning and Housing

23.150 To consider planning applications received:

P/NMA/2023/04994 Church View, 8 Tuberville Road – To install rear be-fold doors and infill front store door

The Parish Council did not object to the original application. As this is for information only, the PWP proposed no action is taken.

9. Parish Amenities and Rights of Way

23.151 To receive a general update on Parish Facilities and Rights of Way

Allotments – The three smaller allotments have now all been filled. There is a small waiting list but there are several large plots that are not being used to their full. Appropriate letters will be sent to the relevant parties.

23.152 Defects

- Snow Hill lane needs cutting back
- Brambles from garden at Stanbarrow Close are growing over the pavement - Lengthsman
- Aster Housing will be sorting out the hedges alongside the car parks
- Jubilee Bridge - screws coming loose already in the slats
- Rye Hill bank very overgrown

10. Conservation and Environment

23.153 To receive a general update on Conservation and Environment

Nothing to report.

11. Police and Traffic

23.154 To receive an update on the Traffic Focus Group (TFG) & Community Speed Watch

A copy of Cllr Walker's report had been issued to all members with the agenda. Thanks are extended to the group for their work to date.

23.155 To consider requests made by the TFG

- (i) Permission to prepare a survey for distribution to all residents who will be directly affected by a 20mph zone

Cllr Park proposed the survey is drawn up and brought back to the October meeting for consideration prior to being sent out. This was seconded by Cllr Fairhurst and agreed unanimously. Once produced, the list will be hand delivered.

- (ii) Prepare communication regarding the TFG activities for general distribution

- (iii) Permission to investigate costings for village entry signage

Possibly looking at gateways, similar to other local villages. Cllr Park suggested that this could be included in the survey and residents could be asked what they felt would be appropriate.

- (iv) To agree an additional traffic survey to be located below the old school site

The Clerk reported that, following the cessation of the vehicle activated sign (VAS) on Rye Hill, Highways had been in touch asking if we would like to consider additional locations for the SID. This would involve completing surveys of other locations in the village. A request was subsequently submitted for surveys to be carried out south of the entrance to White Lovington and, possibly, further down the hill towards the junction with West Street. These will take place later in the year.

- (v) Highways Officer support for additional traffic calming advice

This will be held until the results of the survey are received.

12. Community Liaison

23.156 To receive an update on the NeighbourCar, Communibus and Lunch Club initiatives

Communibus – The initiative is working well and is proving very popular, although additional drivers are needed.

Lunch Club – Numbers are dwindling at the moment with only twenty-nine attending the August lunch. Those that attend enjoy the event and it was agreed that it needs to be kept going.

23.157 To consider upgrading the Parish Council web site and other forms of communication

This is too large a topic to decide at one meeting. It will cover the website as well as general communications. A working party will be set up consisting of the Clerk, Cllr Walker and Cllr Benjafield. Cllr Park suggested inviting one other person from the parish – especially a younger person, possibly a Scout.

The first meeting will be arranged and feed back brought to the October meeting.

13. Children and Youth

23.158 Nothing to report.

14. To receive the Clerk’s Report and Councillors’ reports on items not covered by the agenda

23.159 A copy of the Clerk’s report had been issued with the agenda.

Cllr Walker felt the Parish Council should follow up with Tilhill or the Save Me Trust regarding the wording on the poster that is going to be put on May’s Wood site as it contradicts itself and is going to lead to more confusion.

An email will be sent to Ann Brummer regarding the posters for clarification and perhaps a request for a map of the areas that are now accessible as we need to update our walks leaflet.

ACTION: CLERK

Cllr Fairhurst – Three Walks Leaflet – There is one crossroad where a new post would need to go. Cllr Park will speak to the landowner again.

ACTION: CLLR PARK

15. Correspondence received since the agenda was set

23.160 Nothing to add.

16. Items for the Parish Magazine

- 23.161 - NP Review – first draft
- traffic group
- Remembrance Sunday
- Dorset Police Neighbourhood Watch scheme
- Christmas trees
- Training

17. Date of next meeting

23.162 The next meeting will be held on Thursday 12th October. Any items for the agenda should be passed to the Clerk by the 5th October.

There being no further business, the meeting closed at 21.20pm.