

Stinsford Parish Council

Parish Clerk: Miss Kirsty Riglar
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Date: 25 April 2023

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 **Tuesday 9 May 2023 in The Old Library, Kingston Maurward College, on the rising of the Annual Parish Meeting for Electors**, 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 2023/24.
- 2. Appointment of Vice-Chairman** – To appoint a vice-chairman for the year 2023/24.
- 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 meeting held on 20 March 2023 and discuss any matters arising.
- 7. Accounts** - To approve the final accounts for the financial year 2022/23.
- 8. Preparation for Audit**
 - (a) To review the Council's risk assessment document (attached).
 - (b) To approve the Council's Asset Register (attached).
 - (c) To note the Internal Controls (attached).
 - (d) To appoint the internal auditor for the year 2022/23.

9. Finance

Expenditure

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

- BHIB Councils Insurance – insurance renewal for 2023/24 (year 3 of 3-year long term agreement) - £392.05
- Dorset Association of Parish and Town Councils – annual subscription 2023/24 - £144.71
- Charminster and Charlton Down and Stinsford Community Publications Ltd - Contribution to The Pilot parish magazine for 2023/24 - £200.00
- HMRC (PAYE) (Quarter 4 2022/23) – £158.40
- Clerk's salary and expenses (Quarter 4 2022/23) - £514.20

10. Planning Matters – To consider the following applications:

- (i) [P/FUL/2023/01317](#) – Lower Bockhampton Farm, Bockhampton Lane, Lower Bockhampton DT2 8PZ – Convert former dairy parlour to 1 No. dwelling, including the demolition and rebuilding of eastern section of building. Erect car port / store.
- (ii) [P/FUL/2023/02040](#) – Yellowham Barn, Yellowham Wood, Troytown, Dorchester – DT2 8FA – Change of use of agricultural land to use as yard area for existing agricultural machinery dealership. Formation of vehicular access and carry out associated works

11. North of Dorchester Garden Community – To consider any current matters or updates.

12. Consultations – To agree a corporate response, if any, to the following consultations:

- (i) Dorset Council – Planning for climate change guidance documents [Click here](#)
- (ii) Dorset Council – Leisure Strategy [Click here](#)
- (iii) DLUHC – Environmental Outcomes Reports: a new approach to environmental assessment [Click here](#)
- (iv) DLUHC – New Infrastructure Levy [Click here](#)

13. Climate and Ecological Emergency Strategy – To discuss plans for the parish boundary walk project.

14. Maintenance of Parish Council Assets – To consider updates on the maintenance of the following assets:

- (i) Lower Bockhampton Play Area wall; and
- (ii) Lower Bockhampton telephone box.

15. Road Safety and Traffic Management – To consider any current matters or updates, including:

- (i) installation of a community grit bin at Higher Bockhampton.

16. Correspondence – To discuss any matters arising from recent correspondence received by the Parish Council.

17. Items for next/future Agenda

18. Date of Next Meeting – The next meeting is scheduled to be held on Monday 12 June 2023.

Kirsty Riglar
Clerk to the Parish Council