

The Orchards' and Margaret Marsh Parish Council (Group)

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Appendix A: Meeting 181: Clerk's Report

Item 7: Full Council matters, up to and including meeting 181 (May 18th 2026)

Minute Number	Action points	Progress	Status
May-25	Meeting 177		
6/25iii	Two vacancies remain.		ongoing
Sept-25	Meeting 178		
46/25	Cllr Tebbutt Russell asked about the Resilience planning process.	Action: Clerk to undertake research into local parish resilience plans and update Cllrs.	On hold
Dec - 25	Meeting 179		
52/25.i	Chair's report: St Thomas Church: open graveyard. PCC confirmed it is responsible for upkeep and contacting the owner. But indicated intention to transfer responsibility to PC in due course by changing status to closed churchyard. This should be transferred directly to Dorset Council, as maintenance commitment would be beyond the scope of the PC.	Action: PC contacted Highways regarding the layby, which has been improved and continues to monitor	ongoing
52/25.ii	The Chair has joined the 'Orchards and Beyond' WhatsApp group to communicate parish matters.		done
54.b/25:	Margaret Marsh – Cllr Tebbutt Russell researched Marsh Pond, which could be made more attractive as an environmental asset. A working party could mow and trim.	Action: Clerk to identify insurance issues in respect of a Parish Council-organised working group	See 76/25 - ongoing
Mar-26	Meeting 180		
76/25	Council's insurers advised that no additional cover is required for proposed works at Margaret Marsh Pond, subject to appropriate health and safety guidance, volunteer briefing, and signage	No immediate action	done
87/25	New Councillor training to be undertaken	Action: Clerk to send new councillor training details to Cllr Gay.	ongoing
May-26	Meeting 181		
10/26	All councillors RESOLVED to ADOPT the following policies: IT Policy 2026 & Health and Safety Policy 2026	Action: Clerk to post new policies onto Council website	done
11/26	Annual Governance and Accountability Return (AGAR) 2025/26 and associated documents were approved and signed	Action: AGAR and Financial Reports to be posted to the council website	done
14/26	St Thomas Church: open graveyard. PCC continues to explore transfer of maintenance responsibility incl active burial area, to OMMPC. Such transfer requires legal closure and statutory procedures (S215 LGA 72). Any transfer must be passed to Dorset Council within statutory notice period to avoid financial impact on residents.	The Council to report when any further updates are received	ongoing
14/26	Cllr Andy Tebbutt-Russell resigned in March 2026. He has been replaced by Cllr Philip Gay who should be added as a UTB signatory.	Action: RFO to organise for Cllr Gay to receive UTB Application and Submission forms.	ongoing
14/26	The Marsh Pond project: Local volunteers could assist with ongoing maintenance, provided appropriate health and safety guidance and volunteer arrangements are in place. Suitably insured contractors would undertake any major clearance or machinery work.	Cllr Elliott and Cllr Stokes agreed to progress the matter.	ongoing
14/26	Several noticeboards are in poor condition.	Cllr Stokes will explore repair options.	ongoing
14/26	The noticeboard at Bleax Close is often used to promote council activities and should be adopted to add to the council's assets.	Clerk to add adoption of Bleax Close Noticeboard to Sept Agenda	Agenda item 8
16/26	Planning Applications	Cllr Christensen agreed to post application notices to the local WhatsApp group	done

Appendix B: Meeting 181: Planning Applications

Item 12: Planning Applications received to May 2026

Date	Planning Application Number	Location	Proposal	PC Comments	PC Decision	DC Outcome
14/01/26	<u>P/FUL/2025/07433</u>	Pennyclose Farm Church Lane East Orchard SP7 0LP	Conversion of barn to 4 no. dwellings and associated works	Approved		Granted
30/03/26	<u>P/LBC/2026/01812</u>	Gullivers Farm Village Road	Extension to pool house and carry out external and internal alterations to annex.			Application Approved
30/03/26	<u>P/HOU/2026/01811</u>	Gullivers Farm Village Road East Orchard SP7 0LQ	Erect extension to pool house and carry out external alterations to annex.			Application Approved
05/06/26	<u>P/PABA/2026/03057</u>	Swainscombe Church Lane East Orchard SP7 0LE	Erect steel portal frame building for storage of hay & machinery	Prior Approval Not Required		Planning Not Required
09/06/26	<u>P/HOU/2026/03142</u>	Marsh Cottages Marnhull Road Margaret Marsh SP7 0AY E	Erection of single storey extension to dwelling & erection of ancillary building for home office, gym & garden store area & creation of additional parking			Application Approved Granted
23/06/26	<u>P/FUL/2026/03233</u>	Marsh Farm Marnhull Road Margaret Marsh SP7 0AZ	Erect 2 no. dwellings, erect extension to holiday cottage to form a dwelling redevelopment of farm yard (demolition of existing agricultural buildings)			Under Officer Consideration
07/07/26	<u>P/NMA/2026/03686</u>	The Old Chapel, Parsons Lane, Hartgrove, SP7 0LF	Non-material amendment - Remove smaller window on end wall and add a 2nd window to the long side wall evenly spaced to planning permission P/HOU/2025/01284 (Erect redesigned enclosed porch to the rear door).		no objection	Application Approved Granted
16/07/26	<u>P/PAEW/2026/03895</u>	Mansfield Farm High Street, SP7 0LJ	Excavation and construction of an earth-lined slurry lagoon			Response Issued: Prior Approval Required
21/08/26	<u>P/FUL/2026/04590</u>	Land East of Orchard Corner	Erect 4no. stall stable block (including tack room, store and wash block); landscaping including compacted gravel path. (Remove mobile home, hardstanding and outbuilding).			Out To Consultation

