

**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  
**Tuesday 11<sup>th</sup> June 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. Apologies for absence
2. Declarations of pecuniary or other interest
3. Minutes of the previous meeting held on 14<sup>th</sup> May 2024
4. Clerk's report
5. Chair's update
6. Public participation – items on the agenda only
7. Dorset Councillors report
  
8. Planning
  - a. P/FUL/2024/02146  
Whatcombe Down Dairy A354 - Blandford Hill Winterborne Whitechurch To Thornicombe Hill Winterborne Whitechurch Dorset DT11 9AN  
Change of use and conversion of part of the former dairy and farm staff rest room into 1 No. dwelling
  
9. Financial matters
  - a. Payments for authorisation
  
10. Traffic calming measures to include:
  - a. Whatcombe Lane
  - b. Chescombe Lane
  - c. Rook Lane
  - d. A354
  
11. The new Bus Shelter at land next to the Reading Rooms to include:
  - a. Need
  - b. Specification
  - c. Cost and Budget
  - d. Permission(s)

12. Remuneration of salary for previous Clerk
13. Contract for new Clerk
14. Review of insurance schedule
15. New Financial Regulations
16. Creation of specific reserves
16. Purchase of land from Sovereign (SGN)
17. Public participation – items not on the agenda
18. Items for the next meeting
19. Date of next meeting

The Old School Room at 7pm

**W LEWIN**

**Parish Clerk**

**04<sup>th</sup> June 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 Tuesday 14<sup>th</sup> May 2024 in The Old School Room  
Meeting commenced at 7.00pm.

**Councillors in attendance:**

**Julien Turner, Liam Deeney, Ricky Trim, and Ian Bruce**

**Cllr Emma Parker (Dorset Council)**

There were 6 members of the public in attendance

**FULL COUNCIL**

**1. Co-option of new Parish Councillor(s) for Winterborne Whitechurch**

There were no takers at this time.

**2. Apologies for absence**

No apologies were received.

Cllr Holford-Walker was absent.

**3. Declarations of pecuniary or other interest**

No declarations were made.

**4. Minutes of the previous meeting held on 10<sup>th</sup> April 2024**

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

**5. Clerk's report**

The Clerk would in future produce a report on matters from the minutes, correspondence, and any other matter pertaining to the Parish Council.

**6. Chair's update**

The Chair no matters other than those on the agenda.

**7. Public participation – items on the agenda only**

There were no points from the public.

**8. Dorset Councillors report**

Cllr Parker had nothing to report.

**9. Planning**

**P/HOU/2024/02319**

**Corydalis Cottage, Blandford Hill, Winterborne Whitechurch, DT11 0AA**

**Remove existing rear porch, erect new rear porch. Replace existing roof lights and add additional roof lights and external works**

The Parish Council SUPPORTED this application.

## WINTERBORNE WHITECHURCH PARISH COUNCIL

### Minutes

#### 10. Financial matters

##### a. Payments for authorisation

There were **11** payments (**PV's 1-11**) totalling **£ 7138.85** that were approved and authorised for payment. This includes items 12, 13 and 16.

##### b. Closure of No 2-bank account

Members agreed that there was no need for a second bank account.

**Cllr Deeney was tasked with closing down this account and transferring unto the main account.**

#### 11. Appointment of Parish Clerk and Responsible Financial Officer

Mr Wayne Lewin was appointed Parish Clerk and Responsible Financial Officer to the Winterborne Whitechurch Parish Council with effect from 01<sup>st</sup> May 2024.

The contract was still in draft form and would be brought to Full Council in June.

#### 12. Payment for balancing of 23/24 accounts and AGAR accounting statement

Mr Lewin was contracted to balance the previous year's accounts.

An invoice of £150 was unanimously approved.

#### 13. Purchase of a new Speed Indicating Device (SID) for A354

Members agreed to the purchase of a second SID.

A cheque for £ 3192.00 would be sent to Morelock Signs Ltd.

#### 14. Purchase of solar panels for SID

Members were happy to approve funding up to £350 for a solar panel and bracket to go with the SID at item 13.

The Clerk would inform the SID team at Dorset Council.

#### 15. To discuss the laying of speed wires as part of the 20 is plenty campaign

Councillors were happy for a speed wire to be laid on Whatcombe Lane and Chescombe Lane. With a view to further speed wires on the A354 at some point.

The Clerk would contact the Road Safety team at Dorset Council with this information.

#### 16. Discussions on reclamation of over payment to previous Clerk

It was confirmed that a previous Clerk had been over paid by £3092.60 since their resignation.

The reason behind this error was that wages had been set up by Standing Order of which nobody could stop except him.

At this time, the monies had not been paid back as the previous Clerk believed that monies were owed to them, on purchases (for the Parish Council) on their own personal credit card.

**Members unanimously agreed to goodwill payment of £400, which would cover the unsubstantiated costs and minor administrative inconvenience to the former Clerk, sent by cheque once the over payment of £ 3092.60 had been recovered.**

#### 17. Matters from the Annual Village Meeting

Members agreed that a Fun in the Field donation would be looked at.

