

Manston and Hammoon Parish Council

Minutes of the Parish Council Meeting Held on Monday 13th February 2023 at 6.00pm in Manston Village Hall

Present:

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

In attendance:

Cllr Jane Somper, Dorset Council
J Ramsay (Parish Clerk)

Chair's Welcome

Chair welcomed all to the meeting.

22.79. Public Discussion Period

None present.

22.80. To receive and accept apologies for absence

Apologies were received and accepted from Cllr Poe.

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

None were declared.

22.82. To agree the minutes of previous meeting on 14th November 2022 are a true and accurate record

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

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

- Clerk advised that she had been informed there was some damage to the post on Manston Noticeboard now, and it appeared that it had still not been repaired yet. Paul Corbett has agreed to look at the additional damage but it would incur a small additional cost, which was agreed. It will be done when the weather improves.
- East Farm Lane sign still has not been moved. **Action: Clerk to chase up Dorset Council.**
- Clerk chased up the Enforcement Team regarding the site between the Old Rectory and the Lodge, the Enforcement Officer has visited and will be talking to the owner this week.

22.84. To receive report from Dorset Council (*report circulated prior to the meeting*)

Cllr Somper asked if there were any questions in relation to the report. Councillors congratulated Cllr Somper on her efforts in helping Fontmell to get a 20mph sign in their village, being as it is on the A350. Cllr Somper advised that at tomorrow night's Dorset Council Full Council meeting they will be agreeing the proposed budget for 23/24. It is looking to increase Council Tax by 4%, which is not as high as other areas and this has been due to the increased savings.

A brief discussion was had about the proposal that Dorset Council wishes to bring in a change which means

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those people that own second homes in Dorset will have to pay 100% Council Tax on those properties. It will affect individuals who own properties in Dorset but their main residency is not in Dorset. It will not affect holiday lets or rental properties as these have different rules covering them

22.85. 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 does look considerably overspent however there was a significant reserve before purchasing the play area equipment and this is what has been spent. There is still an amount in the reserve and Clerk advised that VAT needs to be reclaimed next month to the value of £1,550 as it is the end of the financial year. Cllr Frampton asked what our situation would be in the new financial year. Clerk stated that an approximation would be having about £8,000 to cover 23/24, although this will be clarified further at the next meeting as the AGAR will need to be agreed for 21/22.

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

15/11/2022	Andrew Feltham	Playing Field Grass Cutting	£258.00
31/12/2022	Unity Trust Bank	Bank Fees	£18.00
31/12/2022	Unity Trust Bank	Bank Fees	£18.00
16/01/2023	HMRC	HMRC (July to Sept Qtr 2 payment)	£111.40
23/01/2023	Clerk	Expenses – Laptop Purchase	£499.99
21/12/2022	Dorset Council	Sign Cleaning in Manston	£295.20
17/01/2023	Dorset Council	Flood Sign for Hammoon	£58.20
01/02/2023	Vision ICT Ltd	Website Hosting & Support 23/24	£161.26

Payments to be sanctioned:

13/02/2023	Clerk	Expenses – Software Purchase & Travel	£138.89
13/02/2023	ICO	Data Protection Fee	£40.00

Clerk requested that the above payments as listed be sanctioned. ALL IN FAVOUR.

22.86. Quote/Cost to be agreed for the new MHPC laptop and software

Clerk requested that the Parish Council agree the spend for the new laptop at £499.99 and software £119.99 required. These figures do include VAT, so this will be claimed back in March. ALL IN FAVOUR.

Clerk asked the Parish Council to consider what it should do with the old laptop once the documents have been removed. There was a brief discussion on the options and concern was raised that hard drives are never really wiped clean of data. **Action: Clerk to check with DAPTC**

22.87. To agree Grant Requests – Village Hall and Dorset & Somerset Air Ambulance

Clerk advised that £300.00 was given to the Dorset & Somerset Air Ambulance last year and requested Councillors consider whether we should continue to provide another grant. ALL IN FAVOUR.

Clerk advised that a grant was given to Manston Village Hall earlier than usual in the financial year to help towards the cost of the new handrail and noticeboard, therefore the Clerk asked Councillors to consider whether a further grant should be given (for the upkeep of the Hall) as is customary. Clerk also requested

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that the Village Hall rental payment for the year should be agreed at £64.00. Councillors agreed the rental payment, however deferred the decision to give the Village Hall another grant until they have resolved the building works issues. ALL IN FAVOUR.

22.88. To agree quote for benches for the Jubilee Copse – deferred from the last meeting

Clerk shared the quote costs at the previous meeting of the different options available. Cllr Frampton had spotted an alternative option – a commemorative bench which would have a plaque already attached. Clerk explained that the bench was £449.00 plus VAT plus £50 delivery. It was made of recycled plastic and was black/grey in colour. There was a discussion about the options available and the maintenance of wooden items. Councillors reviewed the options again from the last meeting and Option 2 was chosen – a picnic table 2.75m diameter in green pine at £348.00. ALL IN FAVOUR.

