



**Draft Minutes of the Annual Meeting of Chaldon Herring Parish Council held on Wednesday 21<sup>st</sup> May 2025 at Chaldon Herring Village Hall at 7.30pm.**

Present:, S Talbot (Chair), T Watkins, D Clarke, P Harvey

Also present: Mrs A Clothier (Locum Parish Clerk)

**1. Apologies**

Cllrs B Guthrie, J Ostler, J Selfe, Dorset Cllr M Baker

**2. To elect a Chair for 2025/26**

Cllr Talbot proposed Cllr Guthrie and this was seconded by Cllr Watkins with all in agreement.

**3. To elect a Vice Chair for 2025/26**

Cllr Watkins proposed Cllr Talbot and this was seconded by Cllr Harvey with all in agreement.

**4. To sign the Declaration Acceptance of Office**

The declaration of acceptance of office for Vice Chair was signed by the Cllr Talbot.

**5. Declarations of Interest**

There were none

**6. Minutes of the meeting held on the 23<sup>rd</sup> April 2025.**

It was **resolved** that the minutes held on 23<sup>rd</sup> April 2025 be confirmed and signed by the Chair as a true record

**7. Matters arising from those minutes – all items covered in the agenda.**

**8. Public Participation - members of the public are invited to air any concerns or raise matters of public interest relating to the Parish**

3 members of the public were present

- A member of the public raised concerns regarding speeding through the village. It was proposed that a 20mph speed limit be introduced covering approximately 1.1 miles, where it is currently 30mph.
- Several supporting letters from residents were read aloud, highlighting particular issues on Chydyok Road and near the Sailors Return pub. Concerns included excessive speed by delivery drivers and residents, lack of pavements and street lighting, and the risk to horse riders and pedestrians. Comparisons were made to Winfrith, where speed limits have been successfully reduced. It was suggested that 30mph is outdated, with 10mph requested specifically for Chydyok Road.
- Another member of the public read a letter supporting the introduction of a 20mph zone, noting its potential to raise awareness even if enforcement is limited. The environmental impact of lower speed limits on emissions was mentioned.
- A query was raised regarding the potential establishment of a Community Speedwatch Group. It was felt that this might be a feasible option.

**9. Matters ongoing**

- Repair of Passing Place – an email has been sent to the Community Highways Officer and this will be followed up.
- Road repairs – the pothole near Lime Kiln has been filled.

## 10. Dorset Councillors' Report

There was no report.

## 11. Finance

(a) To confirm payment of accounts

Chaldon Herring Parish Council					
Payments Requested - May 2025					
Date	Payee	Comments	Cheque Number	Precept £	VAT
21.05.25	Alison Clothier	Salary and expenses for April	393	£129.11	
21.05.25	HMRC	PAYE May	394	£28.20	
21.05.25	DAPTC	Annual Subscription	395	£100.00	
21.05.25	Barker Fox Associates	Internal Audit	396	£60.00	
21.05.25	St Nicholas Church Committee	Donation	397	£150.00	
21.05.25	Zurich Municipal	Parish Council insurance	398	£241.00	
		<b>Total amount requested</b>		<b>£708.31</b>	<b>£0.00</b>

The total amount requested is £708.31. It was **resolved** to make the payments for Parish Council expenses for a total of and the cheques were duly signed.

- (b) To confirm the reconciliation of accounts, income and position against budget –the reconciliation of accounts, income and position against budget were agreed
- (c) To receive the internal auditor's report – the internal auditors report was circulated in advance of the meeting. It was noted that this was a positive report for the Parish Council as many of the recommendations from the November report have been actioned. The remaining recommendations will be actioned through year end. The report was accepted.
- (d) To approve the Certificate of Exemption for 2024/25 – The income and expenditure for 2024/25 were both under £25,000. It was RESOLVED to approve the Certificate of Exemption with all in agreement and this was duly signed by the Chair and Clerk.
- (e) To approve the Annual Governance Statement for 2024/25 - the Annual Governance Statement was answered positively with exception of the statement regarding the publishing of the AGAR in the previous year. It was RESOLVED to approve the Annual Governance Statement with all in agreement and this was duly signed by the Chair and Clerk.
- (f) To approve the Accounting Statements for 2024/25 – it was RESOLVED to agree the Accounting Statement with all in agreement and this was duly signed by the Chair.
- (g) To approve the dates for the Exercise of Public Rights – the dates for the Exercise of Public Rights were approved as 5<sup>th</sup> June – 16<sup>th</sup> July 2025
- (h) To consider the request for a grant from St Nicholas Church- a request was received for a grant for £150. It was RESOLVED to agree a £150 grant to St Nicholas Church.

