

**Minutes of the FULL COUNCIL held at the Village Hall, Corfe Mullen on Tuesday 28<sup>th</sup> May 2019 commencing at 7:45pm**

**Present:** Cllr Sowry-House - Chairman

Cllrs	Barron	A Holland	Jefferies
	Craven	P Holland	Lortie
	Everett	Honeyman	Mattocks
	Harrison	Howard	Stennett

Officer in attendance: Katrina Blee (Clerk) and Claire Gamble (Assistant Clerk).

**PUBLIC DISCUSSION PERIOD**

There was 1 member of the public present.

**19/41 Apologies for Absence**

There were no apologies for absence.

**19/42 Declarations of Interest**

There were no declarations of interest.

**19/43 Minutes of Previous Meeting**

The minutes of the Parish Council meeting held on 14<sup>th</sup> May 2019 were approved.

*Nem Con.*

**19/44 Committee Minutes**

Minutes of the following committees were noted:

Planning	23 April 2019
Planning	14 May 2019

**19/45 Accounts for payment**

The following accounts were authorised for payment:

<b>PARISH COUNCIL ITEMS</b>		
201322	Sage - Payroll annual cover	338.40
201323	Corfe Mullen Youth Trust - 1st quarter grant	9154.75
201324	Town & Country Landscapes - repair and redecoration of chapel tower	4303.20
201325	Logik Copying Systems - quarterly copy charge	64.92
201326	ESPO - stationery supplies	19.74
201327	Scottish & Southern - new street lighting connection charge Pine Road (was damaged by unknown vehicle)	602.05

201328	Toye & Co. - Origination for civic brooches (for future use) and two brooches (Vice-Chairman & Chairman's Escort)	732.60
201329	Barrell Tree Consultancy - tree risk management report (triennial)	1194.00
201330	M B Wilkes - topsoil	77.96
dd 23.05.19	Dorset Waste Partnership - April waste collections from rec. (inc. removal of tyres fly-tipped at cemetery)	277.90
dd 27.05.19	British Gas - office electricity monthly usage	63.74
dd 31.05.19	Vodafone - sim card rental g'staff bldg.	10.08
dd 01.06.19	Dorset Council - office rates	368.00
dd 01.06.19	Dorset Council - cemetery rates	243.00
card 13.05.19	Co-op - refreshments for new councillors' reception	15.50
	<b>TOTAL</b>	<b>17465.84</b>
<b>VILLAGE HALL ITEMS</b>		
dd 17.05.19	Gazprom - April gas usage	134.74
card 16.05.19	Poles & Blinds - hooks and gliders for curtains	12.34
card 15.05.19	CPC - additional microphone stand	21.23
	<b>TOTAL</b>	<b>168.31</b>

*Nem Con.*

#### 19/46 **Bank Reconciliation**

The following bank reconciliation was approved:

Nat West current		18591.55
Scot Widows Business Deposit		500.82
Petty Cash		5.68
Cooperative current	68326.42	
less unrec. Payments	4214.39	
add unrec. Receipts	0.00	64112.03
Cooperative dep. a/c		2.84
Coop Charge Card		-137.77
Public Sector Deposit Fund		228993.50
<b>Total</b>		<b>312068.65</b>

*Nem Con.*

**19/47 Way Ahead Working Party and social media presence**

- a) It was agreed to set up a Way Ahead Working Party to look at specific issues, research and explore options, and make recommendations to a committee or Full Council as appropriate, with councillors being invited to join should they so wish.

Proposer: Cllr P Holland, seconder: Cllr Harrison. Decision: *Nem Con*.

- b) The following members indicated that they would like to join the working party: Cllrs Barron, Craven, Honeyman, Howard, Jefferies, Lortie and Sowry-House.

- c) It was agreed that Cllr Sowry-House would chair the Working Party.

*Nem Con*.

- d) It was further agreed that the Working Party could invite other councillors or people to the working party according to the business discussed, to ensure that the widest possible experience is drawn upon.

*Nem Con*.

- e) It was recognised that working party members would bring different skills and experience and would be able opt in and out of meetings according to the issues being discussed.

