

# Parish Council of Langton Matravers

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## Minutes of a meeting of the Parish Council held at Langton Matravers Village Hall on Thursday 13th April 2023 at 7.00pm

Present: Cllr Knight in the Chair, Cllrs Christie, Pearson, Loudoun, Golob, Sutton, Vaughan-Arbuckle; Mary Sparks (locum clerk); Dorset Cllr Brooks joined the meeting during Item 10. 3 members of the public were also in attendance.

1. Apologies and reasons for Absence: Tom Clarke (National Trust).

2. Declarations of Interest: None.

3. National Trust Report: None.

4. Dorset Cllr's Report: see below.

5. Public Participation: The meeting was adjourned for this item.

a) **Mr Rob Nunn** had circulated a letter requesting that he be allowed to place a granite headstone on Burial Plot A1. The meeting was reconvened.

6. Matters Arising from Public Participation: Cllr Knight explained that non-Purbeck Stone monuments are not allowed at Crack Lane Cemetery under the current Cemetery Regulations. Mr Nunn said that he had been given a copy of the Regulations. Cllr Knight suggested that Mr Nunn was free to lobby Cllrs to change the rules: any change could then be discussed by Council according to due process.

7. Planning Matters:

a) Application No: P/NMA/2023/01406 Location: Spyway Orchard Durnford Drove Langton Matravers BH19 3HG Proposal: Non material amendment to 6/2018/0606 (Rural exception site for a development of 28 dwellings (22 affordable and 6 open market) - Reserved Matters - access, layout, appearance, scale & landscaping) to incorporate a covered cycle parking. ***No Objection: stipulate that cycle parking shed should be green.***

b) Application No: P/HOU/2023/00610 Location: Garfield Cottage High Street Langton Matravers BH19 3HA Proposal: First floor pitched roof extension to form additional bathroom. Internal remodelling to create open plan kitchen dining and glazed door access to rear patio. Remodelled external landscaping to create revised patio areas. ***No Comment.***

c) Application No: P/PABA/2023/01655 Location: New Barn Harmans Cross BH19 3DX Proposal: Proposed calf rearing shed to measure 18.4m in length by 6.1m breadth with a height to eaves of 3.7m. ***No Comment.***

8. The Minutes from the Meeting 9<sup>th</sup> March 2023 were confirmed and signed.

9. Matters Arising from the Minutes.

a) Item 15, Cllr V-A will bring a design for the plaque to commemorate the **Three Norths Alignment** to the next meeting. ***ACTION: Cllr V-A.***

b) Item 20. Cllr V-A would like to discuss **Emergency Planning** at the May meeting: ***ACTION: Cllr V-A, Cllr Pearson.*** Cllr V-A will attend a desktop exercise with Swanage TC on 21<sup>st</sup> April.

c) Item 11. The Council extended its formal thanks to Mrs Pat Wright, who has offered to look after the **garden beds by the bus shelter at Steppes**.

d) Item 21. All houses at **Spyway Orchard** are now sold or let.

10. The Clerk's Report for 09/03/23 – 04/04/23 was accepted.

a) **Old Malthouse Development**: This is now due to start on 19<sup>th</sup> April.

b) The re-turfing work has been done at the **Play Area**.

11. Chairman's Announcements:

a) The Clerk is unwell, and is on sick leave for a month, from 29.03.2023 – 28.04.2023. In order to make financial decisions in her absence it was ***RESOLVED: that the Policy and Governance Group should become a Committee, and that the Committee should have delegated powers to spend money up to £600 per transaction.***

b) In preparation for the **Annual Meeting** of the Council on 11<sup>th</sup> May, Council policies require review: Cllr Knight will circulate any proposed revisions to Cllrs. Cllr Christie will discuss which 'Portfolio' roles Cllrs might wish to adopt/retain. **ACTION: All Cllrs.**

4. Dorset Cllr's Report. The new electoral **Boundary Commission report** will be published on July 1<sup>st</sup>. There are **guidelines for the role of DC Cllr** on the DC website: Cllrs are representatives, not delegates. Landowners have again be asked to **submit land** for possible housing in the future (SHLAA). Cllr Brooks was asked to find out if Parish Cllrs would be elected for a further **5 year or 4 year term** at the next election ? **ACTION: Cllr Brooks.**

12. It was **RESOLVED: To register LMPC with the Information Commissioners Office and to appoint the Clerk as Data Protection Officer.** **ACTION: Cllr Knight.**

13. Change banking arrangements. It was **RESOLVED: To set up an online account with Unity Trust Bank, transfer all direct debits and standing orders from Lloyds to Unity. To transfer funds from Lloyds to Unity as and when appropriate and close Lloyds account once all necessary processes have been completed.** **ACTION: Cllrs Knight, Golob, Christie, Pearson, Clerk.**

14. New Accounting System: It was **RESOLVED: To acquire Scribe's online accounting package. That the Policy and Governance Working party develop and implement a revised set of budget headings to improve analysis of budgeted expenditure.** **ACTION: Cllr Knight, PGWP.**

