**SHILLINGSTONE PARISH COUNCIL**

 **MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT**

**7.30PM ON THURSDAY 5th APRIL 2018 IN THE CHURCH CENTRE, SHILLINGSTONE**

**PRESENT:** Councillors M Webberley, T Kennard, K Ridout, P Aaron, K Ridout, P Watts and C Oakley; ROW Officer G Rains; NDDC Cllr S Jesperson and the clerks D Green/ M Wilson; in addition there were 8 members of the public in attendance.

**229. APOLOGIES FOR ABSENCE:** Received from Cllr McNamara

**230. DECLARATIONS OF INTEREST:** Cllr Ridout declared an interest in item 241

**231. MINUTES OF THE PREVIOUS MEETING:** The meeting in March was cancelled due to snow so the minutes of the meeting held on 1st February 2018 were approved.

**232. MATTERS ARISING:** These are covered in the agenda

**233. PUBLIC SESSION TO RAISE ISSUES:** Bob Yorath raised the following points: i) the stickle bridle path by the quarry is impassable due to horse usage from the Loose Reins ranch and surface water from adjoining Forestry Commission land – the clerk will report to the DCC Rangers; ii) in response to a question about building work at the Manor House it was confirmed planning permission was granted in 2107; iii) he has heard a rumour that County Farms have sold the White Pit site to Magna Housing – the clerk will seek clarification from DCC; iv) another rumour, this time over Mr. Moore’s intentions for St Patrick’s industrial estate and Church Field. The Chairman reiterated that Church Field dis a Local Green Space and therefore protected, but if the industrial estate was turned into a residential area it should improve the site. NDDC Cllr Jesperson said NDDC would probably oppose any plan to reduce employment land in the District. Howard Povey asked i) if DCC Highways could replace the 30 mph sign by the Church Centre as, despite his best cleaning efforts, it was now illegible – the clerk will advise DCC Highways; ii) stock control work at the County Farm over the Trailway by the allotments had left a mess of tyres – the clerk will ask County Farms if it can be tidied. Graham Rains commented i) on the flooding at Honeysuckle Gardens. Cllr Watts reported that the culvert had been cleared by DCC Highways – a large log and a push chair had been removed along with other debris and it was now flowing properly. Ideally a proper grate ought to be fixed at the entrance – clerk will ask Highways; ii) flooding at the southern entrance to the village – this is a well-known, historic problem that is unlikely to be resolved by DCC Highways in the current financial climate; iii) the street name “The Knapps” has still not been replaced following an accident last year. The clerk noted that street signs are the responsibility of North Dorset District Council and NDDC Cllr Jesperson will follow this up. Lesley Gasson gave an update on the PCC questionnaire on the future production and payment arrangements for the parish magazine. It is likely to be August before any changes are implemented.

**234. COUNTY/DISTRICT COUNCILLOR’S REPORT:** The somewhat brief monthly report had been circulated. All efforts are focussing on delivering the new Unitary authority rather than any planning or strategic thinking. She is working on harmonisation of council tax, which will certainly mean a rise for North Dorset residents.

**235. FOOTPATHS:**

**i)** **Footpaths officer report:** The footpath markers from the round-village trail are being removed and he replaces them from time to time. A footpath gate between the Trailway and the river had been vandalized and he has made a repair.

**ii) Station and Trailway:** Chairman SPC & clerk attended a meeting at the Station with David Caddy and other representatives of the Shillingstone Railway Project on 22 March 2018. The Station Project outlined some possible plans for the development of the station following the appointment of a new Board of Trustees. The general aim being to develop the station as an ‘operational heritage railway’ Please refer to Appendix A for a summary of the meeting.

**236. PLANNING:**

**i) To report on outstanding applications:** Nothing to report

**ii) To consider any new applications received before the meeting:** None received

**iii) To consider applications to carry out works to trees in the conservation area received before the meeting:** None received.

