



MINUTES OF THE INFORMAL MEETING OF THE COUNCIL

11 APRIL 2022

ONLINE MEETING

PRESENT: Cllr. David Chumbley, Cllr. Rick Dyke, Cllr. Andrew Frampton, Cllr. Bob Harris, Cllr. Fraser Hughes, Cllr. Kevin Madder-Smith, Cllr. Sonia Raymond, Cllr. Jacqui Sewell, Cllr. Yvonne White.

ATTENDANCE: Councillor Simon Christopher (Dorset Council), Helen Cudmore (Clerk).

The Meeting commenced at 7.30 pm and was opened by Councillor Sewell. Councillor Sewell welcomed Councillors and members of the public and thanked them for taking part. Councillor Sewell stated that she would be chairing the meeting in the absence of Councillor Hibbard. There were three members of the public in attendance.

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from PCSO Bishop and from Councillors Hibbard, Basset, Chubb, Curtis and Rowe and unanimously approved by the Parish Council.

2. DISCLOSURES OF INTERESTS, DISPENSATIONS AND REGISTER OF INTERESTS UPDATES

a. To receive disclosures of personal and prejudicial interests from Councillors and employees on matters to be considered at the Meeting.

None.

b. To receive requests for dispensations.

None.

c. To grant any requests for dispensation.

None.

d. To receive any updates to the Register of Interests from Councillors.

None.

3. MINUTES OF THE LAST MEETING

The minutes from the meeting held on 21 March 2022 were confirmed as a true record and unanimously approved by the Council.

4. MATTERS ARISING

None.

5. PUBLIC PARTICIPATION

Members of the public were invited to address the Council by Councillor Sewell. There were no comments.

a. Report from Councillor Simon Christopher, Dorset Council

The report from Councillor Christopher had been circulated prior to the meeting and Councillor Christopher asked for any questions. Councillor Dyke thanked Councillor Christopher for his report and noted the attachment which referred to electrical charging points and asked whether the programme was still open and stated that village halls would be prime locations for them. Councillor Christopher asked Councillor Dyke to forward an email regarding this question and he would work with Councillor Bryan. Councillor Christopher stated that Councillor Bryan has carried out a tremendous amount of work on the climate emergency, not least of which has involved solar panels and mitigating the Council's carbon footprint, not just at County Hall but on other buildings throughout Dorset.

Councillor Christopher reported that he has had many face to face meetings with Councillor Ray Bryan regarding vehicular and pedestrian safety and stated that he has strong hopes that progress is being made with that. Councillor Sewell stated that at the last meeting the question of why Horn Ash has kerb stones and a request for them to be installed in Drimpton has been refused was raised. Councillor Christopher stated that it is hoped that the Portfolio Holder and Lead Member would visit the Marshwood Vale ward and stated that this is the time of year when positions at the Council change and that there should be some clarification about that over the coming days and weeks.

The Clerk read aloud an email from Councillor Chubb and stated that when he returns from holiday, he will be on BT's new digital platform even though he has not signed anything agreeing to it and stated that after spending days trying to contact BT to stop this, when he finally managed to make contact, he found out that he was too late to stop the changeover. In his email, Councillor Chubb stated that he has logged a challenge to this and when he had mentioned about having no signal, he was informed that he could get a battery backup. Councillor Christopher thanked the Clerk for reading out the message and asked for it to be emailed to him. Councillor Christopher stated that connectivity is very much the key in the difference in productivity between urban and rural areas.

Councillor Sewell thanked Councillor Christopher for his report and asked if he had anything else of relevance to add regarding the Broadwindsor Group Parish Council area, Councillor Christopher replied that he had not.

b. Report from Dorset Police

In the absence of PCSO Bishop, the Clerk read aloud his report. The report stated that fortunately there is nothing to feedback at this time and that PCSO Bishop would be at the Coffee Morning/Post Office at Comrades Hall on Tuesday 12 April, from 11.00 am.

6. CORRESPONDENCE AND NOTICES

a. NALC Smaller Councils Committee, Request for Feedback

The Clerk stated that this had been circulated prior to the meeting and that the deadline for comments was 30 April. Councillor Sewell stated that most of the issues included in the letter are common concerns of the Parish Council, and although Dorset Council had experienced teething problems, she hoped things would be getting better. There were no other comments.

