



MINUTES OF THE ANNUAL GENERAL MEETING 8 MAY 2017 COMRADES HALL

PRESENT: Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman) Cllr. Tim Bassett, Cllr. Steve Chubb, Cllr. Andrew Frampton, Cllr. Dorothy Rowe, Cllr. Jacqui Sewell, Cllr. Lesley Tibballs.

ATTENDANCE: Helen Cudmore (Clerk).

The Meeting commenced at 7.30 pm and was opened by the Chairman. There were twenty-seven members of the public present.

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Councillor Hibbard asked for nominations for the position of Chairman and Vice Chairman for the forthcoming year. Councillor Bassett nominated Councillor Leader, this was seconded by Councillor Tibballs. Councillor Leader stated that he would stand for the Vice Chairman position. There were no other nominations. By a show of hands, Members of the Council all agreed. Councillor Leader was elected as Vice Chairman for the 2017-2018 period of office. Councillor Hibbard stated that he would be happy and willing to nominate himself to be Chairman and asked if there were any other nominations for the Chairmanship, there were none. Proposed by Councillor Bassett and seconded by Councillor Sewell, and by a show of hands, Councillor Hibbard was elected as Chairman for the 2017-2018 period of office.

Resolved: Proposed by Councillor Bassett, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously elected Councillor Leader as Vice Chairman for the 2017-2018 period of office. Proposed by Councillor Bassett, seconded by Councillor Sewell and agreed by a show of hands, the Council unanimously elected Councillor Hibbard as Chairman for the 2017-2018 period of office.

Councillor Hibbard duly signed the Declaration of Acceptance of Office form, witnessed by the Clerk to the Council.

2. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillors Chumbley, Hardwill, Hedditch, Laurie, Mouldsdale and Smith and unanimously approved by the Council.

3. DISCLOSURES OF INTEREST

Councillor Frampton declared an interest in Agenda item 13a, planning application WD/D/17/000800.

4. MINUTES OF THE LAST MEETING

A copy of the minutes from the Meeting held on 10 April 2017 was confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

5. MATTERS ARISING

None.

6. PUBLIC PARTICIPATION

Councillor Hibbard asked members of the public if there were any other matters to be raised, apart from planning application WD/D/17/000800. No other matters were raised. Given the number of members of the public in attendance, Councillor Hibbard asked Members whether they would agree to a change in the order of the agenda so that the planning application WD/D/17/000800 could be discussed at this point. All Members agreed.

WD/D/17/000800, Land South of Fullers, Bridport Road, Broadwindsor

Councillor Hibbard stated that prior to the Council Meeting that evening, a meeting had been held with Broadwindsor Councillors to discuss the outline planning application. From that meeting a number of points were raised by Councillors which require further discussion or clarity.

1. Access to affordable housing for local people and how they are offered
2. Sewerage infrastructure and capacity to cope with new dwellings
3. Car park provision for residents of Fullers
4. Possibility of second homes sanction
5. Relocation of chicane
6. Inclusion of village gate

Councillor Hibbard stated that it was the Council's intention to convene a public meeting to discuss the application and that the developer and a representative from West Dorset District Council Planning Department would be invited to attend. Councillor Hibbard welcomed comments from members of the public.

A number of questions and concerns were raised, a summary is listed below.

- What is the timescale and when will a decision be made on the application?
- Who should have been notified of the application?
- What will be the impact on the School and who will pay for any extensions if needed?
- Does the village need all these additional homes?
- Should a petition be prepared?
- The ability of local infrastructure to cope with the increase in population.
- The negative impact of the development on an Area of Outstanding Natural Beauty and on local views.
- The negative impact on the attractiveness of Lewesden Hill.
- The impact of the development on wildlife (hedgerows and habitats).
- The high level of elevation of the proposed site.
- Should development take place on a brownfield site instead?
- Will some of the housing be affordable and will it be made available for local people?
- How much influence would the local Community Land Trust have?
- Increase in traffic and impact upon highway safety.
- Drainage of land.
- The inability of the current sewerage infrastructure to cope with additional demand.

Councillor Hibbard stated that the Parish Council will be asking for an extension to the deadline for comments to be submitted to West Dorset District Council in order that a public meeting can be arranged. Councillor Sewell stated that only adjoining properties receive a letter informing them of the application and that there was an advert in the local newspaper. A member of the public stated that signs had been posted in the village but at locations away from the proposed site which were not particularly accessible. Councillor Hibbard stated that West Dorset District Council had complied with regulations.

