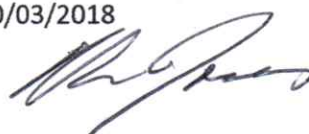


**MINUTES OF A MEETING OF BISHOPS CAUNDLE PARISH COUNCIL**

**HELD ON TUESDAY, MARCH 20<sup>th</sup>, 2018 AT 7.30 P.M. IN THE VILLAGE HALL**

1.	<p><b>Present:</b> Chairman A. Jones, P. Blundell, D. Gardner, S. Meads, A. Tuffin, Clerk J. Walsh-Quantick.  <b>In attendance:</b> District Councillor Gould, County Councillor Penfold, Sarah Martin – Chair of Football Social Club  <b>Public</b> - No members of the public attended.</p>	<b>Action</b>
	<p><b>Apologies for Absence:</b>  T. Loveless</p>	
2.	<p><b>To Approve Minutes of the Meeting held on Tuesday, 16<sup>th</sup> January 2018.</b>  The minutes of the meeting were approved and signed by the Chairman with no amendments having been circulated previously. Proposed by A. Tuffin, seconded by P. Blundell</p>	
3.	<p><b>Matters Arising Therefrom:</b>  <b>Vacancy for Parish Councillor due to resignation of Liz Lyons</b>  No applications or expression of interest have yet been received, Clerk to update posters and agreement made to advertise in the White Hart Magazine if no response by end March.   P. Blundell has agreed to be the Community Shop Liaison.</p>	<b>Clk</b>
	<p><b>Declaration of Acceptance and Register of Members Interests for Sophie Meads</b>  Paperwork completed, Register of Members Interests to be forwarded by S. Meads.</p>	<b>Clk / S.M.</b>
	<p><b>Highway Maintenance</b>  Holt Lane – No issues since previous meeting.   Main Road – A cats eye flicked up from the centre of the road and damaged a car, costs to be £150 + vat.   Main Road – Manhole cover damage. A. Jones has met with both Wessex Water and British Telecom who both agreed that work is needed. WW have completed work, BT have logged action is needed and work is expected in the next 6 weeks.   Church Green – weather has not caused any issues since the previous meeting. Photographs of flooding in this area are to be taken and forwarded to P. Thatcher when available.</p>	<b>A.J.</b>  <b>A.T./ D.G</b>
	<p><b>Manor Farm Update</b>  There has been a meeting with the Community Land Trust within the previous 2 weeks. There has been no further action or contact regarding the development since the previous meeting.</p>	
	<p><b>Litter Picking</b>  Nina Buckley from the ‘Great British Spring Clean’ campaign has confirmed that they will supply bags free of charge on request. Equipment can be obtained locally but needs to be requested when a litter pick has been organised.  S. Meads has suggested that the school may want to be involved and will speak with staff then liaise with the clerk.</p>	<b>S.M.</b>



15/05/18

<b>4.</b>	<b>Audit</b> Since the January meeting, a training course has been attended by the Clerk. The audit process will be very similar to previous years. Nigel Ladd has been asked to complete the internal audit (Proposed A.T, Seconded D.G.)	<b>Clk</b>
<b>5.</b>	<b>Asset Register</b> Copies of the revised register were circulated and agreed. The phone box was discussed as a potential asset for inclusion, this is not currently owned by the PC. Agreed A. Tuffin, Seconded D. Gardner	<b>Clk</b>
<b>6.</b>	<b>Risk Assessments</b> Risk Assessments were reviewed and amendments are required to update names and roles. See also comments below under 7). Play Area	<b>Clk</b>
<b>7.</b>	<b>Play area</b> <ul style="list-style-type: none"> <li>• Risk Assessment – Not all work has yet been completed relating to safety requirements in the play area so it is currently not in use. Monitoring actions stated in the risk assessment have not been formally completed due to this. T. Lovelace has responsibility for checks and D. Gardener has agreed to complete documented checks in his absence. Clerk will check if new signage is required.</li> <li>• Payment for bark delivery was unanimously agreed, A. Tuffin to follow up on this.</li> <li>• D. Gardner and A. Jones both commented that weeds were high in the area, D. Gardner will approach M. Moore regarding this.</li> <li>• S106 money is available in Bishops Caundle and Caundle Marsh for community projects and the play area is one potential recipient. Projects need to be confirmed by September, S. Meads and D. Gardner will look at potential equipment (including for older children) and funding options. Money is for the whole community and projects need to reflect this.</li> </ul>	<b>Clk/ D.G.</b>
<b>8.</b>	<b>Noticeboard</b> P. Blundell updated on progress. The frame has been completed and glass is to be ordered.	<b>P.B.</b>
<b>9.</b>	<b>Transparency Code</b> It was confirmed that we were unable to claim back printer costs. No issues with compliance are anticipated.	<b>Clk</b>
<b>10.</b>	<b>Football Club and Ground</b> S. Martin (Football Social Club Chair) attended the meeting. The current licence agreement is with the Football club rather than the football social club so needs amending to reflect this. The current licence agreement was reviewed in detail and football club specific sections were agreed to be removed. Proposed A. Tuffin, seconded D. Gardner. Clerk to amend the licence agreement and obtain signatures from S. Martin and A. Jones.  The current donation of £150 for fuel for grass cutting by the Football Social Club was agreed.	<b>Clk</b>
<b>11.</b>	<b>Sherborne Transport Action Group / Public Transport</b> Following on from a detailed study by Barry Williams into public transport provision and needs in the village, a letter has been drafted to send to the local council. Reviewed and unanimously agreed.	<b>Clk</b>



	<ul style="list-style-type: none"> <li>• Church Tree work planning application was recorded on the planning portal as agreed in November. BCPC were aware of work needed but not of the application.</li> <li>• The Planning Portal format is changing with an anticipated go live date of 18/04/18.</li> <li>• A letter was received by the Parish Council regarding charges for elections, this was discussed and no further action is needed.</li> <li>• The clerk reported that the sign in the car park near the Football Social Club is in poor repair. D. Gardner to look at costs of replacement.</li> </ul>	<p>Clk D.G.</p>
<p><b>16.</b></p>	<p><b>Time of Closure:</b> The meeting closed at 9.30p.m.</p>	
<p><b>27.</b></p>	<p><b>Date of Next Meeting:</b> There is no meeting in April. Tuesday, May 15th, 2018 at 7.30 in the Village Hall. <b>Please note this is the Annual General Meeting and Annual Parish Meeting.</b></p>	

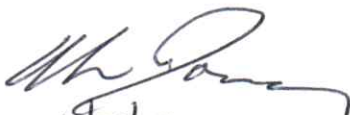
**Future Meeting Dates:**

Tuesday, May 15th, 2018

Tuesday, July 17th, 2018

Tuesday, September 18th, 2018

Tuesday, November 20th, 2018

  
18/05/18