



**MINUTES OF THE COUNCIL MEETING 11 DECEMBER 2017  
COMRADES HALL**

**PRESENT:** Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman), Cllr. Tim Bassett, Cllr. Steve Chubb, Cllr. David Chumbley, Cllr. Peter Hardwill, Cllr. Brian Hedditch, Cllr. Susanna Laurie, Cllr. Kevin Madder-Smith, Cllr. Dorothy Rowe, Cllr. Jacqui Sewell, Cllr. Roger Smith.

**ABSENT:** Councillor Curtis and Councillor Frampton.

**ATTENDANCE:** Councillor Rebecca Knox (Dorset County Council), Helen Cudmore (Clerk).

The Meeting commenced at 7.30 pm and was opened by the Chairman. There was one member of the public present.

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**1. APOLOGIES AND APPROVAL OF ABSENCE**

Apologies were received from Councillor Tibballs and unanimously approved by the 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.**

Councillor Hedditch declared an interest in Agenda Items 6a and 16a.

**b. To receive requests for dispensations.**

The Clerk reported that she had received a Dispensation Request Form from all Councillors present in respect of Agenda Item 7b.

**c. To grant any requests for dispensation.**

The Clerk reported that a dispensation had been granted for all Councillors present in respect of Agenda Item 7b, to allow discussion about the Precept.

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

No updates were received.

**3. MINUTES OF THE LAST MEETING**

A copy of the minutes from the Meeting held on 13 November 2017 was confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

**4. MATTERS ARISING**

The Clerk stated that updates from the previous Meeting had been included in the Agenda.

## **5. PUBLIC PARTICIPATION**

Councillor Hibbard asked the member of the public if they had any comments or questions on issues on the Agenda, there were none.

### **a. Report from Councillor Knox**

Councillor Knox reported that she was currently in the process of identifying the location of the Speed Indicator Device and stated that funding from the County Council to assess and install the equipment may not be forthcoming and that the decision would be based upon community demand. Councillor Hibbard stated that a request from a member of the public concerned about speeding in Drimpton had been made at a previous Parish Council Meeting. Councillor Chubb asked whether the Parish Council could contribute to the costs if necessary. Councillor Knox stated that she would need to know the location in Drimpton, Councillor Chubb stated that the most common areas for speeding were by the Village Hall and on the Bridport Road, entering the village. Councillor Knox agreed that she would report back on this matter. With regard to Local Government Reform, Councillor Knox reported that a representative from the Department for Communities and Local Government (DCLG) had visited Dorset that day and stated that although the timetable was still set for April 2019, the Parliamentary Order may take a considerable time as there were many issues to resolve. Councillor Knox stated that there were task and finish groups being set up to look at matters such as boundaries and that it will be important to consider the social issues that are faced by rural communities. Councillor Knox stated that health transcends most of her work and that she now attends meetings of the Dorset Clinical Commissioning Group (CCG) and that the Ambulance Authority will soon be scrutinised by the County Council. Councillor Leader stated that he very much agreed with this as it was not uncommon to have to wait up to forty-five minutes for an ambulance and stated that this was totally unacceptable. Councillor Sewell stated that more First Responders were needed.

### **b. Report from Councillor Sewell**

Councillor Sewell reported that there was much in-house reorganisation at the District Council and that North Dorset District Council had moved into South Walks House, which was not yet up to full capacity. Councillor Sewell stated that there was much talk of the unitary reform and that the many different scenarios were being looked at as well as continuing with day to day work. Councillor Sewell reported that the Planning Department was being scrutinised again around the Code of Conduct which not only applies to Councillors, but to Officers as well.

## **6. CORRESPONDENCE AND NOTICES**

### **a. Letter from Mr. Sach, Affordable Housing in Drimpton**

Councillor Hibbard stated that he had received a letter from Mr. Sach and that the correspondence had been circulated to all Members by the Clerk. Councillor Smith stated that the letter was referring to many different things including the Local Plan, the Community Land Trust and the Parish Council and Councillor Leader stated that parts of the letter were factually incorrect. Councillor Hibbard proposed that given the content of the letter that it

should be forwarded to the Monitoring Officer at West Dorset District Council and that a reply stating such action should be drafted by the Clerk. Members concurred.

**Action: The Clerk to forward the letter to West Dorset District Council and draft a reply to Mr. Sach.**

## **7. ACCOUNTS**

### **a. Finance Report**

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first, second and third (part) quarters of 2017/2018, which had previously been circulated. The current balance as of the 6 December 2017 was £40,104.62. There were no questions.

