

MONK SHERBORNE PARISH COUNCIL

Minutes of the Meeting of the Council

Date: Wednesday 19th May 2021 **Time:** 7.20pm

Place: Monk Sherborne Play Area

Present:

Cllr Boyle	Cllr Cave
Cllr P Cave	Cllr Minter
Cllr Mellor	Cllr A Marshal
Cally Morris (Clerk)	County Cllr R Vaughan
Borough Cllr T Robinson	Borough Cllr J
0 members of the public	

Apologies: None

Public participation

Due to no members of the public being present, no questions were presented. The chairman proceeded with the meeting accordingly.

01.21 Election of Chairman

Resolved: Cllr Mellor proposed, and Cllr Minter seconded the proposal that Cllr. Boyle be re-elected as Chairman. This was resolved unanimously. Cllr Boyle duly took the position of chair, signing his Declaration of Acceptance of Office accordingly and proceeded with the meeting.

02.21 Election of Vice-Chair

Resolved: Cllr Mellor proposed, and Cllr Cave seconded the proposal Cllr Minter be elected as Vice-Chairman and resolved unanimously.

03.21 To receive apologies for absence and any written requests for Disclosable Pecuniary Interest dispensations from members

No apologies for absence or Declarations of Interest were presented by members.

04.21 Allocation of portfolios

It was agreed to distribute the portfolios to members as follows:

- Finance – Cllr Boyle
- Planning – Cllr A Marshal
- Highways, Transport & Footpaths – Cllr A Minter
- Local Authority & Rural Strategy – Cllr S Mellor
- Rural Policing - Clerk & Chairman
- Village Hall – Cllr P Cave
- Playground – Clerk & Chairman

05.21 Minutes of the last meeting

- The Minutes of the last meeting, held on the 17 March 2021, having been circulated, were signed as a true and correct record. Proposed by Cllr Cave and seconded by Cllr Minter and resolved unanimously.

06.21 Matters arising and not appearing elsewhere on the agenda

- Items of information received since posting the agenda – No further items.

07.21 Reports

- Clerks Report – The Clerk provided a verbal report to members updating of any actions taken further to the previous meeting. Members were reminded to complete their Register of Members Interest Forms as soon as possible to ensure the information held was up to date.
- County Cllr report – County Cllr R Vaughan advised members present that HCC are resuming face to face meetings imminently with congratulations being expressed to all new councillors

elected to office at a local, borough and county level including the PCC.

- iii) Borough Cllr report – Borough Cllr T Robinson highlighted the great work of the borough during the past year in its response to Covid. Funding has been increased for two additional Crime & Safety Officers to work predominantly within the rural areas.
- iv) Chairman's report – The Chairman advised that a vacancy remained upon the council. Cllr Boyle advised members that the end of year accounting process had been completed. The internal audit process of examining the council's finances, policies and procedures had also been completed.

08.21

Portfolio reports

- i) Planning – An update of planning applications received and determined since the last meeting was presented by Cllr P Cave. (Appendix B).
Members were updated further to the appeal decision from the Planning Inspectorate regarding the enforcement at Blackberries.
Members discussed the application submitted for The Mole for additional parking. Concerns were raised in relation to the improved drainage recently installed along the field side with a request to be presented for it to be retained accordingly. Members also expressed concern re the proposed fencing with a specific request for the hedge to be retained as much as possible.

09.21

Finance

- i) To approve payments- All payments were acknowledged and approved. Proposed by Cllr Mellor and seconded by Cllr Cave **resolved** unanimously. (A Copy is to be attached to the minutes and held on file – Appendix D)
- ii) To approve receipts received – Noted.
- iii) To approve internal audit & address any recommendations from the report

The clerk advised members of the report received following internal audit. The auditor expressed that the visit had gone well with all related business being in very good order and that the council continued to run efficiently and effectively. Items raised were noted by the council.

- iv) To approve the Annual Statement of accounts (AGAR)

Resolved unanimously by members present to approve the AGAR document in preparation for submission to the auditors.

- v) To sign the AGAR accordingly

Resolved: The chairman and clerk duly signed the documentation in the presence of the rest of the council.

The notice of date of commencement of period for the exercise of public rights - accounts for the year ended 31st March 2021 is to be published on the parish council website, specifying the dates of 14th June and 23rd July 2021.

