

# **Corscombe, Halstock and District Parish Council**

## **Draft Minutes for the Parish Council meeting that followed the**

### **Council Annual meeting 18<sup>th</sup> May 2026**

#### **Meeting held at Corscombe Village Hall.**

Councillors present: Richard James (RJ), Henry Lovegrove (HL), Nigel Clarke (NC), Roger Hallett (RH), Grant Prior (GP), Deborah Childs (DC), Cllr. Arnold (GA), Cllr. Worthen (PW) and Cllr. Fry (RF)

0 members of the public were present.

The meeting started at 7.45pm and was chaired by the chairman Cllr. James.

#### **1. To receive and accept apologies and declarations of interest.**

Apologies from Cllr. D Hallett and Cllr. Sherwood and Dorset Cllr. Kippax

No Declarations of Interest

#### **2. Co-option of New Councillors**

2.1 **Corscombe** - Co-option of a new Corscombe Councillor, Freda Hennessy to replace Cllr.

Caddick who stepped down. This follows the required period of Notice of Vacancy'

Proposed Cllr. R Hallett, seconded Cllr. James Approved 8/8

Cllr. Hennessy signed the Declaration of Acceptance of Office in the Presence of the

Clerk.

**West Chelborough** - Co-option of a new West Chelborough councillor Paul Worthen to

replace Cllr. John-White-Hamilton who stepped down. Note co-option was completed at the

Annual General meeting . Cllr. Worthen signed the Declaration of Acceptance of Office in

the Presence of the Clerk at this meeting.

**3.To approve the draft minutes of the Parish Council meeting held on 8<sup>th</sup> of April 2026 (A) and note the correction to the asset register 2025-2026.**

Proposed Cllr. Clarke, seconded Cllr. James. Approved 7/9

**4. To discuss matters arising from the minutes not covered in this Agenda.**

None

**Public period for comments on issues on the agenda**

None

**Reports from Dorset Council Councillor and Police Liaison**

None

Note new dates for Police liaison meetings.

**5. To note the AGAR (B) TS**

Delayed as reports not yet issued by Internal auditor. To be reviewed at an Extraordinary meeting.

**6.To note Internal Audit report (C) TS**

Delayed as reports not yet issued by Internal auditor. To be reviewed at an Extraordinary meeting.

**7. To note the Year End Financial statement and Bank reconciliation (D)**

Noted and approved 8/9

**8. To note the statement of expenditure to date and bank reconciliation (E) and to approve the schedule of payments since the last meeting. (F)**

Scheduled payments since 31.3.26 Gross £2145.43, Net £2085.26

Statement of expenditure to date and bank reconciliation

Proposed Cllr. Clarke and seconded Cllr. Lovegrove Approved 8/9

Schedule of payments since the last meeting.

Proposed Cllr. Clarke and seconded Cllr. Lovegrove Approved 8/9

**9. To review SCRIBE subscription TS**

It was agreed that the Parish Council would not continue with Scribe.

Proposed Cllr. James and seconded Cllr. Lovegrove Approved 9/9

Agreed 9/9

**10. To note/receive a maintenance update for the playground and outdoor gym**

**(Verbal)TS/RH**

The latch gate into the outdoor gym needs to be looked at. Action Cllr. Lovegrove will fix the latch gate

**10.1 To note ROSPA playground Maintenance report (Verbal) TS**

Noted

**11. To note key issues raised at the Corscombe and Halstock Parish meetings.**

Noted

**12. Highways and Rights of Way updates (verbal) TS**

**12.1 Fingerpost and signs update**

Finger post progressing with roundels being cast. Clerk was asked to publish updated Fingerpost tracking for the July meeting.

Beware horse rider signs – We have as yet not had any response from Dorset Highways after the initial site meeting.

Action: Cllr. James to draft a response to Dorset Council regarding this issue and make a formal complaint regarding a lack of response. Proposed Cllr. Fry, seconded Cllr. Hennessy approved 9/9

**12.2 20mph zones Halstock update**

This issue was raised at the Halstock Annual village meeting and there was opposition to a 20mph speed reduction in the village. However, there was support for the 40mph zone coming into the 30mph zone within the village to be extended.

Action: Cllr. James will draft a response to Dorset Council asking them to look at this request and possible options to progress this issue.

Request for the brambles at the Toller Whelm junction to be cut back to increase visibility and to place a painted SLOW sign at the junction.

**13. To consider and note planning applications and decisions. (G) TS**

**13.1 Enforcement update (verbal) TS/RJ**

None

**14. To receive and note training update (Verbal) TS**

Action Clerk to send new councillors training details

**15. Correspondence to be discussed and noted. (Verbal) TS**

None

**16. Climate and Ecology emergency action to be noted**

Note - COP is in November 2026

Dorset Community Energy is looking at Dorset communities' energy requirements and will be talking to farmers about leasing land for wind turbines.

