



MINUTES OF THE COUNCIL MEETING 11 NOVEMBER 2019

COMRADES HALL

PRESENT: Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman), Cllr. Steve Chubb, Cllr. David Chumbley, Cllr. Peter Hardwill, Cllr. Fraser Hughes, Cllr. Jacqui Sewell.

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

The Meeting commenced at 7.30 pm and was opened by the Chairman. There were six members of the public present. Councillor Hibbard welcomed Councillors and members of the public to the Meeting. A minute's silence was observed for Remembrance Day.

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillors Frampton, Bassett, Laurie, Rowe, Bodycombe, Madder-Smith and from PCSO Bishop 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.

Councillor Hughes declared an interest in Agenda Item 9f.

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.

No updates were received.

3. MINUTES OF THE LAST MEETING

The minutes from the Meeting held on 14 October 2019 were confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

4. MATTERS ARISING

The Clerk stated that since the last Meeting a general election had been called and she had sought guidance from Dorset Council in relation to purdah restrictions applicable to the Parish Council. The Clerk read aloud a statement received from Dorset Council which informed that the Parish Council should only pause or depart from "Business as Usual" (BAU) in two

circumstances – where the subject matter is sensitive in election terms such that your actions could affect support for a party or candidate or where practically the business of running an election gets in the way of BAU.

Councillor Chubb asked if the Clerk had received copies of Dorset Council Legal Services emails from Councillor Christopher as discussed at the October Meeting, Councillor Christopher stated that they had not been sent and that it was an ongoing matter. Councillor Chubb asked Councillor Christopher whether recent media reports of an additional four hundred children being looked after in care now meant that the County was supporting over eight hundred children. Councillor Christopher stated that the official figure quoted by Dorset Council was 'over four hundred' and that this care does take a considerable proportion of the Council's budget which ultimately means an overspend. Councillor Hardwill stated that he recalled a previous report from Councillor Knox who had been shocked at the high costs of providing care for children across the County.

Councillor Chubb asked the Clerk if she had received any information regarding the BT Telephone Box in Drimpton as discussed at the last Meeting. The Clerk informed that she had submitted the corporate view of the Council after the Meeting, stating the reasons for the Parish Council wishing for the Box to be retained and that she had not yet received any notification of the outcome of the consultation.

5. PUBLIC PARTICIPATION

Members of the public were invited to address the Council by Councillor Hibbard. There were no comments made. The Clerk informed that she had a number of matters to raise on behalf of local residents but with agreement she would raise them at appropriate points in the Agenda. The Chairman agreed.

a. Report from Dorset Councillor

Councillor Hibbard welcomed Councillor Christopher to the Meeting. Councillor Christopher stated that he was a member of the Audit and Governance Committee, Economic Development Committee and Chairman of the Planning Committee. Councillor Christopher stated that he had sent a copy of his report to the Clerk. Councillor Christopher stated that at a recent Audit and Governance Committee meeting, a Councillor had talked openly about suffering from mental health problems and that this very much demonstrated what the new Dorset Council is like, working hard for the common good of all. Councillor Christopher reported that he had attended a farm open day at which the concerns about the future of farming across Dorset and the stress which was being felt due to uncertainties around Brexit were raised. Councillor Christopher stated that in terms of forward work for the Planning Committee, there were three applications which would see a sizeable number of new houses being built. Councillor Christopher reported that he had visited the housing development at Mosterton which is to include affordable housing and stated that unusually, the development is to also include bungalows. Councillor Christopher reported that he receives many queries from members of the community about council tax and stated that parish councils across the

Constituency Ward had differing priorities and issues that are important to them, stating for example that some wish to retain dark skies, others wish to increase lighting in certain areas. Councillor Christopher stated that the resurfacing works would shortly be taking place in Broadwindsor and that he welcomed feedback. Councillor Christopher stated that he welcomed any questions from the Parish Council.

Councillor Sewell made reference to the Dorset Council Corporate Plan and asked how this information is to be disseminated to the public. Councillor Christopher circulated paper copies to Councillors and stated that dissemination would be carried out by Officers and stated that he did not think that its content would be at all controversial. Councillor Christopher stated that the Plan included issues such as affordable housing and connectivity.