- vi) To review the risk assessment for 2021/22

Resolved: The council agreed that the current Risk Assessment was up to date. Proposed by Cllr Minter, seconded by Cllr Mellor and resolved unanimously to implement the existing documentation for a further year.

- vii) To approve the insurance renewal for the ensuing municipal year

Resolved: Proposed by Cllr, seconded by Cllr and resolved unanimously to instruct Came & Co. insurance brokers for the ensuing municipal year.

- viii) To confirm the Temporary Scheme of Delegation

In the event that it is not possible to convene a meeting of the council, the Clerk shall have delegated authority to make decisions on behalf of the council where such decisions cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline.

Resolved: The Chairman of the Parish Council, Vice Chair and the parish Clerk shall have delegated authority to make decisions on behalf of the council for period to Wednesday 30th June 2021 inclusive, subject to any legislative change.

10.21 Appeals for Donations received prior to the meeting for consideration b/y members

No requests were presented for consideration.

11.21 Resolution - To exclude the public and press from items that may require discussion of possible legal and financial proceedings i.a.w. Public Meetings – Admission to Public Meetings Act 1960. Exclusion was not required.

Items of a confidential nature – No items.

12.21 Confirm date of next meeting – Wednesday 19th May 2021

Closure of meeting – The meeting closed at 20.21pm

<u>Planning applications - (May 2021) Appendix B</u>		
T/00207/21/TCA	Flaxbourne, Ramsdell Road, Monk Sherborne	Support
	1 Ash: Fell	
T/00174/21/TCA	The Mole, Ramsdell Road, Monk Sherborne	No Objection
	Fell: 1 lawson cypress: 2. Irish yew: fell.	
21/01217/HSE	Baird Cottage Pamber Road Charter Alley	No Objection
	Side First Floor and Front Ground Floor Extensions	
21/01467/FUL	Land Adjacent To Monk Sherborne Village Hall Play Area Salters Heath, Road Monk Sherborne	Comments submitted
	Change of use of agricultural land to car park, creation of new entrance, and erection of gates and fencing	
	<u>Applications awaiting decision:</u>	
21/00419/FUL	Land On The North Side Of White Hart Lane Charter Alley	
	Change of use of the land to equestrian for the keeping of horses for private use, together with the erection of associated stables and an all-weather riding school	
21/00377/HSE	Yew Tree House Ramsdell Road Monk Sherbor	
	Removal of existing 5 bar gate and replacement with timber gate posts and electrically operated timber gates.	
	<u>Planning Decisions</u>	
21/00702/HSE	Western Cottage Ramsdell Road Monk Sherborne	GRANTED
	Demolition of conservatory. Erection of single storey rear extension and formation of replacement porch. Conversion of garage to workshop	
T/00078/21/TCA	The Priory, Salters Heath Road, Monk Sherborne	No Objection
	2 Horse Chestnuts: Removal Of Overlying Branches. Also, Lift I Chestnut. Remove Overlying Branch Of Plane Tree. Remove Dieing Lawsonia Tree.	
21/00111/HSE	Copsehallow House Ramsdell Road Monk Sherborne	Granted
	Erection of front and rear extensions, front dormer and conversion of garage to games room	
20/03619/HSE	Gravesham Ramsdell Road Monk Sherborne	Granted
	Erection of two storey rear and single storey side extension.	

Appendix C – Village Hall Report – No report

Appendix D – Finance May 2021		
Opening balance as of 1 st April 2021		£ 8,785.42
Balance per Bank Statement 16 th May 2021		£ 14,383.52
Payments for approval and signature:		Amount
Balance carried forward		8785.42
Precept (1 st Instalment)		5500.00
Precept (2 nd instalment)		
Parish Funding		633.00
Interest		
VAT refund		
Misc. income		
Receipts & Opening Balance	Sub total	14,918.42
Payments to date		534.92
	Total	14,383.52

DIRECT PAYMENTS	Payee	Description	Amount
DD03.2122	Mrs C Morris	Clerks Salary April	430.90
DD04.2122	HMRC	Tax & NI April	208.00
DD05.2122	Safe & Sound	Play area repairs	822.00
DD06.2122	Vision ICT	Ghost pages charges	126.00
DD07.2122	Came & Co	Insurance	783.88
DD08.2122	HALC	Annual subscription	211.90
DD09.2122	Community Heartbeat	Annual support costs	25.00
DD10.2122	Mrs C Morris	Clerks' salary June	430.90
		TOTAL	3038.58