



**Minutes of the Community Services Committee held on Tuesday 13 August 2024 at 19:15**  
**in the Small Hall of the Village Hall, Towers Way, Corfe Mullen**

**Present:**                    **Councillors**  
                                 S Jefferies (Chair)  
                                 P Cuckston  
                                 J Lortie  
                                 V Papilio

**In Attendance:**        Catherine Horsley (Town Clerk & RFO) (minute taker)  
                                 Daryl Pearce (Deputy Town Clerk)

**Public Participation**

There were no members of the public present.

**CS 24/15        To Receive and Accept apologies for absence (LGA 1972 s85 (1))**

Apologies for absence were received and accepted from Cllrs Craven & Sowry-House due to personal commitments and Cllr Holland who was unwell.

Cllr Joyce was not present.

The Clerk confirmed the meeting was quorate in line with Standing Orders 4d (viii).

**CS 24/16        To Record any declarations of interest Members to declare any interests** including Disclosable Pecuniary Interests, they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Cllr Cuckston declared a non-pecuniary interest relating to agenda item no. PC 24/82 – Highways Update, due to being a resident on Hillside Road.

**CS 24/17        Paper A - To Approve minutes of meeting held on 11 June 2024** LGA 1972, sch 12, para 41

Cllr Jefferies requested an update on the drains issue at the Recreation Ground involving the Guide hut. The Clerk confirmed the issue had been resolved with work carried out by Canford Drains to repair the pump at the Grounds Unit. No further contact had been received from the Guides relating to reimbursement of their costs incurred.

The minutes of the meeting held on 11 June 2024 were **APPROVED**.

**CS 24/18        Paper B - To Approve Accounts for Payment**

It was **RESOLVED** to **APPROVE** the Accounts for Payment totalling £19,363.54.

**CS 24/19        Paper C – To Note Update on Amenities**

The Clerk presented the report, noting the following updates:

- Streetlighting repairs: Enerveo and SSE had both attended the column in Towers Way adjacent to the Co-op car park and confirmed the column had been disconnected and would not take responsibility for the reconnection costs. Costs are unbudgeted.
- Christmas tree: due to be planted in the Autumn at Windgreen. However, consideration to be given to a more permanent fence to deter wildlife from eating tree.
- Outdoor gym equipment: installed and open for use following post installation inspection. Positive comments had been received from members of public with two complaints relating to the location.
- Grounds Unit Utilities: electrician had met with the Scouts to access the Scout Hut to install meter to measure electricity usage of the Grounds Unit and Scout Store. Supporting documentation for outstanding invoice is awaited and remains unpaid.
- Pit Area: resident in Stour View Gardens adjacent to the pit area had reported sightings of rats tunnelling under their fence. Letters have been sent to all residents in Stour View Gardens who back onto the pit area requesting them to try and eliminate food sources to deter infestation.
- Damaged fence post at Recreation Ground adjacent to Dorset Council Farm: contact made with Dorset Council and tenant farmer relating to responsibility for repairs.
- Safety fencing on Recreation Ground boundary with Wimborne Road: installation complete, with positive feedback received from members of the public and neighbouring properties.
- Recreation Ground Compost Bays: Deputy Clerk met with a contractor to provide a quotation to remove green waste and install bays that were fit for purpose to use future compost on Council sites and/or for resident's use.
- Henbury View Play Area Bench: concrete base was complete, with bench due to be re-installed later in the week.
- Henbury View Play Area: repairs, general maintenance and re-painting of fort in progress. Play Area closed whilst work takes place.
- Sports Pavilion: further electrical work required to ensure power remained on for users, due to continual power outages following work to replace RCD main switch.
- Annual Health & Safety Inspection: Deputy Clerk progressing risk assessments for the Grounds Teams activities.
- Parish Tour 2024: schedule of members allocated to areas had been circulated ahead of the meeting. Members to arrange when tours were completed ahead of findings to be presented at the next meeting. Locations for wildflowers to be considered whilst visiting areas.