It was also agreed that a village litter pick was a good idea.

# WINTERBORNE WHITECHURCH PARISH COUNCIL

## Minutes

### 18. Public participation – items not on the agenda

Concerns were raised at the lack of white lines on the Chescombe Lane / A354.

**The Clerk would write to Dorset Council Highways.**

There were also worries about the amount advertising signs at the Triangle and the vast quantity of posters on lamp posts.

It was confirmed that the dog waste bins should be emptied on a weekly basis. Overflowing bins should be reported to Dorset Council.

### 19. Items for the next meeting

New bus shelter

Purchase of land from Sovereign (SGN)

Further road safety measures (A354 and Rook Lane)

### 20. Date of next meeting

11<sup>th</sup> June 2024

The Old School Room at 7pm

There being no further business the meeting closed at **2007 hours**.

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

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

## ***Clerks Report – June 2024***

### Update from the previous meeting

1. Past Clerk wage issue resolved
2. SID has arrived – installation due 19<sup>th</sup> June 24
3. Speed wire location approved by Dorset Council
4. Exemption from external audit form sent
5. Exclusive rights to public viewing of unaudited account issued
6. Reported (lack of white lines) at Whatcombe / A354 junction Enquiry 1254391

### Correspondence

1. Dorset Council Contaminated Land Strategy 2024
2. ROAD TRAFFIC REGULATION ACT 1984, TEMPORARY CLOSURE OF A354 THORNICOMBE HILL, THORNICOMBE
3. Email regarding overgrown footpath.

### Other Matters

1. Unable to obtain Government Gateway for PAYE and VAT – LD tasked to speak to Work Nest
2. Draft contract sent to be sent to Work Nest – LD is the liaison
3. Dorset Council Highways Officer stating that it is unlikely that speed limit on Rook Lane could be moved (see agenda item)
4. Initial contact with insurance broker (see agenda item)
5. Banking mandate signed by JT and WL. No further update. LD leading on this matter.

**Planning Services**

County Hall, Colliton Park  
Dorchester, Dorset, DT1 1XJ

📞 01305 838336- **Development Management**

📞 01305 224289- **Minerals & Waste**

🌐 [www.dorsetcouncil.gov.uk](http://www.dorsetcouncil.gov.uk)

P - Winterborne Whitechurch  
PC

**Date:** 9 May 2024

**Ref:** P/FUL/2024/02146

**Support Officer:** Helen Paige

**Area:** Northern

📞 01305 838336

✉ [planningnorth@dorsetcouncil.gov.uk](mailto:planningnorth@dorsetcouncil.gov.uk)

Dear Sir/Madam

**Application No:** P/FUL/2024/02146

**Location:** Whatcombe Down Dairy A354 - Blandford Hill Winterborne  
Whitchurch To Thornicombe Hill Winterborne Whitechurch  
Dorset DT11 9AN

**Proposal:** Change of use and conversion of part of the former dairy and  
farm staff rest room into 1 No. dwelling.

The above application for, Full Planning Application has been received.

The application can be viewed online. You will need to accept the terms and conditions to enter the online planning register.

**Any comments you wish to make must be made  
Through the website using the link or qr code**

<https://planning.dorsetcouncil.gov.uk/plandisp.aspx?recno=405006&cuuid=4114B04B-C162-4892-AF47-D8A8694732F7>



**This link is unique to each consultee for each individual application.**

**Important - do not share this link, it is unique to you as a consultee in our system.**

**Using the link ensures your comments are processed efficiently.**

We can only consider material planning considerations, when assessing and determining the application'. We cannot accept anonymous comments and all comments received along with your name and address will be published on our website.

If i do not hear from you by the 30 May 2024 council will proceed to make a recommendation. Our decision will be published on our website.

Yours sincerely

**Helen Paige**  
**Planning Technical Support Officer - Northern Team**



Winterbourne Whitchurch Parish Council Payments 2425																				04/06/2024	
Date	Payee Details	Item	PV	Chq no	Amount	Wages	Pension	Expenses	Administration	Insurance	Hall Hire	Pro fees	Community Fund	Community Asset	Defibrillator Fund	Training	Grants	Green Spaces	VAT	Reserves	Total
14/05/2024	Mr Lovell	Grass Cutting 2324	1	693	1,640.00													1,640.00			1640.00
14/05/2024	Mr Chichester	Church open spaces	2	694	1,000.00												1,000.00				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									2,660.00					532.00		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	698	621.00	621.00															621.00
11/06/2024	Mr Lewin	Staff Wages May 24	13	699	525.05	509.65		15.40													525.05
																					0.00
																					0.00
<b>Totals</b>					<b>8,284.90</b>	<b>1,130.65</b>	<b>0.00</b>	<b>15.40</b>	<b>278.86</b>	<b>0.00</b>	<b>214.00</b>	<b>813.99</b>	<b>0.00</b>	<b>2,660.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,640.00</b>	<b>532.00</b>	<b>0.00</b>	<b>8,284.90</b>