



**MINUTES OF THE INFORMAL MEETING OF THE COUNCIL  
12 JULY 2021  
ONLINE MEETING**

**PRESENT:** Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman), Cllr. Tim Bassett, Cllr. Cindy Bodycombe, Cllr. David Chumbley, Cllr. Peter Hardwill, Cllr. Bob Harris, Cllr. Fraser Hughes, Cllr. Kevin Madder-Smith, Cllr. Dorothy Rowe, 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 Hibbard. Councillor Hibbard welcomed Councillors and members of the public and thanked them for taking part. There were eleven members of the public in attendance. Councillor Hibbard stated that going forward, a decision on how the next meeting is held will be taken nearer to the time, taking consideration of the number of COVID-19 cases in the area. Councillor Hibbard welcomed Craig Jones to the meeting and stated that he would be presenting information about a proposed planning application in Seaborough.

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**1. APOLOGIES AND APPROVAL OF ABSENCE**

Apologies were received from Councillors Chubb and Frampton 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.**

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.**

Councillor Chumbley reported that he has provided the Clerk with an updated Register of Interests.

### **3. MINUTES OF THE LAST MEETING**

The minutes from the informal online meeting held on 21 June 2021 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 Hibbard. There were no questions.

Councillor Hibbard asked to bring forward Agenda Item 9b and for Craig Jones to provide a short presentation about proposed developments at Seaborough Manor. There were no objections.

#### **a. Report from Councillor Simon Christopher, Dorset Council**

Councillor Hibbard stated that the report had been circulated and asked for any questions. Councillor Sewell asked for permission to forward the report to Broadwindsor.org to be published online. Councillor Christopher stated that he was happy for that. There were no other questions.

#### **b. Report from Dorset Police**

In the absence of PCSO Bishop, the Clerk read aloud his report. The report stated that on 15 June, Dorset Police received a report of a possible abandoned car at Hursey Common, fortunately it was not and the owner removed it. On 5 July, Dorset Police received a report of livestock worrying on the edge of Broadwindsor, a Collie had been seen running around cattle. In his report, PCSO Bishop advised to keep dogs under control, especially around other animals/livestock and that both failing to control your dog and livestock worrying are offences. PCSO Bishop stated in his report that he is hoping that he will be given the green light to carry on with face to face engagements after the 19 July and should this be the case, he will be returning to the Post Office/coffee morning in August and will continue on the second Tuesday of the month around 11.00 am.

#### **c. Broadwindsor Group Parish Council Vacancy, Burstock Ward**

The Clerk reported that a request by ten local electors had been received by Dorset Council for the holding of an election to fill the vacancy for the Burstock Ward and that the date of the election will be 2 September 2021. The Clerk stated that the Notice of Election has to be given by Wednesday 28 July and that nomination papers must be submitted no later than 4.00 pm on Thursday 5 August 2021. The Clerk stated that she will circulate this information and post online. In terms of cost, the Clerk stated that it would seem that the maximum cost to the Parish Council would be approximately £1000. Councillor Sewell stated that if there was only one candidate, they would be elected without contest with no costs incurred for the Parish Council. The Clerk stated that this was correct.

## **6. CORRESPONDENCE AND NOTICES**

### **a. Notice of Application for a Definitive Map Modification Order, Dorset Council**

Councillor Leader stated that he was not sure of the motivation behind the application, possibly that there was a concern that Common Water Lane would become closed to horse riders. Councillor Leader stated that this was never going to be the case and had never been proposed but stated that the applicant has every right to make the application to Dorset Council. The Clerk stated that the process to review the case has not yet begun, but stated that she has published the information on the Council's website and Facebook pages and invited parishioners to submit any relevant evidence. Councillor Christopher stated that he would forward any documentation received about this to the Clerk.

### **b. Neighbourhood Plan Consultation, Ilminster Town Council**

No comments.