Members noted the amount of work in progress and frustrations of unbudgeted streetlighting repairs. Discussion took place relating to wildflower planting, particularly at the Recreation Ground. The Deputy Clerk agreed to accompany members during the parish tour of the Recreation Ground with Cllrs Jefferies, Cuckston, Joyce and Papilio scheduled on Thursday 14 August 2024 to consider areas and types of planting.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to **APPROVE** the following:

- SSE to reconnect column on Towers Way adjacent to the Co-op carpark at an estimated unbudgeted cost of £704.90+VAT.
- Obtain quotations to install permanent fencing around Christmas tree to be planted at Windgreen.
- Obtain quotations to remove brick wall outside Recreation Ground public toilets.
- Replace top row RCD main switch to a standard main switch with RCBO protection for the circuits at Corfe Mullen Recreation Ground Sports Pavilion at a total cost of £250+VAT.

**CS 24/20      Paper D - To Note Update on the Allotments**

The Clerk presented the report, noting the following updates:

- Follow up inspections were due to take place w/c 19 August 2024.
- Damaged allotment holders' storage box had been replaced.

Cllrs Jefferies and Cuckston noted they had attended the Allotment Associations social event on Saturday 10 August 2024, which was very enjoyable and informative.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to **APPROVE** contractor to carry out infill of hoggin on driveway and carparks at a total cost of £360.00+VAT.

**CS 24/21      Paper E – To Consider and Agree How to Proceed with Issues Raised by Corfe Mullen Allotment Association**

The Clerk presented the report, noting the items highlighted in red on Appendix 1 required decisions on how to proceed.

Members discussed at length the items raised by the Allotment Association Committee and its members and felt plot holders had the option to elect for self-management of the site and voted against the proposal. Therefore, the Council would continue to manage the site as it saw fit.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to

- Paths: plot holders to take responsibility of paths on the right-hand side and bottom of their plot when looking at the site from the main gate. Vertical paths which should remain grass, with plot holders' choice of materials for horizontal paths with effect from 1 April 2025. Responsibilities shown in Appendix 2.
- Plot Edging: plot holders to take responsibility of edging using materials and/or methods of their choice with effect from 1 April 2025. During the interim period Council would not replace existing wooden edging.
- Raised beds: obtain quotations to re-construct fit for purpose beds accessible for all users with ongoing maintenance of structures and hoggin paths to be the responsibility of the Council.
- Allotment Rents: resolution made by Full Council on 19 December 2024 to remain, with increases from £5-10 per plot dependant on size effective from 1 April 2025.
- Balancing pond wildlife project: subject to permission to be obtained from Dorset Council Planning:
  - To construct trench/silt-trap to be sited in the grass area in-front of the existing pond, by the gully outlet at least 1msq in surface area outside the existing fence boundary. Example shown in Appendix 3.
  - Allotment Association to cover the cost and installation of additional fencing required and take responsibility for maintaining the wildlife pond and trench/silt trap.
  - To commence work from September 2024.
- Additional Plots: installation of additional starter plot(s) on plot 52 and adjacent to driveway to the top of the site to be revisited in 12 months. Plot 52 to remain a wildflower area in the interim period.

- Additional compost bays at the top of the site: not to be progressed, due to additional costs to the Council and accessibility of machinery for mechanical turning.
- Delivery/use of raw seaweed on the site: permission not provided, due to concerns with the management of delivery, use and possible contamination.

**CS 24/22 Paper E - To Note Update on the Cemeteries**

The Clerk presented the report, noting the following updates:

- Family of the damaged headstone were very appreciative for arranging the repairs to their family headstone at the Councils expense.
- New waste bin had been damaged over the weekend and removed. It was anticipated it could be repaired and reinstalled later in the week.
- Re-seeding of the bank at the edge of the driveway to be retried during September 2024.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to **APPROVE** purchasing of car park sign in the new cemetery at a total cost of £113.69+VAT.

**CS 24/23 Paper F – To Note Highways Update**

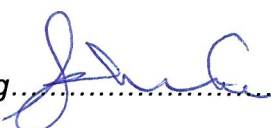
The update was **NOTED**.

**CS 24/24 Matters for forthcoming agendas** No decisions can be taken<sup>1</sup>

- Summary of Findings from the 2024 Parish Tour

**CS 24/25 To Agree a date and time for the next meeting** – Meeting to be held on Tuesday 12 November 2024 at 19:00 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.

**CS 24/26 Close of Meeting at 20:50.**

Signed as a correct record of the meeting.....  ..... Date 12/11/24.....

<sup>1</sup> Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)