Councillor Chubb stated that he was pleased to see the inclusion of affordable housing within the Plan but questioned whether this would mean homes for people from outside the area, further stating that there is an urgent need to support people with a local connection. Councillor Christopher stated that he very much shared this concern and takes this issue very seriously. Councillor Chubb stated that this is why community land trusts are so important as they focus on providing homes for local people. Councillor Sewell stated that housing allocation policies need to be looked at again and asked why Magna Housing were selling off properties. Councillor Christopher stated that the actions of housing associations are difficult to predict. Councillor Leader stated that the focus of affordable housing should most definitely be a direct, local connection to the area.

Councillor Sewell reported that with regard to the resurfacing works that portable toilets had been placed inappropriately outside of a house and could have been placed in the car park at Comrades Hall and asked where machinery would be stored. Councillor Christopher stated that it was important for the works to begin and any emerging problems could be addressed. Councillor Leader stated that he would be monitoring the works and would speak with the contractors directly.

Councillor Hardwill stated that he had read with interest the email referring to media reports relating to Dorset Council budgetary overspends. Councillor Hardwill stated that he had hoped that the reduction in the number of Councils and the formation of Dorset Council would bring about significant financial savings but was concerned that this was not going to be the case. Councillor Hardwill questioned the number of redundancies that had been implemented and the decision to recruit a number of senior staff from outside of Dorset and stated that he was concerned about the reported significant overspend. Councillor Christopher stated that tranche two was currently being implemented which would mean additional personnel leaving the Council by the end of the year. Councillor Christopher stated that the Council provides demand led services and that he was concerned that the provision available to him when he was growing up was not available now and stressed the importance of finding ways to prevent young people from leaving the area. Councillors Sewell and Leader both commented that the provision of affordable homes offered one solution. Councillor

Hibbard stated that it was important that Dorset Council be given time to establish itself. Councillor Hibbard thanked Councillor Christopher for his report, Councillor Christopher left the Meeting.

b. Report from Dorset Police

In the absence of PCSO Bishop, the Clerk read aloud his report. The report stated that the Police had received a report that the donation box in Broadwindsor Church had been broken into and damaged, occurring during the last week of half term week and stated that nuisance behaviour had also been reported. The report asked for people to be vigilant and report any suspicious behaviour through 101, or via the website, www.dorset.police.uk. The report also stated that for local news, you can register at www.dorsetalert.co.uk and choose to receive messages for any of the watch scheme available, such as Home Watch or Farm Watch and that you can also follow Bridport Police on Facebook. The report concluded that PCSO Bishop would be attending the Comrades Hall Post Office/coffee morning on Tuesday 12 November at 11.00 am.

Councillor Hardwill stated that at a recent event, he had been informed that across rural areas, less than 1% of offences lead to arrests and convictions and that there had been a considerable increase in rural crime.

6. CORRESPONDENCE AND NOTICES

a. Dorset Council, Invitation to Planning Peer Review

The Clerk informed Members of the Council that due to the General Election and purdah restrictions, this event had been postponed and rescheduled to 15 January at the Corn Exchange, Dorchester. The Clerk asked that if anyone would like to attend to inform her as soon as possible. Councillor Sewell stated that she would be attending and could provide a lift. The Clerk stated that if no-one could attend the event, that comments could be fed into the process through Councillor Sewell.

b. St. John Ambulance, Request for Donation

The Clerk referred to the letter as circulated prior to the Meeting and informed that she had received the same letter for Burstock, Drimpton and Seaborough Parish Councils. Councillor Sewell asked how active St. John Ambulance were in the area. Councillor Chubb stated that he had used an alternative service provider previously as although they do a good job, he had found them to be expensive. Councillor Hibbard stated that in his opinion, the Air Ambulance would be more of a priority for such a rural area. There was general agreement that the Parish Council would not offer any donations at this time.

7. DRIMPTON WARD VACANCY UPDATE

The Clerk reported that the notice period for requests for an election take place ended on 7 November and that the Parish Council can now fill this vacancy by co-option. The Clerk stated that two expressions of interest had been received so far and that she would circulate the official notice to Councillors and post on the website and Facebook page.

8. CLIMATE CHANGE EMERGENCY

a. Working Group Update

Councillor Leader reported that a working group had been established to progress this area of work and it was hoped that they would convene their first meeting next week.

b. Electric Vehicle Charging, Mr. Paul Davies

No report provided.

c. Recycling Facilities in Broadwindsor

The Clerk reported that she had been asked by a member of the public at the October Meeting to add this to the agenda. Councillor Chubb stated that Drimpton Village Hall housed three recycling bins which seemed to be well used and that it would make sense to provide the same service across the Grouped Parish at the other village hall sites. A member of the public stated that there are two bins located at the Broadwindsor Craft Centre and that the public need to be made aware of this provision.