### **c. Community Governance Review, DAPTC**

The Clerk stated that she had circulated this information to Councillors and referred to the matter at a previous meeting. The Clerk informed that there will be a twelve week public consultation commencing 5 August and that once received, she will publish all information online and circulate to Councillors. Councillor Hibbard asked whether the process is to allow for any changes that parish councils wish to make, the Clerk stated that it was and also included boundary changes.

### **d. Proposed Parking Charging Strategy, Dorset Council**

Councillor Sewell stated that she had looked at the document and was concerned that rural communities will suffer as there are limited opportunities for people to take the bus instead of using a car. Councillor Sewell stated that she was also concerned that the document did not include the proposed new parking charges and reiterated the Government's commitment to levelling up, stating that rural communities need regular buses scheduled for the right times. Councillor Sewell stated that the Parish Council should make a representation on the basis that rural areas will be penalised and that the increase cost of parking will inevitably see people parking on the streets. Councillor Rowe stated that the Parish Council should make a representation on the fact that shoppers' permits need to be retained at a reasonable cost. Councillor Christopher stated that he is happy to support the Parish Council on this matter and asked for comments to be sent to him. Councillor Christopher stated that he had been looking at car parks in other areas not owned by Dorset Council, for example in Lyme Regis it costs £7.20 for four hours and that it is a question of what the market can bear. Councillor Christopher stated that Dorset Council is short of money, it has an ageing population and huge demands on its budget. Councillor Christopher stated that he is keen to see better buses and rail services. Councillor Sewell asked Councillor Christopher to review the anomaly that in Beaminster, the only disabled bays in the Yarn Barton car park are located in the long stay section and those parking there are subject to long stay charges, which surely is not right. Councillor Christopher stated that he will forward any comments to Councillor Ray Bryant and support Broadwindsor Group Parish residents. Councillor Sewell stated that if all car parks are

going to be the same then it is likely that the car park spaces in the Square in Beaminster will be full with long stay cars and this will then provide no space for shoppers. Councillor Christopher stated that this was an interesting point. Councillor Rowe stated that the Parish Council should make its own representation as well as forwarding comments to Councillor Christopher. Councillor Sewell agreed to draft a response and forward to the Clerk for submission.

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

### **a. Community Updates from Councillors**

Councillor Leader reported that the COVID-19 infection rate for the Grouped Parish area is currently as high as it has ever been and stated that the School had two classes isolating due to an outbreak and that there are also many cases in Bridport. Councillor Sewell reported that the Craft Centre had to close as a member of the restaurant staff had tested positive for COVID-19. Councillor Hughes stated that he had been looking at figures for the DT8 area and there were 18 cases in the last seven days and stated that numbers were progressively increasing and it was right to be wary.

## **8. ACCOUNTS**

### **a. To receive the Finance Report**

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure which had previously been circulated. The current balance as of the 5 July was £38,812.49. There were no questions.

### **b. To approve payment of £100.00 to Windrose Rural Media Trust (Grant)**

### **c. To approve payment of £72.00 for Total Web Solutions (Storage)**

### **d. To approve payment of £139.86 for Clerk (Expenses June and July 2021)**

### **e. To approve £1042.20 for Clerk (Salary Adjustment April, May, June 2021)**

### **f. To approve payment of £6.26 for HMRC (NI)**

**Resolved: Proposed by Councillor Sewell, seconded by Councillor Leader and agreed by a show of hands, the Council unanimously expressed their opinion to approve payments b to f.**

**The following payments were noted as being approved under the Scheme of Delegation on 22 June 2021.**

g. £50.40 for Total Web Solutions (Storage)

h. £6.26 for HMRC (NI)

i. £558.00 for Defib Shop (Kittwhistle Defibrillator Cabinet)

j. £8,953 for Dorset Council (2 x Speed Indicator Devices for Broadwindsor and Drimpton, Poles, Panels, Fixing and Installation)

k. £540.36 for DAPTC (Annual Subscription)

l. £35.00 for DAPTC (Councillor Training)

m. £773.50 for Dorset Council (Waste Services March 2021 – March 2022)

## **9. PLANNING APPLICATIONS**

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

#### **P/HOU/2021/01969, 6 Netherhay Lane, Drimpton, DT8 3RL**

Councillor Bassett stated that he had reviewed this application and spoken to neighbours and that no objections had been raised. Councillor Bassett stated that he could not see any reason for the Parish Council to not support the application.

