

# Stinsford Parish Council

Parish Clerk: Miss Kirsty Riglar  
57 Louise Road  
DORCHESTER  
DT1 2LU  
Tel: 01305 268818  
Email: [stinsfordclerk@googlemail.com](mailto:stinsfordclerk@googlemail.com)

Date: 17 May 2021

Dear Councillor

## **ANNUAL MEETING OF STINSFORD PARISH COUNCIL**

You are hereby summoned to attend the Annual Meeting of the Parish Council to be held on **Monday 24 May 2021 in The Floral Design Studio, Kingston Maurward College, Church Lane, Stinsford**, at **7:00pm** to transact the business as listed on the agenda below.

Please note that members of the Press and Public are welcome to attend all meetings of the Parish Council.

### **AGENDA**

- 1. Election of Chairman** – To elect a chairman for the year 2021/22.
- 2. Appointment of Vice-Chairman** – To appoint a vice-chairman for the year 2021/22.
- 3. Apologies** – To receive any apologies for absence.
- 4. Declarations of Interest** – To receive any declarations by members of the Council of disclosable pecuniary interests in respect of the following items.
- 5. Public Participation Time** – An opportunity of up to 30 minutes for residents to raise issues of concern or interest, ask a question, make a representation or give evidence to the Parish Council.
- 6. Minutes** – To confirm the minutes of the meetings held on 8 March and 12 April 2021 and discuss any matters arising.
- 7. Accounts** - To approve the final accounts for the financial year 2020/21.
- 8. Approval of Annual Governance and Audit Return for 2020/21**
  - (a) To approve the submission of the Certificate of Exemption
  - (b) To approve the Annual Governance Statement (Section 1)
  - (c) To approve the Accounting Statements (Section 2)
  - (d) To receive the report of the Internal Auditor (to follow)
- 9. Finance**
  - (i) Income

To note the following receipt:-  
Dorset Council – precept 50% - £2,750.00

(ii) Expenditure

To consider the following payment and any others received before the meeting:

- Insurance renewal – *detail to be provided at the meeting*
- Charminster and Charlton Down and Stinsford Community Publications Ltd - Contribution to The Pilot parish magazine for 2020/21 and 21/22 - £400.00
- Groundwork UK – repayment of unspent grant funding - £875.40
- Miss K Riglar – Reimbursement for payment of invoice to Normtecrdb for materials for refurbishment of Bockhampton Cross white fingerpost - £400.00

**10. Planning Matters** – To consider the following applications:

- (i) P/HOU/2021/00774 – 6 Stinsford House, Church Lane, Stinsford DT2 8PT - Attic conversion with dormer windows and rooflights. Move modern wall on ground floor. Add timber shutters to windows. [Click here](#)
- (ii) P/LBC/2021/00775 - 6 Stinsford House, Church Lane, Stinsford DT2 8PT - Attic conversion with dormer windows and rooflights. Move modern wall on ground floor. Add timber shutters to windows. (Listed Building Consent) [Click here](#)
- (iii) P/LBC/2021/01331 – Pump Cottage, Bockhampton Lane, Lower Bockhampton DT2 8PZ – Repointing of south, east and west elevations, creation of gravel parking area, erection of timber fence and agree methodology for pump relocation (Listed Building Consent) [Click here](#)

**11. Neighbourhood Plan for Stinsford** – To consider progress to date.

**12. Delegation to Clerk** – To consider approving the following delegation to negate the need for a permanent return to physical meetings in the short term:

That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman/Mayor and Deputy Mayor to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity, informed by consultation with the members of the council. The scheme of delegation will be reviewed no later than September 2021.

**13. Climate and Ecological Emergency** - To consider the next steps in developing possible actions to address the climate and ecological emergency following the declaration made on 8 March 2021.

**14. Road Safety and Traffic Management** – To consider any current matters.

**15. Correspondence** - To discuss any matters arising from recent correspondence received by the Parish Council.

**16. Items for next/future Agenda**

**17. Date of Next Meeting** – The next meeting is scheduled to be held on Monday 21 June 2021 but is subject to the decision made in respect of item 12 above.

**Kirsty Riglar**  
**Clerk to the Parish Council**