

BRADFORD PEVERELL PARISH COUNCIL

NOVEMBER 2024 MEETING

Held in the Village Hall on Tuesday 5th November 2024

Starting at 6:00pm

MINUTES

In attendance:

Bradford Peverell Parish Councillors

Gloria Towner - Chairman (GT)

Neil Howard (NH)

Jon Desborough (JD)

Paul Meaden (PM)

Terry Bishop (TB)

Brenda Edwards (BE)

Prospective Bradford Peverell Parish Councillor

Steve Morgan (SM)

Bradford Peverell Parish Council (BPPC) Officer

Clerk — Christopher Cook (CJC)

BPPC Representatives-

Steve Morgan - Village Hall (SM)

Colin Chapman (CCh)

Apologies for absence:

Colin Hawkins

David Taylor (DT)

1. The Vice-Chairman welcomed all those present and outlined the primary purpose of the meeting. For this particular meeting, that purpose was, in addition to the usual matters, to receive, reflect upon and if agreed upon, to adopt the various policy documents.
2. Apologies for absence were noted for Colin Hawkins and David Taylor.
3. A member of the public raised concerns about the Old Rectory wall. GT and NH replied that they were in contact with the Dorset Council about this. PM advised that the owners were not at the property more than one or two weekends a year. He suggested that it would be more likely to produce results if the Dorset Council wrote to the owners.
4. The minutes of the meeting of 5th September 2024 were agreed as an accurate record and were duly signed by GT.
5. No matters arising from the minutes of 5th September 2024 were raised.
6. GT proposed that Steve Morgan be co-opted as a councillor. The proposal was seconded by TB and passed by a unanimous vote of the councillors.
7. GT once again raised the importance of someone volunteering to be Chairman. She pointed out that she will necessarily be absent for some meetings next year.
8. GT introduced the item by advising council that TB would report on his work on the Standing Orders, Risk Registers and Publication Scheme. CJC would report on the Financial Regulations and the Asset Register.

CJC started by reminding all that the Financial Regulations had already been circulated but were still to be amended after tonight's agreement on the Standing Orders. The amendment would be to ensure no duplications or contradictions between the two policy documents. He further reported that the Asset Register, prepared as far as his knowledge permitted, had also been circulated previously. He asked councillors once again for any information they could provide on assets bought or disposed of, for which the Asset Register needed updating. TB then reported that he had received no adverse feedback on the Standing Orders previously circulated. Council unanimously agreed to adopt these. TB then reported on the risks he had identified. A list of the questions raised and answered is with these minutes. CC agreed to draft a standard contract of employment for future use by BPPC. TB then went through the various ALARP (as low as reasonably practicable) considerations. A list of these is also with these minutes.

TB confirmed that he would now complete the Risk Register in light of the answers received to the questions and suggestions received in this meeting.

Councillors agreed that any matters arising from the Risk Registers that still require action, will be considered at the January meeting and decisions taken as to who would undertake the necessary actions.

TB next addressed the Publication Scheme as previously circulated. Some minor alterations had been made. The revised scheme was unanimously adopted. Some general discussion ensued about the Parish Plan.

GT proposed a vote of thanks to TB and the Council unanimously agreed the proposal.

9. GT and TB advised the meeting that there had been one expression of interest from a man in Muckleford. PM further asked the Council to comment upon the letter he had already distributed to villagers about the vacancy. In particular, PM was concerned that all were aware that the advertisement was inviting applications for either one or both of the posts as Clerk and Responsible financial Officer. All were in agreement with this approach. It was agreed that a job description needed to be agreed. PM and TB agreed to complete the job description.

10. CM was absent. PM reported on the number 1 bungalow. GT informed the meeting of the change in use from its original agricultural use.
CC advised on the gates at the Millenium Fields and the rather overgrown state it was in. On the Jubilee Field he reported on the plaques. TB will replace these on the benches there. PM offered thanks for the "voluntary labour" put in by TB and CC.
NH advised the council that he had again reported to Dorset Council the hole in the road and its proximity to the river bridge. As he explained, this made the hole even more dangerous. This being a main pedestrian and cyclist route, the potential consequences of leaving the hole without complete, permanent repair, could be catastrophic. He also mentioned the problems with Church Lane. Overhanging trees and bushes in Glebe Fields are another hazard on both the footway and the road. NMH will report this to the Dorset Council.
SM informed the meeting that various internal improvements have been made, most notably to the interior of the ladies toilets. The gentleman's toilets will be updated in the near future. A new induction loop has been fitted so that those of lesser hearing ability will be able to hear better. A new p.a. system is planned with costs thereof being shared with the church. In terms of ongoing activities, SM advised that volunteers from the village had been busy clearing the ground at the rear of the village hall. Consideration was now being given to what use could be made of the significant area that would be freed up by this. Various Christmas events are planned.
TB then pointed out that the oil storage tank no longer met statutory requirements. It was agreed that quotes would be obtained for a new tank and installation.
TB informed the meeting that there was nothing to report from Muckleford.
CH was absent and had not sent in any report.

11. CC circulated the report which is sent with these minutes. CC reported that the matters raised were much the same as last year. He then spoke about the report and informed the meeting of what has been or is being done, point by point. The most important questions raised were in relation to the fence that ran along the road side of the field. Between them, CC and TB have already repaired/replaced or are in the process of repairing and/or replacing all the faulty items identified in the report. TB reported on his contact with the fireman's pole. TB has offered an alternative solution of his own. His approach would cost less than £20. Council unanimously agreed to ask TB to proceed with his solution.

12. CJC read out the letter from Janet Collins on the use of the Millenium Field. Discussion will be continued in January 2025.

13. GT reported that she had been in touch with the gentleman at Dorset Council who deals with the grass cutting contracts. He had informed her that the fields would be mowed tomorrow, Wednesday the 6th, as they had been too wet up to then. JD raised the matter of possibly including hedge cutting within the contract for grass cutting.

14. Was covered by item 11.

15. CJC invited any questions on the already circulated financial reports. None was forthcoming. He further reported on Lloyds Bank's change of categorisation of Parish Councils' such that the BPPC accounts would no longer be free but would be charged £4.25 per month plus transaction charges.

16. Future meetings would be discussed at the January meeting.

17. There was no other business raised.

18. The next meeting will be on Thursday the 9th of January 2025 at 7.30 p.m. in the Village Hall.