

LYDLINCH PARISH COUNCIL

Approved Minutes of Lydlinch Parish Council meeting held on Monday 20th May 2024 at the Hooper Hall commencing at 7pm.

Present Councilors: Mr C May (Chairman), Mrs C Curtis, Mr M Griffith-Jones, Mr J Smythe & Mrs G Tite.

Absent Councillors: Mr T Frizzle & Miss A Curtis

Mr Steve Mercer (Blackmore Vale Ward Member) was present

T Watson (Clerk)

In attendance

There were 2 members of the public in attendance.

Democratic period (For public comments)

Concerns were expressed that the lack of infrastructure to accommodate and increase in residence numbers in Kings Stag and the problem of surface water flooding and the adequacy of the sewage disposal system.

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

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

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

RESOLVED: Mrs C Curtis was nominated, seconded and duly elected as Chairman, the declaration of office was signed.

3. To receive apologies.

None.

4. To receive declarations of interest & Requests for dispensations (Please notify the Parish Clerk prior to the meeting)

C May in relation to the payment for the defibrillator training.

- a) **To grant dispensations for all Councillors to allow them to discuss and vote on the setting of the Precept to apply until May 2029.**

RESOLVED: To grant dispensations for all Councillors to allow them to discuss and vote on the setting of the Precept to apply until May 2029.

5. To approve the minutes of the meeting held on 22nd April 2024

RESOLVED: To approve the minutes of the meeting held on 22nd April 2024

6. To receive Parish Councillors reports.

None.

7. To receive Dorset Councillors introductions.

Steve Murcer introduced himself, having been elected as Blackmore Vale ward member. As a long-standing member of Hazelbury Bryan Parish Council member he is looking forward to seeing how local government

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works at County Level. He advised that he had been appointed to the adult & social care and appeals committees.

8. **To alter the delegated terms in relation to planning application consultation response in Standing Orders to delegate to all Parish Council members, subject to declaration of interest. C May**

C May explained the amendment was required due to the current arrangement not being viable with just a single member from Lydlinch.

RESOLVED: To alter the delegated terms in relation to planning application consultation response in Standing Orders to delegate to all Parish Council members, subject to declaration of interest.

9. **To receive a grant funding application from Lydlinch PCC for churchyard maintenance in the financial year 24.25.**

The application received was considered.

RESOLVED: To make a grant of £600 to Lydlinch PCC for churchyard maintenance in the financial year 24.25.

10. **Planning.**

The Chairman repeated the request for declarations prior to consideration of the application.

- a) **Response to DC planning consultations.**

P/FUL/2024/01945 Convert barn to create holiday let. Sunnyholme B3143 - Blackrow Lane To Holwell Road Kings Stag Dorset DT10 2AY. Mr & Mrs Gittins.

The Officers response to the pre-application advice for a dwelling was noted.

RESOLVED: After considering the site history and location the officer is mindful to grant permission Lydlinch parish Council would only support this based on the following conditions to ensure that the property is not used as permanent residential accommodation:

- **The permission is conditioned to be used only in conjunction with the main dwelling of Sunnyholme by a section 106 agreement and must not be sold or let off separately.**
- **All permitted development rights to be removed.**
- **The property is to be used solely for holiday letting.**
Not be let to any individual or group of individuals for any period which exceeds 28 consecutive days and no return by any such party within a further 28 days.
Not to be let for a full calendar year
- **A register of occupancy shall be kept and shall be made available to the Local Planning Authority.**
- **A robust plan for the possible surface water run off which may effect adjacent properties, which already suffer from excess surface water problems, addressed by installing proper purpose built soakaways.**

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After advice from the Chairman, Clerk and Ward Member Mr M Griffith-Jones and Mr J Smythe abstained from the vote.

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

None

- c) **Recent decisions of DC Planning department.**

None.

- d) **Appeals and matters of report from previous applications.**

None.

- e) **Planning matters of report.**

None.

11. Annual meeting business:

- a) **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.

- b) **Review of the terms of reference for committees.**

RESOLVED: The Parish Council has no sub-committees.

- c) **Appointment of members to existing committees.**

RESOLVED: There are no existing committees.

- d) **Appointment of any new committees in accordance with standing order 4.**

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

- e) **Review and adoption of appropriate standing orders and financial regulations.**

RESOLVED: That the existing Standing Orders and Financial Regulations remain.

- f) **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.

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

C May is the DAPTC representative. Report is made at Parish Council meetings.

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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. It was agreed that reporting back would be done via Parish Councillors reports.

- h) In an election year, to make arrangements with a view to the council becoming eligible to exercise the general power of competence in the future.

The Clerk advised that Lydlinch Parish Council currently meet the criteria to become becoming eligible to exercise the general power of competence as they meet the criteria for the number of elected members.

RESOLVED: Lydlinch Parish Council currently meets the criteria to become becoming eligible to exercise the general power of competence as they meet the criteria for the number of elected members.

- i) Review of inventory of land and assets including buildings and office equipment.

Inventory condition report noted. No disposals. Addition Kings Stag verge management signs, value £191.50

RESOLVED: Review of inventory of land and assets including buildings and office equipment carried out.

- j) Confirmation of arrangements for insurance cover in respect of all insured risks.

It was understood that the current policy runs to 31/05/2024.

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

- k) Review of the council's and/or staff subscriptions to other bodies.

Subscription in previous years DAPTC

RESOLVED: To continue to subscribe to the DAPTC

- l) Review of the council's complaints procedure.

The Clerk advised that there had been no changes to the complaints policy

RESOLVED: A review of the Council's complaints procedure was carried out.

- m) Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018.

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. 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 Parish Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 2018 remain.

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n) 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.

o) 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.

p) 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 23.24.

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: Lydlinch Parish Council wishes to certify itself exempt from an Annual Governance & Accountability return 23.24.

12. Clerks report & Correspondence

Clerks report – Reply has been received for Wessex Water to the Parish Councils letter regarding flooding or properties in Kings Stag. They are arranging for a survey of the public foul sewer to take place in the coming weeks to assess any sources of groundwater infiltration and surface water ingress into the public sewer and if any defects requiring remedial work are found, work will be completed as soon as possible. Their Customer Service Technician will keep the PC updated on their findings once the survey has been completed.

No Correspondence

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13. Finance.

a) To receive a list of receipts and payments.

		Payments	Receipts
T Watson	In Lieu of payment to fasthosts 2 year domain name renewal	£73.20	
Stalbridge TC	Office Services April & May	£94.66	
IK Services	dog bin servicing May	£68.78	
T Watson	Salary April & May	£361.54	
HMRC	Tax Salary April & May	£90.40	
C May	in lieu of defib trainer fee TCM 22.04	£60.00	
Lydlinch PCC	Churchyard maintenance grant 24.25	£600.00	
Dorset Council	1st Half precept 24.25		£3,750.00

RESOLVED: Receipts noted, and accounts approved for payment

C May abstained in relation to the payment for the defibrillator training.

14. Date of the Next meeting.

Monday 24th June

There being no further business the meeting closed at 8.23 pm.

Approved Date 24.06.24

Chairman -----