

12/04/2020

WORTH MATRAVERS PARISH COUNCIL  
COVID 19 EXTRAORDINARY CIRCUMSTANCES  
THE PARISH COUNCIL MEETING WAS HELD REMOTELY WITH BY E MAIL CONSULTATION AND  
RESPONSES FOR TUESDAY 7 APRIL.

IN CONTACT AND PRESENT Cllrs J Burden Chairman), Cllr I Bugler Vice Chairman, Cllrs R Woolford, C Melville, Mrs. K Riggs, Mrs. C Vosper, Mrs. L Spencer-Duncan

APOLOGIES There were none

SUSPENSION OF STANDING ORDERS AND DELEGATION OF DECISIONS TO THE CLERK.

**2122** The Parish Council unanimously agreed alternative business arrangements with the Suspension of existing Council Standing Orders during the period of this Covid 19 Emergency. Decisions on behalf of the Council will be delegated to the Clerk (or in his absence a person so appointed by the Chair) where not covered by existing Standing Orders. The Clerk shall be responsible for consultation with the Chair and Vice Chair. Reports and recommendations will be circulated to all Councillors as previously with an appropriate decision making matrix for individual completion and return circulated as with this meeting. Council decisions by the Clerk to be formally Minuted on date of subsequent scheduled PC meeting.

MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 2 APRIL, 2019

**2123** These were accepted as a true record by all Cllrs who had been present- (Cllrs Burden, Bugler Woolford and Mrs. Vosper) and signed by the Chairman

CHAIRMANS ANNUAL REPORT OF THE PARISH COUNCIL 2019-20.

**2124** The Parish Council met each month in 2019-20 (excluding January 2019) with all seven Councillors in place following later co-options after the 2019 elections. Councillors continue to be actively involved in a voluntary capacity to contribute as locally informed eyes and ears whilst directly supporting the financial management of the car parks and assisting with local minor maintenance matters. Purbeck District and Dorset County Council (DCC) were abolished as local authorities with a new Dorset Council absorbing both roles.

**2125** The workload has been busy and varied. We have considered local planning and tree work applications to the Local Planning Authorities, 35 Planning applications and other Tree Work Applications came to the Parish Council and were commented on in 2019-20. The PC's views on behalf of residents were represented by the Clerk at a major proposed Minerals Sites Public Inquiry. Following the previous refusal by an Independent Inspector a subsequent Bournemouth-Swanage motor road ferry company toll increase application is still on hold with a new application for a fare increase expected shortly.

**2126** Dorset Council and other bodies consulted the Parish on a range of other issues. We responded to the Home Office Consultation on PC13-19 | Strengthening of Police powers to tackle unauthorised encampments and the Dorset AONB Draft management plan, We have also noted how the proposal for a National Park covering Dorset alone is still being considered .

**2127** We continued to oppose the Dorset Clinical Commissioning Group developments to close hospitals and beds providing facilities for Purbeck to the DCC Health Scrutiny committee. The Purbeck Local Plan with the major additional Housing Sites proposal review continues to be controversial. Objections have been made to the Worth Matravers village proposals and a Public Inquiry at which the PC was represented by the Clerk took place in 2019. The PC fully supports the work of the Pan Purbeck Action Group in their work challenging the proposed and very high housing targets being proposed for this Purbeck Local Plan review.

**2128** Cllrs worked on minor repairs and the PC contractors cut back hedges and cleared and cut and patched roadside verges throughout the parish. The CCTV system at the Worth car park was maintained and upgraded at a cost of £2300 and £1600 was spent with DC on maintaining the speed indicator system on the A351 through Harmans Cross

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**2129** I am pleased to report how the position of WM Rights of Way officer is now filled by Mrs. Bray a longstanding past resident. Repair items raised are reported and pursued with DCC Highways by the Clerk. The PC implemented two large new Worth property location signs. Erected with one on Worth bank and one on the car park fence.

**2120** The village halls at Worth and at Harmans Cross continue to give the PC a great venue for public and Council meetings. Their individual web sites show that both offer a full range of community events and activities. Thankfully the weather for the WM fete and the HX Field day was good on the day in 2019. The PC had agreed the arrangements and donations to WMVH arising for the Village fete in May **2020**. We have therefore continued to support through donations the work of both village halls. Further donations have been made to the Scouts, and the Purbeck Film Festival for their work in this area of Purbeck. The PC supports and thanks the voluntary litter picking organisation 'Purbeck Litter free'.

