

CHESELBOURNE PARISH COUNCIL

Clerk: Mrs A Crocker: Wardon Hill Farm, Long Ash Lane, Dorchester, DT2 9PW

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To: All Parish Councillors
Dorset Councillor Jill Haynes

Members of the Public & Press

Dear Councillor

Annual Meeting of the Parish Council

You are summoned to attend the Annual Parish Council Meeting to be held on completion of the Annual Parish Meeting, which starts at **6.30 pm on Tuesday 6th May 2025**. This meeting will be held at the Cheselbourne Village Hall.

A Crocker

Amanda Crocker

Clerk

30th April 2025

AGENDA

Members are reminded that the Parish Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights.

All in attendance should be aware that filming, recording photography or otherwise may occur during the meeting.

1. Election of the Chairman
2. Election of the Vice Chairman
3. Apologies for absence
4. To receive Declarations of Interest and Requests for Dispensations
5. Confirmation of the following Councillors' roles:
 - (a) Finance
 - (b) Planning
 - (c) Highways and Transport
 - (d) Asset Management (including playpark liaison & grass cutting)
 - (e) Flooding and Environment
 - (f) Website, social media and IT
 - (g) Emergency Planning, Risk Management and Liaison Support
 - (h) DAPTC Representative
6. Approve minutes of meeting held on 3rd March 2025
7. Matters arising for report only
8. To receive the Dorset Councillor's Report
9. Parish Councillors' reports

10. Finance
 - (i) Accounts for the year ended 31st March 2025
 - (a) To agree the bank reconciliation for the year ended 31st March 2025 – attached
 - (b) To confirm the position against budget at 31st March 2025 - attached
 - (c) To confirm the Council meets the criteria of The Parish Councils (General Power of Competence) (Prescribed conditions) Order 2012 - report attached
 - (ii) Accounts for the period 1st April to 5th May 2025;
 - (a) To approve the payments for May 2025
 - (b) To approve the bank reconciliation and position against budget as at 5th May 2025
 - (c) To agree the appointment of the internal auditor for the year 2025/26
11. Annual Governance and Accountability Return 2024-2025
 - (a) To review and approve the external audit Certificate of Exemption
 - (b) To review and agree the Annual Governance statement for 2024-25
 - (b) To review and agree the Annual Accounting Statement for the year ending 31st March 2025
12. To review and confirm all policies and orders of the Parish Council:
 - (a) Standing Orders – New Model
 - (b) Financial Regulations – New Model
 - (c) Risk Assessment
 - (d) Data Protection
 - (e) Environmental Statement
 - (f) Equality & Diversity
 - (g) Safe-Guarding
 - (h) Model Publication
 - (i) Resilience & Emergency Plan
13. To review and confirm the Asset Register
14. Council Insurance – to review and approve renewal of the council’s insurance policy
15. To consider planning applications:
 - (a) P/HOU/2025/01454 Eastfield House – erect timber carport, store & parking area
 - (b) To set up a Working Party to draw up a Planning Policy for submission at the July meeting
16. To review and confirm the proposed meeting dates for 2024-25 – attached
17. To consider the grass cutting contract
18. To receive an update on the Play Park
 - (a) To consider maintenance required
19. To agree membership of the DAPTC
20. To receive an update on the 20mph request
21. To receive an update on PlusBus
22. Date of next meeting

Report to the parish council 3/4/2025

Cllr Jill Haynes Chalk Valleys Ward

New Chief Executive appointed.

Following a unanimous recommendation by the cross-party Staffing Committee, we are proposing that Dr. Catherine Howe be appointed as our new Chief Executive of Dorset Council, pending final approval from you as members at Full Council on 10 April.

Dr. Howe will bring a wealth of experience and expertise to our council. She is currently the Chief Executive of Adur and Worthing Councils, where she has successfully led significant financial restructuring and ambitious climate and organisational design programmes. Her extensive background in managing complex organisational change, driving digital transformation, and promoting community-led initiatives makes her an excellent fit for our council.

Key new projects for Dorset Public Transport

Dorset Council has revealed plans to enhance public transport through a series of key projects as part of its Bus Service Improvement Plan (BSIP)

These include increasing bus service frequencies, launching community transport schemes, upgrading infrastructure, and trialling an electric minibus to promote a sustainable, low-emission fleet.

Find out more: <https://www.dorsetcouncil.gov.uk/news/ambitious-bus-service-improvements-unveiled>"

A helping hand through new network

Dorset residents facing periods of uncertainty, short-term illness or life crises such as mental health challenges or bereavement, are being given a helping hand through a new network of support from the voluntary, community and social enterprise sector.

The Dorset Integrated Prevention Partnership (DIPPs) network is a collaborative partnership of five organisations working together to deliver a wide range of support to help residents who may not be eligible for formal support from Adult Social Care. The five - Help and Kindness, The You Trust, The Lantern Trust, Volunteer Centre Dorset, and Shelter - are bringing their expertise to ensure people receive the best possible support.

