



MINUTES OF THE COUNCIL MEETING 10 JULY 2017
BROADWINDSOR CRICKET CLUB PAVILION

PRESENT: Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman), Cllr. Steve Chubb, Cllr. David Chumbley, Cllr. Lloyd Curtis, Cllr. Peter Hardwill, Cllr. Brian Hedditch, Cllr. Susanna Laurie, Cllr. Dorothy Rowe, Cllr. Lesley Tibballs, Cllr. Roger Smith.

ATTENDANCE: Helen Cudmore (Clerk).

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

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillors Bassett, Frampton, Mouldsdales and Sewell and from County Councillor Knox and unanimously approved by the Council

2. DISCLOSURES OF INTERESTS AND REGISTER OF INTERESTS UPDATE

Councillor Hedditch declared an interest in Agenda item 13a. There were no updates to the Register of Interests from Members.

3. MINUTES OF THE LAST MEETING

A copy of the minutes from the Meeting held on 12 June 2017 was confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

4. MATTERS ARISING

Councillor Rowe raised the matter of the Broadwindsor property as previously raised under BGPC 2017/06/1/15a. Councillor Hibbard stated that he recalled that Councillor Frampton had agreed to make contact with the owners and report back. The Clerk reported that she had a number of matters to report under Highways.

5. PUBLIC PARTICIPATION

Mr. Link addressed the Council and stated that he had been concerned for some time about the state of Broadwindsor and asked Members if they had ever considered employing a village warden to take on tasks such as grass cutting and the removal of weeds. Mr. Link suggested contacting Dorset County Council to enquire as to what their budget was for this work and ask that the funds transfer to the Parish. Mr. Link also suggested asking local businesses to provide sponsorship. Councillor Rowe stated that she was impressed with the enthusiasm and support from Mr. Link and stated that she had read the supplementary papers from Dorset Wildlife Trust and Dorset Highways and was excited about the new approaches for verge

management. Councillor Hibbard stated that the employment of a Lengthsman had been discussed on previous occasions and that the Parish Council did not have sufficient funds to do this. Councillor Hibbard asked the Clerk to add the Highways Authority document to the Parish Council website. Councillor Rowe stated that she wanted to be clear in the approach taken by the Parish so that clear direction is provided to Mr. Link. Councillor Hibbard stated that in the first instance, priority should be to keep the villages tidy and improve their appearance. Councillor Chubb stated that the Council should find out how often these areas are cut and then perhaps try and establish a voluntary rota or if not possible, find out what it would cost to engage the services of a Lengthsman. There was consensus that there should be a wholistic approach to include all of the Grouped Parish area and that the matter should be added to the agenda for September.

Action: The Clerk to upload the Highways Authority Verge Management document to the Parish Council website and add the matter to the agenda for the September Meeting.

The Clerk stated that at the last Meeting she had been asked to approach the Highways Authority to enquire whether the Parish could support members of the community taking on maintenance roles such as grass and verge cutting. The Clerk stated that she had spoken with Mr. Simon Roberts, the Community Highways Office for the Grouped Parish area and he had confirmed that it was fine to proceed but asked that he be provided with the date of such action so that he could visit onsite. Mr. Roberts stated that it was important to ensure the safety of those involved and that he would happily supply high visibility jackets and cones. The Clerk stated that she would contact Mr. Link to discuss this further.

Councillor Hardwill stated that he had read the verge management documents and believed that saving money was the driving force for such initiatives and stated that he was quite cynical about the management plan.

Action: The Clerk to liaise with Mr. Link regarding a site visit by the Community Highways Officer.

a. Report from Councillor Knox

Councillor Knox was unable to attend the Meeting and sent her apologies, no report was provided.

b. Report from Councillor Sewell

The Clerk read aloud an email received prior to the Meeting from Councillor Sewell which stated that she very much supported the tidy up initiative as raised by Mr. Link and would like to see the Parish Council encourage villagers to keep their properties clear of unsightly objects especially at the front of properties such as wheelie bins and suggested that an article be posted online and in the local parish magazine.

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.

