

MINUTES OF THE CROSSWAYS PARISH COUNCIL ANNUAL MEETING HELD AT 7PM THURSDAY
19TH MAY IN THE VILLAGE HALL AT 7.00PM

PRIOR TO THE MEETING ALL COUNCILLORS SIGNED THEIR DECLARATIONS OF ACCEPTANCE OF
THE OFFICE OF COUNCILLOR

Present: Cllr Andrew Brewer (Chairman) Cllr Terrie Connor (Vice Chairman) Cllr Elaine Stenning (Vice Chairman (Finance)), Cllr Dave Harris (Chairman Sports Field and Recreation Committee) Cllr Barry Thomas and Cllr Kathy Foster

Also Present: District Councillor Teresa Seall, District Councillor Peter Stein

PUBLIC INFORMATION ANNOUNCEMENTS The Chair advised the notification of WDDC Byelaw Section 236(9) of the Local Government Act 1972 A Byelaw for Good Rule and Government stating “No person shall urinate or defecate in any street or public place”

PUBLIC PARTICIPATION PERIOD The Council was made aware of the overgrown hedges in the area of Moynton Close. ACTION: CLERK

REPORT BY COMMUNITY POLICE OFFICER Apologies were received from PCSO Hedges.

REPORTS BY DISTRICT AND COUNTY COUNCILLORS Apologies were received from County Councillor David Crowhurst. District Councillor Seall advised that she has been elected as Vice Chairman of West Dorset County Council, the Chairman congratulated Cllr Seall on this appointment. Cllr Seall advised of the currently issued Parish/Town Development Survey a consultation which ends on the 1st July and also advised that she now sits on the Policy and Scrutiny Committee. Cllr Brewer welcomed the new District Councillor, Councillor Peter Stein. Cllr Stein informed the meeting that he will be sitting on the Audit and Governance Committee and would like to become involved furthering youth activities in the District.

THE MEETING

ITEM 1 ELECTION OF CHAIRMAN Cllr Stenning proposed Cllr Brewer to serve a further term as Chairman, seconded Cllr Connor. All in favour.

AGREED

ITEM 2 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN Cllr Brewer signed the Declaration of Acceptance of Office of Chairman witnessed by the Clerk.

ITEM 3 ELECTION OF VICE CHAIRMAN Cllr Brewer proposed the joint chairmanship of Cllr Connor (Vice Chairman) and Cllr Stenning (Vice Chairman (Finance)), seconded Cllr Harris. All in favour.

AGREED

ITEM 4 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIRMAN Cllr Connor and Cllr Stenning signed their Declaration of Acceptance of Office witnessed by the Clerk.

ITEM 5 CHAIRMAN'S ADDRESS Cllr Brewer advised that he had no further report having given a comprehensive annual report at the Parish Meeting. Cllr Brewer reminded those present of the public meeting in support of the Library on the 23rd April.

ITEM 6 APOLOGIES FOR ABSENCE Apologies were received and accept from Cllr Daphne Bearman.

ITEM 7 DECLARATIONS OF INTEREST There were no Declarations of Interest.

ITEM 8 DECLARATIONS OF PREDETERMINATION There were no Declarations of Predetermination.

ITEM 9 TO RECEIVE AND APPROVE MEETING DATES FOR THE YEAR JUNE 2011– MAY 2012
Proposed Cllr Foster, seconded Cllr Connor. AGREED

ITEM 10 TO APPOINT/CONFIRM MEMBERS TO THE FOLLOWING BODIES

a. DAPTC REPRESENTATIVE	CHAIR/VICE CHAIR
b. WINFRITH LIAISON & NEIGHBOURHOOD COMMITTEE	REMOVE*
c. WARMWELL QUARRY LIAISON COMMITTEE & DEPUTY	CLLR STENNING/CLLR HARRIS
d. CRIME PREVENTION PANEL COMMITTEE	CLLR CONNOR
e. YOUTH CLUB MANAGEMENT COMMITTEE	CLLR HARRIS
f. TRANSPORT FORUM	CLLR BEARMAN
j. CROSSWAYS SCHOOL/COMMUNITY COMMITTEE	CLLR HARRIS**
h. VILLAGE HALL MANAGEMENT COMMITTEE	CLLR BREWER
i. WOODSFORD QUARRY LIAISON COMMITTEE & DEPUTY	CLLR HARRIS/CLLR STENNING
j. REPRESENTATIVE ALLOTMENT SOCIETY	REMOVE***

* This committee was deemed defunct.

** The Clerk was asked to write to the School to confirm whether this Committee is functioning and to ask the School to compile a monthly report for the Council by a School Governor.

