



MINUTES OF THE ANNUAL MEETING OF ARNE PARISH COUNCIL
HELD ON THURSDAY 16th MAY 2024
AT STOBOROUGH VILLAGE HALL COMMENCING AT 7.15PM

Present: Cllrs: T Brodie James, I Church, I. Duckworth, and J Ives,

Chair: Cllr S. Cranshaw

Clerk: Mr. T. Watton

Also Present: Dorset Cllr B Ezzard and two members of the public

1. Election of Council Chair and receipt of “Acceptance of Office and Council Chair”.

24.23 There being no other nominations, Cllr Cranshaw was re-elected as Council Chair.

2. To receive apologies for absence

24.24 Cllrs A Patrick and M Sims. Dorset Cllr R Holloway also sent his apologies.

3. Receipt of “Acceptance of Office” of the elected members of Arne Parish Council.

24.25 Cllrs Church, Duckworth, Ives, and Brodie James signed their Acceptance of Office.

4. Election of Council Vice Chair and receipt of “Acceptance of Office as Council Vice Chair”.

24.26 Cllr Patrick was nominated as Vice Chair of the Council. There being no other nominations she was duly re-elected.

5. PUBLIC PARTICIPATION:

A resident of Ridge reported that the RSPB have put up a notice indicating the closure by them from mid-June of what he considered to be a public footpath along the bank of the river Frome which he had used for over 30 years. He stated that the reasoning given on the notice is that it is privately owned land, the section of riverbank will become a construction site as part of the Arne Moors project, and to eliminate the risk of disturbance to wildlife.

In response, the Council Chair indicated that an approach would be made to the RSPB in an effort to clarify the situation.

6. Declaration of Interests

24.27 There were none.

7. confirm the minutes of the meeting held on the 18th April 2024

24.28 A copy of the minutes had been circulated to all members prior to the meeting.

It was proposed by Cllr Church and seconded by Cllr Ives that the minutes of the meeting of the Parish Council held on 18th April 2024 be agreed as a true and accurate representation of the meeting and signed by the Chair. Agreed unanimously. The Chair signed the minutes at the meeting.

8. Resolution: To adopt the General Power of Competence. The Council notes that it meets the eligibility criteria to adopt the General Power of Competence in that:

- At least two thirds of the Council have been declared “elected” to the Council (rather than being “co-opted”),
- The Clerk to the Council holds an appropriate qualification (CILCA).
- The Clerk to the Council has received the appropriate training.

24.29 It was unanimously **RESOLVED** to adopt the General Power of Competence

9. Appointment to representative roles on various bodies

24.30 It was unanimously **RESOLVED** to appoint the representatives to various bodies as detailed in **Appendix 1** to these minutes.

10. Matters arising – for report only

24.31 D-Day anniversary 6th June 2024. The Parish Clerk drew attention to the poster, which he had circulated to all members advertising the events on 6th June. The events have been jointly arranged by Arne Parish Council and Wareham Town Council.

Stoborough Village Green – damaged fence. Cllr Church reported that someone had repaired the fence. It has not yet been possible to find out who very kindly did this work.

11. 24.32 Dorset Councillor’s Report.

No report.

12. 24.33 To confirm the payment of accounts:

The following payments were presented for approval:

ARNE PARISH COUNCIL PAYMENTS - May 2024				
Payments due	Payee	Purpose	Reference	£
18/04/2024	Richard Bessant	Reimbursement for expenditure on behalf of Council - printer ink (NB not paid in April)	BACS 10/25	£15.47
16/05/2024	OHE Horticultural Ltd	Secure storage for generators with battery smart charger, March 24 (Inv 213842)	BACS 11/25	£36.00
16/05/2024	OHE Horticultural Ltd	Secure storage for generators with battery smart charger, April 24 (Inv 213846)	BACS 12/25	£36.00
16/05/2024	T Watton	Salary May 2024 (period 2)	BACS 13/25	£540.00
16/05/2024	HMRC	PAYE & Employer’s NI - T Watton (period 2)	BACS 14/25	£135.00
16/05/2024	Zurich Municipal	Insurance Premium 1 June 2024-31 May 2025	BACS 15/25	£1368.80