9. ACCOUNTS

a. The Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first, second and third quarters of 2019/2020, which had previously been circulated. The current balance as of the 31 October 2019 was £101,994.30. There were no questions.

b. To receive the Internal Audit Report

The Clerk referred Members of the Council to the Internal Audit Report which had been circulated prior to the Meeting. The Report was duly noted and Councillor Hibbard thanked the Clerk for her efforts in maintaining sound financial systems.

c. Budget Planning for 2020/2021 and Precept Requirement

The Clerk referred Members of the Council to the Budget Analysis Report as circulated prior to the Meeting and stated that additional expenditure is expected before the end of the financial year for both the maintenance and website categories. The Clerk stated that the Precept for this financial year had been £26,625.06, a 5% increase from the previous year. The Clerk stated that this had equated to £38.20 per Band D Household but stated that she was unable to provide this calculation on any proposed increases until after 18 December once Dorset Council had agreed the Council Tax Base. The Clerk was asked to produce a budget based on a 5% increase for the next Meeting.

d. To approve payment of £63,000 for Dorset Council (MUGA Loan Repayment)

e. To approve payment of £175.00 for Councillor Leader (Reimbursement for Fingerpost Letters)

f. To approve payment of £6.71 for HMRC (NI)

Councillor Sewell proposed that payments d to f be approved en bloc. This was agreed by Members of the Council.

Resolved: Proposed by Councillor Sewell, seconded by Councillor Chubb and agreed by a show of hands, the Council unanimously approved payments d to f.

g. Financial Support for the Broadwindsor Community Stores

Councillor Hibbard referred Members of the Council to an email received from Mr. Andrew Hookings which had not been circulated due to the timing of its receipt. Councillor Hibbard read aloud the email which provided additional financial information on the level of support requested from the Parish Council by the Community Stores. Councillor Hibbard stated that for the remaining part of this financial year £1,706.25 had been requested and £4,300 for the next financial year. Councillor Hibbard provided the forecasted levels of support required for the next four years. Councillor Hibbard stated that at the last Meeting, there had been general consensus by the Parish Council to support the Community Stores, and reiterated that it had not received any funding from the Parish Council previously and that it had always been self-financing and in profit. Councillor Hibbard asked for comments from the Council. Councillor Chumbley asked how the Parish Council will provide this level of funding, Councillor Sewell stated that monies from the Community Infrastructure Levy (CIL) could be used to support community enterprises. Councillor Chubb stated that there was a predicted increase in the level of support required each year and stated that this business model was not sustainable. Councillor Hardwill stated that there was a risk that funding a part time post may see the reduction in the amount of volunteers and stated that there were other shopping options close to some residents of the Grouped Parish area. Councillor Hughes stated that he held a divided view, stating that when he was Chairman, it was a proud fact that the Community Stores was self-financing but stated that due to the difficulty in the retention of volunteers, some support was required. Councillor Chubb stated that the Parish Council supports the three village halls each year as they are a community asset and suggested that the Community Stores be supported in a similar way. Councillor Hardwill agreed with this suggestion and there was agreement from other Councillors. Councillor Sewell stated that she had been informed that some parents attending the MUGA launch had visited the Stores and were impressed by the range of stock on offer.

Resolved: Proposed by Councillor Hardwill, seconded by Councillor Sewell and agreed by a show of hands, the Council unanimously approved annual financial support for the Community Stores of £1700.00.

10. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

None.

b. Other Applications

The Clerk reported that an application WD/D/19/002473 Glebe Cottage, Church Path, Broadwindsor, DT8 3QE had been received and asked for a nomination to lead the consultation process. Councillor Chumbley stated that Councillor Madder-Smith would be well positioned to carry out the consultation. The Clerk stated that this application would be on the agenda for the December Meeting.

c. Results

The Clerk reported the following result:

WD/D/18/002974, Hayes Cottage, The Hayes, Broadwindsor, DT8 3QF: Refusal of Listed Building Consent

d. Land South of Fullers

No update.

e. Receipt of Community Infrastructure Levy (WD/D/18/002118, Higher Park Farm, B3164 Whetley Cross to High Street, Broadwindsor, DT8 3QT)

Councillor Hibbard referred Members of the Council to the email as circulated by the Clerk prior to the Meeting and stated that the Parish Council had been awarded £2581.20 which represented 15% of the Levy collected and stated that he had asked the Clerk to question this amount as the information provided by Dorset Council stated that for Parishes with an adopted Neighbourhood Plan, the percentage would increase to 25% of the Levy collected, representing £4302. Councillor Hibbard reported that the Clerk had been informed that this was not the case as the payment had been made on 30 September and the Neighbourhood Plan was adopted on 1 October. Councillor Hibbard stated that if the Parish Council was in agreement, he would ask that this decision be challenged due to the fact that delays were incurred in the process leading up to the formal adoption of the Plan, caused most notably by the formation of the new Dorset Council.