15. New Office Computer: It was **RESOLVED: To acquire, subject to review by the Council's IT advisor, Lenovo's PC and monitor at a total price of c. £ 450.** **ACTION: Cllr. Christie, PGWP.**

16. New E-mail service to improve Office Productivity: It was **RESOLVED: Subject to review by the Council's IT advisor, to set up a "Microsoft 365 Business Basic" with IONOS at an annual cost of £84 subject to an initial one month free trial.** **ACTION: PGWP.**

17. Cemetery Report. Cllr Pearson is investigating a complaint about grave spoil: Mr Bugler will make good any problem. The newly-incorporated cemetery extension is looking lovely with Spring flowers, and Mr Bugler will continue to knock back the bracken to encourage wild flowers.

18. Allotment Report. A watching brief is being kept on the 2 plots currently not being worked. The Clerk and Cllr Pearson had met the Chair and Secretary of the LMAA: the LMAA will be holding their Open Event on Sunday August 6<sup>th</sup>. There are 2 people on the waiting list.

19. Highways Report. (Cllr V-A) The **bid for 20mph** will be considered by DC on 29<sup>th</sup> April: Cllr Brooks has not raised objections. If the bid is successful DC will pay for the lengthy legal and installation process. DC Highways will renew the **patchy hazard lines on the B3069** between Langton and Kingston: also lines along the verge as necessary. Concern was expressed about **Haysom's recent use of heavy vehicles** to transport stone along the route, with consequent mud on the road which causes a danger to other traffic. Cllr Brooks advised that the Police should be contacted: she will let DC Highways know. **ACTION: Cllr Brooks.** Cllr V-A had met Sadie Pickernell of Aster homes and a representative from DC Highways (but not the National Trust) to discuss **safety issues at the south end of Durnford Drove**. Aster will improve signage to warn road users about traffic coming from Spyway Orchard, and DC Highways will alter the kerb at the end of Durnford Drove, so that it is no longer a turning circle. Aster have bought the road between the turning circle and the entrance to Langton House, and will endeavor to protect the ditch side to stop further accidents there. Harbour View Construction, who are about to start **development at the OMH site**, will be using LMPC's Construction Management Plan. They will install diamond-patterned windows along the road on the West side of the site.

20. King's Coronation. Cllr Pearson announced that the church will host a community Cream Tea on Sunday 7<sup>th</sup> May, with entertainment if possible. It was **RESOLVED: To grant up to £250 to defray the costs of the event, depending on need.** **ACTION: Cllr Pearson to liaise with Church group.**

21. Parish Assembly. This has been postponed owing to Clerk's absence.

22. St George's Pre-School Grant Application. It was **RESOLVED: To grant £1,500 to St George's Pre-school for outdoor play equipment.**

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

- £1,420 James Smith re burial fees (Mr. Theodore Lucas)

- £240.00 Haysom re memorial fees (Mr. Willig)
- Note Payments by cheque or cash to be made since last Meeting:
  - £35.94 Ian Vaughan-Arbuckle re land reg, search (3 Norths)
  - £278.40 Dorset Soils re screened soil for cemetery
  - £75.00 DAPTC re training (Cllr Sutton)
  - £3.60 D Pearson re bereavement card
  - £30.00 DAPTC re training (parish clerk)
  - £39.22 J Marshall re NALC training (emergency planning)
  - £35.94 J Marshall re land reg. search (Old Malthouse)
  - £331.29 DAPTC re annual subscription
  - £420.00 Redlynch re grass mats for playground mound
  - £9.00 P Christie re additional parish office keys
  - £145.65 L McMorrow re toilet cleaning (March 2023)
  - £ 30.41 Water2Business re: allotments
  - £ 89.44 Water2Business Re Toilets
  - £ 180.00 LMVH: hire of Hall for 12 sessions Jan-Dec 2023.
  - £75.00 allotment holders re rebates (3 cheques @ £15.00 and 4 cheques @ £7.50)
  - Payments relating to the Clerk's salary and National Insurance (HMRC) for March were held over until the May meeting.
- Payment by Direct Debit:
  - £75.56 Nest re pension contributions (March 2023)
  - £61.13 XLN broadband connection (March 2023)

Other Financial Matters:

a) It was **RESOLVED: To approve new direct debits for HMRC, Water2Business (x2) and SSE(x2).**

b) It was **RESOLVED: To approve new direct debits for ICO, IONOS and Scribe.**

24.a) Cllr Christie to set up a Public Meeting for the community re: development at the **OMH site:**

**ACTION: Cllr Christie.**

24. b) Items for next Agenda.

3 Norths plaque, Emergency Planning, Coasteering Code of Conduct Review.

25. Confidential Items.

26. Date of next Council meeting, to include the Annual Parish Meeting: 11<sup>th</sup> May 2023 at LMVH at 7pm.

The meeting closed c.9.30pm.

Signed:.....

Date: