

# FRAMPTON PARISH COUNCIL

## Minutes of the parish council meeting held on the 14<sup>th</sup> January 2009

1. **Councillors present** were John Chappell (Chairman), Anne Wheatcroft, Cynthia Whyte, Peter Barfoot, Robin Eversden and Jill Vines.  
Also present were Simon Vines (clerk) and four members of the public.
2. **Apologies** were received from Cllr Mary Penfold MBE District Councillor, Colin Pook and Mr & Mrs Grace.
3. **The minutes** of the parish council meeting on the 12<sup>th</sup> November 2008 were approved.
4. **Matters arising not covered elsewhere**
  - 4.1. The loose drain cover and potholes on the A356 near Peacock Lodge have been patched up in the last week but the repairs look to be temporary. The clerk undertook to find out whether there was meant to be a quality standard for the work.
  - 4.2. A new picnic table has been ordered for Tibbs Hollow and will be delivered to Cllr Robin Eversden.
  - 4.3. The clerk has contacted the Dorset CC gypsy and traveller liaison officer to investigate a rumour of a site for travellers at one of the road depots on the A37. The DCC are considering all their several hundred sites for use as small (around 6 pitch) traveller sites. Nothing is likely to happen for some time (years) and planning consent will be required which will give the parish council and others an opportunity to comment. Many sites have already been ruled out as unsuitable, but the Frampton site hasn't reached that part of the process yet.
  - 4.4. Cllr Jill Vines and the clerk have investigated the report of a blocked footpath between Longlands Farm and the top of Southover Bottom. They found that the path was not blocked, but that the sign towards Longlands Farm at SY599 943 pointed along the wrong side of a hedge. The clerk undertook to take up the matter with the Dorset CC rights of way team.
  - 4.5. The clerk has contacted the Dorset AONB Partnership about a seminar on the highways problems in Frampton. The Partnership had no plans to meet with individual parish councils but will be arranging seminars for all parish councils.
  - 4.6. The clerk has investigated the status of the land on the south side of the A356 which was taken over by Dorset CC while the pavement was being built. DCC has informed the clerk that, by agreement with the landowners, the land was returned to the owners in May 2004 following completion of the works. It was agreed with the owners that the temporary fencing would be left in place and that the owners would reinstate the land at DCC cost. Cllr Robin Eversden, a representative of the owners, stated that the owners were not prepared to accept the land back until it had been reinstated to the condition before DCC took it over. The owners believed that the contractor had buried rubble and tree trunks on the land, and that these would have to be removed before the land could be farmed again. He also said that the owners had, as yet, not received compensation for the land that was compulsorily purchased. The clerk undertook to pass Cllr Eversden's comments back to DCC.
  - 4.7. Wendy Frampton said that she had not been able to contact Jess Carver recently about the reseeded and cutting back of the brambles in the play area. The clerk undertook to contact him about the work.
  - 4.8. The clerk has met with a Magna representative to discuss the fencing between 1-6 Browns Place and the play area. The representative suggested that the parish council should ask the Magna residents panel to consider funding improved fencing this year. The clerk undertook to write to Magna.

## 5. Financial report

5.1. Balances:	Main a/c	£5727
	Paper a/c	£702
	Paper reserve a/c	£4291

## UNAPPROVED

Play area a/c	£397
Play area reserve a/c	£3582
Clock a/c	£766

### 5.2. Receipts since 12<sup>th</sup> November 2008:

31/12/08	Interest	Play area reserve	10.25
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### 5.3. Expenditure since the 12<sup>th</sup> November 2008:

18/11/08	Church clock maintenance	Main a/c	256.15
5/12/08	Growing in the community	Main a/c	15.00
7/1/09	Picnic bench	Main a/c	477.25

## 6. Correspondence

- 6.1. A letter has been received from Colin Pook, chairman of the Frampton Village Hall trustees, asking whether the parish council were prepared to make a grant towards the village hall extension. Although the parish council was in favour of the grant it was felt that it should be for a specific purpose. The clerk undertook to reply to the letter.
- 6.2. A letter has been received from Dorset Engineering Consultancy (alias Dorset CC roadworks dept.) about the road maintenance programme for 2009/2010. The A356 between Frampton and Maiden Newton will be closed for maintenance for an unspecified period during April and/or May 2009.
- 6.3. A letter has been received from Dorset CC public transport about the bus service. From the 26/1/09 the 212 service will be reduced and operate only during the school terms. During the school holidays the Nordcat D11 Saturday service will run on weekdays as well. Apart from the 8:02 and 10:45 at Frampton Church the D11 service to Dorchester must be booked by ringing 0845 6024547 at least one hour before the service leaves Yeovil, or by 17:00 on the previous day (Saturday for a Monday service) if the service leaves Yeovil before 9:30.

## 7. Approval of expenditure

- 7.1. The paper fund committee have recommended a grant to the Frampton Footlights of £499 to cover the purchase and delivery of a digital piano for use by village organisations. A motion in favour of the grant, proposed by the chairman and seconded by Cllr Cynthia Whyte, was passed nem con.
- 7.2. The proposed purchase of waste bins for the Millennium Green and North Park was deferred until the type and location of the bins has been discussed with the interested parties.

## 8. Freedom of information act

- 8.1. Under the Freedom of Information act all public authorities are obliged to adopt an approved publication scheme. The adoption of the Frampton PC scheme, proposed by the chairman and seconded by Cllr Peter Barfoot, was passed nem con. The scheme is attached to the end of these minutes.

## 9. Planning and tree applications

- 9.1. There were no current planning applications.
- 9.2. There were no comments on an application to fell a willow tree and replace it with a silver birch at 7b Dorchester Road.

## 10. Highways and footpaths

- 10.1. Most of the highway and pavement maintenance problems reported to Dorset CC over the last 12 months have not been addressed. The chairman and the clerk undertook to carry out a survey and write to the DCC again.

## UNAPPROVED

### 11. Play area

- 11.1. The brambles, etc along the boundaries have still not been cut and Cllr Eversden volunteered to look at the problem.
- 11.2. There was a continuing problem with dog mess in the play area. Small dogs can get under the safety gates and Cllr Eversden volunteered to 'dog proof' the gates.

### 12. Cemetery and allotments – land registration

- 12.1. Porter Dodson have been unable to find the deeds for the cemetery and allotments and are making an enquiry at the Land Registry. (Post meeting: Porter Dodson have found the deeds and registration of the land is proceeding).

### 13. Allotments

- 13.1. The Chairman, Cllrs Whyte and Vines and the clerk met with the local representative of the National Society of Allotment and Leisure Gardeners to discuss the allotments. The representative made a number of suggestions to improve the allotments as below:
  - a. The allotment agreement should be revised and should include reference to the Small Holdings and Allotments Act 1908.
  - b. The allotments should be let from October to September rather than from April to March.
  - c. New tenants taking on a plot in poor condition should get the 2<sup>nd</sup> year rent free provided that the plot is kept in order during the 1<sup>st</sup> year.
  - d. The allotment holders should be encouraged to form an association and join the National Society of Allotment and Leisure Gardeners.
- 13.2. The tenants association, if formed, should help to raise the general standard of the allotments. It might also be able to secure a grant for rabbit fencing.
- 13.3. There was agreement that the leases of allotment holders who fail to cultivate their allotments should not be renewed, and that priority in the allocation of any vacant allotments should be given to residents of Frampton parish.
- 13.4. The clerk undertook to write to the tenants advising them of the date of an inspection and the new letting dates.

The meeting closed at 9:11pm

### Open Forum

Wendy Frampton said that there was another mole active in the cemetery. The clerk reported that the parish council owned electronic mole deterrer had disappeared from the cemetery last year and undertook to buy another.