**237. FINANCES:**

 **i) Cheques for payment as per list below:**  The following payments were approved, including retrospectively those made in March 2018:

SO – SCC – grass cut - £333.00 – March and April

|  |  |  |  |
| --- | --- | --- | --- |
| CQ  | Payee | Reason | Amount |
| 2140 | The Play Inspection Company | Inspection fee 2017-2018 | £156.00 |
| 2141 | PDD Shillingstone | Use of Church Centre Jan-Feb-Apr | £85.00 |
| 2143 | Get Mapping PLC | ParishOnline Annual fee | £36.00 |
| 2144 | The Portman Hall | Hire Portman Hall 19/02/2018 | £18.00 |
| 2145 | I K Services | Letterpick 21/03/2018 | £48.75 |
| 2146 | David Green - pay | March pay | £248.58 |
| 2147 | David Green - Expenses | Expenses & mileage | £342.73 |
| 2148 | Sandisons | Payroll admin | £174.00 |
| 2149 | J Paul | Jubilee Cup engraving | £7.50 |

**ii) to agree changes in signatories for the Lloyds and Scottish Widows Bank mandates:** It was agreed to add David Green and delete Malcolm Wilson from the mandates

**iii) Year-end accounts:** These should be finalized in the next few days. The internal audit is arranged for 10th April.

***238. THE CROSS – update:*** The clerk reported to the meeting the recent responses fromEve Van Der Steen, Historic England, now advising that the preferred option of Historic England is the re-mounting the Cross Head on its original cross base, the churchyard only being considered if this was not a viable option.

The clerk had replied expressing surprise at this view, given that the Council had been working towards a relocation in the churchyard, following receipt of an ‘agreement in principle’ given by Historic England on 3rd April 2017, that the churchyard re-location would be permissible.

It was agreed that no more money should be spent at this stage and an approach would be made by the clerk to local museums – Dorset County in Dorchester, Sturminster Newton and Blandford town – to see if they have an interest in taking it.

**239. PLAY AREAS, RECREATION GROUND AND PROPERTY CHECK:**

**i) Action in relation to the outcome of play area condition report –** clerk reported the outcome of the report of the Play Inspection Company concerning the equipment in both areas. Please refer to Appendix B.

**ii) Trees and hedges:** The birch tree by the tennis courts will be removed when the ground has dried out. Mr. Jeff Ling will be cutting the Rec hedges and the allotment hedge as agreed with the clerk in the autumn.

**iii) Pavilion:** Cllr Watts reported that the football club had had to move to Blandford to complete their home games and comply with FA rules. This might mean a reduced donation for the season. The frostat heaters had failed in the recent cold spell. He and Mr Ellis had provided heaters but these had need to be left on for a number of nights which will probably mean a very high electricity bill – but better than burst pipes. Mr Ellis has now fixed the heaters.

**240. TO AGREE THE APPOINTMENT OF A NEW PARISH CLERK AND RESPONSIBLE FINANCIAL OFFICER:** It was agreed to appoint David Green as the new Clerk and RFO. A contract has been prepared and will be signed by the clerk and the Chairman, on behalf of the parish council.

**241. ANTI-SOCIAL BEHAVIOUR IN THE WESSEX AVENUE/SCHELIN WAY AREA: C**omplaints about car parking and apparently abandoned vehicles had been aired on social media, but this seems to have died away

**242. CO-OPTION OF A NEW PARISH COUNCILLOR:** No progress, but at the meeting Penny Acton offered her services. This offer was gratefully received and she will be formally co-opted at the next meeting

**243. SOCIAL MEDIA AND THE PARISH COUNCIL:** The clerk reported that he had contacted a company called the App Office, with a view to providing a better electronic presentation of the SPC. The App Office specialise in app development for Parish Councils, and have two offerings, a ‘progressive Web App’, and a fully functional Mobile App. He had circulated details pf these service prior to the meeting. The progressive web app can largely replace the existing website offering & has an app appearance and functions on desktop. The mobile app is more streamlined for full mobile functionality.

The clerk gave a bried demonstration of the functionality of both systems. Prior to the meeting Cllr McNamara expressed support for the mobile app. There would need to be some training for the clerk by the App Office to maintain the mobile site, using ‘Wordpress’, but it is wasn’t felt that this would be too onerous.

The clerk reported that the SPC had been quoted £150 to set the up Web App, and £199 for the Mobile app. Both have the same ongoing monthly fees £15 per month. The existing budget for website hosting is £250 per year. For some reason (unknown) SPC not been billed since January 2015.

It was agreed to ask the clerk to take forward the development of the mobile app.