16/05/2024	Southern Playground Services	Play equipment repairs	BACS 16/25	£285.60
16/05/2024	Smart Garden Services	Monthly Grounds maintenance - Inv 618 dated 15/04/24	BACS 17/25	£590.83
16/05/2024	Viking Office UK Ltd	Stationery	BACS 18/25	£57.18
Total				£3064.88

RESOLVED: That the payments be approved and paid. It was noted that one of the above payments, (BACS 10/25 to Richard Bessant) had been authorised at the April meeting but had inadvertently not been made. Consequently, it had been included again here.

ACTION:THE CLERK

24.34 The Clerk also referred to the Bank Reconciliation, Financial Report and report of performance against budget for the year to date (30th April) which he had circulated to all members ahead of the meeting. There were no comments or questions. It was proposed by Cllr Church and seconded by Cllr Ives that the bank reconciliation and budget reports for the year to date (30th April) be received. **RESOLVED**

13. To consider a quote of £2407 (including carriage, excluding VAT) for supply of parts for refurbishment of the flood barrier.

24.35 It was unanimously **RESOLVED** to accept the quotation from this specialist supplier and to place the order for these parts to refurbish the flood barrier at a cost of £2407.00 plus VAT.

ACTION:THE CLERK

14. To receive and note the update of the Council’s Asset Register as at 31st March 2024.

24.36 The revised Asset Register had been circulated to all members for consideration ahead of this meeting. Members noted that it had been discussed at a meeting between the Clerk and the Council Chair and Vice Chair. Some previously acquired assets had been missed off previous years’ statements and so a re-statement of the asset values as entered on the 2022/23 Annual Return (AGAR) is required to regularise this. The actual changes in assets during 2023/24 are very small (disposal of Clerk’s old laptop and replacement with new, and the acquisition of the trolley to transport the flood barrier).

It was **RESOLVED** to note and accept the updated Asset Register. A copy is associated at Appendix 2 to these minutes.

ACTION:THE CLERK

15. To receive a report of the review of the Parish Council insurance cover, and to consider a proposal for renewal with Zurich Insurance with effect from 1st June 2024.

24.37 The Parish Clerk reported that Cllrs Cranshaw, Patrick and he had undertaken this review on Thursday 25th April. He explained that the Council is part way through a 3 year agreement with Zurich Insurance who offer a bespoke product specifically for Parish & Town Councils. Cover for money held, public liability, employer’s liability, libel & slander, fidelity guarantee, and legal

expenses were all found to be acceptable to recommend for renewal unamended. Time had been spent examining the cover for loss / damage etc to physical assets – comparing the replacement value of assets as stated on the Asset Register against the levels of cover provided / quoted for by the insurers. All were considered adequate. It was **RESOLVED** to accept the recommendation to approve the renewal unamended.

ACTION:THE CLERK

16. To receive a report of the review of the Internal Audit process and checklist for year ending 2023/24.

24.38 The Clerk reported that Cllrs Cranshaw, Patrick and he had reviewed this on Thursday 25th April. It was noted that the appointed Auditor, Paula Harding, is an independent and professional Internal Auditor with extensive experience of the Parish & Town Council sector. The testing programme she follows is consistent with the requirements in the Practitioners' Guide. The review team were therefore confident that the Internal Audit would be thorough and sufficiently rigorous to identify any irregularities for the Council's attention, provide reassurance to parishioners, and to satisfy the External Auditors.

ACTION:THE CLERK

17. To receive and consider the Council's proposed schedule of Earmarked Reserves at as 1st April 2024.

24.39 The Clerk reported that Cllrs Cranshaw, Patrick and he had discussed this on 25th April. They had considered the current range of financial reserves and the extent to which the funds which are set aside for specific purposes were adequate to meet anticipated needs and / or effectively support the Council's short and medium term plans. A copy of the reserves statement as at 31st March 2024 was circulated to all members ahead of this meeting and a copy is attached at appendix 3 to these minutes. This was received and noted by the Council members.

