

# THE ORCHARDS & MARGARET MARSH PARISH COUNCIL

## MINUTES OF THE ANNUAL PARISH MEETING HELD AT MANSTON VILLAGE HALL ON TUESDAY 18<sup>th</sup> MAY 2021 STARTING AT 7PM

**Present:** Cllr Mr T Cox, Cllr T Craven (Chairman), Cllr Mrs V Stokes.

**In attendance:** R. Jacques (Clerk), County Cllr Mrs J Somper, two members of the public.

**Apologies:** Cllr Mr M Bone, Cllr Mr B Dawe-Lane, Mr E. Dimarino (Dorset Highways).

- 1. Approval of minutes for 2019 meeting:** The minutes of the Annual Parish Meeting held on the 7th May 2019, were confirmed as a true record, and signed by the Chair. There were no matters arising from the minutes.
- 2. Chairman's Report:**

The Chairman presented the following report, noting that it covered a two-year period as the Annual Parish Meeting could not be held in 2020 because of the Covid-19 restrictions -

### **Chairman's Report to Annual Parish Meeting May 2021**

*Following the COVID-19 guidelines issued by the Government the Annual Parish Meeting for May 2020 did not take place and so this report covers 2019-2020 and 2020-2021.*

### **General – Funding**

*From March 2020 the Parish Councillors have had to learn new ways of working which have proved to be challenging at times. Four Parish Council meetings were held during 2019-2020 and in 2020-2021 one face to face and three virtual meetings were held. As meetings could not be held for the first few months of the financial year, following guidance from DAPTC, a Scheme of Delegation was created and agreed by email by all Councillors to enable the Parish Council to continue operating. The Scheme of Delegation is published on the Parish Council website.*

*The expenditure budget for the Financial Year 2020-2021 was set at the November 2019 meeting at £2428. This was an increase of £7 on the previous year. An unanticipated cost for website modification, required to comply with Accessibility legislation, of £102 was mostly met by the reduction of the Clerk's salary. The Council also approved a budgeted cost of one-off grant awards of £250.*

*The expenditure budget for the Financial Year 2021-2022 was set at the November 2020 meeting at £2409. This is a reduction of £19 on the previous year. The saving was largely the result of a reduction of Clerk's expenses of £50 and of Councillor and Clerk training costs of £80 (many courses and meetings are now held remotely at a reduced price). Budgeted costs of £70 for website updates and £150 for asset maintenance were approved. The Council also approved a budgeted cost of one-off grant awards of £250.*

### **Contingency**

*No contingency figure has been included as there are sufficient funds in the general reserves to cover any unforeseen expenditure.*

### **Planning**

*Planning applications considered during the past two years include:*

- *Spread Eagle Cottage, Hartgrove: Certificate of Lawfulness to continue using 4 cottages as permanent residential dwellings.*

- *Spread Eagle Cottage, Hartgrove: Agricultural Occupancy condition transferred from Hartgrove Farm, to Spread Eagle Cottage.*
- *Fairview, Hartgrove: Certificate of Lawfulness to continue using caravan for residential use.*
- *Winchills Farm, East Orchard: Extend existing building for use as deep litter calving/young stock pens, and associated storage.*
- *Orchard Corner, Hartgrove: Demolish existing dwelling and double garage. Erect replacement dwelling, double garage and create new vehicular access.*
- *Arthur's Barn Cottage, East Orchard: Lawful development certificate to continue using as a dwelling.*
- *Steps House, East Orchard: Internal and external alterations and structural repairs to enable rethatching.*
- *Orchard Farm, East Orchard: Lawful development certificate for existing use.*
- *The Old School, East Orchard: Erect self-contained log cabin as annex to main dwelling.*
- *Lakers, Church Lane, Hartgrove: Erect 2 ground floor extensions (demolish conservatory).*
- *The Barn, Manor Farm House, West Orchard: Certificate of Lawfulness existing to continue using as a dwelling.*
- *Oaklands, East Orchard: Remove section of earlier planning application.*
- *Higher Farm House, Margaret Marsh: Alter stud walls on first floor and form bathroom and additional bedroom etc.*
- *White Willows, West Orchard: Change of use of land from residential to equestrian to allow for the erection of a manege and boundary fence.*
- *Hill Lawn, Hartgrove: Allow the transfer of the agricultural occupancy condition from Hill Lawn to Trapdoor Farm Bungalow etc.*
- *Dutch Barn, Manston: Alterations and extension of Dutch Barn to form a residential dwelling.*
- *Orchard Corner, Hartgrove: Certificate of Lawfulness to continue using the land to station a mobile home.*
- *Marsh Farmhouse: Carry out internal and external alterations.*

### **Conferences and Training Attended**

#### **2019-2020:**

*I attended the Annual DAPTC Conference, and the Northern Area DAPTC meetings.*

*Cllr T Cox attended Councillor Induction Training, Planning Course and a Dorset Council Planning Event.*

*Clerk attended New Clerks' Training.*

#### **2020-2021:**

*I attended DAPTC training on running virtual meetings using Zoom, a Digital Connectivity meeting with the County Councillor and other local Councillors, a Planning Update meeting and completed an e-learning module on Modern Slavery.*

