



The annual meeting of Wool Parish Council meeting was held on **MONDAY 16th May 2022 at 7pm** at The D'Urberville Centre, Wool, BH20 6DL.

Attendees from Wool Parish Council: K Major, G Hunt, A Wilson, A Burns, K Foggon, N Chaffey, M Leonard, B Shephard, J Amey, S Smith.

Attendees from Dorset Council: Cllr L Beddow.

There were 2 members of the public in attendance.

Minutes

Agenda Item	Person Responsible/Note
<p>338. Public Participation.</p> <p>a) Comments from members of the public. A member of the public raised concerns about a damaged wall at Fairfield, the vandalised phone box at Wool station, a missing street sign at Bindon Lane and a damaged bus stop on Dorchester Road. Cllr Beddow will follow up the issues with the wall and the missing sign. The clerk will follow up the bus stop and phone box issues. A member of the public expressed the view that it is not obvious to members of the public what benefit is gained from membership of DAPTC (item351(a) of the agenda). Cllr Burns spoke as a member of the public to give a brief update on the plans for the Queen's Jubilee celebrations.</p> <p>b) Correspondence from members of the public. None.</p> <p>c) Reports from Dorset Council (Appendix A). Cllr Beddow gave a verbal update.</p> <p>d) Wool Parish Neighbourhood Plan update. Cllr Wilson reported that a Neighbourhood Plan update had been delivered at the Annual Parish Meeting on 9th May.</p>	<p>Members of the public and Dorset Councillors</p>
<p>339. Election of Chairman and Acceptance of Office. Cllr Major was unanimously elected and signed the Acceptance of Office.</p>	<p>Councillors</p>
<p>340. To receive apologies for absence and approve the reasons given. Apologies from Cllr Foggon, Cllr Snook and Cllr Thorn (all medical reasons) were received and approved.</p>	<p>Clerk/Councillors</p>
<p>341. Declarations of Interest for items on the agenda. No declarations were made at this time.</p>	<p>Councillors</p>
<p>342. Election of Vice Chairman and Acceptance of Office. Cllr Wilson was unanimously elected and signed the Acceptance of Office</p>	<p>Councillors</p>
<p>343. To receive an update from the clerk. The clerk informed the meeting that Cllrs Light and Lovelass have resigned to the chair and the clerk has initiated the process to advertise the vacancies.</p>	<p>Clerk</p>
<p>344. To approve, and sign as a correct record, the minutes of the full council meeting on April 25th 2022 (Appendix B). It was resolved, the minutes were approved and signed.</p>	<p>Councillors</p>
<p>345. Finance.</p>	<p>Clerk/Councillors</p>

<p>a) To approve the BACS schedule, invoices and clerk's pay slip for May 2022 (Appendix C). It was resolved, the spend was approved.</p> <p>b) To approve the accounts for April 2022 (Appendix D). It was resolved, the accounts were approved.</p> <p>c) To be advised at the earliest opportunity of a spend of £982.77 to repair the zip wire and gates at Meadow Lane playpark. The meeting was advised without comment.</p> <p>d) To be advised of a spend of £1.05 on postage of Land Registry documents. The meeting was advised without comment.</p> <p>e) To be advised at the earliest opportunity of any other spend. No other spend was advised.</p>	
<p>346. Committees.</p> <p>a) To review the terms of reference for the Neighbourhood Plan Steering Group (Appendix E). It was resolved, the terms of reference were reviewed without change.</p> <p>b) To note that the delegation arrangements, terms of reference and membership for all other committees will be reviewed by the Policy and Finance Committee and presented to full council by August 2022. Noted without comment.</p>	Councillors
<p>347. Asset Register.</p> <p>To review the Asset Register (Appendix F). The addition of 3 defibrillators is the only change since the register was last approved in February 2022. It was resolved, the Asset Register was reviewed without change.</p>	
<p>348. Risk Register.</p> <p>To note that the Risk Register and the latest audit report will be reviewed by the Policy and Finance Committee and presented to full council in June 2022. Noted without comment</p>	Councillors
<p>349. Insurance.</p> <p>To confirm arrangements for insurance cover for all insurable risks. Wool Parish Council is about to enter the final year of a three-year deal with Gallagher Insurance. The council's insurable risks are covered in the policy. It was resolved, the meeting confirmed that all insurable risks are covered under the current arrangements.</p>	Councillors
<p>350. Policy and procedure.</p> <p>a) To review the following documents (copies can be obtained from the website (www.woolparishcouncil.com/policy-documents) or by contacting the clerk):</p> <ol style="list-style-type: none"> i. Standing Orders. No changes since last review in April 2022. It was resolved, the standing orders were reviewed without change. ii. Financial Regulations. No changes since last review in February 2022. It was resolved, the regulations were reviewed without change. iii. Code of Conduct. No changes since last review in November 2021. It was resolved, the code of conduct was reviewed without change. 	Councillors

<ul style="list-style-type: none"> iv. Publication Scheme. No changes since last review in February 2022. It was resolved, the publication scheme was reviewed without change. v. Complaints Procedure. No changes since last review in November 2021. It was resolved, the procedure was reviewed without change. vi. Grievance Policy. No changes since last review in March 2022. It was resolved, the policy was reviewed without change. vii. Equality Policy. No changes since last review in March 2022. It was resolved, the policy was reviewed without change. viii. Grant Policy. Only change since last review in July 2021 was to update the current year. It was resolved, the policy was reviewed without change. ix. Safeguarding Policy. No changes since last review in March 2022. It was resolved, the policy was reviewed without change. x. Internal Control Policy. No changes since last review in March 2022. It was resolved, the policy was reviewed without change. <p>b) To note that the following documents are being reviewed by the Policy and Finance Committee and will be presented to full council by August 2022:</p> <ul style="list-style-type: none"> i. Data Protection Policy. ii. GDPR Data Map. iii. Accessibility statement. iv. Freedom of Information Policy. <p>Noted without comment.</p>	
<p>351. Subscriptions. To review the following subscriptions:</p> <ul style="list-style-type: none"> a) The council's membership of Dorset Association of Parish and Town Councils (DAPTC) which costs £943.36 per annum. It was resolved, the subscription was reviewed and will be renewed. The benefits such as advice, support, training and access to industry best practice were articulated. b) The clerk's membership of The Society of Local Council Clerks (SLCC) which costs £285 per annum. It was resolved, the membership was reviewed and will be renewed. 	Councillors
<p>352. Dates of future meetings To receive the dates of future meetings up to and including December 2023 (Appendix G). It was resolved, the dates were received.</p>	Councillors
<p>353. Date of next meeting. The next full council meeting will be at 7pm on Monday 20th June 2022 in the main hall of The D'Urberville Centre.</p>	Clerk
<p>354. End of meeting. The chair closed the meeting at 19:53.</p>	Chairman