7. PARISH COUNCIL RESPONSE TO CORONAVIRUS (COVID-19)

a. Community Updates from Councillors

Councillor Hughes stated that although he had not looked at the figures extensively, he was aware that they were down from 150 to 50 per 100,000 but stated that recent events which have taken place will likely see figures increase again. Councillor Hughes stated that cases are still higher locally than the national average. Councillor Sewell thanked Councillor Hughes.

b. Future Meetings

The Clerk stated that she had made some enquiries with Beaminster Town Council, who live stream their meetings, as to the equipment they use. The Clerk stated that she had received some very helpful advice and stated that they use a Facebook Portal connected to a monitor which allows for better audio and visual quality than using just a standalone tablet or mobile telephone. The Clerk stated that she wanted to ensure that if the Parish Council is to live stream its meetings that they are accessible and of a good standard. Councillor Sewell stated that hybrid meetings would be ideal as there are members of the public who want to participate but who do not feel comfortable coming into the village hall. Councillor Sewell stated that there are many new people getting involved in the village who may be able to offer support with technology for such meetings.

8. ANNUAL PARISH MEETING UPDATE

The Clerk reported that the date for the Annual Parish Meeting was now Tuesday 24 May at Comrades Hall and stated that she had approached Mr. Dower about attending the event and unfortunately due to illness was not able to confirm yet. The Clerk stated that she hoped that she would be able to speak to him within the next two weeks.

9. REVIEW OF RESPONSIBILITIES

a. MUGA

The Clerk reported that she had spoken with Broadwindsor School who had expressed concern that the public entrance to the MUGA is not always locked in the mornings and this could impact on the safety of children. The Clerk stated that the School had expressed that it did not want to take on the responsibility for locking and unlocking the public gate and that

it would have to fall to the Parish Council and/or local volunteers. The Clerk stated that Councillor Madder-Smith had been supporting Councillor Leader with this since the launch of the MUGA but it should not be a burden to any one person. Councillor Sewell stated that a call could be put out to the local community. Councillor Madder-Smith stated that there had been a lot of issues with the MUGA, on one occasion a member of the public had gone into the Shop seeking assistance as the MUGA was closed and they had been rude to a member of staff, sometimes the locks are missing at night and sometimes after locking the MUGA it has been opened again by members of the public who were aware of the code. Councillor Sewell asked whether a key code box would be helpful, Councillor Madder-Smith stated that the padlocks are a combination lock and stated that he personally felt that the MUGA should be left unlocked with the outer gate having a self-close on it as often it is left open sticking out to where the cars are parked. Councillor Madder-Smith stated that if the School is concerned then they should take responsibility for ensuring that it is locked in the day time. Councillor Madder-Smith stated that other problems have occurred when a booking has been made and there is already a group of people using the MUGA. Councillor Frampton stated that perhaps a waterproof wipe board should be put up and those wishing to book a time slot can put their name on the board and everyone can then see when it is booked. Councillor Sewell stated that writing could be removed from the board. Councillor Madder-Smith asked the Clerk if many bookings are made, the Clerk stated that she didn't have a sense of who made bookings, Councillor Madder-Smith stated that he did not think that many were made and stated that perhaps the facility should be removed altogether and allow people to use it for a maximum period if others are waiting. The Clerk stated that she recalled that part of the planning conditions for the MUGA was that it was locked at night due to it being located in a residential area and stated that she would review this and report back. Councillor Sewell stated that a volunteer rota could be produced and Councillor Madder-Smith stated that he would be happy to discuss this further as the Parish Council needs to resolve these issues.

b. Hursey Common

This item was not discussed.