Councillor Chubb stated that he had recently spoken with the Headmaster of Broadwindsor School who had confirmed that at present fifty percent of children come from outside of the catchment area, this was confirmed by Councillor Leader. Councillor Leader stated that if there was an increase in the number of village children of school age, that they would take priority.

Councillor Hibbard stated that the Neighbourhood Plan had not yet been approved and could not be used as an evidence base for this application. Councillor Hibbard stated that there is a great need for affordable housing, especially for young families.

Councillor Hibbard stated that members of the public are welcome to put together a petition but advised that it would be more effective to formally register their objection on the planning portal and stated that the Parish Council can make representations at a planning committee.

Councillor Hibbard stated that the developer had not approached the Community Land Trust and that a public meeting would be a great opportunity to find out the intentions with regard to affordable housing.

Councillor Hibbard stated that a development on a brownfield site would be preferable but this land was privately owned and it is the owner's decision as to whether they wish to submit an application for development.

Councillor Leader stated that there seemed to be two levels of objections to the application, those people whom do not want any development at all on this area of land and those who have objections to aspects of the application as it now stands. Councillor Leader stated that this was the time to influence the proposal and put forward those changes before a full application is submitted.

Councillor Leader stated that affordable housing is really important for the village and that clarity should be asked for in terms of how it would be administered, for example whether it would be available to rent or shared equity and whether it will be prioritised for local people. Councillor Leader stated that through work carried out for the Neighbourhood Plan and Community Land Trust, the Council was much more aware of what can be done and stated for example that a covenant in perpetuity could be established which would maintain that the affordable homes are offered only to local people forever. Councillor Tibballs stated that the Council cannot promise this but that they will try their best to add influence.

Councillor Leader stated that he had received several comments from local residents including whether there was an opportunity to create a rear access to properties in Fullers, repositioning the proposed dwellings further back from the road, the negative visual impact caused by the elevation of the land and the need to create a green buffer and the relocation of the chicane to beyond Folly Farm.

The increase of traffic through Redlands Lane and the subsequent safety of residents, namely children was also raised by members of the public. Councillor Leader stated that this was a real issue which must be considered and resolved by the developer. Councillor Sewell made reference to the creation of a play street, a new concept which could be considered for Redlands Lane. Some members of the public were concerned that this would not resolve potential problems. It was also agreed that access onto Bridport Road could cause problems due to poor visibility.

Members confirmed that the proposed development is on land that has been previously earmarked by the District Council for development under the SHLAA process (Strategic Housing Land Availability Assessment). Councillor Sewell stated that she believed that the land had been classed as Grade 2 Arable.

Councillor Sewell stated that it would not be possible to ask for a sanction on second homes to be imposed as Broadwindsor does not have a high enough percentage of second homes. Councillor Sewell stated that a comprehensive transport plan should be provided to indicate how the spoil would be removed from the site.

In terms of the position of the Parish Council, Councillor Hibbard stated that the Council will present the views of the local community.

Councillor Hibbard read aloud the comments received from Philip Coltart, Sandra Burrows and Julie Steel. Some members of the public stated that they recognised that the village needs to offer affordable housing for local people but were concerned that the proposed application may not offer this. A member of the public stated that she had been supportive of the Redlands Lane development a number of years ago but was disappointed that a promised play area for children was not provided. The state of the footpath highlighted in the application was also questioned. There were no further questions.

Councillor Hibbard thanked members of the public for attending the meeting and for providing such informed discussion. Councillor Rowe stated that she was impressed by the thoughtful comments made and the desire by all to do the very best for the village. Councillor Hibbard stated that the public meeting will be well publicised on the Council's website and Facebook page in addition to being posted on village noticeboards and in other prominent local areas, the Shop, Pub, Village Hall etc. Councillor Hibbard stated that a full contact list of those attending will be circulated by the Clerk.

Action: The Clerk to circulate contacts and arrange the date of the public meeting.

a. Report from Councillor Knox

No report provided.

b. Report from Councillor Sewell

Councillor Sewell reported that the first period of purdah for the Council has ended and a second period will begin on Friday in relation to the General Election. Councillor Sewell stated that the General Meeting of the Council will convene on 11 May and that the members of the Strategy Committee, which will replace the Executive Committee will be elected. Councillor Sewell reported that the District Council had set up a Task Group to look at the possibility of building new homes and that kit homes were being considered. Councillor Leader stated that such homes had limited life spans and would be a false economy for the Council. Councillor

Sewell stated that there had been changes to the Right to Buy scheme, but reported that community land trusts and certain areas with a low population were excluded.

c. Report from Police Community Support Officer

The Clerk reported that an invitation to attend or provide a report had been issued to the Beaminster Neighbourhood Police Team but that no communication had been received.