**2121** The PC continues to be represented and make its views known at the meetings of the Dorset (Purbeck District) Area Parish and Town Council meetings held now in Wareham Town hall. (DAPTC). I have attended with the Clerk regular informal liaison meetings with five East Purbeck Parish and Town councils. The PC supported a volunteer proposal for a trial 5 metre wildflower strip Begbie Orchard and this is in progress.

**2122** Once again due to a lot of hard work from Parish Councillors collecting and banking donations from the car parks that we are able for the tenth year in a row to set a £NIL precept for 2020-21 being the sole parish or town councils out of 24 in Purbeck to do.

**2123** Sadly during the year our ex Dorset County Cllr Mike Lovell died and I attended his funeral.

**2124** I would like to thank those new Councillors Cllr Melville, Cllr Mrs. Riggs and Cllr Mrs. Spencer-Duncan who decided to stand and were co-opted to join existing Cllrs Mrs. Vosper and Cllr Woolford on the Parish Council for 2019-2024.

**2125** We do appreciate how under the current challenging COVID 19 emergency the PC and individually all Cllrs will have to operate differently in 2020 to ensure social distancing and to avoid physically closer public discussion and virus transmission.

**2126** I am pleased that with the support of the Clerk I have been able to fulfil the role of Chairman ably assisted by Cllr Bugler as my Vice Chairman.

Cllr Jerry Burden

#### RESPONSIBLE FINANCIAL OFFICERS (RFO) REPORT.

**2127** The financial affairs of the Parish Council continue to be in sound order. Revenue expenditure was within the original budget estimate. Income in 2019-20 from the suggested donations at Worth Matravers and Harmans Cross car parks has been maintained above budget on a rolling 12 month period. The Council's Bank Statement has been formally 'Reconciled' against the 2019-20 Budgets, the Santander current account total, and the Cash Book records each month.

**2128** PC contract prices as retendered were for a three year period to 2020. The Insurance Company quote for three years to 2022 was accepted. Grass cutting and hedge trimming costs have been met on budget following the retender exercise. The very mild winter weather meant that little salt was used from the two grit bins supplied by the PC on Haycrafts Lane.

**2129** The new light system trialed at WM proved successful as no damage to the stone pillars occurred. Unfortunately the HX cash box padlock and has recently been broken into a number of times although little cost or income loss occurred. . The central tower located multiple CCTV provision and agreed management strategy for Worth Car Park has protected that substantial income stream in 2019-20. This installation was upgraded with a full maintenance contract. Recently a spate of damage incidents has occurred to the height barrier at WMCP extension.. Dorset Police have given assistance in pursuing the three drive- a ways for financial restitution of the costs incurred and a fourth incident is under investigation.

**2130** The Annual External and local Audits for 2018-19 were submitted without any external requests for access to the accounts. The results of the audit were published as required by statute. The External and Internal Auditors raised no issues. The Council reviewed its Risk Assessments, its Financial and Internal Controls, its Reserves and its renewed term bond for to 2020. The PC formally considered these Reserves, in excess of one year's revenue expenditure, and its future annual income and expenditure in

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setting its budget for 2020-21. The PC decided that again and for over ten years in a row to set the annual council tax precept at a rate of £NIL. Worth Matravers is the sole Parish Council in Purbeck to set a £Nil rate precept.

**2131** Unfortunately and subsequently a major National COVID 19 Health Crisis occurred impacting on income after March 2020. This is and will continue to affect all income from the car parks during 2020. The Worth car park previously often full including its extension area is now empty with less than 5 cars in it. The previous income stream is disappearing almost totally. I am pleased to report that with the significant reserves accumulated over recent years this should not give a problem in meeting existing financial and maintenance commitments in 2020-21.

Roger Khanna Clerk and RFO

#### PUBLIC DISCUSSION

**2132** It was agreed that Public Discussion would be suspended during this emergency period. Any representations from the public should be made in writing, preferably by email, to the Clerk. These would be circulated to Councillors and responded back to by the Clerk.

There were no members of the public present

**Declarations of Interest;** None

#### MINUTES OF THE LAST MEETING

**2133.** The Draft Minutes of the Council meeting held on Tuesday 3 March had been previously circulated and agreed. These had previously been passed by all Councillors present and agreed as a true and accurate record. The Minutes were signed by the Chairman.

