

## WEST MOORS PARISH COUNCIL

**MINUTES** of the **PARISH COUNCIL MEETING** held on Thursday 26<sup>th</sup> November 2009 in the Council Chamber, Pavilion, Fryer Field, West Moors at 7.30pm.

**PRESENT:**

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

**OTHERS PRESENT:** Ms J Weedon (Clerk)  
County Councillor Mr P. Finney  
PC Tony Tester

**APOLOGIES:** District Councillor Mr A Clarke

Before the meeting commenced PC Tony Tester introduced himself as part of the Community policing team for West Moors.

**09/236 TO RECEIVE DECLARATIONS OF INTERESTS**

None

**09/237 QUESTIONS FROM MEMBERS OF THE PUBLIC**

None

**09/238 ELECTION OF CHAIRMAN**

Cllr's Holden and Holmes were proposed and seconded for the position of Chairman, After a vote it was

**RESOLVED that Cllr Holden be elected Chairman of the Parish Council for the remainder of the municipal year.**

Voting: Cllr Holden 7 votes, Cllr Holmes 5 votes, 1 abstention

**09/239 TO RECEIVE DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr P Holden signed the Declaration of Acceptance of Office as Chairman to the Council and the Clerk received it.

**09/240 TO APPROVE AND SIGN MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22<sup>nd</sup> OCTOBER 2009**

Having been circulated, the minutes on pages 569 - 573 were agreed, adopted and signed as a true and correct record.

Matter arising: minute no 09/193 – The Petwyn café have no objections to the Parish Council holding drop in sessions with Councillors on a Saturday morning.

**09/241 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES**

1. **The Report of the Planning Consultative Committee** held on 29<sup>th</sup> October 2009 pages 574 - 579 as circulated, were confirmed, adopted and signed. An update was given on the signage at the Tap and Railway Pub

2. **The Report of the Environment committee** held on the 5<sup>th</sup> November 2009 pages 580 – 587 as circulated, were confirmed, adopted and signed.

Minute no 09/214(1) - It was **RESOLVED that the Parish Council write to EDDC and ask for Section 106 funds to provide off road cycle paths from Collingwood Road, West Moors to Three Legged Cross**

Voting: unanimous

Minute no 09/214(2) - It was **RESOLVED that the Parish Council write to EDDC to ask for Section 106 funds to provide safety signs at all the main entrances to West Moors 'West Moors Welcomes Careful Drivers'**

Voting: 5 for, 2 against, 4 abstentions

3. **The Report of the Finance and GP committee** held on the 12<sup>th</sup> November 2009 pages 588 – 596 as circulated, were confirmed, adopted and signed.  
Minute no 09/222 - it was **RESOLVED that the Risk Management statement for 2009/10 be approved.**
4. **The Report of the Planning Consultative Committee** held on the 19<sup>th</sup> November 2009 pages 597 - 600 as circulated, were confirmed, adopted and signed.

**09/242 TO RECEIVE DORSET COUNTY COUNCILLOR REPORT**

Cllr Mr Peter Finney reported on Adult Social care, velocity patching system for potholes, the Ashurst Road/Arnold Close footpath and a policing drive to reduce speeding in the county. A copy of the report is available in the Parish Office.

**09/243 TO RECEIVE EAST DORSET DISTRICT COUNCILLORS REPORTS**

**Cllr Holden:** reported on Pathfinder, budget monitoring at EDDC, Corporate peer challenge, alcohol licensing and dog control orders. A copy of the report is available in the Parish Office.

**09/244 TO RECEIVE THE CHAIRMAN'S REPORT**

Cllr Holden reported that he had attended the 80<sup>th</sup> Anniversary celebration of the Memorial Hall

**09/245 TO RECEIVE PARISH CLERKS REPORT**

**a) Badgers minute no 09/130 refers** – Work in the cemetery has now been completed and the situation is being monitored.

**b) Member officer protocol minute no 09/192 refers**– no further information at this time

**c) Drop in session minute no 09/193 refers** – No further information at this time

**d) TAG attendance minute no 09/188d refers** – No Councillors have informed me that they wish to attend TAG meetings.

**e) During the high winds on Saturday 14<sup>th</sup> November a tree located in the cemetery was blown down onto a neighbouring property in Priory Road. This was reported to the Parish Office on Monday morning. A tree surgeon attended site within half an hour after being called on the Monday and removed the tree from the property. He has advised that 3 trees need to be removed in order to make the area safe. It appears that no major damage has occurred to the property in Priory Road although 2 fence panels in the property require replacing. Our insurance company has been informed of the situation.**

