

COMPTONS TOLLER AND WYNFORD PARISH COUNCIL

Minutes of the Parish Council Meeting held on

Thursday 6th May 2021

7pm via Zoom

Present: Councillors:

Charles Sclater (Chairman)(CS)

Jeremy Russell (JR)

John Wynford (JW)

Ashley Stewart (AS)

Vacancy (Wynford Eagle)

Officer: Ms Amanda Hart (Clerk)

Dorset Councillor: Anthony Alford (AA)

Members of the Public: None

21/05-1 Election of Chair and sign of acceptance of office. CS was happy to accept the position of Chairman for another year

Proposed JR

Seconded AS

21/05-2 Election of Vice Chair and sign acceptance of office. AS was happy to accept.

Proposed JR

Seconded ES

21/05-3 To receive apologies for absence. N Amor (NA) S Simpson (SS)

21/05-4 To receive any declarations of interest or grants of dispensation- None

21/05-5 To approve the Minutes of the last meeting held on 21st January 2021. Councillors approved the minutes CS asked the Clerk to provide him with a hard copy for him to sign off too.

Proposed CS

Seconded AS

21/05-6 Matters arising for information only

- i) CS announced that The Clerk is leaving the PC due to too many commitments. CS said thank you to the Clerk and Michele Harding and added that the PC is in a considerably better place than it was 18 months ago. The website is nearly up to speed. The Clerk mentioned MH had been a brilliant and invaluable help. CS asked that the Clerk complete her weeks' notice and that maybe MH may come back to caretake the role whilst they find someone else. CS asked if anyone knows of anyone please advise. CS asked AA to let him know if he were to hear of anyone too. CS will ask MH if she would become the locum, she was before. CS said it would be a question of what to pay MH as a locum and that you have to pay for good quality. CS said they need an 8th member to join the PC to put them in a good position again. They can account themselves to their electorate now, and be seen to engage with their parishioners who will then hopefully have more input too. It needs more than 7 Councillors to make the 4 meetings a year work.
- ii) JW commented the email address was incorrect on the agenda Clerk to update.
- iii) Dorset Councillor. CS asked AA to comment at this point of the meeting, AA hadn't prepared a report as DC are now providing regular newsletters and bulletins. The last year has been Covid year and it has been an immense task for them looking after vulnerable people and working

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with the charitable sector so working relationships including health services had improved considerably. It is still a new council and working hard to reorganise as a single unitary council and update policies. There is a lot more work to do on the Dorset Council Local Plan which will carry on to 2023.

CS thanked AA for this information and confirmed that the PC do receive updates by email had this had helped regarding Covid and anything else that affects the rural parishes such as highways etc. AA will update the PC as an when there is news that the Council may be interested in, he will pass it on asap rather than wait for meetings. AA left the meeting.

- iv) CS had circulated his annual report to Councillors and again thanked AH and MH for their work.

21/05-7 Democratic Forum- none

21/05-8 Finance

The Clerk confirmed that the end of year figures had been internally audited by Michele Harding. CS asked the Clerk to send him a full copy of the bank rec for the file.

- i. **To approve the certificate of exemption 2020-21**
Proposed CS Secoded JR
- ii. **To approve the Annual Return Section 1 2020-21**
Proposed CS Secoded AS
- iii. **To approve The Annual Return Section 2 2020-21**
Proposed JR Secoded ES
- iv. **To approve all payments and receipts**
Proposed AS Secoded JR

21/05-9 To reaffirm the standing orders and financial regulations

These were agreed and updated versions will be put on the CTWPC website.

Proposed CS Secoded JR

21/05-10 To approve the GDPR policies and procedures

The role of the DPO (Data Protection Officer) is usually the Clerk or an independent person. This will be agreed when there is a new Clerk in post. Cllrs agreed to the GDPR policies and procedures.

Proposed AS Secoded ES

21/05-11 To approve the Grievance and Disciplinary policies

Any future employee or anyone who carries out any work for the PC should be aware of these policies, these would be placed on the website.

Proposed CS Secoded AS

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The Clerk noted there were 2 more policies to approve;

- i) **Health of Safety** - CS thinks this would need re-visiting if they take on contractors. The Clerk mentioned that it may also be relevant when the PC has meetings in person and the Assembly of the Public. CS said they need to ask the Village Hall about their H & S Policy.

Proposed CS Seconded AS

- ii) **Scheme of Delegation to the Parish Clerk**

CS said that for any Clerk replacement this needs to be highlighted to them.

Proposed CS Seconded JR

21/05-12 To Confirm Roles and Responsibilities of Cllrs

The following roles were confirmed:

CS & SS – RoW reps

NA- DAPTC rep

21/05-13 To confirm meeting dates for the coming year

Thursday 2nd September 2021 19.00

Thursday 4th November 2021 19.00- Budget meeting

Thursday 3rd February 2022 19.00

Thursday 5th May 2022 19.00 -Annual meeting

21/05-14 To Consider Any Planning Applications or Planning Matters -None

21/05-15 To Consider any Highways or Rights of Way Matters

- i. CS was pleased to say that they have two new fingerposts at Compton Valence but he didn't think they were on the list of roads to be upgraded in any form, so if there were potholes just follow the procedure and send the report back to Dorset Council.

- ii. JW reported that the bridge at Wynford Eagle is being strengthened but the road has remained open.

- iii. CS asked for an update on the West Compton speeding issues. AS explained, it is a narrow country lane and anyone doing 30 mph is driving much too fast on this road. AS didn't think there was a solution at this time. AS carried out a straw poll and said the general opinion was it was not an issue.
NA is carrying out a survey of the views of the Parish.
CS reminded Cllrs that any monies spent by the parish affects all 4 of the parishes in the group and has to have a majority vote. The PC must not spend public money unnecessarily.

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21/05-16 To consider any correspondences received and previously circulated (see list)

- i. CS commented on the email regarding Dorset becoming a National Park from Mr Chris Loder. Cllrs agreed that the PC are against this as they feel they have enough restrictions and finance available from the AONB. The restrictions would be greater and more finance available but wouldn't do much for villages and local village planning. CS said it would just encourage more people to come down and put pressure on services we haven't already got. CS advised that they don't send any response as yet until things have moved further along. JR asked if Dorset Council as a whole had an overriding opinion on it. CS said they will need to lobby AA to represent their views.

Proposed CS

Seconded AS

- ii. CS commented that the PC had received a letter of complaint from a resident in the parish regarding the lack of communication with the residents from the PC and that many did not know there was a PC website.

It was noted that the PC have come a long way in updating policies, getting the website back up and running having had a lack of Cllrs and changes in Clerk as well as Covid, the PC are in a much better place now. The PC also have to be mindful of GDPR when considering communicating with the Parishes. The Chair will send an appropriate response to the resident concerned explaining these facts.

- iii. Broadband - NA had sent an email in his absence saying he is still pursuing this. Further confusion had arisen about who should be included in the Joint Fibre Community application with respect to Higher Wynford, who have apparently been offered optic fibre at nil cost. This is due to there being a green cabinet at Higher Wynford House that NA was not aware of. AS had been copied in the correspondence. JW said that when he got Broadband to Wynford Eagle arranged it transpired that only JW's household got FTTP, the rest were not interested and didn't take it up. 4 of those houses do have businesses running from them but still were not interested. JW updated this view to note that there was 100% take up.

21/05-17 Dates and Items for next meeting – 2nd September 2021 at the Village Hall

Meeting finished at 20.01