

## WEST MOORS PARISH COUNCIL

**MINUTES** of the **PARISH COUNCIL MEETING** held on Thursday 22<sup>nd</sup> October 2009 in the Council Chamber, Pavilion, Fryer Field, West Moors at 7.30pm.

**PRESENT:**

Cllr. J M Price – Vice Chairman		
Cllr. J. Bartley	Cllr Miss J Church	Cllr Ms S Edwards
Cllr. P. Holden	Cllr. Mrs C. Holmes	Cllr R Long
Cllr Mrs A Peskett	Cllr Mrs J Ware	Cllr. R. Watson
Cllr Ms S. Zyga		

**OTHERS PRESENT:** Ms J Weedon (Clerk)  
County Councillor Mr P. Finney  
District Councillor Mr A Clarke

**APOLOGIES:** Cllr K Warren                      Cllr Mrs P Yeo

**ABSENT WITHOUT APOLOGIES:** Cllr Mrs M Hall

Before the meeting commenced the present Chairman Cllr S Walker resigned from the Parish Council. The meeting was therefore chaired by the Vice-Chairman

**09/181 TO RECEIVE DECLARATIONS OF INTERESTS**  
None

**09/182 QUESTIONS FROM MEMBERS OF THE PUBLIC**  
None

**09/183 TO APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24<sup>th</sup> SEPTEMBER 2009**

Having been circulated, the minutes on pages 563 - 566 were agreed, adopted and signed as a true and correct record with the following amendments:

Minute no 09/169 – should read ‘ It was Resolved that a 3 year strategic business plan be developed. A separate working party to be set up to organise this with Cllr Peskett’  
Minute no 09/173d – Should read ‘No Cycling signs on Bridleways cannot be enforced’

**09/184 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES**

1. **The Report of the Environment Committee** held on 8<sup>th</sup> October 2009 pages 567 - 568 as circulated, was confirmed, adopted and signed.

**09/185 TO RECEIVE DORSET COUNTY COUNCILLOR REPORT**

Cllr Mr Peter Finney reported on the progress of the Pathfinder proposal, Ashurst Road/Arnold Close footpath, the land at Weavers Close and the opening of the new library at West Moors Middle School. A copy of the report is available in the Parish Office.

**09/186 TO RECEIVE EAST DORSET DISTRICT COUNCILLORS REPORTS**

**Cllr A. Clarke:** Reported on the land swap at Weavers Close and joint working issues such as waste collection/disposal, procurement and ICT. A copy of the full report is held in the Parish office.

Members had a brief discussion regarding the transport study and how it may affect West Moors, especially the by-pass.

**Cllr Holden:** reported on the Weavers Close land swap and answered a question regarding the provision of allotments at the Brook View site.

**09/187 TO RECEIVE THE CHAIRMAN’S REPORT**

The Vice Chairman informed the Council that he did not wish to stand as Chairman so an election for a new chairman would take place at the November meeting of the Parish Council. He is however, prepared to continue as Vice Chairman.

**09/188 TO RECEIVE PARISH CLERKS REPORT**

- a) **Goal posts minute no 09/125c refers** – New goal posts have now been installed
- b) **Badgers minute no 09/130 refers** – Work commenced at the cemetery on Monday 19<sup>th</sup> October.
- c) **Quality Council update** – The Parish Council has made a commitment to work towards becoming a quality Council but before an application can be made to gain Quality Council Status certain mandatory criteria are required:  
80% of members have to be elected – We currently do not reach this figure due to the high number of Co-opted Councillors. This can be addressed at the 2011 local Council elections.  
Qualified Clerk: The Clerk has completed a basic training course and is currently producing a portfolio of evidence. However, due to work commitments this is taking longer than anticipated.  
Communication: Produce and publish a regular newsletter at least 4 times per year. Please see [http://www.nalc.gov.uk/Toolkits/Quality\\_Status.aspx](http://www.nalc.gov.uk/Toolkits/Quality_Status.aspx) for more information.
- d) Currently there is no representative from the Parish Council at the Transport and Traffic TAG. Cllr Long already attends these meetings and agreed to report back to the Parish Council after attending these meetings. It is suggested that members look at the Community Partnership website for a list of other TAG's which they might like to attend and report back as Council representatives.

