

## **PARISH COUNCIL MINUTES**

**Minutes of the ANNUAL MEETING of Child Okeford Parish Council held on 08 May 2017 held in the Community Centre at 7 p.m.**

**257.17 Appointment of Chairman**

Cllr Rudd was nominated for Chairman and was unopposed.

**Proposed:** Cllr Baird

**Seconded:** Cllr Blake

**258 Appointment of Vice Chairman**

Cllr Giles was nominated for Vice Chairman and was unopposed. Cllr Giles signed the acceptance of office form before continuing with Chairing the meeting.

**Proposed:** Cllr Jespersen

**Seconded:** Cllr Hepburn

**259 Attendance and Apologies for Absence**

**Present:** Councillors: Giles (Vice Chair); Holdeman; Blake; Chetwode; Hepburn; Smith; Jespersen; Baird

**260 In attendance:** Parish Clerk; Footpaths Officer. There were eight members of the public present.

**261 To receive apologies and approval of absence:** Cllrs Rudd (Chairman)

**262 To Receive Declarations of Interest**

None

**263 Appointment of other Officers and Working Groups**

A list of updated Councillor Responsibilities and Groups was previously circulated for consideration.

- The existing members of the PLANNING GROUP will continue which are:  
Cllrs Giles; Smith; Blake.
- A new Group covering HEALTH & SAFETY matters to support matters associated with the Play Area amongst others, will consist of Cllrs: Blake and Chetwode **Proposed:** Cllr Holdeman **Seconded:** Cllr Hepburn
- A new EMPLOYMENT GROUP was created to support the Clerk which will consist of: Cllrs: Rudd; Giles; Jespersen. **Proposed:** Cllrs Giles; Smith
- HOUSING LIAISON OFFICER will be assigned to Cllr Holdeman  
**Proposed:** Cllr Jespersen **Seconded:** Cllr Baird
- UTILITIES matters will be assigned to Cllr Rudd **Proposed:** Cllr Jespersen **Seconded:** Cllr Giles
- ROAD SAFETY OFFICER will be assigned to Cllr Hepburn **Proposed:** Cllr Giles  
**Seconded:** Cllr Jespersen
- PUBLICITY OFFICER will be assigned to Cllr Jespersen **Proposed:** Cllr Blake  
**Seconded:** Cllr Holdeman
- HEY DAY COMMITTEE REPRESENTATIVE will be assigned to Cllr Giles **Proposed:** Cllr Jespersen **Seconded:** Cllr Holdeman
- COMMUNITY CENTRE COMMITTEE REPRESENTATIVE will be assigned to Cllr Baird **Proposed:** Cllr Jespersen **Seconded:** Cllr Giles
- Dorset Association of Parish and Town Councils (DAPTC) REPRESENTATIVE will be assigned to Cllr Chetwode **Proposed:** Cllr Jespersen **Seconded:** Cllr Giles

- 263 Other Officers:-  
Cont'd
- FOOTPATHS OFFICER will continue to be Alan Blundell **Proposed:** Cllr Giles  
**Seconded:** Cllr Jespersen
  - BEST KEPT VILLAGE LIAISON OFFICER will continue to be Wendy Addley  
**Proposed:** Cllr Jespersen **Seconded:** Cllr Holdeman
- The way the groups should be structured will be determined at another meeting.  
**ACTION:** Clerk to place on a future agenda for discussion and clarity

- 264 **Confirm Minutes of the previous meeting held on 03 April 2017**  
**RESOLVED:** To accept the minutes as true record.

- 265 **To discuss matters arising from the previous Minutes**
- (a) Minute 245 - Noted
  - (b) Minute 247 – **RESOLVED** Cllrs Blake, Chetwode and Hepburn will clear away the overgrown vegetation and dispose of the risings to enable better wheelchair access by the concrete post in the alleyway from the Post Office to Homefield.
  - (c) Minute 253 – Deferred to the Trust Agenda for discussion
  - (d) Minute 254(a) – Feedback from Insurance Company noted

- 266 **Councillor Reports**  
A report from District Councillor Jespersen reiterated the salient points from a report by North Dorset Council previously circulated to Members

- 267 **Public Participation**  
The meeting was suspended at 7.28 p.m. to facilitate public participation.  
The question was put to Members about what else was going to be done to slow traffic through the village? Cllr Chetwode responded by advising there are a number of measures that may be implemented following the consultation to assess the situation and that data gathering is still in progress. It is hoped that by the June meeting, the COPC will be in a position to report the results of the survey and they type of traffic calming methods can be discussed then.  
Another query in relation to traffic was raised about the type of signage available to highlight the village is a Speedwatch area. Cllr Smith responded by saying it would be wise to wait until the survey is completed before implementing traffic calming piecemeal as an coordinated approach would be sensible.  
**ACTION:** Clerk to place Speedwatch signs on June agenda  
A complaint about how the website is not updated with current information was raised.  
**ACTION:** Clerk to place website discussion on June agenda  
Two questions were posed by another member of the public; one was the disappointment in the format of the 2017 Annual Parish Meeting and the lack of advertising of the meeting. Secondly, concern that the Parish Council may not have fully embraced the strength of feeling of the village against the latest planning application by Beehive Self Storage. The member of the public was reassured that both of these items were on the agenda and were due to be thoroughly debated.  
The outgoing Groundsman reported a water leak at the bottom of the playing field.  
**ACTION:** Cllr Holdeman advised that she would contact Wessex Water as a matter of urgency.  
It is to be officially recorded that thanks were given to Phil Watts by the Parish Council for all his care and attention during his contracted time as Groundsman.  
The meeting was restarted at 7.45 p.m.

