

# Manston and Hammoon Parish Council

## Minutes of the Parish Council Meeting Held on Monday 14<sup>th</sup> November 2022 at 6.00pm in Manston Village Hall

### Present:

Councillors – L. Tandoh, N. Frampton, S. Vestbirk, C. Poe, J. Hussey, P. Easter, D. Honeybun

### In attendance:

Cllr Jane Somper, Dorset Council

J Ramsay (Parish Clerk)

1 member of the public

### Chair's Welcome

Chair welcomed all to the meeting.

### 22.59. Public Discussion Period

The Chair of the Village Hall Committee attended the meeting in order to ask the Parish Council to consider contributing to the provision of a mirror sign on the entrance/exit to the Hall, and to provide an update on the current status of the Village Hall.

### 22.60. To receive and accept apologies for absence

None noted.

### 22.61. Declarations of pecuniary and other interests in relation to the agenda

None were declared.

### 22.62. To agree the minutes of previous meeting on 8<sup>th</sup> August 2022 are a true and accurate record

The minutes were agreed as a true and accurate record of the meeting.

### 22.63. Issues arising from the last meeting – Clerk's Report

- Clerk has managed to resolve the outstanding VAT claim, advising that there is still a further £1,500.00 approximately still to be claimed which will assist the budget.
- Sign Cleaning – Clerk asked Councillors to confirm if the works agreed had been done yet, they have not. Furthermore, it was noted that the sign at the top of Hammoon Lane has now fallen off. **Action: Clerk to chase up**
- Clerk advised that a quote has been asked for from Paul Corbett to fix the Manston Noticeboard after resident, Keith Murphy, said that he would not be able to do the work. This will be discussed under agenda item 22.68.

### 22.64. To receive report from Dorset Council

Cllr Somper gave a verbal update on a couple of key areas for the Parish Council. Firstly, the 20mph speed limit policy which was agreed by Dorset Council recently. It enables all towns and parishes to apply online for 20mph speed limits and zones in their areas. There is a process to follow, criteria to meet and evidence to be provided – it is a very robust scheme. Cllrs asked if there had to be a 30mph speed limit in place first,

**Chairman:**

**Date:**

Cllr Somper advised that there have been significant changes to the criteria so not necessarily, and once the speed limit has been agreed at 20mph it will be enforceable.

Secondly, the budget. Cllr Somper stated that Dorset Council are starting the budget setting process tomorrow (15/11/2022). Cllr Somper wished to put some context behind how the budget is set and the biggest challenges to the budget, with Adult Social Care provision taking the largest share of the budget. The Council is facing significant pressures across the board, but significant savings have also been made and efficiencies put in where possible. Being a rural county does make providing services significantly harder and more expensive than in urban areas.

**Action: Clerk to circulate written report once received from Cllr Somper**

**22.65. To receive a finance report (*report circulated in advance*) and to agree action in response to proposals and payment approvals**

Clerk stated that the budget is on track, however it looks overspent because of the play equipment purchase when most of this money was paid for by the grant and through the Reserves.

Councillors noted the below payments made under delegated powers by either cheque or bank transfer out of Council:

30/09/2022	Unity Trust Bank	Bank Fees	£18.00
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13/10/2022	HMRC	HMRC (July to Sept Qtr 2 payment)	£86.80
20/10/2022	Higher Houghton Horticulture	Churchyard Grass Cutting	£80.00

Payments to be sanctioned:

14/11/2022	Clerk	Expenses	£18.90
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Clerk requested that the above payments as listed be sanctioned. ALL IN FAVOUR.

**22.66. To discuss Budget 23/24 and approve Precept Request**

Clerk explained how the budget document shows what is spent where under headings, to give an indication of what most of the Precept is spent on. Clerk suggested raising the Precept to cover the increasing costs of fuel for example, as this has a knock on effect to the grass cutting and maintenance costs. It is possible that the Precept needs to be raised to maintain the same level of services.

Historically the Reserves have been high, but now this figure has been reduced with the spend on the play equipment, increasing the Precept needs to be considered. Councillors raised concern that there should be enough in the Reserves to cover an unknown calamity. The Precept has not been raised for years and Cllrs discussed the effect of asking for more money (which is provided via Council Tax increases) and public opinion.

On discussion it was proposed that the Precept remain the same for 23/24 at £4,450.00, a vote was taken. ALL IN FAVOUR.

**22.67. To agree quote for benches for the Jubilee Copse – See Appendix 1**

Cllr Frampton proposed, in light of the current budget situation and the fact that there are two benches already in the playing field, that this item be deferred to nearer the end of the financial year/next financial year. ALL IN FAVOUR.