**09/189 TO APPROVE ACCOUNTS FOR PAYMENT**

It was

**RESOLVED that the accounts for payment be approved, as attached cheque list dated 22.10.09 on pages 572 of the minutes.**

**09/190 APPROVAL OF ANNUAL RETURN**

The external auditor has now completed the audit for 2008/09 and has signed off the annual return. One matter came to the attention of the auditor, members noted this and the Clerk will ensure that it does not happen in the future. It was

**RESOLVED that the Annual Return for the year ending 31<sup>st</sup> March 2009 is approved and accepted.**

**09/191 DAPTC MOTIONS**

Members discussed each of the DAPTC motions for the AGM and it was

**RESOLVED that the Parish Council DAPTC representatives vote as stated below:**

**Motion 1 – FOR**

**Motion 2 – FOR**

**Motion 3 - FOR**

**Motion 4 - ABSTAIN**

**Motion 5 - ABSTAIN**

**Motion 6 – FOR**

**Motion 7 - FOR**

Voting: Motion 1 - unanimous, Motion 2 - unanimous, Motion 3 - unanimous, Motion 4 - 2 for and 5 abstain, Motion 5 – 5 for, 1 against and 5 abstain, Motion 6 – unanimous, Motion 7 – 6 for, 2 against and 2 abstain

**09/192 MEMBER OFFICER PROTOCOL**

After a discussion it was

**RESOLVED that the Parish Council accept the idea of such a protocol and that the current draft document be amended and brought back to Council at the next meeting for approval as an interim measure until the National Member officer protocol document is available.**

Cllr Edwards and the Clerk to make amendments to the draft document

Voting: 9 For, 1 Against

**09/193 COUNCILLOR DROP IN SESSIONS**

Members discussed the idea of holding Councillor drop in sessions and items relating confidentiality. It was

**RESOLVED that the idea of holding a weekly drop in session is researched further and the outcomes reported to the next Parish Council meeting.**

Cllr Edwards to research

Voting: 8 For, 3 Abstain

**09/194 PETWYN SUPPORT**

After a brief discussion it was

**RESOLVED to send a letter of support for the Petwyn Café regarding the amount of business rates that apply to them to East Dorset District Council.**

Clerk to arrange

**09/195 MEMBERS QUESTIONS**

None were submitted

Cllr Bartley stated that he submitted a question to the Chairman. This was unavailable at the meeting and Cllr Bartley was asked to resubmit the question in time for the next Council meeting

**09/196 TO RECEIVE CORRESPONDENCE**

a) Royal British Legion - Invitation to all members to attend the Remembrance day Service on Sunday 8<sup>th</sup> November. The Council to give donations to the Royal British Legion, the St Johns Ambulance Band and the Bugler.

Members asked that a letter be sent to Major Jacobs thanking them for their work and support in West Moors.

b) East Dorset Community Partnership – letter informing that £6248 of Capital funding is available for community based projects that will support ‘Active Transport’ in the district.

c) DAPTC Chief Executives Circular 13/09 – previously copied to all members

d) DAPTC Chief Executives Circular 14/09 – previously copied to all members

e) DAPTC Chief Executives Circular 15/09 – previously copied to all members

f) Memorial Hall Minutes dated 12<sup>th</sup> October

g) Letter informing that the Carols on the Petwyn are scheduled for Friday 4<sup>th</sup> December at 6pm.

h) Letter from the Memorial Hall asking if a Parish Councillor would like to attend their 80<sup>th</sup> anniversary celebration. Cllrs Church and Edwards expressed an interest.

**09/197 TO RECEIVE INFORMATION FROM MEMBERS**

a) **Cllr J Bartley:** Reported on the Eastern Area DAPTC meeting, with regard to the cost of elections and allotments. A written report is available in the Parish office.

b) **Cllr Mrs C Holmes:** Reported on the drop in enrolments at Oakhurst First School.

c) **Cllr R Long:** Reported that PC Nigel Richards was leaving West Moors and being replaced by PC Tony Tester. PC Tester will be invited to attend the next parish council meeting

d) **Cllr P Holden:** Reported on a meeting held to discuss a village fete next year. If anyone is interested in joining the committee then they should contact Pastor John Stevens at Pinehurst Chapel.

e) **Cllr A Clarke:** Reported that the first West Moors Health walk was attended by 51 people.