#### **P/HOU/2021/01463, Wood Farm Wood Lane, Kittwhistle, DT8 3LG**

Councillor Hibbard stated that he had reviewed the application and spoken to neighbours and that no objections had been raised. Councillor Hibbard stated that he could not see any reason for the Parish Council to not support the application.

### **b. Other Applications**

Craig Jones was invited to address the Council and stated that he has been employed by Jason and Jeremy Barber to look at opportunities to reinvigorate and bring new life to a number of redundant buildings at Seaborough Manor. Mr. Jones stated that alternative commercial farming proposals have been considered over the years but have not been possible and that this scheme would allow for five residential properties to be developed. Mr. Jones stated that normally the Parish Council would see the proposal at planning application stage and be asked for their comments but stated that this proposal was very much in its infancy and no contact has yet been made with the Planning Authority. Mr. Jones stated that the conversion will be sympathetic and that the proposed residences will retain their original character and that there will be little intervention to the original shape and form of the buildings. Mr. Jones stated that existing access points will remain to service each of the dwellings with one new entrance on the eastern side being created. Mr. Jones stated that the type of architecture would be local stone and black timber cladding. Councillor Sewell stated that she had championed for the reuse of redundant farm buildings in the 2015 Local Plan and stated that the buildings are already of a substantial construction and that farmers have to diversify. Councillor White stated that for those houses most affected, the proposal would improve their outlook. Councillor Hibbard thanked Mr. Jones for the presentation.

### **c. Results**

None.

## **10. BROADWINDSOR COMMUNITY PUB PROPOSAL**

Councillor Leader reported that this matter was still moving forward and that a huge amount of research, financial analysis and discovery work had been taking place by a number of interested parties. Councillor Leader stated that discussions were still ongoing with Palmers and that a business proposal was in the process of being put to them. Councillor Leader stated that there was a strong appetite to keep the pub going if at all possible and if financially viable. Councillor Leader reported that a survey of all the houses in Broadwindsor, Hursey, Burstock and Littlewindsor had been carried out and although not yet completed, initial findings clearly indicate a strong appetite to keep the pub going. Councillor Leader stated that

in truth it will come down to financial arrangements and whether they are acceptable. Councillor Leader stated that lots of offers of help had been made from the community and that a public meeting had been planned for 29 July. Councillor Hughes stated that 353 questionnaires had been sent out, 74% of those in that group have replied and of those 91% have stated that they want the pub. Councillor Hughes stated that the figures need to be looked at to see if it is a viable proposition. Councillor Bodycombe asked if this was the only option for the pub and asked whether Palmers were actively seeking new tenants. Councillor Leader stated that Palmers were looking for new tenants and have been unable to find a suitable tenant. Councillor Sewell stated that coming together as a community is what Broadwindsor does best.

#### **11. REVISION TO CODE OF CONDUCT**

The Clerk stated that she had circulated information about this matter and asked that it be considered for the September agenda. The Clerk stated that there were still training sessions available on 20, 22 and 29 July on Zoom and stated that if Councillors wished to take part, to contact her or book directly themselves.

#### **12. BUS BACK BETTER: A LONG-TERM STRATEGY FOR BUSES IN ENGLAND**

Councillor Hibbard asked if there were any other comments to make on this as it had been discussed earlier in the meeting. No other comments were made.

