

**Approved minutes of Minutes of the Annual Lydlinch Parish Council Meeting held on 20<sup>th</sup> May 2019 commencing at 7pm.**

**Present Councillors:** Mr C May (Chairman ), A Curtis, C Curtis, Mrs Z Cheetham, Mt T Frizzle & G Tite.

T Watson (Clerk)

**In attendance**

There were no members of the public in attendance. The Chaiman welcomed members

Apologies had been received from P Batstone (Dorset Cllr.)

**1. To elect a Chairman and receive the declaration of office.**

**RESOLVED:** C May was nominated, seconded and duly elected, the declaration of office was signed.

**2. To elect a Vice- Chairman and receive the declaration of office.**

**DEFERRED:**

**3. To co-opt members**

**Resolved:** To co-opt G Tile & A Curtis as members of Lydlinch Parish council and their declaration of acceptance of office were signed.

**4. Democratic period (For public comments).**

No comments.

**5. To receive apologies.**

None.

**6. Declarations of interest.**

None.

**7. To approve the minutes of the meeting - held on 18th March**

**RESOLVED:** The minutes of the meetings having previously been circulated to Councillors were approved and signed by the Chairman.

**7. Planning**

**a) Response to NDDC planning consultations.**

2/2019/0584/FUL To change the use of the rear Beer Garden/Children's Area into car parking. The Green Man B3143 - Blackrow Lane To Holwell Road Kings Stag DT10 2AY.

Members were disappointed to see that all of the grassed area is to be converted to hard standing to provide an additional ten car parking spaces. Although they did appreciate that when the pub is busy roadside parking can be a problem.

**RESOLVED:** It was proposed and agreed to make no objection to the application as members wish to support local business and employment.

**b) Report of responses made under delegated terms in conjunction with standing order 15b xv.**

None.

**b) Recent decisions of DC Development Management Committee.**

2/2019/0188/FUL Convert existing agricultural buildings to 7 No. dwellings and erect 4 bay garage. Plumber Farm Haydon Downs Farm To Salkeld Bridge - Road Plumber DT10 2AG.

Approved

2/2019/0190/FUL Plumber Farm Haydon Downs Farm To Salkeld Bridge - Road Plumber DT10 2AG.

Approved

**c) Appeals and matters of report from previous applications.**

None

*T Frizzle arrived at the meeting and stated that he had no declarations.*

**d) Planning matters of report.**

The Clerk was asked to progress response by DC to enforcement reports made by the Parish Council at Lydlinch regarding a large wooden structure and at Kings Stag in relation to the creation of an access onto the highway.

**8. To receive Parish Councillors views.**

None.

**9. To receive Dorset Councillors reports.**

None.

**10. To replace the glass in the Kings Stag notice board C May**

It was understood to replace the cloudy Perspex with laminated glass would cost £114.84.

**RESOLVED: Agreed to replace the cloudy Perspex with laminated glass on the Kings Stag noticeboard.**

**11. Review of delegation arrangements to committees, sub-committees, staff and other local authorities.**

The Parish Council does not delegate any of its duties to other local authorities. The Clerk has no delegated powers and the delegation arrangements for minor planning applications are laid out in Standing order 15b xv).

**RESOLVED: A Review of delegation arrangements to committees, sub-committees, staff and other local authorities.**

**12. Review of the terms of reference for committees.**

**RESOLVED: The Parish Council has no sub-committees.**

**13. Appointment of members to existing committees.**

**RESOLVED:** There are no existing committees.

**14. Appointment of any new committees in accordance with standing order 4.**

**RESOLVED:** Not to appoint any new committees in accordance with standing order 4.

**15. Review and adoption of appropriate standing orders and financial regulations.**

The Clerk advised that there had been no changes to the standing orders and financial regulations during the year 18/19.

**RESOLVED:** A Review of appropriate standing orders and financial regulations was carried out.

**16. Review of arrangements, including any charters and agency agreements, with other local authorities and review of contributions made to expenditure incurred by other local authorities.**

**RESOLVED:** That no charters or agency agreements are in place

**17. Review of representation on or work with external bodies and arrangements for reporting back.**

**RESOLVED:** A review of representation on or work with external bodies and arrangements for reporting back was carried out. C May is the DAPTC representative and T Frizzle is on the Hooper Hall Management Committee. It was agreed that reporting back would be done via Parish Councillors views.

**18. To make arrangements with a view to the council becoming eligible to exercise the general power of competence in the future.**

It was noted that the Council is not eligible in terms of the proportion of elected members not being the required two thirds.