c. Hursey Sports Field

Councillor Chumbley stated that he currently has the key to the gate at Hursey Sports Field and is happy to retain it, although was unsure as to who would require access. Councillor Raymond stated that the Young Farmers often use the Sports Field and would require the key to the gate. Councillor Chumbley stated that he would put up a notice with his contact details by the gate and the Clerk stated that she would add details to the Parish Council's website and Facebook pages. Councillor Frampton referred back to the previous meeting and the discussion as to whether his sheep are needed to keep the grass down on the Sports Field and if so, he would like to cut back brambles and open up the access off the main road as this would be much easier for him to get the sheep into the field. Councillor Frampton asked about the management plan going forward. Councillor Hughes stated that last year there was a mowing team who were contacted when the grass needed cutting and stated that he was aware that there were at least three people still willing to take on this task. Councillor Hughes stated that although he has not been up to the field recently, he was aware that it had been cut by Graham Small a couple of weeks ago and stated that if this is maintained then the

reliance on the flock of sheep will be less so. The Clerk reported that she had been contacted by Graham Small who is kindly housing the mower for the Parish Council and Mr. Small has stated that if it is needed, to please contact him and that he is happy to mow the grass every couple of weeks during the summer. The Clerk stated that a volunteer rota is a good idea and Councillor Hughes agreed to co-ordinate this.

10. ACCOUNTS

a. To receive the Finance Report

Councillor Sewell referred Members of the Council to a spreadsheet highlighting income and expenditure which had previously been circulated. The current balance as of the 31 March was £30,695.28. There were no questions.

b. Annual Governance and Accountability Return for 2021/2022

The Clerk reported that the deadline for the submission of the annual return is 15 July and that at the May meeting, she will present Sections 1 and 2 for approval and will arrange for the internal audit to be completed. The Clerk stated that the period for the exercise of public rights must be a 30 working day period which includes 1 to 14 July and therefore she proposes that the period be set at 13 June to 22 July.

The Clerk stated that she has had her annual review with Councillor Hibbard and had discussed an annual increment and will leave the room to allow for any discussion. The Clerk stated that with regard to Item 10o, she had been receiving £18.00 per month as a home office allowance, a level set by the Government, this had been changed in 2020 to £26.00 and therefore an amendment to the standing order was required. Councillor Sewell stated that she supported the annual increment for the Clerk, this was also supported by Councillor Hughes and there were no objections.

c. To approve payment of £1800.00 for Comrades Hall (Annual Grant)

d. To approve payment of £1800.00 for Drimpton Village Hall (Annual Grant)

e. To approve payment of £1800.00 for Blackdown Village Hall (Annual Grant)

f. To approve payment of £1800.00 for Broadwindsor Community Stores (Annual Grant)

g. To approve payment of £6.26 for HMRC (NI)

h. To approve payment of £182.40 for Creeds Design & Print Ltd (Stationary)

i. To approve payment of £45.00 for Broadwindsor Allotment Group (BAG Fee Reimbursement)

j. To approve payment of £1042.20 for the Clerk (Salary Adjustment January, February & March 2022)

k. To approve payment of £39.24 for the Clerk (Expenses)

l. To approve payment of £60.00 for T Emmott (Tree Works)

m. To approve payment of £49.00 for DAPTC (New Councillor Training)

n. To approve 5% pay increase for the Clerk (Annual Increment)

o. To approve payment of £26.00 per month for the Clerk (Updated Home Office Allowance)

Resolved: Proposed by Councillor Sewell seconded by Councillor Hughes and agreed by a show of hands, the Council unanimously approved payments c to o.

11. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

P/FUL/2022/01699, Comrades Hall, High Street, Broadwindsor, DT8 3QP

Councillor Madder-Smith reported that he had reviewed the application, spoken to local residents and members of the Comrades Hall Committee and no objections had been raised.

b. Other Applications

None.

c. Results

Councillor Sewell reported the following results.

P/VOC/2022/01368, Hillside, Stony Knaps, Winsham, TA20 4NY: Granted

P/TRT/2022/00421, The Lodge, High Street, Broadwindsor, DT8 3QP: Withdrawn

P/HOU/2022/00281, 4 Trusthams, Broadwindsor, DT8 3QB: Granted

P/FUL/2021/04334, The Old Stables and Grooms Cottage, Seaborough, DT8 3QY: Granted

P/CLE/2021/02936, Hemmings, Seaborough Road, Seaborough, DT8 3QY: Granted

P/COU/2021/01917, Littlewindsor Farm, Littlewindsor, DT8 3QU: Refused

12. BROADWINDSOR COMMUNITY PUB PROPOSAL

Councillor Dyke reported that the refurbishment of the pub was progressing well and as is always the way, it is the last few steps that take the most time. Councillor Dyke stated that they are aiming to be open later this month but it is the preference to give an announcement to the community as a whole and stated that this would be imminent. Councillor Dyke stated that the plan is to have soft opening initially providing a bar service and once the new staff have settled in, to follow this with food quite swiftly. Councillor Dyke stated that he believed that the pub will be something that David Leader would have been very proud of. Councillor Sewell stated that this was excellent news and congratulated those involved.

13. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

Councillor Sewell read aloud the programme of events for Broadwindsor from Thursday 2 June to Sunday 5 June as published on Broadwindsor.org and stated that she would circulate this to Councillors. Councillor Sewell stated that 1000 triangles had already been made for the bunting and it is hoped that after being sorted into colour and theme by the Guides, that on the first Friday in May, volunteers will take away their 25m and heading tape and then once completed come back together to be joined up with others. Councillor Sewell stated that there should be enough to go from the telephone kiosk, through Bernards' Place, High Street, Back Lane, the White Lion and back around. Councillor Sewell stated that she had also just started to produce a number of Ukrainian flags which will be put up in Comrades Hall. There were no questions.

14. CLIMATE CHANGE EMERGENCY

a. Working Group Update

Sheila Hawkins reported that she and Councillor Dyke had that day listened in to part of the online meeting of Dorset Council's Climate and Ecological Emergency Support Group. Councillor Dyke stated that he had listened to an interesting talk about bus services in the County which have been in decline over many decades and how lowering or raising fares directly impact their use. Councillor Dyke stated that by the Government giving out free bus passes and subsidising the service at government level, bus operators take no revenue from these users which makes this support counterproductive. Councillor Dyke stated that whilst some local councils supplement their contributions from Central Government, Dorset Council does not as it states that due to the high proportion of their budget that they have to spend on social care, they have less income to contribute towards the bus services. Councillor Dyke stated that there were sadly not many positives to take away from the meeting which was rather concerning. Councillor Dyke stated that although Dorset had failed in its first application for funding, it was commented that their report was well-presented and were encouraged to apply again under the next phase of levelling up contributions.

Councillor Christopher stated that Councillor Ray Bryan is very positive and will be having discussions with Baroness Vere, the Responsible Minister and Chris Loder who will be hugely disappointed will no doubt be involved. Councillor Christopher stated that there may be an impression that West Dorset is such a desirable place to live with high house prices that a view may have been taken in an urban area that people here do not need buses. Councillor Christopher stated that this certainly wasn't the case and that we have a desperate need for buses and stated that Councillor Ray Bryan will continue to fight our corner. Councillor Sewell stated that Cornwall had been successful and have cut their fares and that it would be interesting to revisit what they have done in six months' time and see whether passenger levels have increased and to check their demographics. Councillor Dyke stated that whatever view of the relevant affluence of Dorset, it doesn't fit with trying to be carbon neutral and stated that we need to work toward reducing our carbon output. Councillor Christopher stated that it was also his view that we need to reduce the carbon footprint. Sheila Hawkins stated that we need to try and find ways of making bus services run successfully, using preferably electric buses and stated that the various surveys from across the years, all demonstrate that there is a demand for buses, but the buses aren't there. Sheila Hawkins stated that we need to stop people from using their own cars. Sheila Hawkins stated that the Broadwindsor Eco Group had just received a donation of two hundred tree whips and saplings from Groves for their tree nursery which will be located on the allotments. Sheila Hawkins stated that these will be available for planting next winter and that she would like to ask the Parish Council for ideas of where to plant them. Sheila Hawkins stated that there will also be hedging whips available. Councillor Sewell thanked Sheila Hawkins.

15. ALLOTMENTS

Councillor Madder-Smith reported that all allotments are now taken and that there are no issues to report.

16. WELCOME PACK UPDATE

The Clerk stated that she was supporting Councillor Rowe with improving both the presentation of the pack and the information contained within it and reported that she had collected a sample of a better quality folder from the printers but that this was difficult to show in an online meeting. The Clerk stated that she would be meeting Councillor Rowe in May and asked if Councillors have any local information from other villages to send it to her.