#### CLERKS REPORT ON MATTERS ARISING

**2134** The Action Points arising from the last and previous meetings were noted.

#### DORSET COUCIL –ELECTED COUNCILLOR REPORT.

**2135** None received

#### CORRESPONDENCE

**2136** The PC considered the report of the Parish Clerk confirming that since the weekends of the 21 March the WM car park had been largely deserted. A maximum of 5 cars had been observed on a daily basis and most of these with the exception of one belonging to a local resident were there servicing or working on local residents and houses opposite the car park. Some Cllrs continued to be concerned that use of the car park could increase with visitors especially over the Bank Holiday weekend. The Clerk undertook to keep any unauthorised usage or demand under review as the car park and toilets access needed, especially for public liability insurance reasons, to be kept open for cleaning and environmental reasons.

**2137** The PC noted the complaints about the continuing presence of a white schools coach in the layby at the A351 in HX. This vehicle was understood to be the responsibility of a local HX resident. The Clerk confirmed the owner was known and that if it continued to be located there enforcement action would be sought from DC. The Clerk confirmed it had now moved on so no enforcement support from Dorset Council would be necessary unless it reappears.

#### HIGHWAY MATTERS

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**2138** The PC noted the DC Consultation on additional waiting restrictions in Worth village and these were agreed. Cllrs were aware that these proposals had been on hold with considerable local obstruction difficulties for access and milk distribution since the original Traffic Order proposal met local objections

**2139** The PC noted that again the extension car park gate had been unofficially privately opened on the weekend of the 20 / 21 March and the driver of a large white van reg. no KN59 ORK had then broken the height barrier and driven away . The Clerk confirmed he was working with the Dorset Police to secure payment for the damage caused

**2140** The PC agreed the DC proposals to resite and then reinstall a wooden field gate (suitable latch and closure for bridleway) along the Priests Way at south Barn, Langton Matravers

## PLANNING AND TREE WORK APPLICATIONS

**2141** TWA /2020/022St Nicholas of Myra Church, Worth Matravers, BH19 3LQ (T1) Yew - reduce crown by 3m; (T2 & T3) Yews - reduce crowns by approximately 3m to match T1; (T4) Holly - fell - Worth Matravers Conservation Area . No Objection

**2142** Full Planning Permission - 6/2020/0135 - Mayflower, Valley Road, Harmans Cross, Wareham, BH20 5HU Demolish the existing detached garage and to erect a detached two storey building to form a new holiday cottage, together with associated parking and access. No Objection

## FINANCIAL MATTERS

**2143**The Clerk reported the 2019 -20 External Annual Audit Papers for Agreement had been delayed but they will completed and circulated to all Cllrs for agreement once the proformas were available from the External Auditor. The required End of Year Bank account statement from the bank had not yet been received.

**2144** The Clerk reported that for the moment the car park takings were minimal being less than £20 for the whole of a recent weekend. He would redo the budgeted income down for 2020-21 with all the major summer income months showing a virtual nil return. Committed expenditure on cleaning and running the WM car park exceeded £ 1000 a month and these will continue . The Clerk reported there are no significant financial issues for the PC 2020-21 budget as a result of contingency funds built up over recent years.

**2145** The 2019 -20 WMPC Cash Book Reconciliation. 29 February 2020 was noted.

**2146** Payment of invoices received and checked 3 March 2020 to 7 April 2020

R Khanna	£	734.98	Clerk's salary, PAYE, and expenses February 2020
WMPC Office	£	66.50	BT Internet and phone, March 2020
J D Facilities.	£	628.55	WM Toilet Cleansing February 2020
ITB Gardening	£	362.00	Grass cutting and grounds maintenance
A R Harris	£	58.68	WMCP Toilet light maintenance work

**2147** The PC noted the External Auditors had not sent out the necessary AGAR firms for completion to allow Internal and external Audit of the2019- 2020 accounts. A draft copy would be sent to all Cllrs once the Santander Current Account Bank statement was received for banking activities to 31 March 2020

**2148** **Confidential Minute**. From 7 April with donations and usage now very small to non-existent, Cllr Woolford would collect the HX car park donations and the Clerk would continue to collect at the WM car park until this situation changed.

## DISCUSSION AND INFORMATION

**2149** Concern was expressed about the number of second home owners ignoring the national guidelines and coming down to stay in Worth village where the majority of residential properties are currently used as second homes or for Air B&B .

Roger Khanna Parish Clerk

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