*Clerk completed an e-learning module on Freedom of Information.*

### **Council Business**

- **Footpaths:** *Various issues arose in 2019-2020 and in 2020-2021 which were resolved. I attended a virtual meeting along with other Parish Council Chairs, organised by County Councillor Jane Somper, to receive a presentation from the Footpath Ranger, Graham Stanley. The meeting provided an excellent opportunity to discuss footpath issues and to receive advice about the reporting process should more issues arise. The Parish Councillors agreed that Footpaths should be a standing item on future agendas. I would like to thank Sally Nutbeem and Paul Goodman for their efforts over the period in identifying maintenance issues which they raised on the Dorset County Council website.*
- **Highways:** *The Highways Officer, Roger Bell, was promoted in January 2021 and Enrico*

*Dimarino is now the Highways Officer for the area. I had the opportunity to meet with him (virtually) soon after his appointment. The highways issues that continue to be raised regularly are flooding and potholes etc. Repairs have been carried out and improvements made but the work is ongoing. Mr Dimarino attended the Parish Council meeting in February and has been proactive in attempting to solve some of the major issues.*

- ***Finger-Post Signs:*** *The missing finger-post sign for Margaret Marsh on B3091 was replaced and the missing finger-post sign for Fontmell Magna and Bedchester on the Hartgrove signpost was also refurbished in October 2019. Repair of various Finger-post signs took place in July 2020 throughout the parish by Mr Ian Faulkner and I wish to thank him for his efforts. The cost of the replacement and repair was met from reserves.*
- ***Educational Endowment Foundation:*** *The fund had arisen from the sale of the East Orchard School House in the 1980s and the Salisbury Diocese had been appointed trustees of the fund. I asked the Clerk to contact the Diocese to ask how the fund could be accessed by local residents. The disappointing reply from the Diocese was:  
... 'this fund was closed by Order of the Secretary of State in 1990 and the funds were transferred to the Salisbury Diocesan Board of Education for the benefit of the whole Diocese of Salisbury. There is an East Orchard Sunday School fund, the trustees of which are the Vicar and Churchwardens of the parish and the income from this goes to the parish for Sunday School use.'*  
*The papers were passed to the Church Warden of West Orchard, Rita Stranger.*
- ***West Orchard Bench:*** *The bench was replaced in September 2020 as it was beyond repair. The cost was met from reserves.*
- ***Dog related Public Spaces Protection Order:*** *Came into force on the 1 January 2021 and the Parish Council publicised the Order on the noticeboards and purchased signs for verges.*
- ***Noticeboards:*** *The Parish Council has responsibility for four noticeboards which were in need of varying amounts of repair. The noticeboard at Margaret Marsh was repaired and the others (including the noticeboard at Bleax Close) were weatherproofed in February/March 2021. The cost was met from reserves. I would like to thank the Parish Clerk for arranging the repair and maintenance of these noticeboards.*

### **Grants**

*Grant Awards of £100 each were made to the Dorset and Somerset Air Ambulance and the St John Ambulance in 2019-2020. In 2020-2021 Grant Awards of £125 each were made to the same organisations.*

### **Covid-19**

*During the introduction of the original lockdown we identified certain members of the community that we thought might need assistance. We decided that the basic need of food and medicine were our priorities. After consultation we set up a system of food and vegetable deliveries if it was required. Members of the Parish took on responsibilities of vulnerable residents personally on a 'buddy' system. To those individuals I wish to pass on my thanks and also to Corrina and Paul Goodman in setting up the food collection point with assistance from Jasmin Giles.*

### **Parish Wardens**

*Three Parish Wardens litter clearance scheme continued to operate in the three parishes 2019-2020. Following the retirement of one of the wardens there were only two for 2020-2021 but a replacement has been found. This scheme has now been in operation for a number of years, being*

*one of the first to be implemented by a Parish Council in Dorset.*

*Finally, I would like to thank the Parish Clerk, the members of the Parish Council, the Parish Wardens, County Councillor Jane Somper and Enrico Dimarino and Roger Bell from Highways for their support during the past year, without them I would not be able to carry out my task.*

In summary, the Chairman added that the precept set for 2021/2022 financial year was reduced by £19 on the previous year and that any savings on expenditure through the year had been used to benefit the parishes e.g. the signpost repairs and the replacement of the bench. He concluded his report by adding that all of the planning applications made during the two-year period had been approved by the Parish Council.

**4. Outdoor Tommy Figure:** The Chairman informed the meeting that he had received promotional material from the Royal British Legion advertising the Tommy Figures. He suggested that the Parish Council could purchase a figure and that it could be rotated around the parishes within the group. Changing annually. The cost varies on the size and type of structure but would be approximately £225. He asked the meeting for comments.

The following comments and questions were raised:

- The cost is almost 10% of the annual precept and therefore quite high.
- Would a poppy wreath be placed at the figure each year? This would depend on the Churches congregations, the cost of a wreath is approximately £25 but are durable and could be used for many years.
- Is the material used durable?
- Would it be easy to erect?
- Would it be appropriate to place the figure in the Churches?

Discussion followed and it was decided that the Chairman would place a notice on the notice boards asking for the views of the local residents and that it will be an item on the next agenda of the Parish Council meeting.

**5. Public Open Forum:** Cllr T Craven advised the meeting that Dorset County Council has put an order in place banning fires on public Council land. County Cllr J Somper added that the ban was in response to the fires at Wareham last year and emphasised that the ban is only on Dorset Council owned land.

**The meeting closed at 7.17pm**

Signed.

Date

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Chairman