### **b. Pre-approval consideration of the Precept for 2018/2019**

The Clerk stated that the Precept for 2018/2019 must be submitted to West Dorset District Council by the end of January 2018 and that she had circulated a draft budget based upon a five percent increase in the Precept. The Clerk stated that she had just received the Council Tax Base figure from West Dorset District Council, which is used to calculate the charge on a property in Band D by dividing the Precept by the tax base. The Clerk reported that a five percent increase in the Precept would equate to an annual charge of £35.24 per Band D household and stated that for the previous year the charge was £34.30 per Band D household. The Clerk was asked to prepare a draft budget to show a ten percent increase in the Precept to allow for additional funding to go towards the cost of the Multi-Use Games Area.

**Action: The Clerk to revise the draft budget and circulate to all Members prior to the January Meeting.**

**c. To approve £68.12 for Focus (HS) Limited (Internal Audit Fee)**

**d. To approve £25.00 for Mr. Bob Wills (Return of Allotment Deposit)**

**e. To approve £1566.00 for Dorset Planning Consultant Ltd (Neighbourhood Plan Consultancy)**

**f. To approve £11.48 for HMRC (NI)**

**g. To approve £42.00 for DM Payroll Services Ltd (PAYE Services)**

**h. To approve £35.00 for DAPTC (Clerk Training Event/Budgeting and Precepts)**

**i. To approve £107.91 for Clerk's Expenses (October, November and December)**

Councillor Bassett asked the Council to vote on the payments en bloc, this was agreed.

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

## **8. PLANNING APPLICATIONS**

### **a. Applications Received and Circulated for Consultation**

#### **WD/D/17/002425, Belmont House, The Square, Broadwindsor, DT8 3QD**

Councillor Sewell reported that she had tried to make contact with the applicant but unfortunately had not yet been able to. Councillor Sewell stated that the application was seeking to reposition a flue pipe in order that it did not impinge on a neighbouring property. Councillor Sewell stated that she could see no reason for any objections to be raised.

### **b. Other Applications**

None.

### **c. Results**

The Clerk reported the following results.

WD/D/17/001979, 1 Bridport Road, Broadwindsor, DT8 3LA: Approved

WD/D/17/001987, Attisham Farm, Templemans Ash, DT6 5NX: Approved

### **d. West Dorset District Council Local Searches**

The Clerk reported the figures for November stating that 223 searches had been received, 254 had been issued and 324 remained. The Clerk stated that there had been a reduction in outstanding searches compared to the previous month. Councillors agreed that this was a move in the right direction.

## **9. COUNCILLOR TRAINING AND DEVELOPMENT**

The Clerk reported that both West Dorset District Council and Dorset Police have agreed to provide training and that Netherbury Parish Council would also like to attend. The Clerk reported that she would be looking for dates in February and asked Councillors to inform her of any dates that would not be convenient.

**Action: The Clerk to liaise with the training providers and report back to Councillors with suggested dates.**

## **10. DATA PROTECTION**

The Clerk reported that she had attended an information management and data protection training event on 7 December which had been organised by DAPTC. The Clerk stated that the event had been arranged prior to the announcement of new data protection laws which will come into force in 2018. The Clerk stated that she will produce a briefing note for members once further information on the new legislation has been published.

## **11. HOUSING**

### **a. The Opening Doors Initiative**

Councillor Sewell reported that the Opening Doors Initiative is a new campaign which has been set up to tackle the housing crisis. The programme will include greater action and more intervention at a local level to boost the development of more quality homes of all types. Councillor Sewell stated that West Dorset District Council operates a loans programme, providing funds for deposits to enable young people to get on the property ladder. Councillor

Sewell stated that the money retained by the Council for capital projects will be ring-fenced prior to the change to unitary status.

## **12. NEIGHBOURHOOD PLAN**

Councillor Hibbard reported that all three Neighbourhood Plan Roadshows had now taken place and that a total of 186 people had attended, 221 questionnaires were handed out and 176 were returned. Councillor Hibbard stated the data was now being collated and processed and stated that the results will be reported back at the next Meeting.

## **13. EMERGENCY PLAN**

The Clerk reported that she had received a copy of the final draft of the Emergency Plan from Councillor Tibballs and that she would print off for distribution at the January Meeting. The Clerk stated that there would need to be some discussion on how and where the Plan was circulated.