Councillor Hardwill asked Members of the Council to be reminded that Blackdown did not receive any of the last allocation of CIL monies, as there was another project which could utilise the funding sooner and stated that it was agreed that funding would be made available to Blackdown from any future allocations and that this was now much needed for improvements to the car park at the Village Hall. Councillor Sewell stated that a speed indicator device would be useful asset for the community and could be used across the Grouped Parish area. Councillor Chumbley stated that this would be relevant given that Parish Councils are expected to take on more and more responsibilities. Councillor Leader stated that a speed indicator device would cost approximately £3000. Councillor Chubb stated that any data collected by the Speedwatch Teams should be viewed before any decision to purchase this item. Councillor Hardwill stated that more funding should be spent on widening roads and removing dangerous bends in order to keep local highways accessible for local businesses. The Clerk stated that she would make contact with Mosterton Parish Council and enquire about funding options for speed indicator devices.

11. REPORT FROM TOWN AND PARISH COUNCIL WORKSHOP, 22 OCTOBER 2019

Councillor Sewell reported that she had asked the Clerk to circulate a report from Councillor Alford and stated that at the event the role of the Dorset Councillor was quoted as being one to represent their constituency and a communication channel between Dorset Council and the community. There were no questions.

12. HEALTH AND SAFETY RISK ASSESSMENTS

The Clerk stated that a risk assessment needs to be carried out for the MUGA, Allotments, Hursey Common and Sportsfield and her place of work and stated that Councillor Chubb had been very helpful in forwarding to her example copies of risk assessments used by other Parish Councils. The Clerk stated that Sheila Hawkins from the Broadwindsor Allotment Group had kindly offered to help with the risk assessment of the Allotments and that she would report back on this work at the next Meeting.

13. GROUP PARISH WELCOME PACK

Councillor Leader reported that work on the Welcome Pack was still ongoing.

14. NEIGHBOURHOOD PLAN

a. Final Payment Arrangements

Councillor Hibbard reported that an outstanding loan payment of £500.00 was still owed to the Parish Council by the Neighbourhood Plan Committee and stated that the Committee only held £430.34 in funds. Councillor Hibbard stated that he had given the Clerk a cheque for this amount and asked the Council whether they would accept this amount as the final payment. All Councillors agreed. Councillor Chumbley stated that he had a box of paperwork, the Clerk asked that all papers held by Parish Councillors and members of the public be sent to her for either retention or secure disposal.

15. ALLOTMENTS

a. Request for Polytunnel

Sheila Hawkins from the Broadwindsor Allotment Group (BAG) addressed the Council to report back on the proposed size of the polytunnel which had been requested at the last meeting. Sheila Hawkins stated that the maximum size of any polytunnel should be 3m x 2m and that only one should be permitted on a plot. Councillor Chubb asked if such a size was easily purchased, Sheila Hawkins confirmed that it could be. Councillor Chumbley asked if the current Allotment Contract would need updating, it was agreed that an additional clause be added to reflect the update. Councillor Hardwill stated that it should also be stressed within the contract that any polytunnel erected should be maintained by the Tenant. Members of the Council agreed that the proposed maximum size was appropriate.

16. HIGHWAYS

a. Report from the Footpaths Officer

No report.

b. Verge Management in the Grouped Parish Area

Councillor Leader reported that Councillor Rowe was applying for a grant from the Dorset AONB for the wildflower verge.

c. Dog Fouling

The Clerk referred Members of the Council to two communications received from parishioners complaining about dog fouling which had previously been circulated prior to the Meeting. The Clerk read aloud the emails. Councillor Hibbard stated that it would be worth asking permission for the letters to be published in the Broadwindsor Parish News. Councillor

