

Parish Council of Langton Matravers

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Minutes of a Meeting of the Council, including the Annual Parish Meeting, held in the Village Hall on Thursday 10th May 2018 at 7 pm.

Present: Cllr W Knight in the Chair, Cllrs P Christie, M Turner, C Drayson, M Lovell.

There were 9 members of the public present, and County Cllr Cherry Brooks.

The meeting was audio-recorded.

1. Election of Chairman. **RESOLVED: To elect Cllr Knight.**
2. Election of Vice-Chairman. **RESOLVED: To elect Cllr Christie.**
3. Apologies for absence. Cllr White (Wife's illness), Cllr Sheppard (holiday), Cllr Loudoun (pressure of work). **RESOLVED: To accept reasons for absence.** Christopher Hedley RoWLO.
4. Declarations of Interest / Grant of Dispensations. Cllr Turner, Planning 1a) Friend of applicant.
Changes to Registers of Interests. Cllr Knight had previously notified changes to the Clerk. **ACTION: Clerk to update and post changes to Registers of Interest as necessary.**
5. Appoint or Confirm Council Officers and Representatives.

RoWLO – Mr Christopher Hedley

Tree and Hedgerow – Cllr Loudoun

Emergency Liaison – Cllr Christie

Representative on St George's school Governing body – Mr Peter Moring

Representative on Village Hall Management Cttee – Cllr Drayson

Representatives on Purbeck Association of Parish and Town Councils – Cllrs Drayson and Christie.

Contact for PACT – Cllr Sheppard

Allotment Liaison Officers – Cllrs Sheppard and Christie

Representatives on Timson Trust – Cllrs Loudoun, Turner and Knight

Youth Liaison Officer – Cllr Lucas

Dancing Ledge Representative – Cllr Sheppard

Transport Liaison Officer – Cllr Christie

Internal Auditor – Mr John Kennedy

The Chair and Clerk will attend PDC Chairs and Clerks meetings on the council's behalf.

It was noted that it would be helpful to have brief 'job descriptions' for some roles. **ACTION: Clerk.**

6. Review of Standing Orders, Finance Regulations, Risk and Asset Registers and Policies.

a) **RESOLVED: To accept revisions to the Cemetery Regulations, Risk Register, Communications Policy and to accept other policy documents, except the Asset Register, without change.**

b) **RESOLVED: To adopt new Training and Document Retention Policies.** It was agreed to defer proposed changes to the Asset Register pending further research by the Clerk. **ACTION: Clerk.**

7. St George's School Report. Report received. A formal vote of thanks was proposed to Peter Moring.

ACTION: Clerk to thank Mr Moring.

8. National Trust Report. David Wraith noted **work undertaken in the last month**, including on walls, gates and stiles. **Tree safety inspections** have been carried out, and fencing around the 'sheep quarry' at Seacombe. The **botany group** are surveying Spring plants in the West Wood, Talbot's Wood and the Wilderness Wood. There will be another **Woodland Day on 21st July**, with charcoal making and green wood working. The Acton meeting will be held in July and a draft agenda has been prepared. Cllr Christie noted reports of fishing boats coming in very close to the **Puffin ledges**. There has been no work done yet on **contracts to repair the Priest's Way**. **ACTION: DW to ask Jon Kershaw for an update.**

9. RoWLO report, read by the Clerk. There have been reports of tractor damage to footpath 22, south of the Priest's Way. Mr Hedley held a site meeting with Katie Black (DCC) at the northern end of Footpath 51 to look at the permissive path. **RESOLVED: To accept the new permissive path on a trial basis for 18 months, on condition that RoW 51 remains fully accessible, without locked gates, and that good**

signing of the route is provided with a brief explanation at each end of the permissive path that it is an alternative to the official route.

10. County Councillor's report. Cllr Brooks said that a Shadow Council is being set up in preparation for the **change to the new Unitary Authority**. Christchurch are opposing the Unitary Authority proposal. Schedules are out for 2019 **surface dressing for highways**. The new **Dorset for You website** will be going live in the next few days. ***ACTION: Clerk to copy recent e-mail from Dawn Heath (DCC Highways) to Cllr Brooks. ACTION: Cllr Brooks to look at new date for work at Coombe crossing/ surface dressing.*** Cllr Brooks said that the quality of Highways Maintenance work must be improved in order that mends last better.