ACTION:THE CLERK

18. To confirm that there are no conflicts of interest between members of Arne Parish Council and BDO LLP (appointed external Auditors).

24.40 It was confirmed that there are no conflicts of interest between members or employees of Arne Parish Council and the appointed external auditors BDO LLP.

ACTION:THE CLERK

19. To consider a request for award of a grant to support the Purbeck Film Festival 2024 (email to members 30 Apr 2024).

24.41 It was noted that the organisers of the Purbeck Film Festival had submitted a request for a grant of £200 to support the 2024 festival. It was **RESOLVED** to **APPROVE** this.

ACTION:THE CLERK

20. Parish Reports

24.42 Councillors' Reports on meetings attended:

Cllr Church reported that the accommodation concerns for the Wareham Mens' Shed had now been satisfactorily resolved – they would be allowed to stay where they are.

Cllr Duckworth reported that he had attend the AGM of the Dorset Climate Action Network. That group has just under 160 members and 2500 followers, is now a registered charity, and has just launched a new website which contains a large number of YouTube videos. It has a number of projects currently under way including “Dorset Greener Homes”, “Dorset Deserves Better” (seeking to influence changes to the Dorset Local Plan), and the “Great Big Dorset Hedge Project” (a campaign to restore and extend the hedgerows in the county).

24.43 Reports from Stoborough Village Hall, Furzebrook Village Hall, Stoborough Meadow Residents Association, Ridge Residents Association and the Stoborough Primary School

Stoborough Village Hall – Mr Morgan reported that the hall remains well used.

Furzebrook Village hall – nothing to report.

Stoborough Meadow Residents Association – nothing to report.

Ridge Residents Association – nothing to report.

Stoborough Primary school – Cllr Cranshaw has been in touch with the school about the possible picnic on the evening of 6th June for the D-Day anniversary beacon event.

24.44 Hayricks: Cllr Duckworth commented that the maintenance arrangements are working well. The area around the edge of The Hayricks will be left uncut for “no mow May”. The hedgerow planted three years ago is now looking very good. The area in between the two rows has been strimmed, as has the area in front of the first row. It was noted that the wild flowers are starting to bloom.

24.45 Allotments: It was noted that there remains at least one vacant plot. Residents are encouraged to contact the Clerk if they are interested in renting a plot.

24.46 Councillors Climate & Ecological Support Group: nothing to report.

21. 24.47 To consider Planning Applications received

P/HOU/2024/02159 100 Furzebrook Road Stoborough BH20 5AU. Erect Detached Garage. It was noted that this proposal is for a very substantial garage. The Council members had **NO OBJECTION**.

22. 24.48 Correspondence and items for action and resolution

The Clerk and Cllr Ives referred to correspondence from Wareham Town Council in which they advised that they were unable to support the process of deploying the flood barrier as they had originally suggested when the two councils met with representatives of Dorset Highways in January. Consequently, Cllr Ives is now reviewing and adjusting the Local Flood plan.

ACTION:CLLR IVES

23 24.49 Correspondence received since the agenda was set:

There was none.

24. 24.50 Additional items considered urgent by the Chairman for discussion only:

Members were reminded of the need to complete and submit to the Returning Officer at Dorset Council their elections expenses form. It was clarified that the return of this form to Dorset Council is mandatory even though there are no expenses to claim.

25. 24.51 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Resolved: That the public be excluded from the meeting for the following item of business pursuant to Section 1 of The Public Bodies (Admission to Meetings) Act, 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to the transacted.

