**Dorchester Parish Council**

The Monthly Meeting of the Parish Council was held in person on Wednesday 8th September 2021 in the back room of the Village Hall commencing at 7.30 p.m.

The Chairman, Cllr Mark Williams, presided with Cllrs. Maurice Day, John Edwards, Mike Rimmer and Keith Russell with G Russell (Clerk to the Council) in attendance. They were joined for part of the meeting by County and District Cllr Robin Bennett and one resident.

1/9. Chairman's opening remarks and apologies for absence

Apologies were accepted from Cllrs Rob Ballantyne, Mike Corran and Chris Hill.

2/9. Declarations of Disclosable Pecuniary Interests

Cllr. Mark Williams concerning village maintenance work that is carried out by any company with whom he works, principally grass-cutting and grounds maintenance.

3/9 Public Participation

Susan Bowditch attended the meeting to express her concerns about the developments at Bishop’s Court Farm, her former family home, especially with regard to their impact upon traffic flow and the extra space that will have to be provided for visitor parking. She commented that the proposed changes in the routes of some of the public footpaths are not improving public access and enjoyment of the area. She is in correspondence with the Planning officers at South Oxfordshire District Council and agreed to keep the Parish Council informed by supplying copies of her letters and emails.

4/9 Minutes of the Meeting held on 11th August 2021

After the correction of a typing error in Minute 15/8 it was proposed by Cllr John Edwards that the Minutes should be approved and signed. This was seconded by Cllr Keith Russell and passed unanimously.

5/9. Matters Arising from the Minutes

The Clerk confirmed that he had arranged a meeting between the Chairman and County Highways Officer Jon Beale to discuss the availability and costs of speed signs and where they could be located within the Village. This will take place on Monday 26th September.

6/9. County Council & District Council Reports

The reports received from County and District Cllr Robin Bennett have been received and circulated. Some Councillors questioned the wisdom of increasing the number of villages where traffic speeds are restricted to 20 m.p.h. throughout. Cllr Bennett said that the County Council is in the process of deciding its policy on this matter, but he expected that the opinions of local residents would always be taken into account.

The final status of the application to the County Council for parts of Bishops Court Farm to be designated as ‘Village Greens’ is not yet known for certain. Procedural delays at the Land Registry were thought to have provided an unexpected complication.

7/9. Councillor Responsibilities 2021/22

This matter will be carried forward until more councillors are present.

8/9. . Planning Applications:

The Clerk provided the Council with a list of ten Applications for Listed Building Consent at 91 High Street, Bishop’s Court Farm. The Council agreed that it would not make any comments on such matters and would leave the decisions to the planning team.

The Council noted the publication of P21/S3795/LDP which is for a proposed ground floor side extension at 8 Page Furlong. This is an application for Permitted Development and so the Council has only a limited opportunity for comment. It was agreed to make no comment.

Councillors had been sent a report about the proposed Allen’s Pit development. This has recently received planning approval and a report from the developers, Sovereign, has been circulated. The Council noted that there is now a possibility of some involvement with the team working on some of the projects on the adjacent land around Bishop’s Court Farm but work is not expected to start until Spring 2022.

9/9. Finance: Bank Balances & Payments

NatWest Business Reserve Account 8th September 2021 £48,058.38

NatWest Current Account 8th September 2021 £11,105.97

£59,164.35

It was proposed by Cllr John Edwards that the following payments should be approved. This was seconded by Cllr Mike Rimmer and passed unanimously.