**244. ANNUAL PARISH MEETING AND THE JUBILLEE CUP – TO AGREE ARRANGEMENTS:** It was agreed this would be held on Thursday 24th May in the Portman Hall, clerk to book the Hall and add details of the meeting and Jubilee Cup voting to the web site. Lesley Gasson has agreed to give an entertaining, amusing and informative talk on bees. Cllr Ridout will organise a bar for the night.

**245. CORRESPONDENCE:** None to report

**246. TO AGREE ITEMS FOR NEXT AGENDA:** Co-option of Penny Acton; approval of annual accounts for year ending 31st March 2018; appointment of a new Chairman for the coming 12 months as this will be the Annual Meeting of the Parish Council.

**247. NEXT MEETING:** This will be held at 7.30pm on Thursday 3rd May 2018 at the Church Centre.

There being no further business, the meeting closed at 9.25 pm.

**Appendix A - Station Project**

David Caddy explained a new Board of Trustees had taken over the management of the Shillingstone Railway Project in February 2017, and reorganized its structure, appointing a board of 9 trustees, each with their own area of responsibility.

The Project is currently renovating 3 box wagons and 2 US style locomotives, and a breakdown engine. Its ambition is to move from being a static museum to an ‘operational heritage railway’, with a greatly improved visitor experience. There has been discussion of a long-term aspiration of the project to extend the line to Sturminster Newton.

The Trust has engaged feasibility studies involving:

1. Extending the track west to the bridge towards SN
2. Extending the line south to the 1st or 2nd field gate
3. Creating new car parks near Limehouse Bridge and at the compound for Hayward’s Bridge, and possibly opposite the Trailway car park
4. Making the best use of the existing site & station building, including a possible visitor centre extension to the Perkins site
5. How best to continue the Station yard tidy up
6. Consider the need for a single-track storage building

The Trust estimate that a submission for a planning application would be between 1 & 2 years away.

Scott Norman, representing The Trailway Trust, expressed his concerns that they had been provided with very little consultation or information concerning the plans for the project. He said that any plans would impact on the Trailway operation, there would also be a difficult period of discussion with landowners in relation to any changes, which if the experience of the Trailway is anything to go by and could take between 6 & 10 years.

At the meeting Chairman SPC explained that relations with the previous trustees had been very difficult and made the point that plans to extend the track south were strongly opposed in the past and would be again. He said he would, on behalf of SPC, rather hear what proposals the Trust were intending sooner rather than later.

At the meeting there was general agreement that there should not be any surprises concerning the Trusts plans, and it was agreed that a monthly news update or similar would be helpful, and a meeting later this year (probably in September) to discuss progress and ideas, with all interested parties should be held, or sooner, if there are any significant developments. Chairman SPC added that the provision of some signage or other information which explained the project plans would be helpful.

Grahams Rains explained that the project plans for the line extension would probably involve repositioning the line about 1/3 down the banking from its present level.

**Appendix B - Play Area maintenance**

**Whitepits**

There are a few low or moderate maintenance issues, most notably the condition of the swing seats, one clearly broken and another in poor condition. Replacements have been obtained and will be fitted by Chairman SPC & the clerk fairly soon.

Other issues include corrosion, algae & moss, missing fixings on the slide, securing the bin – though Cllr Kennard expressed the sensible view that it was probably better if the frog bin was not secured, being much easier to move. Chairman SPC advised that arrangements would be made to remove the open bin.

**Recreation Ground**

One ‘high risk’ issue, being the decaying timber supporting the basket swing, which has been taken out of use. Following a meeting with Fawns, this will be replaced under warranty. There will also replace a rotten timber on the balance beam. Missing cap covers have been replaced. Fawns tested other timbers where strimmer damage had been commented on, and found them to be ok, not requiring replacement. The Cable runway requires some adjustment, lengthening of the stop position, Fawns said they would do this at the same time as carrying out the replacement work.

Exercise equipment & Play area. Low & Moderate risk issues. The Cross Trainer has a missing side panel. The supplier, The Outdoor Fitness Company, I understand has gone out of business, so consideration should be given to removing this item. The roundabout has some splintered edges. Other general comments related to algae & some missing fixings here are a number of issues, including signage.

Contact will be made with a general repairer concerning these issues.

Cllr Oakley had been approached about the possibility of a small-scale skate facility in the Augustan Avenue area, to avoid the ad-hoc arrangements the youngsters deploy themselves. A better site would be on the Recreation Ground, but there are no funds as the S 106 monies held are restricted to the White Pit area. No action at present