

**WINTERBORNE WHITECHURCH PARISH COUNCIL**  
**13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE**  
**07419 136 735**  
**winterbornewhitechurch@dorset-aptc.gov.uk**  
[www.winterbornewhitechurch.org.uk](http://www.winterbornewhitechurch.org.uk)

Dear Councillor,

You are summoned to attend a meeting of the **Parish Council** to be held on  
**Wednesday 13<sup>th</sup> November 2024 at 7.00pm** in **The Old School Room**  
Absence should be given to the Clerk/Chair prior to the meeting.

*Wayne Lewin*

Parish Clerk and Responsible Finance Officer

*The meeting is open for members of the public and press to attend. Members of the public are invited to ask questions of the Council concerning Agenda items or other matters. During the meeting, with permission of the Chair, any member of the public may comment on an issue being debated by the Council to provide information or clarification. This facility will normally be limited to a maximum of three minutes per person on the subject being debated.*

**Full Council**

1. Co-option of new Parish Councillor for Winterborne Whitechurch
2. Apologies for absence
3. Declarations of pecuniary or other interest
4. Minutes of the previous meeting held on 18<sup>th</sup> September 2024
5. Clerk's report
6. Chair's update
7. Public participation – items on the agenda only
8. Dorset Councillors report and update on letter from PC sent 22<sup>nd</sup> October 2024
9. Planning
10. Financial matters
  - a. Payments for authorisation
  - b. Budget and bank balances
  - c. Lloyds Bank charges
11. Traffic calming measures update
12. Bus Shelter update
13. Play Park Inspection
14. Land at Field Close update from SNG
15. Funding request from Village Hall
16. Procurement of new grass cutting contract at Fields Close and Play Park
17. IT and website provisions
18. Capital projects 25/26
19. Initial Budget setting 25/26
20. Public participation – items not on the agenda for discussion only
21. Items and date for the next meeting

**15<sup>th</sup> January 2025**

**W LEWIN**

**Parish Clerk**

**01<sup>st</sup> November 2024**

# WINTERBORNE WHITECHURCH PARISH COUNCIL

## Minutes

**Wayne Lewin – Clerk to the Parish Council**  
**13 Stileham Bank, Milborne St Andrew, Dorset, DT11 0LE**  
**Phone: 07419 136735**  
**Email: winterbornewhitechurch@dorset-aptc.gov.uk**

Minutes of Full Council held on Wednesday 18<sup>th</sup> September 2024 in The Old School Room  
Meeting commenced at 7.00pm.

**Councillors in attendance:**  
**Julien Turner, Ricky Trim and Ian Bruce**

There were 7 members of the public in attendance

### **FULL COUNCIL**

#### **1. Apologies for absence**

Cllr's Deeney and Holford-Walker sent apologies, along with Cllr Parker (Dorset Council).

#### **2. Declarations of pecuniary or other interest**

No declarations were made.

#### **3. Minutes of the previous meeting held on 11<sup>th</sup> June 2024**

These were approved as a true and accurate record of the meeting.

#### **4. Clerk's report**

The Clerk confirmed that all banking, VAT, PAYE, and Government Gateway were now resolved.

It was also confirmed that the organisation VISA debit card had been authorised.

#### **5. Chair's update**

The Chair publicly thanked the Clerk and was now very content that the Parish Council (for the first time in 3 years), was fully functional and ready to deliver to the community.

#### **6. Public participation – items on the agenda only**

A thank you was given to the Parish Council for tidying up the jubilee bench next to the brick bus shelter.

A thank you was also given to the Parish Council for clearing the footpaths, especially at Whatcombe Down.

Support was given to Cllr Bruce on all his endeavours on traffic calming, however – any speed limit was as good as the enforcement.

It was suggested that an average speed through the village would be much more effective than a point speed such as a SID.

**The Chair said this would be covered in the agenda item.**

#### **7. Dorset Councillors report**

There was no report from Dorset Council.

#### **8. Planning**

There were no new planning applications

# WINTERBORNE WHITECHURCH PARISH COUNCIL

## Minutes

### 9. Financial matters

#### a. Payments for authorisation

There were **14** payments (**PV's 14-27**), totalling **£ 6157.54** that were approved and authorised for payment.