The Chairman declared the meeting closed at 8.54pm

SIGNED ..... DATE .....  
Chairman

## West Moors Parish Council

### Cheques signed in between meetings

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
4249	13795	28/09/09	£671.23	£0.00	£671.23 F&GP	Dorset County Council	Pension payment - September
4250	13794	28/09/09	£578.61	£0.00	£578.61 F&GP	HM Revenue & Customs	Tax and NI – September
4251	13812	13/10/09	£463.95	£0.00	£463.95 AMEN	Everton Nurseries	Plants for Petwyn
<b>Total</b>			<b>£1,713.79</b>	<b>£0.00</b>	<b>£1,713.79</b>		

### Cheque list dated 22.10.09

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
4252	13816		£23.96	£3.13	£20.83 AM	Wyevale Garden Centres	Bulbs for Petwyn
4252	13817		£16.64	£2.17	£14.47 AM	Stewarts Country Garden	Bulbs for Petwyn
4252			£40.60	£5.30	£35.30		
4253	13821		£630.08	£0.00	£630.08 F&GP	HM Revenue & Customs	Tax and NI - October
4254	13822		£718.12	£0.00	£718.12 F&GP	Dorset County Council	Pension payment - October
4260	13793		£104.49	£13.63	£90.86 AM	SITA	Waste collection from Cemetery
4261	13796		£661.25	£86.25	£575.00 F&GP	Bdo Stoy Hayward Lip	Annual Return Audit Year End 2008-09
4262	13797		£22.50	£0.00	£22.50 H&E	Service Wise	Dog Bin Contract - Sept 09
4263	13798		£104.54	£13.64	£90.90	Travis Perkins Trading Co. Ltd	Line Marking Paint - Football pitch/cement
4263	13804		£60.95	£7.95	£53.00 AM	Travis Perkins Trading Co. Ltd	Cement for goalposts
4263			£165.49	£21.59	£143.90		
4264	13799		£227.24	£29.64	£197.60 AM	Sherriff Amenity Services	Binders Loam for cricket square
4264	13800		£84.70	£0.00	£84.70 AM	Sherriff Amenity Services	Grass seed for cricket square
4264	13801		£146.69	£19.13	£127.56 AM	Sherriff Amenity Services	Preseed/weed & feed/insecticide/worm treatment for cricket sq
4264	13805		£68.69	£8.96	£59.73 AM	Sherriff Amenity Services	Line marking paint for football pitch
4264			£527.32	£57.73	£469.59		
4265	13802		£741.75	£96.75	£645.00 AM	Abbots Ltd	Supply & fit new water pipe to Petwyn
4266	13807		£231.35	£30.18	£201.17 AM	SITA	Quarterly charge for services (see also Inv. 25755086)
4267	13813		£115.52	£15.07	£100.45 AM	C & O Tractors Ltd	Repairs to tractor (alternator repaired)
4267	13814		£213.08	£27.80	£185.28 AM	C & O Tractors Ltd	Bearings replaced in roller
4267			£328.60	£42.87	£285.73		
4268	13815		£1,538.70	£200.70	£1,338.00 AM	Itsa Goal Ltd	New Football goal posts
4269	13818		£66.64	£8.69	£57.95 AM	ECO Composting Ltd.	Compost for Petwyn
4270	13819		£136.00	£17.74	£118.26 F&GP	East Dorset District Council	Purchase of caddy bags
4270	13820		£146.20	£19.07	£127.13 F&GP	East Dorset District Council	Purchase of black sacks & green boxes
4270			£282.20	£36.81	£245.39		
4271			£60.00	£0.00	£60.00 F&GP	Petty Cash	Transfer to Petty cash
4272	13821		£12.52	£0.00	£12.52 F&GP	Holmes Cllr Mrs C	Expenses for postage and phone calls
<b>Total</b>			<b>£6,131.61</b>	<b>£600.50</b>	<b>£5,531.11</b>		

### Direct Debit Payments for October

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
DD OCT	13655		£433.11	£56.49	£376.62	AM	Tractor Finance - Payment No 10
DD OCT	13803		£56.92	£2.71	£54.21	F&GP	Electricity supply for Parish Office
<b>Total</b>			<b>£490.03</b>	<b>£59.20</b>	<b>£430.83</b>		

### Charge Card Payments for October

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
CC OCT	13806		£29.24	£3.81	£25.43	F&GP	Anti virus for 1 computer for 2 years
<b>Total</b>			<b>£29.24</b>	<b>£3.81</b>	<b>£25.43</b>		

August Petty Cash expenditure £38.41

September Petty Cash Expenditure £17.40

October Staff Salaries £2745.53 cheque no's 4255 - 4259