Hardwill stated that the communications should be passed directly to the Dog Warden. Councillor Hibbard stated that it was an extremely difficult problem to solve. Councillor Leader stated that dog fouling still remained a problem on Hursey Common and there was absolutely no excuse for owners not to pick up after their dog and stated that it could be possible to use CCTV cameras so long as appropriate information is published to inform the community that filming was taking place. Councillor Chubb suggested that the Clerk ask the Dog Warden for advice on using CCTV cameras and examples of where they have been used elsewhere. Councillor Leader stated that he understood that the Dog Warden was very busy and that from a previous conversation, knew that the majority of the Dog Warden's time was spent on dog attacks/bites and not dog fouling.

d. Hursey Common Work Party

Councillor Leader stated that the Hursey Common Work Party will now take place in January 2020.

e. Redlands Lane

No update.

f. Parking in Fullers

Councillor Leader reported that this matter was still ongoing and that he was still awaiting a reply from Magna Housing.

g. Lighting in Yarn Barton and Night Lighting

Councillor Sewell reported on the site visit made by Dorset Council to Yarn Barton and stated that residents were informed that no night-time recording had been taken and the Officer accepted that the new lights do not reach the end of the road but categorically stated that there was no money to rectify this. The Clerk read aloud an email from a local resident who wanted to raise the matter of the lights along Drimpton Road and asked whether they could be changed for far less bright ones. The resident also requested that the lamp directly outside of her property be removed entirely or permanently switched off. Councillor Hibbard suggested that the resident be provided with the direct contact details for the department responsible for street lighting at Dorset Council.

Councillor Sewell stated that she was a member of the A35 Group and reported that a meeting with the MP had taken place and she was very pleased to report that the Group has now been added to a Highways England email list and will receive information about highway problems and that they will then be able to circulate it to local parishes. Councillor Sewell also stated that satellite navigations systems will update their data to show diversion routes as the fastest option.

h. Update on Highway Safety Concerns

The Clerk reported that she had still not received a reply from the Community Highways Officer regarding her request for a site meeting to discuss the speed limit concerns in Broadwindsor and Drimpton. Councillor Leader stated that this was not acceptable, the Clerk stated that she would continue to pursue this matter. Councillor Hughes asked whether

parking problems would be looked at during the resurfacing works in Broadwindsor Square, Councillor Leader stated that the same arrangements will exist after the works and that it was unlikely that the crescent outside of the former shop would be white lined again.

Councillor Hardwill commented that he had made suggestions for improving parking in Broadwindsor Square many years previously to improve safety but that these had not been actioned. Councillor Hughes stated that the patching in West Street had already started to break up and that it required a full resurfacing. Councillor Leader stated that Dorset Council had refused to do this.

17. AFFORDABLE HOUSING

a. Report from the Broadwindsor Group Parish Community Land Trust

Councillor Leader reported that the application was still with the Planning Department and stated that the Highways Authority have asked that a footpath be included in the scheme and that there are difficulties in achieving this. Councillor Leader stated that a meeting had been arranged for 12 November with the Planners to discuss the matter further.

18. LEISURE

a. Update of the Multi-Use Games Area Project

Councillor Hibbard stated that he very much enjoyed attending the official MUGA opening on 7 November and stated that the children made everyone feel very proud. Councillor Hibbard thanked Councillor Leader and team for their considerable efforts. Councillor Leader stated that the launch was a huge success and thanked the Parish Council for their continuing support for the project over many years and stated that the MUGA was a wonderful community asset. Councillor Hughes asked whether any consideration to extending the opportunities for using the MUGA for birthday parties had been given. Councillor Leader stated that the MUGA was being well used by both the School and wider community and stated that he was confident that the number of people using the facility will continue to increase over time, stating that at present regular users include a walking netball group and football group and that he had just had an enquiry from Broadwindsor Brownies about using the facility.

19. MATTERS OF INTEREST AND INFORMATION

a. Items for next Agenda from Members of the Council

Councillor Chubb stated that Drimpton Village Hall is to receive a grant from Low Carbon Dorset to support the costs of installing improved lighting and heating to become more carbon efficient. Councillor Chubb stated that the Hall will have to claim the grant after incurring the expenditure and stated that it is likely that they will not be able to afford to do that. Councillor Chubb asked the Parish Council to consider providing a short temporary loan to cover this gap. Councillor Hibbard asked the Clerk to add the request to the agenda for the December Meeting.

b. Items for next Agenda from Members of the Public

None.

20. PUBLIC PARTICIPATION

Members of the public were invited to address the Council by Councillor Hibbard. No comments were made.

21. CLOSE

The Council Meeting was formally closed at 9.18 pm. Councillor Hibbard thanked everyone for attending.