

Minutes of the COMMUNITY SERVICES COMMITTEE held at the Village Hall, Corfe Mullen on Tuesday 8 May 2018 commencing at 7:45pm

Present: - Chairman – Cllr. Dix

Cllrs	Alexander	A Holland	Honeyman
	Harrison	P Holland	Mattocks

Officers in attendance: Katrina Blee (Clerk) and Sheila Bird (Assistant Clerk).

PUBLIC DISCUSSION PERIOD

There were no members of the public present.

17/402 Apologies for Absence

Apologies for absence were received from Cllr Jefferies.

17/403 Declarations of Interest

Cllr Dix declared an interest in Item 5 as she is an allotment holder. Cllrs Honeyman and Mattocks declared an interest in Item 11 as they are CMSA committee members.

17/404 Minutes

The minutes of the meeting held on 13 March 2018 were approved.

Nem Con.

17/405 Accounts for payment

The following accounts were agreed for payment:

PARISH COUNCIL ITEMS		
200990	Secure Alarms - annual maintenance for intruder alarm system g'staff building	159.48
200991	Sage - Sagecover Extra for CMPC Payroll	338.40
200992	Mr P White - reimburse for purchase of concrete slabs	30.31
200993	Corfe Mullen Village Hall - Grant for further improvements	15000.00
200994	R Evetts - office window clean	9.00
200995	Do the Numbers Ltd. - internal auditor's fee 17/18	750.00
200996	K9 Security - rec security for April	744.00
200997	Rigby Taylor - 2 x 10l Impact line marker	63.30
200998	HMRC - PAYE/NIC Month 2	1971.04
200999	DCPF - Superannuation Month 2	2907.73
autopay	Month 2	8137.10
dd 07.05.18	UK Fuels - fuel	106.51
dd 25.05.18	Chubb - fire extinguisher rental May	16.92

card 27.04.18	Co-op - wine & soft drinks for Chairman's reception	115.37
card 18.04.18	Lockhart catering - 3 packs tablecloths	120.72
card 27.04.18	Just Add Flowers - table centres for Chairman's reception	120.00
card 18.04.18	Amazon - disposable coveralls for groundstaff	13.20
card 17.04.18	Postage - meeting agendas	2.02
card 26.04.18	PC World - 3 x memory sticks	29.97
	TOTAL	30635.07

VILLAGE HALL ITEMS		
200100	CPS - repair to sound system	136.80
200101	Kingfisher Electrical - 2 x external lights - supply and fit	312.00
dd 23.04.18	Gazprom - March gas usage	170.38
	TOTAL	619.18

Nem Con.

17/406 Allotment Inspections

Members agreed that the current inspection policy should continue.

Nem Con.

17/407 Dog Warden Reports

The dog warden's reports on his patrols of Parish Council sites for March and April were noted.

Nem Con.

17/408 Verbal Updates

a) Community Orchard

The volunteers have been busy mulching and re-arranging or removing stakes and netting. Overall the trees are looking good and the mowing is scheduled for May.

b) Windgreen Christmas Tree

The Carnival Committee is very busy with the upcoming Carnival arrangements and therefore will report on this after the Carnival.

17/409 Street Furniture Working Party

On Parish Council sites	
Item	Issues/Comment
Requests for memorial seats	<p>Issues are future maintenance, style of seat etc. and whether there should be criteria to decide whether to grant permission or not.</p> <p>Other parishes' practices were researched. A lot of other parish councils stipulate the make and style of the seat and it becomes the Parish Council's, which then maintains it.</p> <p>This Parish Council however, although stipulating the seat style within reason, allows the seat (and therefore any maintenance) to remain with whoever requests it. Generally, this has worked well, and there is no reason to change this at this time. It was however felt that a written agreement should be drafted to cover future responsibility and set out a maintenance/inspection schedule.</p> <p>It was felt difficult to prescribe some set criteria, and that the Council will have to decide requests on a one by one basis. It was however thought that requests should not be granted if these have only been submitted by one or two residents.</p> <p>It was agreed to recommend to Full Council that a set charge should be introduced to cover purchase, installation and maintenance of any new memorial bench rather than the donor undertaking maintenance. Cllr Alexander offered information on a similar scheme operated in Bournemouth.</p>
Additional dog bins	<p>The Parish Council has litter bins at all play areas, the recreation ground, the cemeteries and Springdale Road POS. It was noted that people have their favourite locations, especially for dog bins, but that does not necessarily mean that there are insufficient on the whole site. Grounds staff have not reported any problems with either dog bins or litter bins not being sufficient.</p> <p>Noted that DWP are moving to replacing bins with dual purpose bins, one side recycling and the other for litter/dog waste. This should be considered for the Parish Council sites going forwards.</p> <p>Also, PC should consider erecting signage encouraging people to take dog litter and ordinary litter home etc.</p> <p>It was agreed to recommend to Full Council that when replacing bins consideration be given to the dual litter/recycling type.</p>
Additional litter bins	
Requests for railings, signs, steps, lighting, bollards, disabled parking bays etc.	<p>In a similar way to memorial seats, it was felt that these should continue to be considered on a case by case basis, e.g. we have in the past erected railings and steps in the cemetery for easier accessibility to graves and have erected railings at the rec to prevent 'wheelies' on the grass.</p> <p>It was agreed to recommend to Full Council that these continue to be assessed on a case by case basis.</p>