### 10. Traffic calming measures update:

#### a. Whatcombe Lane, Chescombe Lane speed data and speed control

The results showed a mean speed of below 30 mph, thus fitting the Dorset Council criteria for a 20mph limit, providing additional speeding controls were added to the sites.

Cllr Bruce extracted from the data, that 1350 vehicles exceeded 35mph (police could take action) equating to 11% of all traffic using the two lanes.

He stated this was the real issue.

**It was unanimously agreed to purchase an additional SID (and associated poles and solar panels) – as recommended by Dorset Council.**

**This SID would rotate between the two lanes.**

**The purchase will only be made once Dorset Council have formally ratified the 20mph speed limit.**

It was agreed to keep in mind additional posts on the way out of the village, as drivers tended to speed more when leaving the area.

#### b. Rook Lane (scoring for 30mph move) and A354 (next steps)

The request to move the 30mph further up the road was rejected by Dorset Council as it did not meet the minimum points scoring criteria.

For the record it scored 70, whilst 100 was needed even to be considered.

Further to minute 10a, the purchase of a new SID would allow the current two to be rotated on the 4 poles on the A354.

The Parish Council would also keep in mind a pedestrian crossing, or at a minimum a safe island, as once again it was seen that the children run across both lanes after departing the school bus.

Cllr Bruce also mentioned that the Department for Transport guidelines had been changed to encourage Local Authorities to listen to communities.

The Parish Council are hoping to receive the findings of the auto speed watch set up by the Police and Crime Commissioner in late October. It was noted that 8 of these devices had been vandalised.

To conclude, it was noted the Auto Speed Watch camera system is a much more cost-effective method of monitoring average speeds when compared to the existing system approved by the Department for Transport and therefore affordable to many small Parish Councils.

Finally, the overgrown verges on Dorchester Hill had once again been reported to Dorset Council.

## WINTERBORNE WHITECHURCH PARISH COUNCIL

### Minutes

**11. Procurement of a new Bus Shelter on Private Land next to the Reading Rooms**  
**a. Selection of option costs of new shelter**

The Chair wished to thank the land owner for allowing the siting of the bus shelter on his land.

It was also noted that there were many more children boarding the bus this academic year – now approaching 20.

**It was unanimously agreed to purchase the shelter from Barriers Direct. This included side panels but no seat. It also included delivery and installation. Members were happy the debit card being used as an online purchase.**

**The cost was estimate as £ 4727.76.**

**The budget used would be the Bus Shelter Reserve.**

**b. Minor works for surfacing**

It was agreed that the area would be resurfaced, with 4 inch / level concrete, the cost of £ 576.00 coming from the Green Spaces fund.

**c. New location of jubilee bench**

Members were happy that the new shelter would be offset from the bench, and thus no immediate need to move it.

**12. Minor repairs to Coronation bus shelter**

A budget of £402.00 was set aside for this project which was predominately new guttering at the back. Funds from Green Spaces pot.

**13. EV Charging point for Winterborne Whitechurch**

This offer was made to the Village Hall committee and was declined.

**14. Land at Field Close update from SNG**

SNG were still in consultation with internal departments.

If SNG did not wish to sell, then the Parish Council would look at alternative options.

The Chair also mentioned that a resident would water the jubilee tree and maintain the two remaining flower troughs hence forth.

**15. Specification for new grass cutting contract at Fields Close and Play Park**

The specification was approved, and the Clerk could move to the procurement phase.

**16. Insurance policy – agree company and premium**

Members agreed to go with Zurich at a cost of £507.00 per annum.

**17. Purchase of ‘dogs on lead’ signs for public rights of way**

It was agreed to purchase 5 signs from Dorset Council as friendly remainers on public footpaths only.

**18. Funding for grass cutting at the Church**

Members approved a grant of £ 1000.00.

# WINTERBORNE WHITECHURCH PARISH COUNCIL

## Minutes

### 19. Public participation – items not on the agenda for discussion only

It was asked with the additional children; that red road markings would be a good idea.