Q Transport (Oxford) Ltd (Container rental) 92.76

Tina Pratt (Play Area) 144.50

The Landscape Group Oxford (August grass cutting) 1,084.20

JRB Enterprises Ltd (Dog waste bags) 234.24

Playsafety Limited (Play and Sports Area annual inspections) 181.20

Data Systems Management LLP

(Village website hosting and maintenance) 551.99

Neil Willis (strimming paths and car park area 87.50

Geoff Willis (Village Handyman 4 weeks) 315.00

G Russell (salary) 810.33

The Grey Square Studio:

Village Hall Campaign Design of leaflets, posters, banners etc 800.00

Printinco:

Village Hall Campaign printing and display materials 784.80

Keep Warm Heating – Village Hall Boiler, parts and labour 3,135.87

£8,222.39

It was agreed that the daily cleaning of the Children’s Play Area – a COVID-19 safety precaution – would cease at the end of October.

10/9. Council Banking Arrangements

The Clerk apologised for not progressing this matter since the last meeting.

11/9. . Community Assets Register

Cllr John Edwards showed Councillors an updated copy of the Register which included a schedule of ‘Likelihoods’ and ‘Impacts’. Asset Risks had been ranked as Low, Medium, or High according to an assessment of their Likelihood and their Impact. Consequently, Assets can now be ranked according to their levels of Risk.

Mitigation Measures for each Asset have been listed and the remaining task is to allocate a ‘Risk Owner’ to each Asset. It was agreed that this action should be carried forward to a meeting at which all Councillors are present.

12/9. Village Hall Development

Following the Official launch of the fund-raising campaign on Saturday 21st August, donations have started to come in. It has been reported that some key organisations have revised their funding priorities as a result of the impacts which COVID has had across many sectors. Detailed costings are being prepared and the Campaign Committee will meet every 2/3 weeks for the foreseeable future in order to manage the campaign.

13/9 Correspondence with Chairman and/or Clerk

The catch-up meeting with John Howell MP has fixed for the morning of Monday 4th October starting at 11.00 in the Village Hall. All councillors are welcome to attend.

14/9. Village Maintenance

a. Gigaclear Installation Work

The Clerk reported that the Gigaclear fees to Parish Council have already been paid. The Village website and other social media channels are being updated with the latest schedules of works as soon as they are released. Cllr Rimmer reported that he is hoping Gigaclear will be able to cover more of Watling Lane than has previously been indicated.

River of Life II Project; Contractor’s use of Abbey View Meadow.

The contractors hope to be finished and off site soon. Cllrs Mike Rimmer and John Edwards are monitoring the situation. It remains to be agreed when the field can be re-opened for use as the off-street parking facility for visitors, especially those going to Abbey events.

15/9. War Memorial Centenary Celebration 16th October 2021

Andy Pay is looking after these arrangements while Cllr Chris Hill recovers from his recent operation. Andy is liaising with the Parish Clerk and Margot Metcalfe from Dorchester Historical Society with the Rector being kept fully informed.

16/9 Village Traffic

By-pass Bus Stop light; The Parish Council gave its unanimous approval to Cllr Rob Ballantyne’s proposal dated 5th September which recommended acceptance of the quote from Zeta Lighting amounting to £2,784.12 inc. VAT. The Council noted that the installation will require some cutting back of the trees and bushes on the path to keep the solar panels clear and to maintain sight-lines. They will need to be kept clear.

Motor bike safety and noise concerns; Matthew Barber, Police & Crime Commissioner, has not replied yet to the joint parish letter and further attempts are being made to make contact.

17/9 Date of October Meeting

At the request of the Clerk, it has been agreed to change this to Wednesday 6th October.

18/9. Routine Reports:

a. Sports Pavilion, Recreation Ground & Playground; The RoSPA Play Inspector’s report has been circulated. The report covers the Tennis Courts and MUGA as well as the children’s play area. No immediate action is required.

b. Footpaths including measures to reduce dog fouling; Nothing to report

c. Cemetery/Closed Churchyard; It was agreed that the Adopt-a-Grave campaign will be re-launched in the November edition of Dorchester News. Cllr Keith Russell has this in hand.

d. Allotments. The Council noted that the AGM of the Society is on 28th September.

There being no further business the Chairman declared the Meeting closed at 9.08 p.m.