

**MINUTES** of the annual meeting of **EAST LULWORTH PARISH COUNCIL** held on **Monday 17<sup>th</sup> May 2016** in the **HARNESS ROOM, LULWORTH CASTLE** at 7:15PM.

**Present:** Councillors G Hemsley (Chairman) M Barnes, J Jesty, J Manuel, F Nuttall, J Strowbridge, J Weld

**Officers:** Mr J P Sheehy, Parish Clerk

**1. ELECTION OF CHAIRMAN FOR CIVIC YEAR 16/17**

A vote was cast and was unanimous in electing Councillor Graham Hemsley as Chairman of East Lulworth Parish Council for the civic year of 2016-2017. The declaration of acceptance of office was

**2. ELECTION OF VICE CHAIRMAN FOR CIVIC YEAR 16/17**

A vote was cast and was unanimous in electing Councillor James Weld as Vice Chairman of East Lulworth Parish Council for the civic year of 2016-2017.

**3. PUBLIC PARTICIPATION TIME** – an opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Protocol for Public Participation Time'.

**No Members of the Public were present.**

**4. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**5. DECLERATIONS OF INTEREST**

Councillor J Weld declared an interest in the items concerning the Weld Arms planning application, Camp Bestival and Footpaths.

**6. MINUTES OF THE MEETING HELD ON THE 18<sup>TH</sup> OF MARCH 2016**

The minutes of the meeting held on the 18<sup>th</sup> of March 2016 were confirmed as a true and accurate record and were signed by the Chairman..

**7. AREA REPRESENTATIVES**

The Chairman and Parish Clerk were appointed as the Purbeck area representatives for DAPTC meetings.

**8. REPORTS**

The district and county councillors were not present at the meeting. The minutes of the February DAPTC meeting were noted.

**9. PLANNING MATTERS**

**6/2016/0065 – 6/2016/0066 – Noted as being withdrawn.**

**6/2015/0459 (Appeal Decision) Noted as being upheld by the Planning Inspectorate.**

**10. CAMP BESTIVAL**

The Chairman provided councillors with an update that the temporary one-way traffic system in operation during the festival would be better policed this year to ensure minimal disruption to local residents.

**11. FOOTPATHS**

Councillor J Manuel noted a growth in potholes in between the Weld Arms and village telephone box. The Chairman suggested that these potholes be reported to Dorset County Council's highways division, and following discussion it was **AGREED** that the Parish Clerk would report the damage to the highways authority for further action.

**12. PARISH CORRESPONDANCE**

Noted.

**13. ANNUAL SUBSCRIPTIONS**

In absence of a renewal notice and price from The Dorset Association of Parish and Town Councils (DAPTC) it was **AGREED** that this renewal be deferred until the next council meeting.

Councillors discussed the effectiveness of the support provided by the Society of Local Council Clerks (SLCC) and it was proposed by Councillor J Weld, seconded by Councillor J Manuel that the Parish Clerk's membership of the Society be continued for the year, at a cost of one hundred and ninety three pounds.

**14. CONSULTATIONS AND NEW ITEMS FOR DISCUSSION**

Following clarification of the Parish Magazine requested by the Parish Clerk, it was **AGREED** that the Clerk would draft future contributions to the publication on behalf of the council.

The next meeting of the Coastal Communities Forum (07-06-2016) was noted.

**15. COMMEMORATIVE STONE**

Councillor J Weld provided an update regarding a proposed commemorative stone for war personnel and was awaiting further progress from parties involved. Councillor J Manuel provided several examples of memories to the Council and following discussion it was

**RESOLVED** that this item be included for the next council agenda.

**16. FINANCE**

a) Following the recent acquisition of a public defibrillator (AED) unit, it was

**RESOLVED** that an outdoor cabinet be purchased out of necessity for proper housing for the device, and noted that future maintenance should be budgeted for.

b) Following discussion of the Purbeck District Council's planning training sessions and receipt of a new format and schedule, it was **AGREED** that the Council would not pay the annual fee of **£50.00** due to the change in schedule.

**c) Receipts of £1603.50 were noted.**

**d) Payments of £882.02 were noted and RESOLVED as follows:**

- £149.00 – SLCC Membership
- £543.60 – Aviva 210 Defibrillator Cabinet
- £189.42 – Clerks Salary April/May

e) In absence of a final budget report, it was **RESOLVED** this be included as an item for the next council Agenda.

**17. ANNUAL STATEMENT OF ACCOUNTS**

The annual statement of accounts including all receipts and payments was approved and signed by the Chairman and RFO.

**18. PARISH COUNCIL ANNUAL RETURN**

The annual governance statement was read by the Chairman to the Council and confirmed by the RFO, in that the Parish Council has maintained a sound system of internal financial control. The chairman signed section 1 and 2 of the return after having viewed the explanation of significant variances and final bank reconciliation.

**19. INTERNAL AUDITORS REPORT**

Noted.

**20. DAPTC TRAINING DATES**

Noted.

**21. CONFIDENTIAL ITEM – CLERKS CONTRACT OF EMPLOYMENT**

The particulars of the Clerks' Contract of Employment were agreed, with a copy to be sent to the Chairman.

**22. ITEMS FOR INCLUSION ON NEXT AGENDA**

None.

**23. DATE OF NEXT MEETINGS FOR CIVIC YEAR 16/17**

It was **RESOLVED** that the Parish Clerk would draft a calendar of dates to be circulated to Councillors for the Civic Year 16/17.

**Meeting closed at 7:43 PM.**

..... **Chairman**