It was confirmed that Dorset Council held a road safety fund.

It was confirmed that there would be no gap in seating provision at the new bus shelter.

Further to the purchase of dogs on leads signage, it was thought that certain owners would take no notice.

It was also mentioned that the same owners would likely be those that left dog waste.

It was requested that a torch for the Lady Bailey defibrillator could be purchased.

This was agreed, with the invoice sent to the Parish Council.

It was noted that the phone box was out of service.

This was now simply a village asset.

### 20. Items and date for the next meeting

**16<sup>th</sup> October 2024**

Further traffic calming measures

Land at Fields Close

There being no further business the meeting closed at **2010 hours**.

**Julien Turner** \_\_\_\_\_ Chair of Winterborne Whitechurch Parish Council

**Dated** \_\_\_\_\_

Winterbourne Whitchurch Parish Council Payments 2425																											01/11/2024			
Date	Payee Details	Item	PV	Chq no	Amount	Wages	Expenses	Administration	Insurance	Hall Hire	Pro fees	Community Fund	Play Park	Defibrillator Fund	Training	Grants	Green Spaces	VAT	Reserves	Total										
14/05/2024	Mr Lovell	Grass Cutting 2324	1	693	1,640.00														1640.00	1640.00										
14/05/2024	Mr Chichester	Fun in the Field 23	2	694	1,000.00														1000.00	1000.00										
14/05/2024	Mr Chichester	Hall Hire 2324	3	694	214.00														214.00	214.00										
14/05/2024	DAPTC	Annual Subscriptions 23	4	695	280.27														280.27	280.27										
14/05/2024	DAPTC	Clerk training	5	695	45.00														45.00	45.00										
14/05/2024	DAPTC	Annual Subscriptions 24	6	695	338.72						338.72									338.72										
14/05/2024	Mr Lewin	Accounts work 2324	7	696	150.00						150.00									150.00										
14/05/2024	Morelock Ltd	Speed Indicating Device	8	697	3,192.00													532.00	2660.00	3192.00										
14/05/2024	Zoom	Subscriptions	9	RV2	143.88			143.88												143.88										
14/05/2024	PC World	Ink Cartridges	10	RV2	54.99			54.99												54.99										
14/05/2024	MacAfee	IT security	11	RV2	79.99			79.99												79.99										
11/06/2024	Mrs Thomas	Staff Wages Sep / Oct 23	12	699	621.00														621.00	621.00										
11/06/2024	Mr Lewin	Staff Wages May 24	13	700	525.05	509.65	15.40													525.05										
18/09/2024	Mr Lewin	Staff Wages June 24	14	701	522.35	509.65	12.70													522.35										
18/09/2024	Mr Lewin	Staff Wages July 24	15	701	519.65	509.65	10.00													519.65										
18/09/2024	Community Heartbeat	Defibrillator Support 24	16	702	162.00													27.00	135.00	162.00										
18/09/2024	Community Heartbeat	Defibrillator Support 25	17	702	162.00								135.00					27.00		162.00										
18/09/2024	Dorset Council	SID solar panel	18	703	630.00													105.00	525.00	630.00										
18/09/2024	Mr Peat	Tree Works	19	704	440.00												440.00			440.00										
18/09/2024	Mr Lewin	Staff Wages August 24	20	705	519.65	509.65	10.00													519.65										
18/09/2024	Dorset Council	Speed Surveys	21	VISA	594.00													99.00	495.00	594.00										
18/09/2024	Grays Stores	Stamps	22	VISA	10.80			10.80												10.80										
18/09/2024	HMRC	PAYE arrears	23	VISA	463.74	463.46		0.28												463.74										
18/09/2024	Mr Lewin	Staff Wages Sept 24	24	706	522.35	509.65	12.70													522.35										
18/09/2024	St Marys Church WW	Hall Hire 2324	25	707	104.00					50.00									54.00	104.00										
18/09/2024	St Marys Church WW	Grass Cutting Grant 2425	26	708	1,000.00											1,000.00				1000.00										
18/09/2024	Zurich	Insurance	27	709	507.00			507.00												507.00										
13/11/2024	Barriers Direct	Bus Shelter	28	VISA	5,673.31													945.55	4727.76	5673.31										
13/11/2024	Mr Lewin	Staff Wages Oct 24	29	710	417.85	407.85	10.00													417.85										
13/11/2024	Royal British Legion	Remembrance Wreath	30	VISA	20.00							16.67						3.33		20.00										
																				0.00										
<b>Totals</b>					<b>20,553.60</b>	<b>3,419.56</b>	<b>70.80</b>	<b>289.94</b>	<b>507.00</b>	<b>50.00</b>	<b>488.72</b>	<b>16.67</b>	<b>0.00</b>	<b>135.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>440.00</b>	<b>1,738.88</b>	<b>12,397.03</b>	<b>20,553.60</b>										