Appendix C: Meeting 181: Financial Report

Item 17.a Bank Reconciliation 1st April to 30th August 2026

The Orchards and Margaret Marsh Parish Council Bank Reconcilliation 2026-2027

Prepared by _____ Date _____
Beverly Barker (Clerk)

Approved by _____ Date _____
Cllr C Christensen (Chair)

Bank Reconcilliation as at 31/08/2026

A	Cash in Hand 01/4/2026	£2,728.49
	ADD	
	Receipts 01/04/2026 to 31/08/2026	2292.00
	SUBTRACT	
	Payments 01/04/2026 to 31/08/2026	-1355.79
	Cash in Hand at 31/08/2026	<u>£3,664.70</u>
B	Cash in hand per Bank Statement	
	Unity Trust at 31/08/2026	3664.70
	statement number 66	
	Less unrepresented payments	0.00
	plus unrepresented payments	0
	Adjusted Bank Balance	<u>£3,664.70</u>
	A=B agreement Formular (TRUE or FALSE)	TRUE

Item 17.b YTD 2026-27 Budget report

The Orchards and Margaret Marsh Parish Council

Year to Date Forecast 2026-27 @1/9/26

	Item Description	2026-27		Actual-Gross ---> ---Forecast												GROSS TOTAL	VAT	Variance	Notes
		Budget	YTD	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
	DC Precept Payment	£4,584	2292.00	2292.00					2240.50							4,532.50			
	1.1 VAT	£43	0.00												43	42.83			
	Income	£4,627		£2,292	£0	£0	£0	£0	£2,241	£0	£0	£0	£0	£0	£43	£4,575.33			

	Item Description	2026-27		Actual-Gross ---> ---Forecast												GROSS TOTAL	VAT	Variance	Notes
		Budget	YTD	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				
1	Staff costs	£2,280	1030.00	206	206	206	206	206	207	207	207	207	207	207	207	£2,479		-£199.00	est LGA plus grade
	1.1 HMRC NI payment	£0	0.00													£0		£0.00	Changes in NI threshold
	1.2 Pension Contributions	£456	215.00	43	43	43	43	43	44	44	44	44	44	44	44	£523		-£67.00	Changes to DCPF % payment
	1.3 Payroll Administration	£0	0.00							30						£0		£0.00	
2	Office costs	£180	0.00	0								120				£150		£30.00	Incl MS license
	2.1 Office Expenses	£257	0.00						73	180					0	£253	42.17	£4.00	
	2.2 Web Site	£72	15.00		15			30				30			30	£105		-£33.00	
	2.3 Hall Hire	£100	0.00							25			25			£50		£50.00	
3	Councillor costs	£260	251.00			251										£251		£9.00	est 5% increase
4	Finance	£70	60.00			60										£60		£10.00	
	4.3 Bank Charges	£72	35.00	7	7	7	7	7	7	7	7	7	7	7	7	£84		-£12.00	
	4.4 Data Protection	£47	0.00						47							£47		£0.00	
	4.5 DAPTC Subscription	£140	0.00							135						£135		£5.45	est 5% increase
5	Training	£100	0.00							0			0			£0		£100.00	
	5.1 Clerk Training DAPTC	£200	0.00							50			50			£100		£100.00	
	5.2 Clerk Training	£100	0.00							100						£100		£0.00	
6	Asset management	£250	0.00												250	£250		£0.00	
7	Grant Donations	£0	0.00												0	£0		£0.00	
8	Election	£4,584	£1,606.00	£256	£271	£567	£256	£256	£408	£778	£758	£408	£333	£258	£558	£4,587	£42	-£3	
	8.1 Election Costs																		
	from Reserves		0														0	0	
	Exceptions																		
	Total Expenditure	£4,584	£1,606.00	£256	£271	£567	£256	£256	£408	£778	£758	£408	£333	£258	£558	£4,587		-£3	

Item 16 Payments already made

To be signed by the Chair at the meeting

Payments made					
Date	To Whom	For What	Total	[VAT]	Net
5/6/26	N Philips	Internal Audit	60		

Item 17 Payments for invoices received

Payments to be made					
Date	To Whom	For What	Total	[VAT]	Net
13/9/26	Hall Hire - Child Oakford	Hall Hire	30.00		
30/9/26	Service Charge	Unity Bank	7.00		
30/10/26	Service Charge	Unity Bank	7.00		
30/11/26	Service Charge	Unity Bank	7.00		
30/9/26	Beverly Barker 1/9/2026	Clerk Pay £156.63 less overpay £76.43	80.20		
1/9/26 - 31/12/26	Beverly Barker (1/10/26-31/12/26)	Clerk Net Pay £156.63 x 4	626.54		
1/9/26 - 31/12/26	LGPSPDC Pension (1/9/26-31/12/26)	Employee (11.39) Employer (43.51) = £54.90 x 4	219.60		
1/8/26	Payments to HMRC Aug 2026 £38.80	£38.80	38.80		
1/9/26 - 31/12/26	Payments to HMRC by DD (1/9/26-31/12/26)	£39.16 x 4	156.63		
30/9/26	BB Expenses	Payments to HMRC	40.60		

Signed Chair Date