**17. To consider urgent matters to report from members and items for the next meeting.**

Potholes

**18. Date of next Parish Council meeting will be the 27<sup>th</sup> of July 2026 Halstock Village Hall.**

The meeting ended at 9pm

**Clerk to the Council: Tessa Safadi, Tel: 07595598995**

**Email : [clerk@chd-pc.gov.uk](mailto:clerk@chd-pc.gov.uk)**

**[chdpc.org.uk](http://chdpc.org.uk)**

## Scheduled payments since 31.3.26

		Gross	Net	Vat
1.4.26	Scribe	18.00	15.00	3.00
29.4.26	Normtech	864.85	864.85	0.00
30.4.26	Grass cutting	180.00	150.00	30.00
30.4.26	DAPC annual fee	594.09	594.09	0.00
30.4.26	Village Hall	45.00	45.00	0.00
30.4.26	HMRC tax	2.60	2.60	0.00
30.4.26	April wages/expenses	659.56	657.56	2.00
30.4.26	HMRC Employer NI	30.02	30.02	0.00
30.4.26	Bank charges	7.00	7.00	0.00
1.5.26	Scribe	18.00	15.00	3.00
<b>TOTAL</b>		<b>2419.12</b>	<b>2381.12</b>	<b>38</b>

## Annual Expenditure over £100 (26/27)

		Net (exclusive of VAT)
29.4.26	Normtech	864.85
30.4.26	Grass cutting	150.00
30.4.26	DAPTC	594.09
30.4.26	April Wages/expenses	657.56
<b>Total</b>		<b>2266.5</b>

## Reconciliation

Bank Statement received 31.3.26

**13963.66**

Most recent statement 30.4.26

**22,062.54**

**Balance brought forward**

**13963.66**

## Expenditure through bank statement

	Details	Payments out	Payments in
1.4.26	DD Scribe	18.00	
29.4.26	Precept	0	10,500.00
30.4.26	Normtec	864.85	
30.4.26	DAPTC annual fee	594.09	
30.4.26	Grass cutting	180.00	
30.4.26	Corscombe village Hall	45.00	
30.4.26	HMRC tax	2.60	
30.4.26	Clerks April wages/expenses	659.56	
30.4.26	HMRC employer NI	30.02	
30.4.26	Bank charges	7.00	
<b>Total</b>		<b>2401.12</b>	<b>10,500</b>

**Balance carried forward**

**22,062.54**

Outstanding expenses not yet showing in bank account - **OUT**

Scribe	18.00
<b>Total</b>	<b>18.00</b>

Outstanding credits not yet showing in bank account - **IN**

<b>Total</b>	

## Savings account as of 30.4.26

Date	Details	In	Out
31.3.26	Interest	84.46	
<b>Balance</b>		<b>25,116.39</b>	

## YEAR END STATEMENT FOR CORSCOMBE, HALSTOCK AND DISTRICT PARISH COUNCIL 2025/26

### 1. Receipts and Payments Account 2025/26

	Actual 2024/2025 £	Original Budget 2025/26	Revised Budget 2025/26	Actual 31.3.26 2025/26
Balance b/fwd	29528	<b>37616</b>	34308	<b>34308</b>
<b>INCOME</b>				
Precept	20000	21000	21000	21000
Interest savings a/c				116
VAT refunds	3299	600	1544	1544
Donations	3009	1500	444	441
other	234	50	63	63
Total	<u>26542</u>	<b>23150</b>	<u>23052</u>	<u>23165</u>
<b>EXPENDITURE</b>				
Clerk's Pay /HMRC tax	6885	8000	8027	7948
Employer NI				178
Office Expenses	841	750	1535	1686
Insurance	705	740	632	632
Subscriptions	554	775	935	919
Bank charges	71	0	66	73
Audit fees	469	510	515	515
Training/seminars	498	183	150	137
Hire of village halls	150	190	210	195
Grants S137/Power of competence	260	1000	550	550
Asset maintenance	4589	3000	4000	3660
Asset purchase	4053	17000	800	809
Non grants s137 (Devolved Services)	1092	800	151	126
Elections	50	0	0	0
VAT input tax	1545	3000	730	965
Other	0	0	0	0
Total	<u>21762</u>	<b>35948</b>	<u>18301</u>	<u>18393</u>
Balance c/fwd	<u>34308</u>	24818	39058	39080

General reserve as turnover %

(this should be in the range of 25%-100% 45 43% 80 79

Ear marked reserves @ :	31.3.25		Nov-24		31.3.26
Winter roads	1500		1500		1500
Play equipment replacement	2000		2000		2000
Elections	2500		2500		2500
Devolved services	3500		3500		3500
Halstock playground reserves	15000				15000
<b>Total</b>	<b>24500</b>		<b>9500</b>		<b>24500</b>

General funds at year end 9808 14558 14580

**BANK RECONCILIATION 31.3.26**

Current Account

PER CASH BOOK

b/fwd 34307.84  
 income 23048.70  
 expenditure 43392.88  
 c/fwd 13963.66

Business Instant Access a/c 13963.66

less unpresented cheques

Date	Payee	£	
			none

Total @ 31st March 2026 13963.66

**BANK RECONCILIATION 31.3.26**

Savings Account

PER CASH BOOK

b/fwd 25000.00  
 income 116.39  
 expenditure 0.00  
 c/fwd 25116.39

Business Instant Access a/c 25116.39

less unpresented cheques

Date	Payee	£	
			none

Total @ 31st March 2026 25116.39

Total bank balance 31.3.26 39080.05

**3. Year End Reserves @ 31.3.26**

Winter roads 1500

Play equipment replacement	2000
Elections	2500
Devolved services	3500
Halstock playground reserves	15000
General funds	14580
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Year end reserves TOTAL	39,080

#### **4. ASSETS @31.3.26**

See Attached

#### **5. BORROWING @31.3.26**

There is no outstanding borrowing.

#### **6. Grants year ending 31.3.26**

The Parish Council made the following payments under its Power of Competence S137/S133 LGA 1972:

£500 Halstock Church  
£50 Diana Staines memorial fund

Total £550

Signed:

Chairman R James