[!\[\]\(b792654f2cef9719eabeb6c5be00811e_img.jpg\) Help when you need it - Dorset Council](#)

New accommodation for rough sleepers.

Five new multicoloured self-contained modular flats for former rough sleepers have been unveiled, as charity The Bus Shelter Project and Dorset Council prepare to welcome new tenants to start the next step of their journey towards living independently.

The flats have been purchased by the council as 'moving-on' units, also known as Phase 2, so people who have already successfully engaged in the Bus Shelter's support programme can access the service if they need. The temporary accommodation units are complementing the existing 12 smaller modular units, also known as 'pods', which were placed at the charity's base on the outskirts of Weymouth in 2021

New management company for Enterprise Zone

A new company will soon take over Dorset's only Enterprise Zone, with the aim of creating hundreds of new jobs, boosting investment and growing the local economy.

Creating a new management company will give the council-owned park dedicated resources and extra expertise to bring even more businesses onto the site, with its Enterprise Zone status, the council can still retain 100% of business rate growth to plough back into the economy.

The Dorset Innovation Park is a strategically important site for our economy, but its future success is dependent on us doing things differently to attract the investment needed for it to meet its full potential.

Dorset's Council Plan has a target of achieving 300 new jobs at the Enterprise Zone by 2029 and

the company will be tasked with delivering this outcome.

Dorset Council will hold a 100% shareholding in the company and will appoint a board of between 5 and 7 directors, including private sector representatives. An advisory board, including the Ministry of Defence, and a tenants' board will also be established.

The new company is expected to be up and running by the end of this summer and a new website designed to attract new businesses to the park, will launch in next month.

(It's taken a while but I am very pleased to have started the ball rolling on this one!)

Help available for families

A programme to help families focus on positive changes to behaviour so they can provide a safer environment for their children is now covering the whole of the Dorset Council area following the initial pilot from November 2022.

Safeguarding Families Together, which will improve the health and education outcomes for children, has now been launched across the whole of the local authority area.

The concept of Safeguarding Families Together is to embed specialist adult service workers alongside children's social workers, with an approach to keeping children safe in the family home. It is based on 'whole family working' that enables holistic interventions to meet both the child and adult needs by working together and sharing information between professionals to provide the right support when they require it.

There is compelling evidence to suggest that this approach to whole family working supports better outcomes for families.

Everyone working with families will be trained in motivational interviewing, a counselling approach which provides empathy and promotes self-belief to bring about positive change with an emphasis on helping the family to use their own strengths. The approach is helping to keep families together and reduces the number of children coming into care.

**Cheselbourne Parish Council
Reconciliation of Accounts**

Year ending March 2025

Balance b/fwd	From 31.03.23	3997.45
Add:	Income year to date	8087.68
Less:	Expenditure to date	8359.98
Balance as at 31st March 2025		3725.15
Funded by:		
Deposit account	00127318	3109.84
Current account	00335425	615.31
		3725.15
Add: Uncleared Income		0.00
Less Uncleared cheques		
		0.00
Balance as at 31st March 2025		3725.15
	Difference	0.00

Cheselbourne Parish
Council
Budget Monitoring for the year ended 31st March
2025

Description	2024/25 Budget	Actual	Balance	
Receipts	-			
Account Interest	60.00	40.10	(19.90)	
Precept	5,818.00	5,818.00	0.00	
			0.00	
Play park income		85.88	85.88	
Donations		358.62	358.62	
Grants		0.00	0.00	
VAT refunded		1,785.08	1,785.08	
Total receipts	5,878.00	8,087.68	2,209.68	0.00
Payments				
DAPTC Subs. + other subs	135.00	249.32	(114.32)	
Insurance	300.00	585.22	(285.22)	
Training	200.00	437.25	(237.25)	
Wages – Clerk	2,600.00	2,890.40	(290.40)	
Mileage	60.00	107.65	(47.65)	
IT	300.00	371.83	(71.83)	
Administration	150.00	636.85	(486.85)	
Venue hire	72.00	72.00	0.00	
Grass cutting - village	550.00	250.00	300.00	
Play park	500.00	1,170.00	(670.00)	
Christmas tree	60.00	50.00	10.00	
Wreath	25.00	0.00	25.00	
Defibrillator	126.00	126.00	0.00	
Village maintenance	200.00	500.30	(300.30)	
Grants	100.00	0.00	100.00	
Environmental Services	50.00	0.00	50.00	
Contingencies	100.00	633.11	(533.11)	
Election costs	50.00	50.00	0.00	
CAG	300.00	0.00	300.00	
VAT (refundable)		230.05	(230.05)	
Total payments	0.00	5,878.00	8,359.98	(2,481.98)
Balance b/fwd from 31.03.23	3,997.45			Monies held in bank 3,725.15
Income	8087.68			
		12,085.13		
Earmarked Reserves				Add: Income not cleared
Climate Action Group	731.78			Less: Chqs not cleared 0.00
Play park improvement	712.26			
		1,444.04		Earmarked funds (1,444.04)
Expenses to date	8,359.98			
		8,359.98		
Balance available not yet committed	2,281.11			General Reserve 2,281.11
				0.00

To confirm that the Parish Council meets the criteria of The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012

To date, the Parish Council used to apply S137 for its expenditure authority. With the Clerk's completion of CiLCA qualification in January 2025, the Parish Council has fulfilled another aspect of the General Power of Competence requirements.