11. Public Discussion Period. The meeting was adjourned for this agenda item.

- a) Mr Ian Vaughan-Arbuckle i) is pleased to hear that the plans for the **Acton meeting** are progressing;
- ii) Complements the NT on **work at the West Wood**, and is concerned that tractor ruts on the Priest's Way make the path unwalkable in places;
- iii) Thanks the RoWLO for **work on RoW 51**, and suggests that the path be formally reviewed every 6 months;
- iv) reported on a meeting that day with Bridget Downton, PDC Head of Planning and PDC Leader, Gary Suttle about **removing the OMH site from Langton's SHLAA**. PDC will refer the matter to an independent planning officer.
- b) Mrs Sue Hutchings (Acton) noted that it would be courteous to send copies of the **NT agenda for the Acton meeting** to residents.
- c) Mrs Jasmine Cattle expressed concerns about; i) the possible takeover of the **Timson Cottages** by the new Unitary Authority; ii) She asked if there is any further news on the **collapsed Closed cemetery wall**.
- d) Mrs Beryl Mitchell noted that several **bags of household rubbish** had been left in or by the small bin opposite the Post Office.

The meeting was reconvened.

12. Matters Arising from the Public Discussion.

- a) RoW 51. Mr Hedley will be asked to inspect the path every six weeks.
- b) OMH site and SHLAA. Mr V-A was thanked for his and Mr Bibra's work with PDC in this matter. It was agreed that DCC Highway's refusal to accept that there are issues relating to traffic access and egress with many sites proposed for development in this area is causing unsuitable sites such as OMH to be put forward. ***ACTION: Clerk to write to the Highways department expressing Council's displeasure at this approach, and asking them to explain, in the case of the OMH site, how their judgement in this matter can be justified.***
- c) Acton Meeting. Cllr Knight asked that the National Trust circulate agendas to all Acton residents in due course. ***ACTION: Jon Kershaw/David Ralph.***
- d) Closed Cemetery wall. ***ACTION: Clerk to follow up with Jenny Key (PDC Tree officer).***
- e) Over-full bins. ***ACTION: Clerk to write to DWP to ask for additional collections at peak holiday periods.*** It was also suggested that a note be put in the Dubber asking holiday home owners to request that their tenants use the household bins rather than public street bins: a leaflet drop to the relevant houses, addressed to the landlords, might also help.

13. Planning Matters.

1. Receive comments from the public concerning the following Plans:- None.
2. a) [6/2018/0185](#) Mr P White, Greensleeves, Coombe Hill, Coombe, Swanage, BH19 3DW. 3DW.Erect a first floor side and rear extension. **No Objection**
- b) [6/2018/0170](#) Dorset County Council, Leeson House Field Studies Centre, Access To Leeson House, Langton Matravers, BH19 3EU. Structural repairs to stone pier and roof trusses supporting The Old Dairy roof. **No Objection**
- c) [6/2018/0164](#) Mr and Mrs Ewence, 3 Arundel Terrace, Langton Matravers, Swanage, BH19 3HW. Glazed extension to ground floor and extend dwelling at first floor. **No Objection**
3. Receive planning decisions affecting this parish since the last Parish Council Meeting:
 - a) [6/2018/0085](#) Mr and Mrs Smith, Land adjacent to Meadowcroft, Durnford Drove, Langton Matravers, Swanage, BH19 3HG. Erect single dwelling on vacant plot and create new access. **Approved.**
4. Other planning matters. None.

