

Minutes of a meeting of Church Knowle Parish Council  
held at Church Knowle Reading Room  
on Tuesday 11<sup>th</sup> February, 2020

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## PRESENT

### **Council Members:**

Cllr Mrs Hazel Parker [HP]  
Cllr Mrs Jayne Wilson [JW]  
Cllr Mr Anthony Higgens [AH]  
Cllr Mrs Billa Edwards  
Cllr Mr Derek Burt [DB]  
Cllr Mr Howard Fry [HF]

### **Clerk to the Parish Council:**

Dr A W Wallace [AW]

### **C. K Parishioners & Members of the public:**

Mrs Jill Bugler

## APOLOGIES FOR ABSENCE

028.20 Dorset Cllr Mrs Cherry Brooks gave her apologies for non-attendance. Mr Mark Gannon (Director of Tradewind Graphics Ltd) tendered his apologies for non-attendance.

## DECLARATIONS OF INTEREST OF MEMBERS OF THE PARISH COUNCIL – (Current Meeting)

029.20 Cllr Parker advised the meeting that she was a member of the Parochial Church Council covering Church Knowle and may have to declare an interest when discussing the relationship between the PCC and CKPC with regard to rights of access. The Clerk advised the meeting that this was not a pecuniary or prejudicial interest affecting Cllr Parker.

## PUBLIC DISCUSSION PERIOD

030.20 There was no public discussion at this point in the proceedings.

## RESIGNATIONS OF CHAIRMAN AND VICE-CHAIRMAN

031.20 Cllr Higgens resigned his position as Parish Council Chairman. Cllr Wilson proposed that Cllr Parker be elected Chairman and this was seconded by Cllr Higgens. Cllr Parker did not object to the proposal and was duly unanimously elected Chairman. As Cllr Parker had been elected Chairman she resigned her position of Vice-chairman. Cllr Wilson proposed there should be no Vice-chairman at this point and was seconded by Cllr Higgens. **RESOLVED that there should be no Vice-chairman for the February meeting.**

## MINUTES OF MEETING HELD ON 14<sup>th</sup> JANUARY 2020

032.20 The draft Minutes of the January meeting of the Parish Council having been previously distributed by electronic means to each Parish Councillor were discussed. Cllr Parker referred to Minute No 016.20; a typographical error where “she” should be substituted with “they” was corrected and Cllr Parker then proposed that, following correction, the draft Minutes be approved. Her proposal was seconded by Cllr Wilson. The Meeting approved the Minutes.

## MATTERS ARISING FROM THE 10<sup>TH</sup> DECEMBER 2019 MINUTES

033.20 Cllr Wilson queried the funeral of the late Dorset County Councillor Mr Michael Lovell. The Chairman advised that she had asked past-Councillor (Purbeck DC) Nick Cake to represent CKPC at the funeral and he had agreed. Her point of information was noted by the meeting.

## POSTPONEMENT OF LESSER MATTERS ON THIS AGENDA TO MARCH 2020 MEETING OF THE PARISH COUNCIL

034.20 The following matters were postponed to the March 2020 meeting for discussion:

- Fingerposts

### PLANNING MATTERS

#### Planning Applications

035.20 The Clerk advised the meeting that he had received no consultation requests from Dorset Council regarding planning applications made to them before the agenda publication. Members noted the information given.

#### Planning Applications Received after Publication of Agenda

036.20 None had been received

#### Unlawful Developments

037.20 No reports had been made.

### PAST PLANNING MATTERS

038.20 Members noted the following reported past planning matters:

6/2019/0427- Pine Trees Farm, Creech Bottom, Wareham, BH20 5DQ - Raise roof height and erect first floor side extension with balcony. Erect single storey extension on South East elevation. **Approved by Dorset Council**

### HIGHWAYS MATTERS

039.20 Cllr Burt began discussion about the finger posts in the Parish. He advised Members that finger posts had lately been repaired in the area of Melcombe Bingham. The Clerk reminded Members that there could be funding from the Campaign for the Preservation of Rural England and that to receive funding a set of proposals and financial quotes would have to be submitted. He would again make enquiries of the contractor who had produced new arms for the Grange Road finger post to see if he would be prepared to assist.

040.20 The Clerk advised Members that he expected the street lamp to be adopted by Dorset Council in early April 2020; the new financial year. He was concerned about a bill received from Southern Electric for the supply to the Church Knowle lamp that was considerably more than previous ones. This would be further discussed during "Finance" in the agenda.