17. COMMUNICATIONS WITHIN THE GROUPED PARISH AREA

Councillor Dyke stated that Councillor Christopher had been very helpful in raising various issues at local government level and stated that he had listened with interest to the email from Councillor Chubb regarding BT as he was under the impression that BT had recognised that its programme was moving too quickly and had agreed to step back and review matters. With regard to mobile communications, Councillor Dyke stated that this was not going to be a quick fix and that he would ask that it remain as an agenda item, and he will provide a brief update at meetings.

18. HIGHWAYS

a. Report from the Footpaths Officer

No report.

b. Verge Management in the Grouped Parish Area

The Clerk read aloud a short report from Councillor Rowe which asked that the mowing of the verges at the crossroads be included as a priority, to be done in the next few weeks, and in discussion with her so that she can inform Russell Goff at Dorset Council. In the report Councillor Rowe stated that she intends to go ahead with the wildflower sowing on 30 April. Councillor Madder-Smith thanked the Clerk for her efforts with Magna regarding the overhanging tree in Back Lane and stated that he had noticed that Magna had carried out the minimum works required and was aware of other trees needing attention and asked whether the Parish Council should push Magna to take some action. Councillor Sewell stated that consideration of the bird nesting season should be given. The Clerk asked Councillor Madder-Smith to forward photographs of the trees needing attention and stated that she had been extremely frustrated and disappointed with Magna's response.

c. Grouped Parish Speed Limits

The Clerk stated that she had hoped that Councillor Christopher would have reported back on this matter and stated that during a recent discussion with Blair Turner, the Community Highways Officer (CHO), he had strongly advised that in addition to pursuing Councillor Christopher to take these matters forward, that the Parish Council formally write to Dorset Council via the CHO regarding both speed limit areas and the footpath and that he would be delighted to take these forward. The Clerk stated that perhaps a dual pronged approach

would be helpful in pushing these matters forward. Councillor Sewell stated that it was important to keep pushing these matters.

d. Update on Speed Indicator Devices (SIDs) and Review of Expenditure

The Clerk reported that she had spoken with Councillor Leader previously about bringing this back to Council for review as costs may have increased since the original approval was given. The Clerk stated that she had spoken to the team at Dorset Council and they have provided an update and stated that Councillor Leader was just about to order two SIDs from a company called Morelock and these are priced at £2,495+VAT each. The Clerk stated that the Parish Council also needs to purchase five solar and four SID brackets, priced at £175+VAT each and £55+ VAT each respectively. The Clerk stated that once the Parish Council is in receipt of the SIDs Dorset Council will come out and commission all the sites, complete the risk assessments and provide training to volunteers, free of charge. The Clerk stated that the Parish Council approved £8,953 on 21 June and has already paid £1,974.00 for posts and she has calculated that the total cost will now be £7302. The Clerk asked the Council if they were happy for her to place the order. Councillor Chumbley stated that he knew that Councillor Leader had carried out extensive research into different companies and prices and was confident that this was the best option. Councillor Sewell asked if this had to be approved again by the Council, the Clerk stated that the expenditure had already been approved. The Clerk was asked to place the order.

e. Dredging of the River at the Bridge on Crewkerne Road, Drimpton

Councillor Sewell stated that the Parish Council has funded the cost of this for several years. Councillor Harris stated that he was unsure how many years that this had been going on and what the original reason was for doing this and stated that he can see that silt is getting into the ditch from the Netherhay Lane site and running down into the stream and that surface water also feeds into the stream. Councillor Sewell stated that this is dredging the river at the bridge and was originally actioned due to a build up of debris and it was just easier for the Parish Council to arrange it themselves. The Clerk stated that she would liaise with Councillor Bassett and add this item to the accounts for the May meeting.

19. AFFORDABLE HOUSING

a. Report from the Broadwindsor Group Parish Community Land Trust (CLT)

b. Maintenance of Ditch and Footpath on CLT Site

Sheila Hawkins stated that she had provided an update on progress which had been circulated and stated that the CLT had to put the footpath in, in order to get planning permission from Dorset Council, Councillor Sewell asked Councillors to look at the image within the report as this clearly highlighted the huge issue which this is causing. Councillor Sewell stated that Dorset Highways are insisting that stockproof fencing is installed but stated that this would then prevent access with a tractor and hedge cutter and stated that the CLT and Parish Council should write to Highways to highlight the problem.