14. Minutes of the Meeting held 12th April 2018. These were agreed to be a correct record and signed.
15. Matters Arising from the Minutes. None.
16. The Clerk's Report for the period 11.4.2018 – 4.5.2018. Correspondence received and actions taken can be read on p.3 of the agenda. Report received.

a) Item B7i). **RESOLVED: To pay DCC Highways £550 to renew hazard lines on B3069 between Langton and Kingston.** It is hoped the Worth PC may share the cost: Lovell Purbeck quarry has also offered £100. B7ii) **ACTION: Clerk to clarify with DCC Highways/St George's School if plans are going ahead for either a build out or a zebra crossing outside the school.**

b) C/A8. Invitation to Swanworth liaison meeting: as it is the same day as the July PC meeting, Cllrs are unable to attend. **ACTION: Clerk to decline invitation on Council's behalf.**

The next final date for inclusion of correspondence-related agenda items received between meetings is 5th June 2018

17. Chairman's Announcements. i) The Chair reported on a recent Chairs and Clerks meeting at PDC. It seems likely that though the Unitary will legally be in place in May 2019, services may not. The recent 'New homes for Purbeck' consultation came out in favour of Option A (a mix of small sites and larger).
ii) Cllr Knight had spoken at the PDC Policy Group meeting on 18th April regarding transfer of the Timson Trust cottages in Langton to the new Unitary Authority; LMPC are willing to take them on under their Power of Competence. It had been decided to defer the matter for further research. **ACTION: Cllr Knight to follow up with Gary Suttle and Steve Mackenzie; Clerk to follow up with Humphries Kirk.**

18. District Councillor's Report. Cllr Lovell noted work going in preparing for Local Government Reorganisation.

19. General Data Protection Regulations. **RESOLVED: i) That this Council retains all powers to determine the purposes and the means of the processing of personal data: ii) This Council appoints the Clerk as the Council's Data Protection Officer: This Council delegates all necessary powers to the DPO to enable the post holder to undertake all tasks required to comply with the requirements of the General Data Protection Regulations (GDPR).**

20. DAPTC LGR surveys. **RESOLVED: To respond with 'A' for all services listed; to adopt 4 points previously drafted by Cllr Knight as the Council's response to sheet on Local decision-making after LGR. ACTION: Clerk to forward to DAPTC.**

21. CIL funding for wall tops at Woodland Trail. After discussion, it was **RESOLVED: To spend up to £500 of CIL funds on providing a stable topping for the walls by the middle gate in the Woodland Trail.**

22. Allotments: inspection report. The Clerk and Cllr Christie had recently made a formal inspection and letters will be going to ploholders, noting those plots requiring attention. Plot 10 has recently changed hands, and there is still a waiting list.

23. Financial Matters: Additions to Council funds since the last Council Meeting:

£ 30.00	Allotment payment 2018, Plots 9B (CASH).
£ 500.00	Interment fee, the late Dorothy Thomas, Plot N11.
£ 12,780	PDC Half Year Precept payment 2018/19.

(2) Note the following Payments by cheque or cash to be made since last Meeting:

£ 778.97	Clerk's salary (April).
£ 10.62	HMRC – PC National Insurance payment (April).
£ 150.00	Ian Bugler - Grounds Maintenance (April).
£ 480.00	Elliott's Cleaning Co. Public Toilets + Bus shelter + supplies (April).
£ 37.98	Parish Assembly refreshments (CASH payment to Cllr Drayson).
£ 200.22	SSE – Unmetered electricity supply to footway lights 2018-19.
£ 200.00	John Kennedy – Annual Internal Audit fee.
£ 80.65	Chris Spilling – Rabbit fencing for allotments. (CASH payment).
£ 5.12	Swanage PO – 1 st class stamps etc. for Timson Trust letters. (CASH payment).

(3) Payments by Direct Debit:

- £ 53.93 XLN Telecom for phone and broadband.
- £ 23.37 NEST - PC contribution to Clerk's pension.

4) Any other Financial Matters:

a) **RESOLVED: To approve the Annual Governance Statement for 2017-18.**

b) **RESOLVED: To approve the Accounting Statements for 2017-18.**

c) It was agreed to pay the insurance for 2018-19 based on the present Asset Register.

24. Confirmation of the date of the next Council Meeting – 14th June 2018 at 7 pm, Village Hall.

22. Additional Items for future meetings: Terms of Reference for SE Purbeck Chairs and Clerks group / DAPTC AGM: Fair funding motion.

Closed 9.30 pm.

Signed..... (Chairman) Date.....

DRAFT