- 268 **Footpaths**
- (a) To receive an update from the Footpaths Officer  
Two signs have been requested stating 'No Horses Past this Point Please' and will be situated either end of Legal Lane.
  - (b) To discuss disabled access signage and safety railings situated on path leading to the Church from The Cross  
Cllr Jespersen reminded the meeting why the railings were required.  
**RESOLVED:** For Cllrs Blake and Holdeman to obtain a quotation for black hand railings to match the banister that already exists on the steps. It was agreed that it would be sensible to obtain a further quotation at the same time for a second set of black hand railings to be sited by the steps by the Map.

- 269 **Trees**  
Nothing to report
- 270 **Planning**  
(a) To receive decisions on planning applications:-  
2/2017/0408/HOUSE Erect a single storey and first floor extension,  
5 Higher Common, Shaftesbury Road, Child Okeford DT11 8QX **Approved**
- (b) To discuss new planning applications:-  
Planning Application 2/2017/0431/FUL Land adjacent Beehive Self Storage Gold Hill  
Business Park (previously circulated)  
A full and frank debate took place in relation to the merits of this application.  
Cllr Jespersen raised the point that she didn't feel a public meeting was required to discuss  
this application as the decision from the Parish Council was unanimous to strongly oppose  
the application. Cllr Jespersen also suggested that members of the Parish Council should  
be minded to register their objection to this application with the Planning Department as  
individuals and urged residents of the village to do the same.
- The Parish Council strongly objects to this application and will submit this view to the  
Planning Department  
**Proposed:** Cllr Holdeman  
**Seconded:** Cllr Baird  
**ACTION:** Clerk to register the view of the Members with the Planning Department
- 271 **Finance**  
(a) To approve the revised cheque schedule - approved  
(b) To receive the bank statement and monthly accounts - noted  
(c) Internal audit date – To be decided by the Clerk but no visit required  
**ACTION:** Clerk to contact Internal auditor to arrange delivery of documents  
Cllr Jespersen explained that the figures in the accounts need to be  
ready for approval by the 05 June meeting which means ALL Councillors must  
take responsibility for reading through in advance of the June meeting thereby  
resolving any queries, should there be any, ahead of time so that it is just a matter  
of approval and not debate at the June meeting.
- (d) To approve purchase of latest edition of Local Council Administration for Clerk  
- approved  
(e) Approval for Clerk to communicate with the COPC bank - approved  
(f) Approval for the purchase of new printer for Clerk – approved to spend up to £75.00
- 272 **Playing Fields and Community Centre**  
This item was moved and discussed in the correct forum at the Trust Meeting immediately  
following the Parish Council Meeting and was minuted accordingly.
- 273 **2018 Annual Parish Meeting**  
Cllr Jespersen proposed that going forward, the Annual Parish Meeting (APM) should be  
separated from the Ordinary Meeting of the Parish Council and held on a different day. It was  
recognised that the 2017 meeting could have been better if it had been advertised and if the  
content had been more appealing to parishioners. Guest speakers and refreshments would be  
a welcome addition also.  
The Clerk asked if there was any objection in the minutes if it was mentioned the full and many  
reports received at this meeting could be found on the COPC website as to print them took up  
all the space on the notice boards.  
**RESOLVED** To record in the minutes of the APM that interested parties may find the full  
reports presented at the meeting on the website.  
**ACTION:** Clerk to book a venue asap for next year being mindful of the Easter break and the  
school term timetable and to undertake to advertise the event in good time for 2018.
- 274 **Governance and Accountability for Smaller Authorities 2017**  
Councillors confirmed receipt of this document.

275 **Correspondence and Information**

To receive any correspondence and information received

- (a) Resident Enquiry – Cllrs noted the Clerk’s response
- (b) 2017 Ironman 70.3 Weymouth Triathlon
- (c) Additional Item – Communication received from Baker Arms in relation to planned extension requesting the support of their pre-planning meeting with NDCC.

**ACTION:** Clerk to write to Baker Arms to say the Parish Council await their planning application with interest.

276 **Matters of Interest**

Cllr Chetwode advised that on 26 July there will be a talk by the Cyber Security Officer for Dorset Police at the Lunch Club held in the Village Hall if anyone was interested.

The Clerk had received an invitation to accept a box containing approximately 60 copies of the Child Okeford Village Design Statements as they were discovered whilst sorting through documents ahead of clearing the North Dorset District Council offices at Nordon.

**ACTION:** Clerk to request five copies be sent and the rest disposed of.

Cllr Baird asked if the Clerk could design a poster for display in the notice boards highlighting the website address and generally updating contact/general interest information.

**ACTION:** Clerk to design poster as above.

Village clean up date. The date for the village clean up has been organised for Saturday, 10 June at 10.00 a.m. with everyone meeting at The Cross. Dorset Waste Partnership should be contacted to request litter pickers, gloves and high vis.

**ACTION:** Cllr Giles to organise equipment.

A request was made to reinstate the Clock in the Community Hall. It needs a new battery.

**ACTION:** Cllr Baird to organise new batteries and to organise its return.

The Vice Chairman declared the meeting closed at 8.50 p.m.

Signed ..... Date:.....

**Please note that the foregoing do not become minutes until approved by Council and signed to that effect by the Presiding Chairman at the next meeting**