**19. Review of inventory of land and assets including buildings and office equipment.**

It was noted that there were no additions or disposals during 18.19.

**RESOLVED:** A review of inventory of land and assets including buildings and office equipment was carried out.

**20. Confirmation of arrangements for insurance cover in respect of all insured risks.**

The Clerk presented the policy for 2019.20 it was noted that the dog bins were not included as their value is equal to the £100 access.

**RESOLVED:** Confirmation of arrangements for insurance cover in respect of all insured risks.

**21. Review of the council's and/or staff subscriptions to other bodies.**

It was noted that the Parish Council currently subscribe to the DAPTC.

**RESOLVED:** To subscribe to the DAPTC for the year 19.20.

**22. Review of the council's complaints procedure.**

The Clerk advised the complaints policy had been revised to reflect the change to the unitary authority.

**RESOLVED: A review of the Council's complaints procedure was carried out and the revision noted.**

**23. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998.**

The model publication scheme (Information act 2000) has been previously approved by the Council. The purpose of this publication scheme is to show what classes of Council information are available routinely. A copy of the schedule is retained in the Clerk's office, the TC may decide to put the scheme on the web site. Any requests made under the freedom of information and data protection acts will be dealt with according to the model publication scheme. The Council has had no requests for information in conjunction with the freedom of information act in the last year.

**RESOLVED: That the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 remain.**

**24. Review of the Council's policy for dealing with the press/media.**

**RESOLVED: That the Council's policy for dealing with the press/media remain.**

**25. Determining the time and place of ordinary meetings of the full council up to and including the next annual meeting of full council.**

**RESOLVED: To accept the set dates, time & place of ordinary meetings of the Full Council for the year ahead as presented.**

**26. To resolve if the Parish Councils wishes to certify itself exempt from an Annual Governance & Accountability return or submit its annual return to the external auditor for a limited assurance review for the financial period 18.19**

It was understood that there is a requirement for all smaller authorities to complete and approve Annual Governance and Accountability Return (AGAR), and provide for public rights, exempt authorities must meet a number of specified criteria and then provided those criteria are satisfied they only need submit a copy of their exemption certificate to the External Auditor. The exemption criteria are met if the smaller authority can declare that it has:

- Total gross income and total gross expenditure below £25k;
- No public interest report/statutory recommendation/advisory notice/judicial review/application to court re unlawful item of account issued by its external auditor\*\* in the prior year; and
- been in existence since before 1/4/14.

The Clerk advised that the above criteria is met for Lydlinch Parish Council to certify itself exempt from an Annual Governance & Accountability return and in lieu of this section 2 of the AGAR document and supporting document will be published on the PC web site. Should members wish to submit an AGAR the fee will be £200.

**RESOLVED: Lylinch Parish Council wishes to certify itself exempt from an Annual Governance & Accountability return 18.19.**

**27. Correspondence: as detailed in annex 1a.**

**Lydlinch Parish Council**  
**TheHub@Stalbridge**  
**Station Road**  
**Stalbridge DT10 2RG**  
**Tel: 01963 364276**  
**E.Mail: [lydlinchpc@gmail.com](mailto:lydlinchpc@gmail.com)**

Date	From	Concerning
13.03.19	P Wats (Lydlinch Church Warden) Letter of thanks for the grant for the tree works adjacent to the footpath in the churchyard.	Noted
07/05/19	Oliver Letwin MP. Question if the parish council in principal would consider shearing the cost of diverting the X10 bus service with other parishes along the route.	It had been indicated that some residents use the Nordcat service and members felt that there had not been a demonstrated need from residents for this expenditure.

**28. Finance annex 1b.**

T Watson	Salary April May	[REDACTED]
HMRC	tax April & May	£73.60
IK Services	dog bin servicing April & May	£140.00
Stalbridge TC	Office services April & May	£92.80
Community 1st Trading	19.20 insurance premium	£206.11
DAPTC	Annual subs 19.20	£164.89

**RESOLVED:** It was proposed by T frizzle, seconded by Z Cheetham and all agreed to approved the payments as presented.

**29. Clerks report on matters arising.**

The Clerk advised that she was setting up a members information page on the web site.

**30. Date of the Next meeting - The next Town Council meeting will be held on Monday 24th June 2019. All items for inclusion on the agenda must be received by the Clerk by 9.00am on Thursday 20th June 2019.**

There being no further business the Meeting closed at 8.45 pm.

Date 24/06/19      Signed.....

Chairman