**MOSTERTON PARISH COUNCIL**

**DRAFT Minutes of the Extraordinary Council Meeting held on Tuesday 21st June 2022 at the Village Hall**

**Present**; Cllr. Rob Fry (Chair), Cllr. Chris Lamb (Vice Chair), Cllr. Angela Bullock, and Cllr. Andrew House, with eight members of the public in attendance.

The meeting commenced at 7.05 pm

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| **Item No.** |  | **Action** |
| **2022/25** | **APOLOGIES** **/ DECLARATIONS OF INTEREST / GRANT OF DISPENSATIONS –** There were no apologies, declarations or dispensations. |  |
| **2022/26** | **VILLAGE GREEN: TRAVELLERS**  The Chairman summarised the events of the past week. The traveller group arrived on Wednesday late afternoon 8th June. On advice from Dorset County and Dorset Police actions taken led to the group leaving before 10am on Wednesday 15th June. The cost for this to the parish council was £500. The group left an amount of rubbish which had now more or less been cleared away. The Chairman offered the council’s thanks for the help of residents who has helped in the clear-up, including several present. It was felt that worse damage had been avoided due to the prompt action taken by all concerned.  The current focus was on the need to prevent a recurrence of traveller occupation of the Green by putting in place suitable barriers. Temporarily, industrial concrete blocks had been put in place to stop possible immediate re-entry onto the green. The council now had to consider what to put in place permanently; the option seemed to be between Portland stone and Hamstone, to be embedded into the ground. The former was difficult to source in sufficient quantity. Quotations were being sought and a quote for the Hamstone option was for £65 per tonne – equivalent to one boulder, with around 30 being needed. It was confirmed that as a parish council any VAT charged could be reclaimed from the government.  Other forms of barrier were also considered, including large trees.  A resident had offered to clear up the “green” waste left in the corner of the field, and this had been taken up. The council was aware that the Green and river might need further attention.  Various options for a gateway for legitimate entry onto the green were discussed but no decision could be made at this point.  The actions being taken by the council were approved by the meeting. |  |
| **2022/27** | **FINANCIAL REPORT FOR THE YEAR 2021 TO 2022: ANNUAL GOVERNANCE AND AUDIT RETURN**  The Clerk, as Responsible Financial Officer, outlined the annual accounts and audit process and presented the relevant AGAR 2021-2022 documents.  The Annual Internal Audit Report was received and noted, and the complete AGAR Part 1 Annual Governance Statement approved and signed off by the Clerk and Chairman.  Having been certified prior to the meeting by the RFO, the Accounting Statements Part 2, were approved and signed off by the Chairman and Clerk.  The internal audit highlighted several areas of concern but noted that the absence of a substantive clerk for seven months, despite several attempts at recruitment by the council, had been the primary reason. The council had received helpful guidance from the internal auditor which would help ensure a return to proper administrative practices in the current year. The Clerk will complete the council’s management response and return it to the Internal Auditor.  The Clerk would now ensure that the Internal Audit Report form, and the AGAR Parts 1 and 2 are posted onto the website and notice board by the requisite final date, 30th July, for 30 days, to ensure that the exercise of public rights duties is met; and will send these and additionally required documentation to the external auditor by the same date. | Clerk |
| **2022/28** | **PLAY AREA INSPECTION MAY 2022 REPORT**  The Play Area has an annual safety inspection, carried out this year on 10th May 2022. The inspection report’s findings were discussed. There was one area highlighted as a high risk which needed action and five areas of medium risk. Altogether, 25 remedial tasks had been noted.  The high-risk item was the Multiplay feature. It was felt that, given its age and condition, this feature needed to be replaced, rather than patched up. The Clerk was asked to obtain 2 or 3 quotes for this work and to see if there were any grants available to support the project. A resident present offered to speak to a neighbour who had expertise in play building structures.  On a separate matter, another resident mentioned that there was evidence of drugs misuse on the field above the play area, with used silver canisters found there. It was felt that the local community police office should be informed, which the Clerk would undertake. | Clerk |
| **2022/29** | **DEFIBRILLATOR**  An email offering a service for maintenance of the village’s defibrillator station had been received. However, an annual service is already being provided under contract. There may be an issue of cleaning and restoring the equipment once used, between annual services. The Chairman referred to an earlier plan to have a group of key people involved in the village, e.g. shop, church, etc, who were to be trained in this.  The Clerk was asked to check whether the servicing contract covers renewal after each use. | Clerk |
| **2022/30** | **PARISH COUNCIL NOTICEBOARD – REPLACEMENT**  A replacement parish council notice board is needed and had been discussed previously. The resulting quotation had been very high.  A resident present offered to speak to a local joiner who might be able to undertake this work for a reasonable fee. |  |
| **2022/31** | **BANKING: UPDATE ON NEW BANKING ARRANGEMENTS**  Within the past week the bank had notified the clerk that the address and signatory changes requested were now agreed, with Cllrs Fry and Lamb, along with the new Clerk, now being the account signatories. An online access application was being lodged. |  |
|  | **PUBLIC DISCUSSION**  A resident present spoke of complaints about litter, vandalism and possible use of drugs on the field side of the play area and asked what could be done about it. Cllr. Lamb advised that the council could not use CCTV as there were younger children in the play area. Another resident present suggested the council speak to the local secondary school, Beaminster, to talk with pupils as a learning experience. It was felt that the local police could be more involved. The Clerk will contact the local police officer.  The role of the youth shelter was discussed. The broken bench and rubbish left around had now been cleared up. It was felt that the siting had been wrong. A resident present spoke of the experience of those living nearby, again empty silver canisters suggesting possible use of drugs. Various possible measures were mentioned. | Clerk |

**Meeting closed at 8.42 pm**

Date of next Mosterton Parish Council Meeting: Tuesday 12th July 2022 at 7pm at the Village Hall