#### **13. RIVER CHAR PROJECT**

Councillor Sewell reported that Char Valley Parish Council are leading on this project linked to the AONB and given that the River Char begins within the Broadwindsor Group Parish area, support from the Parish Council could help open up more funding opportunities for the project. Councillor Sewell stated that this is a fantastic initiative which will help to improve the environment. Councillor Hibbard asked if a letter of support was being requested and asked if there were any objections, there were no objections. Councillor Christopher stated that Char Valley were particularly concerned about the state of the river and that our rivers and coastlines are hugely important. Councillor Sewell stated that it would be good to get local children involved with the project. Councillor Rowe stated that the Parish Council has a responsibility to know the content of the project, the Clerk stated that the web link to the project had been circulated with the supplementary papers. Councillor Christopher stated that as highlighted within his report, he would welcome any comments relating to private drainage. Councillor Sewell reported that there was some fantastic work going on at Broadwindsor Sewage Treatment Works and that Broadwindsor will be the first area in the world to use a single algae process to clean waste water.

#### **14. CLIMATE CHANGE EMERGENCY**

##### **a. Working Group Update**

Councillor Leader stated that there was no update at this time.

## **15. ALLOTMENTS**

### **a. To consider request from Tenant for Beehive**

Councillor Sewell asked whether this would have any effect on the Parish Council's insurance, the Clerk stated that she would make enquiries and report back. Councillor Hibbard asked for the matter to be added to the next agenda.

## **16. HIGHWAYS**

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

Councillor Leader reported that Robert Hedditch who had been leading on the programme of fingerpost restoration has informed him that due to health concerns within his family, he is unable to continue with the work and complete the project. Councillor Leader stated that he has passed on the name of another local resident who is keen to complete the project and stated that he appreciates that some form of open tender would be required. Councillor Leader stated that he was keen to progress this and avoid too long a delay in works continuing. The Clerk stated that a tendering process was used before and that she would contact Councillor Leader outside of the meeting to discuss. Councillor Hibbard asked for the Council's thanks and best wishes to be passed on to Robert Hedditch and family.

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

Councillor Rowe reported that she and Councillor Leader have had a number of discussions about the wildflower verges and are hoping to have a meeting with Russell Goff by the end of the summer to talk about how to move forward next year. Councillor Rowe stated that she is increasingly seeing parish, town and city councils all subscribing to wildflower verges and that this year there is a small hiccup but stated that she has been assured by Russell Goff that lots of amazing things are happening in terms of wildlife and that this year is difficult as there hasn't been the colourful display as in previous years. Councillor Rowe stated that this would be sorted by next year. Councillor Hibbard thanked Councillor Rowe for her efforts.

### **c. Common Water Lane Update**

Councillor Leader reported that there were no further updates at this time. Councillor Christopher stated that he had travelled to Somerset to meet with a solicitor from the Green Lanes Environmental Action Movement (GLEAM) and was currently awaiting a report and once received would share with the Parish Council.

### **d. Dog Fouling**

Councillor Hibbard reported that he had had a conversation with a local resident about dog fouling problems through Burstock to Drimpton. The Clerk reported that she had received an email about this matter from the local resident and had circulated it with the supplementary papers and stated that she had replied informing the local resident of the efforts of the Parish Council to combat this problem. The Clerk stated that the local resident has asked to raise this problem with Councillors. Councillor Christopher reported that in discussions with the local MP, he had drawn attention to a new bill which will be going through Parliament in September called the 'Kept Animals Bill' which relates to the responsibilities of animal owners.

**e. B3164 Risk Assessment**

The Clerk reported that following the last meeting, she had contacted the Community Highways Officer and Councillor Christopher and asked that a road survey be carried out on the road out of Broadwindsor on the B3164 due to concerns raised by a member of the public. The Clerk reported that this had been carried out and no issues had been raised and was deemed to be safe.

**17. AFFORDABLE HOUSING**

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

Councillor Hibbard stated that he had been asked when the likely start date would be for the development, Councillor Leader stated that there was still an aspiration to commence in the Autumn but due to slippages, he would not be surprised if the start date goes over to next year.