7. CORRESPONDENCE AND NOTICES

The Clerk reported the following correspondence which had been previously circulated to Members. There were no comments.

- a. Environment Agency, invitation to attend Flood Warden Seminar 18 May 2017
- b. Miss Grace Reeder, letter of thanks for grant
- c. Mr. Philip Coltart, comments regarding planning application WD/D/17/000800

8. COUNCIL MEETING DATES AND VENUES

a. To approve the dates and venues for Council Meetings for the 2017/2018 period.

It was agreed by Members of the Council that a meeting of the Council would not convene in August unless urgent matters arose or planning applications were received which required comments before the September meeting. Councillor Frampton invited the Council to convene at the Broadwindsor Cricket Pavilion for its July Meeting, this was welcomed. It was also agreed, if dates permitted, to convene the September meeting at Blackdown Village Hall and the October meeting at Drimpton Village Hall.

9. REVIEW OF STANDING ORDERS

a. To review and approve that the Council's Standing Orders are fit for purpose.

Members agreed that the Standing Order and Financial Regulations were fit for purpose and that no amendments were required.

10. REVIEW OF REGISTER OF INTERESTS

a. To review and update the Register of Interests for Members.

The Clerk asked Members for any updates to their Register of Interests form, Councillor Sewell provided the Clerk with an updated form. There were no other updates.

11. APPOINTMENT OF REPRESENTATIVES

The following appointments of representation were made.

a. Broadwindsor School

Councillor David Leader.

b. Blackdown, Comrades Hall and Drimpton Village Hall Committees

Councillor Peter Hardwill (Blackdown Village Hall), Councillors Tibballs and Sewell (Comrades Hall) and Councillor Steve Chubb (Drimpton Village Hall).

c. Hursey Common Committee

Councillor David Leader

d. Broadwindsor Allotment Group and Rights of Way Officer

Councillor David Chumbley

e. DAPTC Western Area Committee

Councillors Hibbard and Chubb.

f. Other Representations

None.

12. ACCOUNTS

a. Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first quarter of 2017/2018, which had previously been circulated. The current balance as of the 3 May 2017 was £40,667.62. There were no questions.

b. To approve the Annual Governance Statement (Section 1 of Annual Return 2016/2017)

The Clerk provided a brief overview of the purpose and scope of the Annual Return and stated that Section 1, the Annual Governance Statement had been circulated to Members prior to the Meeting. The Clerk asked for any questions, there were none. The Clerk asked Members to approve Section 1.

Resolved: Proposed by Councillor Chubb, seconded by Councillor Sewell and agreed by a show of hands, the Council unanimously agreed Section 1 of the Annual Return for the period 2016-2017.

c. To approve £245.00 for Zurich Insurance PLC (annual insurance premium)

d. To approve £36.00 for Comrades Hall (room hire)

e. To approve £636.00 for R.D. Rawlings (plant hire and labour)

Resolved: Proposed by Councillor Sewell, seconded by Councillor Chubb and agreed by a show of hands, the Council unanimously agreed payments c to e as above.

13. PLANNING APPLICATIONS

This application WD/D/17/000800 was discussed under agenda item 6.

WD/D/17/000854, 4 Oxhayes, Drimpton, DT8 3RP

The Clerk reported that this application was for the erection of a single storey detached garage with roller door at the front and a single door at the rear. Councillor Bassett agreed that he would consult on this application and report back to the Council.

b. Other Applications

WD/D/17/001163, Land Adjoining Little Hayes, Broadwindsor, DT8 3QS

The Clerk reported that a full application to install a base station on land adjoining Little Hayes, Broadwindsor had been submitted to West Dorset District Council. The Clerk stated that she had been advised that this is not classed as a planning application but an application for 'Prior Approval', whereby it is automatically granted permission unless the local planning authority determines that prior approval is required. Members referred the Clerk to comments made at the April Meeting.

c. Results

There were no results to report.

d. West Dorset District Council Local Searches

The Clerk reported that she was unable to provide information on this item as West Dorset District Council had not published figures for April.

14. ANNUAL PARISH MEETING

The Clerk reported that she had circulated an updated agenda for the Annual Parish Meeting. The Clerk asked Members for any additional questions for the Dog Warden and was asked to raise the following points, what to do about barking dogs, dogs allowed to foul in a field with farm animals in it, do dogs have to wear collars and should a dog be on a lead on a public footpath. The Clerk thanked Members. The Clerk reported that Mrs. Paula Reeder was now unable to provide refreshments for the Meeting and that she would approach Rosemary Shepherd.