6. CORRESPONDENCE AND NOTICES

a. Bridport and District Citizens Advice Bureau, Invitation to AGM 17 July 2017

Councillor Hibbard reported that he was unable to attend this event due to other commitments and asked whether any other Member would like to attend. Members agreed to check the date and inform the Clerk if they are able to attend.

b. Life Education Wessex, Request for Grant

The Clerk referred to the letter as previously circulated. Councillor Hibbard stated that the Parish Council very much supports the work of Life Education Wessex and asked Members whether the request for £270.00 should be added to the agenda for September, Members concurred.

c. Dorset County Council Coast and Countryside, Funding for Footpath Projects

The Clerk referred to the email as previously circulated. A number of different potential projects were identified and discussed and it was agreed that Councillor Rowe would contact the Coast and Countryside Team at Dorset County Council to progress further. The Clerk was asked to add this matter to the agenda for September.

d. Dorset Police and Crime Commissioner, Reply to Letter of 3 April and Email of 13 June 2017

The Clerk reported that she had received an email from the Dorset Police and Crime Commissioner's Office and was informed that the original letter from the Parish Council sent on 3 April had been forwarded to Dorset Police as it was deemed to be a Police matter. The Clerk stated that she had been told that if a reply was not forthcoming then she would be able to contact the Police and Crime Commissioner once again. Councillor Hardwill stated that he had recently attended a meeting at which Dorset Police were present and provided a presentation regarding rural crime. Councillor Hardwill stated that he had been impressed by the content of the presentation.

e. Sean Bryan and Hollie Gallimore, Theatrical Performances for Children and Families

The Clerk referred to the email as previously circulated. Councillor Smith stated that the company should approach Artsreach which supports the delivery of theatre, music, dance and family shows to rural communities. Councillor Hardwill stated that Artsreach are doing brilliant work across Dorset.

f. Ann Salter, Repair of Broadwindsor Road Sign

The Clerk reported that she had received an email from a Broadwindsor resident regarding the Broadwindsor road sign on the Beaminster Road and stated that it was dented. The Clerk stated that she had reported the matter to the Community Highways Officer and had been informed that it may be the responsibility of the Parish Council. The Clerk stated that she was awaiting confirmation and would report back to the Council. Councillor Chubb stated that he had reported a broken road sign on the Chard Road using the Dorset For You website.

7. 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 July 2017 was £38,858.76. The Clerk stated that she had also included within the supplementary papers a Budget Analysis to inform Members of actual spend against projected. There were no questions.

b. Update on Annual Return 2016/2017

The Clerk reported that the Annual Return for 2016/2017 along with the additional questionnaire had now been submitted to BDO.

c. Update on Workplace Pensions

The Clerk reported that the Parish Council was compliant with regulations concerning workplace pensions and that as the only member of staff, she had written a letter informing that she did not qualify for automatic enrolment and the declaration of compliance had been completed online. The Clerk stated that this matter will be reviewed annually.

d. To approve £98.12 for Focus (HS) Limited (Internal Audit)

e. To approve £285.00 for DAPTC (Councillor Induction and Essential Training)

f. To approve £60.00 for DAPTC (Clerk's Seminar, 21 September 2017)

g. To approve £105.53 for Clerk's Expenses (April, May and June 2017)

h. To approve £793.71 for Clerk's adjustment to salary (April, May and June 2017)

Councillor Smith asked Members to vote en bloc for the above payments, this was agreed.

Resolved: Proposed by Councillor Hedditch, seconded by Councillor Curtis and agreed by a show of hands, the Council unanimously approved payments d to h as above.

8. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

The Clerk reported that no applications for consultation had been received.

b. Other Applications

WD/D/17/001570, Spring House, Honeycombe Farm, Clanden Hill, Broadwindsor, DT8 3PU

The Clerk reported that she had received notification of an agricultural prior approval application as above and that the Parish Council was not required to consult.

The Clerk reported that an application for consultation had been received after the publication of the agenda for 2 Church Path, Broadwindsor and that Councillor Mouldsdales had been asked to be the lead Councillor. The application was seeking to erect a rear extension and had been circulated to Members prior to the Meeting.

c. Results

The Clerk reported the following results.

WD/D/17/001293, 1 Manor Farm Bungalow, Rookery Lane, Burstock, DT8 3LH: Approved

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

d. West Dorset District Council Local Searches

The Clerk reported that land search data for June had not been published on the Dorset for You website and stated that she had emailed the Legal Services Team for information but had not received a reply. Councillor Hardwill stated that he had read in the local press that the County's planning authorities were going to incur significant delays in processing applications due to the fact that they use different computer systems.

9. NEIGHBOURHOOD PLAN

Councillor Hibbard reported that under the recent 'Call for Sites', fifteen sites had been identified and that these were discussed at a meeting on 27 June. Out of these, eleven will be included in the Plan. Councillor Hibbard stated that there is a meeting on 17 July to discuss green spaces and that there will be a full public consultation in September to allow the community to review the draft.

10. EMERGENCY PLAN

Councillor Tibballs reported that there had not been any further meetings since the last Parish Council Meeting and that the formation of the buddy system was progressing slowly. Councillor Tibballs stated that there is a need to go and speak with people individually in order to progress this further. Councillor Rowe asked the Clerk if there had been any further discussion regarding the SSEN Resilient Communities Fund as previously circulated. The Clerk confirmed that the Grouped Parish area was not eligible.