**f) The Children's design a Christmas light winning design has been delivered. The Christmas lights and tree will all be in place for the 4<sup>th</sup> of December.**

**09/246 TO APPROVE ACCOUNTS FOR PAYMENT**

It was

**RESOLVED that the accounts for payment be approved, as attached cheque list dated 26.11.09 on pages 604 of the minutes.**

**09/247 BANK MANDATE UPDATE**

It was

**RESOLVED that Cllr's Bartley, Edwards, Peskett and Yeo be added to the bank Mandate.**

**09/248 DAPTC REPORT**

Members received a written report from Cllr Yeo. A discussion took place regarding how the DAPTC representatives vote at the AGM of the DAPTC. After a brief discussion it was

**RESOLVED that the DAPTC voting representative is given discretionary powers to vote as a result of listening to the debate and considering amendments, having been guided by the Parish Council.**

Voting: unanimous

**09/249 TELEPHONE KIOSK ADOPTION**

After a discussion it was

**RESOLVED that the Parish Council did not wish to adopt the red telephone kiosk sited near Abbey Road on the A31**

**09/250 MEMBERS QUESTIONS**

**Question submitted by Cllr J Bartley in accordance with Standing Order No 24**

*'Can the Clerk please indicate the correct procedure whereby a Councillor or Councillors can request that a particular item is placed upon a forthcoming agenda, and under what circumstances might this request be unsuccessful?'*

**Response by the Clerk.**

In 'The Good Councillors Guide' it states 'The agenda is the Clerk's responsibility. The Clerk must sign the agenda and can decide how it will be set out. This process is often undertaken in consultation with the Chairman. You may ask the Clerk to add items to the agenda if you feel a relevant subject should be discussed.'

If a member asks for an agenda item on a matter that has already been discussed and no additional information is available the item will appear in the Clerks report stating that there is no additional information available at this time.

(Please note that it is not worth the members' time discussing an issue that has been previously discussed/resolved if no additional information is available).

If a member wishes an item to be placed on the agenda for a general discussion only, not to resolve or make a recommendation, the Chairman of the Council is consulted and the item placed on the agenda at his/her discretion.

For many years an agenda item named: 'Items for future agendas' was on the agenda, however in September 2008 (Minute no 08/255 refers), members voted to remove this from the agenda and requested that any requests be directed to the Clerk for consideration.

If this item were to be reinstated as an agenda item then a member wishing to place an item for **discussion** on a future agenda could ask if Councillors if they agree to the request.

**The circumstances where a request by a member may be unsuccessful are:-****Standing Order No 17 refers:**

No resolution may be moved unless the business to which it relates has been put on the agenda by the Clerk or the member moving it has given notice in writing of its terms and has delivered the notice to the Clerk no later than Wednesday in the week before the next meeting of the Council.

The above refers to a **resolution or a recommendation** that a member wishes to put before the Council, it does not refer to general discussion items.

Also an item will not be placed on the agenda if:

a) The subject has already been resolved, unless a written notice (special resolution) bearing the names of a least 7 members of the Council is received by the Clerk. Where a special resolution or any other resolution has been moved no similar resolution may be moved within a further six months.

b) Discussions and resolutions affecting employees of the Council. If at a meeting there arises any question relating to the appointment, conduct, promotion, dismissal, salary or conditions of service, of any person employed by the Council, it shall not be considered until the Council or committee has decided whether or not the press and public shall be excluded.

**09/251 TO RECEIVE CORRESPONDENCE**

- a) Local Action Group – Minutes from meeting held on the 12 November 2009
- b) Local Involvement Network – Have your say on health services that are provided outside hospital. Information on event being held at the Lighthouse on the 10<sup>th</sup> December
- c) Memorial Hall – Letter of thanks for clearing scrub in car park
- d) DAPTC Chief Executives Circular 16/09 – previously copied to all members
- e) EDDC Legal Department – Letting containing information on the procedure for obtaining a dispensation.
- f) South Western Ambulance Service Consultation.

**09/252 TO RECEIVE INFORMATION FROM MEMBERS**

- a) **Cllr J Church:** reported that a traffic survey was seen been carried out in Station Road
- b) **Cllr Mrs P Yeo:** Reported on the Community Engagement seminar at Kingston Maurward. A copy of the report is available in the Parish office.
- c) **Cllr Mrs C Holmes:** commented on the Community Engagement event.
- d) **Cllr Mrs A Peskett:** Reported on information that is available on the Dorset for you website.
- e) **Cllr J Bartley:** Reported that the Social Club is applying for a full gaming permit for poker.