Action: Clerk to put on next agenda

**22.68. To agree quote for the cost of a sign for the Jubilee Copse – See Appendix 1**

Clerk shared a proposed sign quote, and explained that many on offer were classed as memorial plaques so they did not have adequate high enough metal posts for use in the copse. Suggestion was made to look for a more local woodworker or to perhaps consider a stone sign, and again there maybe someone locally who could produce this for the Parish Council.

Action: Councillors to suggest and put forward names/companies for quotes for next meeting

**22.69. To agree quote for Manston Village Noticeboard**

Clerk explained the work that Paul Corbett was proposing to do in the quote, which was received for £285.00. A brief discussion was had about the purpose of the noticeboard and whether it should be refurbished. The quote was proposed and agreed. ALL IN FAVOUR.

Action: Clerk to take forward

Cllr Poe raised that Hammoon noticeboard is not in a good state either, it was noted however that at a previous meeting, the noticeboard would be kept inside the telephone box and the Hammoon noticeboard would not be repaired.

Action: Cllr Poe to check on the state of the noticeboard/telephone box in Hammoon

**22.70. To decide on quote to move East Farm Lane sign**

Chair stated that there would be no further discussion on this matter, however due to the full number of Councillors not being present at the last meeting a decision could not be made. Therefore Chair requested a vote be taken on the proposed move of the East Farm Lane sign at a cost of £312.00. A vote was taken to move the sign - 4 IN FAVOUR, 3 AGAINST.

Action: Clerk to take forward

**22.71. To receive an update on SID Deployment**

Chair advised that the new SID that Child Okeford Parish Council have purchased is not meeting standards, and their old one is broken, therefore there is no option for MHPC to purchase it anymore. Clerk advised that the posts are in place already, however they have not been paid for yet. Dorset Council would like to us to purchase one of their SIDs, at a cost of £2,500 including installation because they are reliable and work well. A decision needs to be made on whether the Parish Council has the budget. Chair requested approaching other companies for quotes as a comparison.

Action: Clerk to take forward

**22.72. To receive an update on Hammoon Bridge & Flooding**

Cllr Frampton reported that the gates had been closed a few times since the last meeting. It did raise an issue last time in that was some uncertainty amongst Councillors about who needs to know when the gates are shut and how is these people are notified. Cllr Frampton stated that only the Environment Agency (EA) and Highways need to be informed when the gates are shut and advised that a Whatsapp group has been set up for Councillors so all Councillors are aware when the flood gates are to be shut. Cllr Poe stated that there was a Hammoon village meeting today, and the EA were to attend but they did not as flooding is a big

issue. Cllr Poe also thinks that the gadget that is used to detect when the river may flood is not working, Cllr Frampton confirmed that there had been no texts or warnings recently from the EA.

### **22.73. Discussion on any highway issues in both villages (to include traffic and speeding)**

Councillors agreed that the Parish Council should consider applying for the 20mph speed limit in both villages, the criteria needs to be assessed first. It was noted that the Police do not seem to have been for over 2 years to undertake speeding checks.

**Action: Clerk to put on next agenda**

Cllr Vestbirk raised whether it would be possible to get sponsorship for the SIDs in the village, maybe from local companies who use the roads regularly. Agreed this could be a good way to assist with funding.

**Action: Cllr Vestbirk to take forward**

### **22.74. To comment on any planning applications**

None received.

Question was raised as to the status of the enforcement request that was put in in relation to the field in Manston between The Old Rectory and the Lodge. This is unknown.

**Action: Clerk to chase up**

### **22.75. To review and adopt Data Protection Policy, Social Media Policy, General Privacy Notice and H&S Statement**

Clerk advised that there had been no significant changes to the policies since last reviewed. The Data Protection Policy, Social Media Policy, General Privacy Notice and H&S Statement were therefore agreed.

ALL IN FAVOUR

### **22.76. Confidential Matters (public and press to leave the meeting)**

Clerk stated that nationally the Local Government employees salary increase for 22/23 has been agreed (which includes Parish Clerks). This means an increase to the salary for the Clerk and it is backdated to April 2022.

### **22.77. Items for the next meeting**

- Speedwatch – Cllr Vestbirk confirmed he has the equipment to do the Speedwatch and that it should be undertaken, however there needs to be some volunteers to do it. Agreed to promote and put on next agenda for discussion.
- Jubilee Copse Bench and Sign Decisions

### **22.78. Date of next meeting(s)**

Monday, 13<sup>th</sup> February 2023 at 6.00pm

There being no further business to be transacted the meeting closed at 19:35 hours.