Sheila Hawkins stated that for those who do not know the site in Netherhay Lane, the footpath runs from the eastern edge of the housing site and leads down the side of the field and meets up with the public right of way, across the ditch as shown in the photo, towards the village hall in Drimpton and comes out on the Chard Road almost opposite the village hall where there is no pavement. Sheila Hawkins stated that the CLT Board would like to ask the Parish Council if they would be willing to take on the management of the footpath, hedge and ditch which would comprise annual hedge cutting, management of the footpath surface and ditch dredging every three years. Sheila Hawkins stated that the CLT Board would prefer hoggins rather than tarmac for the footpath surface.

Councillor Frampton stated that to do all this by hand would cost a lot of money and would not be a viable option and stated that any stock fencing would only need to be about 5ft high and stated that after looking at the images in the report, if the conditions were right a tractor may be able to drive with one wheel on and one off the path, and it may be able to reach over and cut the hedge and with regard to the ditch, rubber track diggers could be an option which would not damage the ground. Councillor Sewell asked Councillor Frampton if he would be willing to meet on site with the Planning Officer and provide guidance, Councillor Frampton agreed, and Sheila Hawkins stated that she would organise this. Councillor Chumbley asked whether Abri were originally expected to be responsible for the management of the footpath. Sheila Hawkins stated that this had not been included in their costs as it was added at a later stage and that they are responsible for the management of all the landscaping within the site. Councillor Harris stated that he was not sure whether the Parish Council should adopt this land and make an open ended commitment when costs are unknown and suggested that the CLT should retain the responsibility for the management as they own the land and that they could approach the Parish Council for funds as and when they were needed. Councillor Sewell asked the Clerk to add this to the agenda for the next meeting in order that the item could be discussed further. The Clerk agreed.

20. MATTERS OF INTEREST AND INFORMATION

a. Items for next Agenda from Members of the Council

None.

b. Items for next Agenda from Members of the Public

None.

21. PUBLIC PARTICIPATION

Residents were invited to give their views and ask questions of the Parish Council on any outstanding issues on this Agenda or raise issues for future consideration. There were no comments.

22. DATE OF NEXT MEETING

The Clerk confirmed that the date of the next meeting, the Annual General Meeting of the Council will be 9 May and stated that at this meeting the positions of Chairman and Vice Chairman must be elected.

23. FMR TRUST

a. To receive the Finance Report (Balance £3,122.83 as of 31 March 2022)

Councillor Sewell referred Trustees to a spreadsheet highlighting income and expenditure which had previously been circulated. The current balance as of the 31 March was £3,122.83. There were no questions.

b. To approve payment of £234.72 for Broadwindsor Group Parish Council (Trust Administration)

Resolved: Proposed by Councillor Chumbley seconded by Councillor Madder-Smith and agreed by a show of hands, Trustees unanimously approved payment b.

The Clerk asked if an additional grant request could be considered and stated that the FMR Trust isn't restricted like the Parish Council to only discussing items on the agenda and therefore this was allowed. The Clerk stated that a request for £300 was originally submitted to the Parish Council by Brian Hesketh on behalf of the Community Land Trust to support the costs of producing a local walking guide. The Clerk stated that the Parish Council had agreed to a grant of £150.00 and advised that a grant request be submitted to the FMR Trust for the same amount. Councillor Sewell removed herself from discussion as a member of the CLT. Councillor Chumbley stated that the grant request falls under recreation and therefore within the remit of the FMR Trust. Councillor Harris stated that he recalled that Brian Hesketh had been looking at grant funding and was unsure as to how much money he would receive. The Clerk stated that she was aware that Councillor Rowe was liaising with Brian Hesketh but did not know if other funds had been secured. Trustees agreed to approve this grant request.

Resolved: Proposed by Councillor Chumbley seconded by Councillor Hughes and agreed by a show of hands, Trustees unanimously approved payment of £150.00 for the Community Land Trust.

24. CLOSE

The meeting of the Parish Council was formally closed at 8.40 pm, the meeting of the FMR Trust was formally closed at 8.46 pm. Councillor Sewell thanked everyone for attending and for their participation.