**09/253 EXCLUDE PRESS AND PUBLIC**

**RESOLVED:-** that because of the confidential nature of the business to be transacted, it was likely that if Members of the Public were present during discussion, there would be disclosure to them of exempt information and they therefore be excluded from the Meeting in accordance with Section 1, subsection (2) of the Public Bodies (Admission to Meetings) Act 1960

**09/254 TO APPROVE, ADOPT AND SIGN CONFIDENTIAL MEETING MINUTES**

The confidential minutes of the Finance and GP meeting held on the 12<sup>th</sup> November 2009 pages 12 – 13 were confirmed, adopted and signed.  
All the recommendations in the minutes were Resolved.

The Chairman declared the meeting closed at 9.03pm

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

## West Moors Parish Council

### Cheque list dated 26.11.09

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
4278	13832		£33.60	£0.00	£33.60 F&GP	Yeo Cllr. P	Travelling expenses
4279	13830		£105.40	£13.75	£91.65 F&GP	East Dorset District Council	Purchase of refuse bags
4279	13851		£136.00	£17.74	£118.26 F&GP	East Dorset District Council	Purchase of refuse bags
4279			£241.40	£31.49	£209.91		
4280	13831		£18.00	£0.00	£18.00 H&E	Service Wise	Dog bin contract
4281	13847		£50.00	£0.00	£50.00 F&GP	Royal British Legion	Donation for Remembrance Day Wreath
4282	13834		£40.84	£5.32	£35.52 F&GP	The Roman Group	Paper, flipchart and marking pens
4283	13835		£53.82	£7.02	£46.80 AM	New Forest Farm Machinery Ltd	Attend to tractor steering problem
4284	13837		£10.33	£1.35	£8.98 AM	Tesco	Fuel for machinery
4285	13838		£5.32	£0.69	£4.63 AM	Murco Petroleum Ltd	Fuel for machinery
4286	13839		£101.20	£13.20	£88.00 F&GP	Ringwood Public Address	Remembrance Day - hire of sound equipment
4287	13840		£113.85	£14.85	£99.00 F&GP	HFGL Ltd	Rental for photo copier - Dec 09 - March 2010
4288	13845		£60.00	£0.00	£60.00 F&GP	Chislett Mr S	Donation for Remembrance Day parade
4289	13846		£140.00	£0.00	£140.00 F&GP	The Talbot Corps Of Drums	Donation for Remembrance Day parade
4290	13848		£3,300.00	£0.00	£3,300.00 F&GP	West Moors Youth Club	Annual revenue grant
4291	13849		£100.00	£0.00	£100.00 F&GP	East Dorset CAB	Grant for 2009/2010 given for local service
4292	13850		£6.68	£0.00	£6.68 AM	Bournemouth & West	Water supply on Petwyn
4293	13852		£252.20	£32.89	£219.31 AM	Sherriff Amenity Services	Fertiliser for Fryer Field
4294	13853		£585.67	£76.39	£509.28 H&E	Blachere Illuminations	Purchase of new Christmas light
4295	13854		£2,628.90	£342.90	£2,286.00 AM	DTNC(Sales) Ltd	Badger exclusion from cemetery
4296	13856		£775.10	£0.00	£775.10 F&GP	HM Revenue & Customs	Tax and NI - November
4297	13857		£677.92	£0.00	£677.92 F&GP	Dorset County Council	Pension payment – November
4298	13864		£18.00	£0.00	£18.00 H&E	Servicewise	Dog bin emptying
<b>Total</b>			<b>£9,212.83</b>	<b>£526.10</b>	<b>£8,686.73</b>		

### Direct Debit Payments for November

Cheque number	Tn. no	Paid date	Gross	Vat	Net Cttee	Supplier	Details
DD NOV	13656		£433.11	£56.49	£376.62 AM	C & O Tractors Ltd	Tractor Finance - Payment No 11
DD NOV	13829		£216.75	£28.27	£188.48 F&GP	British Telecommunications	Phone bill for Jul - Oct 09
DD NOV	13855		£93.11	£12.14	£80.97 F&GP	British Telecommunications	Internet charges for rental Nov 09 - Jan 2010
<b>Total</b>			<b>£742.97</b>	<b>£96.90</b>	<b>£646.07</b>		

**Charge Card Payments for November**

CC NOV	13863	£40.97	£5.34	£35.63	H&E	Argos	Prizes for Christmas competition winners 2009-11-26
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October Petty Cash Expenditure £43.25  
November Staff Salaries £3056.00 (Cheque no's 4273 – 4277)