Action: Clerk to order, liaising with the Chair for delivery

22.89. To agree quote for the cost of a sign for the Jubilee Copse

Clerk raised that Cllr Poe had explored some options and found a company in Wimborne that would do a slate sign for the copse at a cost of £60/70. Councillors had suggested a wooden sign originally but agreed a slate sign would last longer. ALL IN FAVOUR.

Action: Clerk to order slate sign

22.90. Defibrillators

Chair asked this for this item to be put on the agenda, Chair requested that the Parish Council consider providing defibrillators for the villages. A defibrillator could be housed in each of the old telephone boxes in each village. There is no requirement to have one, but having one in each village would be a bonus due to the length of time that it could take an ambulance to reach the area. A discussion was had about how defibrillators work, their maintenance and repair costs, and whether they could be purchased or rented. Councillors agreed in principle to having one in each village but it would depend on costs.

Action: Clerk to take forward and bring options to the next meeting.

Cllr Somper left the meeting at this point, 6.40pm

22.91. To receive an update on SID Deployment – discuss quotes

The Parish Council agreed generally that having a SID in the village of Manston would deter drivers from speeding. Three quotes have been found – Clerk received one from Westcotec, the cheapest being £2,760. Cllr Vestbirk received from VAS which was £2,855 and Cllr Honeybun had received on which was £2,100 for a basic model and £2,700 for a more advanced one. These costs do not cover delivery or VAT. Clerk advised that Dorset Council in the past had also quoted £2,500 for a SID which did include some training and they would provide some maintenance. Question was raised as to whether a SID could be rented, but it is thought this is not the case.

A discussion was had about whether a SID or the defibrillators should take a priority within the budget. It was determined this decision could not be made until we have all the figures available. Cllr Honeybun stated that he would be interested in making a donation to the Parish Council if it would go towards the cost of a SID. It was also suggested local companies such as ABP abbatoir and Stalbridge Linen could be asked to contribute.

Action: Clerk to ask Dorset Council for a specified quote for the SID

Action: Clerk to check on whether the Parish Council can accept donations from their own Councillors/individuals/companies

Action: Clerk to contact local companies with regards to potentially contributing towards the cost of the SID eg, ABP abattoir, Stalbridge Linen

22.92. To receive an update on Hammoon Bridge & Flooding

Cllr Frampton reported that the gates had been closed quite a few times since the last meeting due to the heavy rainfall in December/January and they are working well. The new signs in place are also working well. There is one issue however in that some residents have taken to opening and closing the gates themselves when they have not been locked. This is not considered to be bad natured but more villagers being overly helpful. Cllr Frampton stated that there are procedures to follow and the Councillors should be the only ones to undertake closing/opening of the gates as they are in liaison with the Police/Environment Agency. It was unfortunate that someone got stuck in flood water when the gates were closed by a resident, not locked and then someone else opened them.

Action: Cllr Frampton to message Hammoon villagers with regards to the correct procedures for the flood gates.

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

- Speedwatch – Cllr Vestbirk has all the relevant kit to undertake speedwatch, however there is a lack of volunteers to do it
- Should MHPC apply for the 20mph speed limit? – It was noted that there would no point in applying for Hammoon as it currently falls under the national speed limit of 60mph. Cllr Frampton stated that the Parish Council has tried before to get a 30mph speed limit put in but the village does not meet certain criteria. It would be an expensive waste to try.

22.94. Boundary Fence between the Village Hall and Old School

Chair stated that this item had been raised by a parishioner for discussion, it was noted that this would fall under the responsibility of the Village Hall Committee as they own the land in this area.

Action: Clerk to inform the parishioner

22.95. Lay-by on the right hand side as you drive from the Village Hall to the Plough

Chair stated that this was another item that had been raised by a parishioner for discussion. Consideration was given to the proposal of putting in a waste bin in the lay-by, but concern was raised that it would always be full and who would repair it and empty it? It could also attract fly-tipping as waste would be probably left beside the bin for collection. Dorset Council have put in signs to ask people to take their rubbish home.

Action: Clerk to raise with Highways Department

22.96. To comment on any planning applications

None received.

22.97. To review and adopt the Freedom of Information Scheme and the Records Management Retention Policy

Clerk advised that there had been no significant changes to the policies since last reviewed, just updated. The Freedom of Information Scheme and the Records Management Retention Policy were therefore agreed. ALL IN FAVOUR

22.98. Confidential Matters (public and press to leave the meeting)

None noted.

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22.99. Items for the next meeting

- SID quotes
- Defibrillator decision
- Cllr Frampton stated that he would step down as Vice Chair at the next meeting, therefore can Councillors consider who should take on the role next.

22.100. Date of next meeting(s)

Monday, 15th May 2023 at 6.00pm

There being no further business to be transacted the meeting closed at 19:40 hours.