Other issues on Parish Council sites which the Working Party considered:	
Drones	<p>As these are increasing, advice has been sought from Ellis Whittam. Some would come under the definition of 'model aircraft' which cannot land or take off on Parish Council sites. Permission therefore needs to be sought from the Parish Council for events such as the Carnival if drones are going to be used.</p> <p>Drone operators – the CAA has restrictions and regulations on the flying of drones which includes these not being flown near to people or crowds.</p> <p>As always though enforcement is an issue and of course malfunctioning is also possible.</p> <p>It was agreed to recommend to Full Council that a written policy on drones is drafted.</p>
Floodlights at the rec	<p>When replaced, CMSA should be asked to install more directional ones so that they impact less on surrounding residences.</p> <p>It was agreed to recommend the above to Full Council.</p>
Electric car charging points	<p>These will be required in the coming years and the Parish Council should give consideration as to whether it wants to site any on its sites and what it would charge.</p> <p>It was agreed to recommend to Full Council that it should bear in mind the need for charging points in the future.</p>

Non-Parish Council sites	
Item	Issues/Comment
Fingerpost restoration/replacement	<p>The County Council no longer restores or replaces the traditional finger posts and may also stop replacing other discretionary signage. There is general support among councillors for the Parish Council to undertake fingerpost restoration. This could only be done under an agency agreement with DCC, this is currently under consideration by Full Council.</p> <p>Noted. Full Council to be reminded that this is work it could authorise under an agency agreement.</p>

<p>Bollards Railings Seating Planters</p>	<p>This would have to be considered on a case by case basis, and of course the highways authority (usually DCC) would have to assess requests. Again, an agency agreement would be required.</p> <p>The issue of maintenance would need to be considered, e.g. the Parish Council may find itself having to maintain seats and planters.</p> <p>It was agreed to recommend to Full Council that requests for bollards and railings be assessed on a case by case basis. It was not felt desirable for the Parish Council to install or maintain seats or planters.</p>
<p>Grit bins</p>	<p>The Working Party felt that the Parish Council's policy of not providing grit bins should continue. There would be so many requests and these may also be in locations where it would be difficult for DCC to fill up anyway. The Parish Council should continue to promote community self-help such as street monitors.</p> <p>It was agreed to recommend to Full Council that the current policy of not providing grit bins should continue. It was noted that due to wider availability and lower prices the Parish Council no longer needs to offer an 'ice melt' type product at a discount.</p>
<p>Litter/dog bins</p>	<p>It was felt that this is an area that the Parish Council should not consider for itself.</p> <p>The Parish Council can continue however to make representations where it agrees additional bins are needed, or to ask for one to be put back.</p> <p>It was noted that local authorities are moving towards dual bins as replacements (recycling and litter/dog waste sections).</p> <p>It was agreed to recommend as above to Full Council.</p>
<p>Bus shelters</p>	<p>There are now only two which the Parish Council is responsible for (1 at Windgreen and 1 near the Lambs Green). However, grounds staff are not trained to work on the highway, so it would be better to use a DCC agency agreement for maintenance of these.</p> <p>If consideration is given to the provision of additional shelters, cost, maintenance and future replacement would have to be considered. DCC or other highways authority as appropriate would have to approve any proposed installations.</p> <p>It was agreed to recommend to Full Council that any requests for additional bus shelters be assessed on a case by case basis with consideration to be given to future maintenance and replacement costs.</p>
<p>Christmas tree/lights</p>	<p>The Working Party did not look at these in detail, as Cllr Harrison and the Carnival Committee are working on this.</p> <p>Noted.</p>

Verge cutting, street cleaning, extra gully cleaning (where DCC no longer do so regularly)	The Parish Council could consider contributing to these types of tasks under an agency agreement. It was agreed to remind Full Council that these works could be authorised under an agency agreement.
'Corfe Mullen in Bloom'	The Working Party felt that this could only be progressed if there was someone prepared to champion it in the community and drawn together a group wanting to run it. Clr Harrison offered to speak to CM Gardening Club to suggest they gauge interest and contact other towns and parishes for information about the level of commitment involved.
Public Rights of Way (footpaths and bridleways)	It was felt that the Parish Council should continue to periodically survey these and submit reports of any problems. It was agreed to recommend to Full Council that this practice continues.
Other issues for the future	
Electric car charging points	These will be required in the coming years and the Parish Council should give consideration as to where it might request they are located. Noted – this will be highlighted to Full Council.

Nem Con.

17/410 Cricket Pitch Improvements

The Clerk was asked to obtain quotations for improving the cricket pitch early next spring which has become extremely compacted.

Nem Con.

17/411 Community Services Tour of Parish

It was agreed to have an annual tour of all sites on Friday 15 June and Friday 22 June both at 11.00a.m. The Clerk will liaise with committee members on the details.

Nem Con.

17/412 CONFIDENTIAL ITEM: RENEWAL OF PAVILION LEASE

EXCLUSION OF PRESS AND PUBLIC

It was resolved that: by reason of the confidential nature of the business to be transacted the press and public be excluded during consideration of the following item.

A confidential report from the working party appointed to look at this issue was considered.

It was agreed to recommend to Full Council that:

- 1) The lease be offered to the Corfe Mullen Sports Association (CMSA) for a further period of 35 years;
- 2) Following a request from the CMSA the Council enter into negotiations for the early renewal of the lease (renewal date is 1 December 2020);
- 3) The Council ask the CMSA to consider whether it would prefer Option 1 or Option 2 as outlined in the confidential report as a basis for the Heads of Terms relating to maintenance of the facility.

Nem Con.

17/413 Items of Information and Matters for Forthcoming Agendas

- a) The Clerk reported that there is a consultation regarding healthcare services for children and young people in Dorset which has been put together by the NHS Clinical Commissioning Group. Details available from the office.

17/414 Date and time of the next meeting

The date and time of the next meeting was confirmed as 12 June 2018 at 7.45pm (*time subject to change*).

The meeting closed at 8.50pm.