- f) It was agreed that the working party be delegated with the task of setting up a social media presence for the Parish Council to run for a trial period, with a review of its success to be undertaken at Full Council in September.

*Nem Con*.

- g) It was agreed that any social media platform would be administered by the Clerk or, in her absence, the Assistant Clerks, not by elected members.

*Nem Con*.

**19/48 Progress Discussion of the Following Items: -**

- a) *Quiet Lanes around the Parish* - It was proposed by Cllr P Holland that the recommendation that the idea of introducing the 'Quiet Lanes' initiative should be referred to the Community Services Committee for consideration be agreed.

This was seconded by Cllr Harrison. Decision: *Nem Con*.

- b) *Fingerpost Restoration* – It was proposed by Cllr P Holland that the recommendation that the restoration of fingerposts should proceed and be referred to the Community Services Committee for progression be agreed.

This was seconded by Cllr Harrison. Decision: *Nem Con*.

- c) *Live streaming of council meetings* – it was agreed to ask the Way Ahead Working Party to research the pros and cons, and the costs and practicalities of live streaming of council meetings.

*Nem Con*.

- d) *Community Use of Chapel* - The Chapel, as a consecrated building in the old cemetery, is occasionally used for funeral services, however it has been suggested that it could be used by the community at other times for limited uses.

Some members expressed reservations about a consecrated building being used for other purposes. It was proposed by Cllr Harrison that any additional use of the Chapel should not be pursued.

Voting:

This was seconded by Cllr Stennett

Vote: 8 in favour

The motion was therefore carried.

**19/49 Quotation for Consultancy to develop a strategic plan followed by a staffing review and job revaluation.**

The Clerk gave a background to this item which had originated from the staffing sub-committee's recommendation to undertake a staff review and job revaluation as well as address succession planning. The consultants undertaking councillor training had suggested that before doing this work, the Council should look at what it wants to do over the next five years, so that this could inform what resources the Council would need. The previous Council had therefore decided it would be better for the new Council to decide whether to take up the consultants' suggestion.

Members, particularly newly elected members felt that at this stage they did not have enough information nor had undertaken training in order to formulate a 5-year plan for the council. It was also noted that it will not be known for some time what, if any, services or facilities the Parish Council might agreed to take over from Dorset Council. It was therefore agreed that this work be deferred.

*Nem Con.*

It was recognised that the Council may be exposed to higher than usual risk if a high proportion of its staff were to retire within a short space of each other and it was therefore agreed that a risk assessment should be undertaken to assess this risk.

*Nem Con.*

**19/50 Office Telephone/Internet**

It was agreed that the Clerk was delegated to obtain the best deal for a switch to a VoIP telephone system.

*Nem Con*

**19/51 Going Away Goodies Bag for Three Scouts attending International Jamboree**

It was agreed that subject to consultation with the Scout Leader, a going away goodie bag will be presented to each of the scouts attending international jamboree this year. A maximum budget of £60 was agreed and it was further agreed that this should come from the 19-20 small grants budget.

*Nem Con*

**19/52 Chairman's engagements and verbal reports**

- a) The Chairman reported on East Dorset Scouts presentation evening he recently attended.
- b) Unitary Councillors Barron and Harrison reported on the first meeting of the new Unitary Council.
- c) Cllr Jefferies advised that the next meeting of Beacon Hill Liaison Committee will be 12<sup>th</sup> June.
- d) Cllr Jefferies advised that the next meeting of Corfe Mullen Youth Trust will be 3<sup>rd</sup> July.

**19/53 Items of Information and Matters for Forthcoming Agendas**

- a) The Clerk asked members to keep her informed if they continue to have problems logging into email accounts or accessing the members area.
- b) The Clerk and Chairman offered to help members who are still having problems with setting up email accounts and are happy to visit them at home if required.
- c) Cllr Harrison reminded members of the upcoming Carnival on 8<sup>th</sup> June and advised members that Carnival raffle tickets are now available for purchase. He also reminded members that additional marshals/volunteers would be welcomed.

**19/54 Date and time of next meeting**

The date and time of the next meeting was confirmed as Tuesday 25<sup>th</sup> June 2019 at 7.45pm (*time subject to change*).

The meeting closed at 9.35pm.