12. **To consider insurance renewal** – three quotes were received as follows: Zurich £241.00, Charity and Community £421.05 and Clear Councils £743.90. It was RESOLVED accept the quote from Zurich.

13. **To adopt the Standing Orders-** It was RESOLVED to adopt the Standing Orders with all in agreement.

**14. To adopt the Financial Regulations** - It was RESOLVED to adopt the Financial Regulations with all in agreement.

**15. Planning / Tree works** – there were none

**16. To receive an update on transport & highways issues** – to consider the request for a 20mph zone.

The introduction of a 20mph speed limit through the village was discussed. It was agreed that further information would be sought from the Road Safety Team at Dorset Council and brought back to the next meeting for consideration. In the interim, local tractor drivers would be reminded of the importance of driving safely through the village.

**Action: Clerk to contact Dorset Council about the possibility of a 20mph zone in Chaldon Herring and the costs involved.**

**17. Correspondence receive since the agenda was set**

**18. Items for the next agenda**

- 20mph zones

**19. Date of next meeting** – Wednesday 23<sup>rd</sup> July 2025 at 7.30pm.

The meeting closed at 20.12

Signed.....

Date.....

Chaldon Herring Parish Council				
Reconciliation of Accounts				
Balance b/fwd	From 31.03.24			8350.59
Add:	Income year to date			4692.26
Less:	Expenditure to date			6364.61
Balance as at 31.03.25				6678.24
Funded by:				
Deposit account	07050484		2924.10	
Current account	00155884		3795.54	
				6719.64
Add:	Uncleared Income			

26.03.25	HMRC	PAYE March	386	£28.40	
26.03.25	YNH Ltd	Website renewal fees	387	£13.00	
					41.40
Balance as at 31.03.25					6678.24
			Difference		0.00

# Budget Monitoring for the year ended 31st March 2025

Description		2024/25 Budget	Actual	Balance	
<b><u>Receipts</u></b>		-			
Account Interest			32.26	32.26	
Precept	4,600.00	4,600.00		0.00	
CIL receipts			0.00	0.00	
Misc income			0.00	0.00	
VAT refunded			60.00	60.00	
Total receipts	4,600.00	4,692.26		92.26	0.00
<b><u>Payments</u></b>					
DAPTC Subs. + other subs	60.45	60.45		0.00	
Insurance	249.59	214.00		35.59	
Training	200.00	0.00		200.00	
Wages - Clerk	1,144.00	1,280.48		(136.48)	
Clerk Expenses - mileage	0.00	63.24		(63.24)	
IT/Website	80.00	130.00		(50.00)	
Stationery & postage	50.00	26.75		23.25	
Telephones		0.00		0.00	
Rent	320.00	480.00		(160.00)	
Grass cutting	850.00	800.00		50.00	
Audit fees	250.00	100.00		150.00	
Contingencies	100.00	13.00		87.00	
Election costs		50.00		(50.00)	
Grants	1,250.00	0.00		1,250.00	
Defibrillator		2,748.00		(2,748.00)	
Asset maintenance	1,000.00	290.99		709.01	
VAT		107.70		(107.70)	
Total payments	0.00	5,554.04	6,364.61	(810.57)	0.00
Balance b/fwd from 31.03.24	8,350.59			Monies held in bank	6,719.64
Income to date	4692.26				
		13,042.85			
				Add:	
Earmarked Reserves				Income not cleared	
Election costs	1,500.00			Less:	
General Reserves	3,500.00			Cheques not cleared	(41.40)
		5,000.00		Earmarked funds	(5,000.00)
Expenses for current year to date	6,364.61				
		6,364.61			
Balance available not yet committed		1,678.24		General Reserve	1,678.24
					0.00