### CEMETERY MATTERS

041.20 Cllr Parker gave a further report on access rights etc. to Church Knowle Cemetery. She advised the meeting that the Parochial Church Council (PCC) had agreed to ask the Salisbury Diocese surveyor to investigate the cemetery access question. The Clerk advised he had asked Lloyds Bank to release the deeds to the CKPC cemetery and had been told that it would take about a week from request to have the deeds delivered from the bank's central secure box store to the Wareham branch. Two "authorised signatories" would have to be in attendance and he expected that they would shortly arrive at the bank, and when there, there would only be a very limited turnaround for viewing before having to be returned (if we so wish to send them back)

### ENVIRONMENTAL PROJECT

042.20 The Clerk advised DWT had arranged a meeting of "stakeholders" at Imerys' offices at 11:00hr on 18<sup>th</sup> February and that DWT had requested a representative of CKPC to be in attendance. There was then discussion about the quality of the reports produced by DWT on the management of the Environmental Project by DWT and there were questions about how the finances balance against the use of "volunteers". Members felt that the reports were too light on information and that a reader would not be able to follow what was being done. There was a lack of information on: the work being carried out, the location of the work (inc OS references), dates work was being done, the identity of contractors, costs to date and the use of "best value" in decision-making. AH proposed that a letter be written from the Parish Council to the Environment

Agency expressing the Council's concerns. The Chairman invited AH to draft the letter and he agreed to do so. Councillors were in agreement without a vote being taken. AH agreed to circulate the draft before signature.

043.20 At this point in the meeting Cllr Edwards excused herself from the meeting.

### **PLAYGROUND & PLAYING FIELD**

044.20 The Council reviewed two quotes received from gardening businesses for the upkeep of the playground and playing field. Requests had been made of at least three business but only two quotes had been received by the closure date. The quote submitted by Mr Timothy Harrison of Glebe House was found the best value and JW proposed that it would be accepted. This was seconded by DB and the proposal carried. **RESOLVED that Mr Timothy Harrison be appointed contractor for playground and playing field grounds' maintenance for the next financial year.**

### **FINANCIAL AND ADMINISTRATIVE MATTERS**

045.20 The Accounts from 11<sup>th</sup> January, 2020 to c.o.b. 07<sup>th</sup> February 2020 were reviewed and **AH** proposed that they be accepted. His proposal was seconded by **JW** and carried. **RESOLVED that the accounts as presented are approved and that the Chairman of the meeting be authorised to sign them as such.**

046.20 The invoices due for payment were presented. The Clerk expressed his concern that the invoice submitted by SSE was considerably more than had been invoiced in the past before the determination of the supply contract by SSE. JW offered to review the invoice and the Clerk advised that the invoice should not be paid until the invoice is finally agreed by Members. This was agreed by Members. AH proposed that the invoices submitted be paid with the exception of that due to SSE plc. His proposal was seconded by JW. **RESOLVED that payment of the invoices as presented, with the exception of SSE, are paid.**

047.20 JW enquired about payment of an invoice for hall hire submitted by Furzebrook Village Hall. The cheque had not been received by the creditor. AW advised that it had been sent to the village hall committee at Furzebrook village hall following January's meeting. It was agreed to send a duplicate cheque with JW to personally give it to Furzebrook's Treasurer and that the original one be "stopped".

048.20 The precept for 2020-2021 was again discussed and that possibility of increased costs relating to playground and playing field maintenance had been taken into account during January's discussion.. The Clerk advised he had formally requested Dorset Council to levy an initial £8,000.00p precept but that he had added that the final figure may be changed. He advised that the Dorset Council had agreed to wait until a final figure came through from CKPC before completing the precept process. AH proposed that the precept of £8000.00p previously submitted be confirmed. His proposal was seconded by JW.. **RESOLVED that the annual precept for Church Knowle parish be confirmed at £8,000.00p.**

049.20 Storage of CKPC Archives, etc. – JW advised that she would now get the paint for the unit if the Council approved the amount, colour and undercoat as indicated and that there should be sufficient to "do the job" All members agreed that this was the way forward and asked JW to also ask the price of 1 litre and a 2.5 litre size. HP suggested that JW be appointed as "project manager". JW accepted

050.20 The Clerk advised the meeting that the storage container was an asset of CKPC and would have to be insured. He told Members that he would be contacting the Council's insurer with a view to having the unit included in its policy at a value of £3,000.00p . Members noted his point of information.

### **CORRESPONDENCE**

051.20 A playground equipment catalogue had been received and was passed to HF.

### **OTHER ITEMS WHICH THE CHAIRMAN DEEMS OF IMPORTANCE**

052.20 The Clerk referred to his e-mail to all Members expressing his wish to retire from the post of Clerk to the Council and Proper Officer at the end of the financial year ending 31<sup>st</sup> March 2020. He offered to continue after that date to ensure that the annual accounts can be submitted to the internal auditor and the annual return/exemption certificate can be completed and sent to the external auditors. There was discussion about recruitment of a new Clerk following retirement of Dr Wallace.

## **ITEMS PROPOSED FOR MARCH 2020 AGENDA**

053.20 The following additional items were suggested for discussion at the January 2020 meeting in addition to “standard agenda items”:

Update on archive store  
Update on DWT project  
Fingerposts  
Retirement of Clerk

## **PERIOD FOR DISCUSSION**

054.20 DB advised Members that he had been approached by a Parishioner about the telephone box on the Furzebrook Road. He was informed that at the time of “adoption” of such BT units it had been decided that the Parish Council would not adopt it and that the now defunct Purbeck District Council had not objected to its removal.

## **CLOSURE OF MEETING**

055.20 There being no further business, **HP** closed the meeting at 9:20pm. The Clerk had informed the Parish Council the next meeting of the council would be at the Furzebrook village hall on 10<sup>th</sup> March 2020 at 7.30pm