**18. MATTERS OF INTEREST AND INFORMATION**

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

Councillor Madder-Smith reported that he had received a complaint from a local resident about Back Lane which was overgrown and that the path was covered with stinging nettles which meant that she had to step into the road with her pushchair when walking to school each day. Councillor Christopher stated that any concerns with verges could be emailed to him and that he would then liaise with the Dorset Councillor responsible for verges. Councillor Leader stated that Back Lane was the responsibility of Magna. Councillor Sewell stated that part of the original garden had to be boarded off by Magna when there was a change of tenant. Councillor Rowe stated that perhaps the Parish Council should encourage Magna to do something better and stated that the bench there is an eyesore and the area around the bench was a disgrace. Councillor Sewell stated that there had been a waste bin there originally and when the new bench was installed, a new bin was put in which protruded out too much. Councillor Rowe stated that this should be part of a bigger picture as the Parish Council is trying to improve the appearance of the village with wildflower verges. Councillor Hibbard stated that he would go and have a look at Back Lane and report back at the next meeting. A member of the public stated that he had worked for Magna and recalled that the bench had been installed by Magna and donated to the village. The Clerk stated that she would contact Magna. Councillor Sewell suggested to copy in the Chief Executive to any email.

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

None.

**19. PUBLIC PARTICIPATION**

None.

**20. DATE OF NEXT MEETING**

The Clerk reported that the date of the next meeting had been agreed for 13 September at Blackdown Village Hall but stated that a decision would be taken nearer to the time to allow consideration to the status of COVID-19 cases in the local area.



## **21. FMR TRUST**

### **a. To receive the Finance Report (Balance £4,357.27 as of 5 July 2021)**

The Clerk referred Trustees to a spreadsheet highlighting income and expenditure which had previously been circulated. The current balance as of the 5 July was £4357.27. There were no questions.

### **b. To approve payment of £235.00 for Broadwindsor Group Parish Council (Trust Administration)**

### **c. To consider grant of £750.00 for Drimpton Hall & Recreational Ground (LED Floodlights)**

### **d. To consider grant of £369.41 for 1<sup>st</sup> Broadwindsor Rainbows/Guides & West Dorset Rangers (Outdoor Shelter)**

### **e. To note payment of £711.75 for Broadwindsor Group Parish Council (MUGA Loan Repayment)**

Councillor Hibbard stated that he had reviewed the application for the 1<sup>st</sup> Broadwindsor Rainbows/Guides & West Dorset Rangers and thought it an excellent project. Councillor Bassett stated that the application submitted by Drimpton Hall & Recreational Ground was a joint venture with Drimpton Football Club to install new LED lights. Councillor Hughes asked if there had been any feedback from local residents about the lights being put up, Councillor Bassett stated that he was not aware of any concerns and stated that the lights were going to be mainly used for training as matches take place during the day. Councillor Harris stated that he believed that the lights would be facing away from houses with the light going in the opposite direction to them, Councillor Bassett stated that this was correct. Councillor Harris stated that it would be a good idea to consult those houses in Chard Road in case they had any objections. Councillor Chumbley stated that planning permission may be required, Councillor Bassett stated that he did not think that it would be required. Councillor Leader stated that this was an excellent idea and stated that funds are available from the Football Association as part of their Grass Roots Scheme which if accessed may mean that a higher specification of lights could be purchased. Councillor Bassett stated that he would check with the Football Club as he believed that they have already done this. Councillor Bassett stated that there are existing lights which are old fashioned and not particularly safe and that new cabling is required. Councillor Sewell proposed that approval be granted to the project subject to the outstanding queries being addressed and reported back. All Trustees were in agreement.

**Resolved: Proposed by Councillor Sewell, seconded by Councillor Leader and agreed by a show of hands, Trustees unanimously approved payment b, d and e and payment c subject to the outstanding queries being addressed and reported back.**

## **22. CLOSE**

The Council Meeting was formally closed at 8.45 pm and the meeting of the FMR Trust was formally closed at 8.52 pm. Councillor Hibbard thanked everyone for attending and for their contribution.