*** It was agreed to remove this post and request regular reports to the Council.

Proposed: Cllr Foster, seconded Cllr Connor

AGREED/ACTION CLERK

ITEM 11 TO APPOINT MEMBERS TO THE FOLLOWING POSTS:

a. ANCIENT MONUMENT LIAISON OFFICER	CLLR THOMAS
b. EMERGENCY CONTACT OFFICER (2 POSTS)	CLLR BREWER/CLLR THOMAS
c. RIGHT OF WAY/FOOTPATH OFFICER	CLLR THOMAS
d. PLAYGROUND INSPECTOR VISUAL	CLLR CONNOR
e. ENVIRONMENTAL OFFICER	ALL COUNCILLORS*

* It was agreed that environmental affairs are within the scope of all councilors and the Council's regular business.

Proposed: Cllr Foster, seconded Cllr Harris

AGREED

ITEM 12 TO NOTE COUNCILLORS ATTENDANCE FOR THE YEAR MAY 10 – APR 11. MAXIMUM POSSIBLE ATTENDANCE 12 MEETINGS

CLLR BREWER	10/12
CLLR STENNING	11/12
CLLR THOMAS	11/12
CLLR ROWLEY	7/12 (RESIGNED MAY 11)
CLLR ARNOLD	9/12 (RESIGNED MAY 10)
CLLR CONNOR	11/12
CLLR BACHE	2/12 (RESIGNED MARCH 11)
CLLR HARRIS	9/12
CLLR FOSTER	10/12

NOTED

ITEM 13 TO FORM (a) A GRIEVANCE PANEL and (b) AN APPEALS PANEL These Panels were confirmed as:

(a) GRIEVANCE PANEL

(b) APPEALS PANEL

Cllr Elaine Stenning
Cllr Kathy Foster
Cllr Dave Harris

Cllr Terrie Connor
Cllr Barry Thomas
Cllr Daphne Bearman

The Council's Chairman would sit as an ex officio member on both panels.

ITEM 14 REVIEW INTERNAL AUDIT PROCEDURE It was agreed the Internal Auditor would be requested to prepare a report of his/her audit and the audit would be of a similar nature to the requirements of Section 4 of external auditor's report.

AGREED/ACTION CLERK

ITEM 15 MINUTES OF THE PREVIOUS MEETING The Minutes of the previous meeting were accepted as a true record and duly accepted.

Proposed: Cllr Stenning, seconded Cllr Foster AGREED

ITEM 16 MATTERS ARISING The Clerk was asked to write to the Duke and Duchess of Cornwall on the occasion of their marriage sending loyal greetings.

ACTION/CLERK

ITEM 17 TO CONSIDER PLANNING APPLICATION RECEIVED 1/D/11/000484 27 EGDON GLEN, OUTLINE PERMISSION, NEW BUNGALOW Councillors voted to refuse permission on the grounds of objection to further infill, the proximity of the B3390 and extra traffic issues and the upper floor windows overlooking neighbouring property.

ITEM 18 TO NOTE AND APPROVE EXPENDITURE 28TH APRIL – 19TH MAY 2011 AND TO CONSIDER ALTERNATIVE QUOTATIONS FOR PARISH COUNCIL INSURANCE (SUBJECT TO RECEIPT)

The following expenditure was noted and approved:

	Expenditure £	Income £
HM Revenue & Customs (PAYE)*		
Talk Talk Business (Broadband/Telephone) (2 months)	40.26	
Salary Clerk*		
HM Revenue & Customs (PAYE)*		
Viking Direct Stationery	38.17	
Grass Cutting	220.00	
DAPTC Membership	638.07	

* Not published to comply with Data Protection Act

Propose: Cllr Brewer, seconded Cllr Foster AGREED

PARISH COUNCIL INSURANCE Due to late arrival of comparative quotes it was agreed that the Clerk and Cllr Stenning would appraise these quotes and report to Councillors prior to agreement and payment.

Propose: Cllr Brewer, seconded Cllr Harris AGREED

ITEM 19 TO RECEIVE ANY LATE URGENT ITEMS WITH THE PERMISSION ON THE CHAIRMAN Cllr Harris referred to the Sports Field and Management Committee and confirmed that the preferred quotation for the outdoor gym equipment, subject to funding, was Caloo. It was reaffirmed that this option be taken forward.

Proposed: Cllr Harris, seconded Cllr Foster AGREED

ITEM 20 CONFIRM DATE OF NEXT MEETING - JUNE 30TH 2011 Confirmed. Cllr Brewer advised a locum clerk will be needed due to the Clerk’s leave.

Signed (Chairman) 2011

Councillors were requested to remain to undertake the annual Risk Assessment review.