Before exercising the General Power of Competence, a meeting of the full Parish Council shall have passed a resolution to confirm it has satisfied the prescribed statutory criteria required to qualify as an eligible parish council.

Eligibility

The General Power of Competence (GPC) is a power of first resort, giving a local authority 'the power to do anything that individuals generally may do' where permitted by the Localism Act 2011 s1-8.

To be eligible, the number of councillors elected at the last election (or subsequent by-election) must equal or exceed two thirds of the total number of seats on the Council and the Council must have a qualified Clerk. It must confirm it remains eligible at every annual meeting of the council after ordinary elections and can use the GPC as long as it does not break any other laws.

Five councillors stood at the last election in May 2024, out of a total of seven seats exceeding the two thirds requirement. The Clerk is now qualified.

Recommendation

That the Parish Council confirms it now meets the criteria of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and will, going forward, incur expenditure under that power.

Amanda Crocker
Clerk
26th April 2025

Item 10(ii)(a)

Payments requests - April/May 2025

Date	Pay Ref	Payee	Description	£
06.03.25	DDR	Hugo Fox Community	10 emails - March 2025	20.99
10.03.25	BACS085	Heartbeat	Annual support cost	151.2
27.03.25	BACS086	A Crocker	March 2025 salary	340.56
27.03.25	BACS087	HMRC	March 2025 PAYE	71.8
22.03.25	DDR	Hugo Fox	Web hosting	11.99
12.04.25	BACS090	Village News	PlusBus advert Feb-July 25	40.00
06.04.25	DDR25/1	Hugo Fox	Domain 10 emails	20.99
26.04.25	BACS091	A Crocker	April 2025 salary	229.73
26.04.25	BACS092	HMRC	April 2025 PAYE	43.00
24.04.25	BACS093	Zurich	Insurance renewal	595.04
30.04.25	BACS094	HMRC	May 2025 PAYE	43.00
30.04.25	BACS095	A Crocker	May 2025 salary	255.04
				1823.34

Item 10(ii)(b)

Cheselbourne Parish Council

Reconciliation of Accounts Year ending March 2025

Balance b/fwd		From 31.03.25	3725.15
Add:		Income year to date	3867.28
Less:		Expenditure to date	1238.79
Balance as at 30th April 2025			6353.64
Funded by:			
Deposit account	00127318		3112.62
Current account	00335425		4406.83
			7519.45
Add:		Uncleared Income	0.00
Less		Uncleared cheques	
26.04.25	A Crocker	April 2025 salary + expenses April 2025	229.73
26.04.25	HMRC	PAYE	43.00
24.04.25	Zurich	Insurance renewal 19.06.25 to 18.06.26	595.04
30.04.25	HMRC	May 2025 PAYE	43.00
30.04.25	A Crocker	May 2025 salary + expenses	255.04
			1165.81
Balance as at 30th April 2025			6353.64
		Difference	0.00

Cheselbourne Parish
Council
Budget Monitoring for the year ended 31st March
2026

Description	2025/26 Budget	Actual	Balance	
Receipts				
Account Interest	-	2.78	2.78	
Precept	7,729.00	3,864.50	(3,864.50)	
Play park income		0.00	0.00	
Donations		0.00	0.00	
Grants		0.00	0.00	
VAT refunded		0.00	0.00	
Total receipts	7,729.00	3,867.28	(3,861.72)	0.00
Payments				
DAPTC Subs. + other subs	350.00	60.00	290.00	
Bank charges	54.00			
Insurance	630.00	595.04	34.96	
Training	400.00	0.00	400.00	
Wages - Clerk	3,000.00	430.80	2,569.20	
Mileage	100.00	34.92	65.08	
IT	400.00	27.48	372.52	
Administration	400.00	42.83	357.17	
Venue hire	80.00	0.00	80.00	
Grass cutting - village	550.00	0.00	550.00	
Play park	750.00	0.00	750.00	
Christmas tree	60.00	0.00	60.00	
Wreath	25.00	0.00	25.00	
Defibrillator	150.00	0.00	150.00	
Village maintenance	200.00	0.00	200.00	
PlusBis	0.00	40.00	(40.00)	
VAT (refundable)		7.72	(7.72)	
Total payments	0.00	7,149.00	1,238.79	5,856.21
Balance b/fwd from 31.03.23	3,725.15			Monies held in bank 7,519.45
Income	3867.28			
		7,592.43		
Earmarked Reserves				Add: Income not cleared
Climate Action Group	345.90			Less: Chqs not cleared (1,165.81)
Play park improvement	2,046.38			
		2,392.28		Earmarked funds (2,392.28)
Expenses to date	1,238.79			
		<u>1,238.79</u>		
Balance available not yet committed		<u>3,961.36</u>		General Reserve <u>3,961.36</u>
				0.00