CONFIDENTIAL – Council copy only

There were two items of business:

(i) The Generators

24.52 The Council Chair explained that Cllr Ives had suggested that the Council attempted to confirm with the Village Hall one final time that they are determined not to have the generators on site. As a result Cllr Cranshaw had written to the Chair of the Village Hall trustees and an e-mail had also been sent by the Parish Clerk to the same effect. No replies had been received, and it was understood that the matter had not appeared on a Village Hall meeting agenda. In consequence Cllr Cranshaw explained that in the circumstances she wished to write one last time - but this time to all of the Village Hall Trustees. The Parish Council members supported this course of action.

(ii) Suggestions to consider the acquisition of two separate parcels of land.

24.52 The Council then moved on to consider suggestions from Cllr Duckworth about the possible acquisition of two separate parcels of land – Knoll farm Camp Site and The Engine Shed lot 2.

He explained that he had been in discussion with a contact at Natural England regarding a way in which Knoll Farm Campsite could be purchased as a public asset if it was to be offered for sale. He remarked that he understood if such an opportunity arose money could be made available from external sources such as from the Arne Moors Project for such a purpose.

Similarly, Cllr Duckworth reported that it had been suggested to him that there if there was interest in acquiring the engine shed lot 2 site for the benefit of the community, externally sourced money might be found for that purpose also. He wondered if the Parish Council might be interested in that possibility.

In response, Cllr Cranshaw drew members’ attention to the definition of an “asset of community value”. She pointed out that a significant test for an asset of community value is to consider whether such an asset would be a real loss to the community if it were not acquired. She gave examples such as the loss of a pub, village shop, or swimming pool, etc. She stressed that it was very important that the Parish Council should understand and use its limited legal powers correctly. Cllr Duckworth clarified that he was not suggesting the Parish Council would be involved in the actual purchase of either of the pieces of land in question, but instead that the Parish Council’s involvement would be the management of it once it has been acquired. This raised a number of concerns - given that the Parish Council would then be responsible in perpetuity for the cost of employing contractors to maintain the land, as well as the cost of insuring such an asset.]

There being no other business, the meeting was closed at 20:27

Date of next meetings:

Annual Parish Council meeting Thursday, 20th June 2024, At 7:15pm Stoborough Village Hall.

Appendix 1

ARNE PARISH COUNCIL

Representatives on various bodies for 2024/25

Chair of Arne Parish Council

S. Cranshaw

Vice Chair of Arne Parish Council	A. Patrick
Allotments	I. Duckworth
Arne Moor Project Including Drainage	I. Duckworth J. Ives
DAPTC	S. Cranshaw M. Sims
Emergency Resilience Group	I. Duckworth J. Ives T Brodie James
Flood Wardens	J Ives T Brodie James
Finance Group	Full Council
Furzebrook Village Hall	A. Patrick
Imerys Liaison Group	A. Patrick T Brodie James
Imerys Corfe River Project	I. Duckworth
Parish Website	I. Church I. Duckworth M. Sims
Planning Working Party	S. Cranshaw M. Sims J Ives T Brodie James
Purbeck Transport Action Group	I. Church
Ridge Residents Association	I. Church
Rights of Way Liaison Officer	I. Church
RSPB/NE Liaison	S. Cranshaw I Duckworth T Brodie James
SANG	I Duckworth T Brodie James
SID Coordinator	S. Cranshaw
Stoborough Primary School Liaison	S. Cranshaw
Stoborough Residents Association	J. Ives
Stoborough Village Hall	S Cranshaw T Brodie James
Swanage Rail Transport Liaison	I. Church
The Hayricks Committee	I. Duckworth M. Sims
Tree Wardens	S. Cranshaw A. Patrick M. Sims
Wareham and District Development Trust	S. Cranshaw
Wareham Joint Burial Committee	I. Church J Ives
Wareham Relief in Need and Sickness Charity	A. Patrick
Wytch Farm Oil Field Liaison Committee (includes Perenco)	S. Cranshaw T Brodie James I Church

Appendix 2

Asset Register as at 31 Mar 2024

See associated .pdf file

Appendix 3

Earmarked reserves as at 31 Mar 2024

See associated .pdf file