## RESERVES as at 30 November 2024

<b>Current account</b>	26121.90	
Bus Shelter	272.24	
Community Assets	2000.00	
Play Park	2000.00	
Green Spaces	2000.00	
<b>Annual Operating Costs</b>	<b>6283.33</b>	
<b>General Reserve</b>	<b>13566.33</b>	
VAT rebate due		21.38
		13587.71
General Reserve Guidance		
50% of Precept	9250.00	
Total Reserve Guidance		
200% of Precept	26400.00	

Christopher Mullen  
Chairman  
Winterborne Whitechurch Village Hall  
Dolway Lane  
Dorset  
DT11 0AW  
22 September 2024

Wayne Lewin  
Winterborne Whitechurch Parish Council  
13 Stileham Bank  
Milborne St Andrew  
Dorset  
DT11 0LE

**Winterborne Whitechurch Village Hall Children's Christmas Party**

Dear Wayne,

My name is Chris Mullen, and I chair the Village Hall Committee. Over the last few years, the committee has been running the Children's Christmas Party which has been free to attend. This year's Party will be taking place on Sunday 15<sup>th</sup> December 2024. We traditionally have 20 – 30 Children who come along and participate in various games along with a visit from Father Christmas where the children will receive a gift and then culminating in a buffet.

We had our committee meeting on the 6<sup>th</sup> Sept and the committee were in agreement to see if the Parrish Council would be willing to make a small donation of £100 to offset the cost to run this event for the children of this village and surrounding villages.

We would be very grateful if you would kindly consider this request to allow the committee to run this year's Children's Christmas Party.

Yours sincerely

Chris Mullen  
Chairman  
Village Hall



Winterbourne Whitechurch Parish Council					
	Receipts	Current	Budget	Percentage	Difference
		£	£		
	Precept	18,837.00	18500.00	101.82	-337.00
	VAT	3,338.29	531.92	627.59	-2806.37
	<b>Total Receipts</b>	<b>22,175.29</b>	<b>19031.92</b>	116.52	-3143.37
	Payments	£	£		
LGA 1972 s112	Salaries	3,419.56	7000.00	48.85	3580.44
	Expenses	70.80	200.00	35.40	129.20
LGA 1972 s111	Administration	289.94	500.00	57.99	210.06
	Insurance	507.00	800.00	63.38	293.00
	Hall Hire	50.00	200.00	25.00	150.00
LGA 1972 s111	Professional Fees	488.72	600.00	81.45	111.28
	Community Fund	16.67	700.00	2.38	683.33
	Play Park	90.25	3000.00	3.01	2909.75
LGA 1972 s137	Defibrillator Fund	135.00	800.00	16.88	665.00
PCA 1957 Section 3	Training	0.00	200.00	0.00	200.00
LGA 1972 s137	Grants	1,000.00	1500.00	66.67	500.00
	Green Spaces	440.00	3000.00	14.67	2560.00
		<b>6,507.94</b>			
	VAT	1,756.93	0.00		
	Reserves	12,397.03	0.00		
	<b>Total Payments</b>	<b>20,661.90</b>	<b>18500.00</b>	<b>35.18</b>	<b>11,992.06</b>

25-26

7000.00

200.00

800.00

600.00

0.00

600.00

800.00

3000.00

0.00

0.00

1500.00

2000.00

**16500.00**