15. NEIGHBOURHOOD PLAN

Councillor Hibbard reported that the deadline for the call for sites had now ended and that fifteen forms had been submitted. The forms will now be assessed by Jo Witherden and the next meeting will convene on 18 May. Councillor Hibbard stated that Brian Heskith will be producing an information leaflet.

16. EMERGENCY PLAN

Councillor Tibballs reported that there had not been a meeting since the last Parish Council Meeting and that she was currently developing the 'Buddy' system, looking at how vulnerable people can be supported in the case of an emergency.

17. ALLOTMENTS

a. Update on 2017 Renewals

The Clerk reported that three tenants had not paid their 2017 renewal fee and that a letter, email and where possible, a telephone call had been made to remind them. Members agreed that this was a breach of their agreement and that a letter of termination of their contract should be sent.

b. Identification of Japanese Knotweed

The Clerk reported that Japanese Knotweed had been found on the Allotments and that she had reported this to Dorset County Council's Natural Environment Team. The County Council had agreed to send their Landscape Team out to spray it out at no cost to the Parish.

18. HIGHWAYS

a. Restoration of Fingerpost Signs in the Grouped Parish Area

Councillor Leader stated that he had spoken with Robert Hedditch and Councillor Peter Bailey and confirmed that the restoration of fingerpost signs will not be a cheap thing to do. Councillor Leader stated that a finial alone costs £150.00. Councillor Leader stated that Robert Hedditch had quoted £200.00 to restore a sign in a very poor condition. Members agreed that given the number of signs in the Grouped Parish area, that not all could be restored at the same time and suggested prioritising five each year.

Councillor Hibbard read aloud an email from Mr. Stuart Urry which stated that he had offered some time ago, to restore the fingerpost sign pointing down to Hursey Lane. Members stated their gratitude to Mr. Urry and agreed for him to do this.

Resolved: Proposed by Councillor Chubb, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously approved to support a rolling programme of restoration of fingerpost signs in the Grouped Parish area.

b. Update on Dog Bins for Drimpton

Councillor Chubb reported that the two new bins were now in place in Drimpton and that he had provided chains and a padlock to securely fix them. Councillor Chubb stated that an early inspection had shown that they had already been used. It was agreed to retain the larger 240 litre bins at this time.

c. Maintenance of Parish Council Noticeboards

Councillor Sewell stated that this agenda item had been raised by Mr. Ron Wright. Councillor Sewell stated that she recalled that the noticeboards require treating every three to five years and that it had been four years since they had been purchased. Councillor Hibbard stated that he would contact the supplier and find out which treatment is recommended, Councillor Sewell also agreed to look back at previous notes. It was agreed to purchase the oil and treat all noticeboards.

d. Update on Refuse Bins in Church Path, Broadwindsor

The Clerk reported that Dorset Waste Partnership (DWP) had two properties registered for Church Path and they received a wheelie bin and a bag and a box. DWP had agreed to look at which bins were being left out and contact the appropriate property. Councillor Rowe stated that she would be happy to be onsite to highlight the problem to DWP, the Clerk agreed to forward the offer.

Councillor Rowe asked the Clerk if there had been an update on the reported matter of weed and moss on the footpath in Broadwindsor, the Clerk stated that she had not received any further information but would contact the Community Highways Officer again to progress.

Councillor Hibbard stated that he had received an email from Mr. Carter with regard to the black and white posts being knocked out and stated that he would add this to the agenda for June.

Action: The Clerk to contact the Community Highways Officer with regard to weed and moss on the footway in Broadwindsor.

19. AFFORDABLE HOUSING

a. Report from Broadwindsor Group Parish Community Land Trust

Councillor Leader stated that the CLT were still waiting for a pre-application meeting with West Dorset District Council.

20. LEISURE

a. Update on the Multi-Use Games Area

Councillor Leader reported that Sport England were still considering the grant application for the MUGA and that a decision had not been announced.

21. MATTERS OF INTEREST AND INFORMATION

a. Items for Next Agenda from Members of the Council

Councillor Leader reported that a small bridge within the woodland area of Hursey Common needs reinstating and requires sleepers. Members agreed to add this to the agenda for June.

b. Items for Next Agenda from Members of the Public

None.

22. PUBLIC PARTICIPATION

A member of public asked whether a Parish Council representative had visited her home about the public footpath, Members stated that they had not and were not aware of the person.

23. CLOSE

The Council Meeting was formally closed at 9.31 pm, the Chairman thanked everyone for attending.