## **14. ALLOTMENTS**

There were no updates reported.

## **15. HIGHWAYS**

### **a. Local Bus/Transport Update**

Councillor Leader reported that some parts of the new bus service are being well used with the bus being close to full capacity which shows that there is a clear demand. Councillor Leader stated that according to Councillor Knox, some parts of the service were not being well used which may suggest that the timetable may need reorganising. Councillor Hibbard stated that the Parish Council and the Bus Group had worked hard to reinstate the service and had publicised the service at every opportunity, informing the community that the service had to be used. Councillor Leader stated that there was still a clear demand for a service on a Saturday and reported that both Bridport and Beaminster were working on a number of schemes which would include Broadwindsor. Councillor Chubb stated that it may be worth contacting Thorncombe as they had also been left out of the process.

### **b. Speed Indicator Device for Drimpton**

This item was discussed under Agenda Item 5a.

### **c. Report from the Footpaths Officer**

Councillor Rowe reported that she was still gathering ideas and networking and stated that she was considering arranging a school visit to raise awareness amongst children of the local footpath network. Councillor Rowe stated that she would report back on these matters.

### **d. Verge Management in the Grouped Parish Area**

Councillor Rower reported that she had received an email from Amanda Marler, Dorset County Council's Wildlife Sites Officer and that she would be providing further information and ideas about verge management to Councillor Rowe.

**e. Dog Fouling and Bins**

Councillor Leader reported that he had made contact with Dorset Waste Partnership regarding the new bins for Broadwindsor but wanted to question the cost that was being quoted as it was different to that which was quoted for the Drimpton bins. The Clerk reported that she had managed to acquire a set of labels for bins which states that dog waste can be put inside, the Clerk provided these to Councillor Chubb.

Councillor Hedditch asked if anything had been done regarding the mass of leaves outside of Broadwindsor School, Councillor Chubb stated that he would raise the issue with Mr. Simon Roberts from the Highways Authority.

**16. AFFORDABLE HOUSING**

**a. Report from Broadwindsor Group Parish Community Land Trust**

Councillor Leader reported that the project was moving forward and that negotiations with the Hedditch Trust were progressing well. Councillor Leader asked whether Councillors would be interested to view the affordable housing scheme in Lyme Regis as it represented an excellent example of high quality build. Councillor Chumbley stated that perhaps residents from Drimpton might be interested to see the development and Councillor Rowe stated that it was important to maintain high standards for the build. Councillor Leader agreed to arrange a viewing and report back to Councillors with suggested dates.

**17. LEISURE**

**a. Update on the Multi-Use Games Area**

Councillor Leader reported that he and Councillor Rowe were continuing to look at grant funding opportunities but that it was not an easy task. Councillor Rowe confirmed that an application for Awards for All had now been submitted. Councillor Chubb stated that he had viewed the minutes of a recent BAVLAP Meeting and had seen that a grant of £85,000 had been awarded by the Southern Dorset Local Action Group towards a play area project in Beaminster and suggested that it might be worth making enquiries with regard to the MUGA. Councillor Smith stated that he had read the information on capital finance borrowing as circulated by the Clerk and stated that this may be a way forward. Councillor Hibbard asked the Clerk to add this matter to the Agenda for January.

**Action: The Clerk to add MUGA finance options to the January Agenda.**

**18. MATTERS OF INTEREST AND INFORMATION**

**a. Items for Next Agenda from Members of the Council**

Councillor Hedditch asked that parking in Broadwindsor Square be added to the next Agenda as he had received a complaint from a local resident stating that access was being blocked due to poorly parked vehicles. Councillor Rowe stated that before the next Meeting, it might be useful for Broadwindsor Councillors to make notes of any incidents or how vehicles are parked. Councillor Sewell stated that for information, the code for the new Broadwindsor defibrillator had been posted on the noticeboard at Comrades Hall and that an awareness course was being arranged. Councillor Chubb suggested that the code be the same as

Drimpton to allow for ease of remembrance for all of the community and stated that he had published their code in the local newsletter.

**b. Items for Next Agenda from Members of the Public**

None.

**19. PUBLIC PARTICIPATION**

A member of the public raised the problem of dog fouling and asked how best to report incidents. The Clerk stated that full details for the West Dorset Dog Warden could be found on the Dorset For You website and that she would forward a contact email address.

**20. CLOSE**

The Council Meeting was formally closed at 8.55 pm. Councillor Hibbard thanked everyone for attending.