

**Clerk to WFPC:** Andrew Harrison, PO Box 15, WEYMOUTH, DT4 8DS  
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*Minutes of Meeting held on Wednesday 21st May 2025 at 7.00pm – at Elworthy Church Hall, Winterborne Monkton*

**1. PRESENT & APOLOGIES:**

**Present:** Chair – Mr Charles Norman. Councillors: Mr Raymond Williams, Mr Graham Brant, Mr Roger Holehouse, Mr Alec Walters, Mr Oliver Wilson, Mr George Titley.

Dorset Council: none

**Clerk to the Parish Council:** Andrew Harrison. **Apologies:** Mrs Morag Titley

**Members of the public:** No members of the public

**2. ELECTIONS**

- 2.1. Election of Chair. Cllr Norman indicated that he would be happy to continue as Chair for a further year. This was proposed by Cllr Williams, and seconded by Cllr Brant. There were no further proposals, and Cllr Norman was unanimously elected as Chair.
- 2.2. Election of Vice-Chair. Cllr Holehouse indicated that he would be happy to continue as Chair for a further year. This was proposed by Cllr Norman, and seconded by Cllr George Titley. There were no further proposals, and Cllr Holehouse was unanimously elected as Vice-Chair.

**3. DECLARATION OF INTERESTS AND REQUESTS FOR DISPENSATIONS.**

- 3.1. There were no declarations

**4. PUBLIC PARTICIPATION – no members of the public were present.**

**5. MINUTES OF PREVIOUS MEETING** of 19th February 2025. The minutes were accepted by the council and signed by the Chair.

**6. MATTERS ARISING**

- 6.1. It was generally agreed that all matters arising were covered by agenda items.

**7. DORSET COUNCIL UPDATE**

- 7.1. It was noted that Mr Tarr was not present.

**8. PLANNING, ROADS AND FOOTPATHS**

- 8.1. A352 at Whitcombe. The Chair read the contents of an email from Nick Ireland, leader of Dorset Council, responding to the parish council's recent letter. This was positively received, with Dorset Council agreeing to undertake a speed analysis of the section of the road in question, although Mr Ireland did qualify this by noting that there was not a set timescale in which this activity would take place. Cllr Walters noted that many incidents took place that were not reported, and so looking at accident data would not tell the whole story.

The Clerk undertook to contact Mr James Hussey (named in the email) ahead of the next

meeting to enquire as to progress.

- 8.2. Rainbarrow Farm anaerobic digester. Cllr Holehouse attended a recent planning meeting. He noted that there was lots of concern at that meeting about increased traffic movements. A decision on the application was ultimately deferred, and he and the Chair would attend the next planning meeting at which this matter would be discussed.
- 8.3. Environment Agency flood incident control room drop-in. The Clerk informed the council of this event on 5th June at Rivers House, Blandford.

## 9. PLANNING APPLICATIONS

*Full details of planning applications and decisions can be viewed at:*  
<https://planning.dorsetcouncil.gov.uk/>

- 9.1. P/FUL/2024/07512 - Erect single storey modular building, install perimeter fencing, MONKTON PARK, DT2 9PS. [[link](#)] No objection, approved on 8th May.
- 9.2. P/LBC/2025/00675 - Repair and patch a portion of the East North East portion of the roof using water reed instead of straw (change of materials), SHEPHERDS COTTAGE, WHITCOMBE DT2 8NY. [[link](#)] No objection, approved on 16th April.
- 9.3. P/ESP/2025/02391 - Environmental Impact Assessment scoping opinion, development of nine houses, MARSH DAIRY, LITTLEMOOR ROAD, WEYMOUTH DT3 6AG. [[link](#)] Neighbouring parish (Weymouth), not a planning application at this time.
- 9.4. After-date planning applications - there were no after-date planning applications.

## 10. OTHER BUSINESS

- 10.1. Insurance arrangements. The clerk set out his SBAR (situation, background, assessment, recommendation) paper on the subject of insurance, a mandatory requirement for parish councils. Cllr Holehouse proposed adoption of the clerk's recommendation to move the council's insurance from Clear Councils to Zurich Municipal. This was seconded by the Chair and carried unanimously.
- 10.2. Future email arrangements. The clerk informed the council that DAPTC had renewed the council's @dorset-aptc email address for a further year from April but stated categorically that this would be the final year. The clerk informed the council that it would therefore need to look to move to its own email service before then to allow for a cut-over period. The clerk set out indicative pricing of £140 for the first year and £90 for subsequent years, and undertook to provide some potential gov.uk domain names for the council to choose from at the next meeting.
- 10.3. Banking arrangements - the clerk provided an update on the adoption of online banking.
- 10.4. Review of financial risk assessment. The clerk informed the council that he had updated the risk assessment and controls to cover electronic payments. Proposed by Cllr Walters, seconded by Cllr Brant, carried unanimously.

- 10.5. Clerk's update. The clerk informed the council of some requests for information from members of the public, and the need at a future meeting to review the council's standing orders which had not changed for many years.

## **11. INTEREST AND INFORMATION**

- 11.1. No matters were raised.

## **12. TREASURERS REPORT**

- 12.1. Accounts 1st February - 30th April - circulated to councillors prior to the meeting.
- 12.2. Annual accounts 2024-25 - the clerk presented the accounts for the previous financial year. Proposed Cllr Walters, seconded Cllr Wilson, carried unanimously.
- 12.3. Annual return 2024-25 - annual governance statement - the clerk presented the governance statement for the previous financial year. Proposed Cllr Brant, seconded Cllr Holehouse, carried unanimously.
- 12.4. Annual return 2024-25 - accounting statements - the clerk presented the accounting statement for the previous financial year. Proposed Cllr Wilson, seconded Cllr George Titley, carried unanimously.
- 12.5. Annual return 2024-25 - certificate of exemption – the clerk presented the certificate of exemption from full audit for the previous financial year. Proposed Cllr Brant, seconded Cllr Williams, carried unanimously.
- 12.6. Payment - Zurich Municipal - £398.10 - proposed Cllr Wilson, seconded Cllr Holehouse, carried unanimously.
- 12.7. Payment - DAPTC - subscription - £130 - proposed Cllr Walters, seconded Cllr Norman, carried unanimously.
- 12.8. Payment - DAPTC - future planning event - £75 - proposed Cllr Brant, seconded Cllr Norman, carried unanimously.

## **13. DATE OF NEXT MEETING – Wednesday 20th August**

*The meeting closed at 20:00 (8.00pm).*

<p><b><u>The next meeting will take place on Wednesday 20th August at the Elworthy Church Hall, Winterborne Monkton DT2 9PT, commencing 19:00 (7pm)</u></b></p>
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