11. ALLOTMENTS

There were no matters raised.

12. HIGHWAYS

a. Results from Tender Notice for Repair of Fingerpost Signs in the Grouped Parish Area

The Clerk reported that a notice to tender for the repair of fingerpost signs within the Grouped Parish area had been published in the Broadwindsor Parish News and that the deadline had now passed. The Clerk stated that no additional expressions of interest had been received and that the only interest was from Mr. Robert Hedditch.

b. Verge Cutting (Information from Dorset Wildlife Trust)

This item was discussed under Agenda Item 5 as part of the Public Participation and will be added to the September agenda.

c. Damage to Bank/Hedge in Kittwhistle

Councillor Hibbard reported that he had been contacted by Mr. and Mrs. Carter whose property is located adjacent to the pinch point in Kittwhistle. Mr. and Mrs. Carter had been concerned for some time that vehicles are hitting the bank and have requested that some form of barrier be installed to reduce the impact. Councillor Hibbard stated that the Highways Authority had done their best to reduce the speed on the stretch of road. Councillor Hardwill stated that he can understand the reasons for the Highways Authority not wanting to erect a fence and that he had previously suggested that the owners give up a little land in order to

widen the carriageway. Councillor Smith suggested involving Councillor Knox as it is a County Council matter, Members agreed.

The Clerk reported that she had been asked at the last Meeting to make enquiries with the Highways Authority regarding whether hedges on B roads could be cut prior to September. The Clerk stated that she had spoken with the Community Highways Officer whom had confirmed that side cuts for safety could be carried out. The Clerk also reported that the new Community Highways Officer for the Grouped Parish area Mr. Simon Roberts had been invited to attend the September Meeting and had accepted. The Clerk stated that she would prepare a list of questions for Mr. Roberts. Councillor Tibballs stated that she wondered if the ground water problem in Crewkerne Road was the reason that it had not been resurfaced.

Councillor Rowe reported that the outstanding matter of weeds and moss on the pavement in Redlands Lane, Broadwindsor as reported to Dorset County Council in March had now been resolved.

13. AFFORDABLE HOUSING

a. Report from Broadwindsor Group Parish Community Land Trust

Councillor Hedditch had declared an interest in this agenda item, he was present in the room but refrained from the discussion. Councillor Leader reported that a meeting with the landowners had been scheduled for the week after and following this a community meeting will be arranged.

14. LEISURE

a. Update on the Multi-Use Games Area

Councillor Leader reported that he had received notification from Sport England that the application for funding had not been successful. Councillor Leader stated that the fund had been over-subscribed tenfold and that as the MUGA would be located in a rural rather than urban area, this had disadvantaged the application. Councillor Leader stated that it would now be necessary to identify other potential funding sources and that a sub-group should be set up in order to progress this. Councillor Leader stated that Councillor Rowe and Councillor Mouldsdales had offered their support. Councillor Leader confirmed that planning permission and an agreement to lease the land from the County Council were in place. Councillor Chubb asked what funding was required, Councillor Leader stated that it was approximately £40,000. Councillor Hibbard thanked Councillor Leader for his considerable efforts.

15. MATTERS OF INTEREST AND INFORMATION

a. Items for Next Agenda from Members of the Council

Councillor Rowe asked for footpaths and verges to be added to the agenda for September. Councillor Chubb asked that the letter regarding funding for Drimpton Village Hall car park also be added to the September agenda.

b. Items for Next Agenda from Members of the Public

None.

16. PUBLIC PARTICIPATION

There were no comments.

17. THE FMR TRUST

a. To receive the Finance Report

The Clerk referred Trustees 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 July 2017 was £4290.21.

b. To approve payment of £209.87 for Broadwindsor Group Parish Council (Trust administration)

Resolved: Proposed by Councillor Hedditch, seconded by Councillor Chubb and agreed by a show of hands, Trustees unanimously approved payment b as above.

c. Letter of thanks from Broadwindsor Cricket Club

The Clerk read aloud a letter of thanks received from Broadwindsor Cricket Club for the grant from the FMR Trust.

Councillor Smith suggested that perhaps some of the capital from the Trust could be released to support the MUGA and that this would not significantly reduce the income generated. Councillor Hibbard stated that he would not support this if proposed. Councillor Leader stated that it would be of great benefit to have an approximate estimate of how much the FMR Trust might support the MUGA project and that this would help in attracting additional funding. Trustees agreed that in principle £5,000 could be provided.

18. CLOSE

The Council Meeting was formally closed at 8.41 pm and the FMR Trust Meeting formally closed at 8.55 pm. Councillor Hibbard thanked everyone for attending.