The open forum closed at 9:14pm

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[frampton@dorsetparishes.gov.uk](mailto:frampton@dorsetparishes.gov.uk)

## Information available from Frampton Parish Council under the model publication scheme

Information to be published	How the information can be obtained
<p><b>Class1 - Who we are and what we do</b> (Organisational information, structures, locations and contacts)</p> <p>This will be current information only</p> <p>N.B. Councils should already be publishing as much information as possible about how they can be contacted.</p>	
<p>Who's who on the Council and its Committees</p>	<p><a href="http://www.framptondorset.org">www.framptondorset.org</a></p>
<p>Contact details for Parish Clerk and Council members (named contacts where possible with telephone number and email address (if used))</p>	<p><a href="http://www.framptondorset.org">www.framptondorset.org</a></p>
<p><b>Class 2 – What we spend and how we spend it</b> (Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit)</p> <p>Current and previous financial year as a minimum</p>	
<p>Annual return form and report by auditor</p>	<p><a href="http://www.framptondorset.org">www.framptondorset.org</a></p>
<p>Finalised budget</p>	<p>Parish Clerk</p>
<p>Precept</p>	<p>Parish Clerk</p>

Financial Standing Orders and Regulations	Parish Clerk
Grants given and received	Parish Clerk
List of current contracts awarded and value of contract	Parish Clerk
Members' allowances and expenses	Parish Clerk
<b>Class 3 – What our priorities are and how we are doing</b> (Strategies and plans, performance indicators, audits, inspections and reviews)	
Parish Plan (current and previous year as a minimum)	<a href="http://www.framptonдорсет.com/Pa&lt;br/&gt;rishPlan.html">http://www.framptonдорсет.com/Pa rishPlan.html</a>
Annual Report to Parish or Community Meeting (current and previous year as a minimum)	Parish Clerk
<b>Class 4 – How we make decisions</b> (Decision making processes and records of decisions)	
Current and previous council year as a minimum	
Timetable of meetings (Council, any committee/sub-committee meetings and parish meetings)	<a href="http://www.framptonдорсет.org">www.framptonдорсет.org</a>
Agendas of meetings (as above)	Parish notice boards
Minutes of meetings (as above) – nb this will exclude information that is properly regarded as private to the meeting.	<a href="http://www.framptonдорсет.org">www.framptonдорсет.org</a>
Reports presented to council meetings - nb this will exclude information that is properly regarded as private to the meeting.	Reports are included with the meeting minutes
Responses to consultation papers	Parish clerk
Responses to planning applications	Parish clerk

<p><b>Class 5 – Our policies and procedures</b> (Current written protocols, policies and procedures for delivering our services and responsibilities)</p> <p>Current information only</p>	
<p>Policies and procedures for the conduct of council business:</p> <p>Procedural standing orders Committee and sub-committee terms of reference Delegated authority in respect of officers Code of Conduct Policy statements</p>	Parish clerk
<p>Records management policies (records retention, destruction and archive)</p>	Parish clerk
<p><b>Class 6 – Lists and Registers</b></p> <p>Currently maintained lists and registers only</p>	
<p>Assets Register</p>	Parish clerk
<p>Disclosure log (indicating the information that has been provided in response to requests; recommended as good practice, but may not be held by parish councils)</p>	Parish clerk
<p>Register of members' interests</p>	Parish clerk
<p>Register of gifts and hospitality</p>	Parish clerk
<p><b>Class 7 – The services we offer</b></p>	

(Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses)	
Current information only	
Allotments	Parish clerk
Burial grounds and closed churchyards	Parish clerk
Parks, playing fields and recreational facilities	Parish clerk
Seating, litter bins, clocks, memorials and lighting	Parish clerk
A summary of services for which the council is entitled to recover a fee, together with those fees (e.g. burial fees)	Parish clerk

## SCHEDULE OF CHARGES

This describes how the charges have been arrived at and should be published as part of the guide.

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying @ .20p per sheet (black & white)	Actual cost 20p
	Postage	Actual cost of Royal Mail standard 2 <sup>nd</sup> class
Statutory Fee		In accordance with the relevant legislation