



MINUTES OF THE COUNCIL MEETING 12 MARCH 2018

COMRADES HALL

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

ATTENDANCE: Helen Cudmore (Clerk).

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

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillor Frampton, Councillor Knox and PCSO Alex 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 Hedditch declared an interest in Agenda Item 8a (WD/D/18/00154) and 19a. Councillor Sewell declared an interest in Agenda Item 8a (WD/D/18/00154). Councillor Chubb declared an interest in Agenda Item 8a ((WD/D/18/000236 and WD/D/18/000239). The Clerk reminded Members that if a declaration has been made, that they must withdraw from discussion.

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

Councillor Basset made reference to BGPC/2018/2/2/6a and stated that the minutes should read 'Councillor Chumbley' and not 'Councillor Leader asked if Blackdown Village Hall would be installing broadband facilities'. The Clerk stated that this error had been noted and the copy to be signed had been amended accordingly. A copy of the minutes from the Meeting held on 12 February 2018 was confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

4. MATTERS ARISING

Councillor Hibbard made reference to the recent snow that had fallen and thanked those members of the community who had helped clear roads and paths and all Members paid thanks to the local farming community for their considerable efforts. The Clerk reported that a letter of support had been sent to the Chideock Bypass Working Group and that she had received the contact details of the owner of Blackbird Cottage.

5. PUBLIC PARTICIPATION

Councillor Hibbard asked the members of the public if they had any comments or questions on issues on the agenda at this time. A member of the public expressed their concern over the parking in Broadwindsor Square and stated that there had been some large vehicles parked there recently which had caused gridlock. Councillor Hibbard stated that this matter had been discussed previously and was on the Agenda for later in the Meeting. The member of the public also commented on the speed of traffic near to Honeycombe Farm and stated that her mirror had been knocked off her vehicle by passing traffic. Councillor Hardwill stated that in order to address this problem, the hedge could be moved to widen the road and stated that often the Highways Authority will not consider such small improvements which can make a big difference. Councillor Rowe asked if there was an alternative route for larger vehicles, the member of the public confirmed that it was actually a car rather than a large vehicle that had hit her wing mirror. Councillor Sewell stated that even when land is offered to the Highways Authority, they often do not take action. Councillor Hedditch asked whether the bank could be lowered to improve visibility, Councillor Chubb stated that the Council should look at the options available.

a. Report from Councillor Knox

Councillor Hibbard stated a report from Councillor Knox had been sent to all Councillors and asked if there were any questions, there were no questions. Councillor Chubb stated that it was important for Parish Councils to understand their role in the future local government reform, Councillor Hibbard confirmed that a meeting was going to be arranged by Councillor Knox.

b. Report from Councillor Sewell

Councillor Sewell reported that with regard to local government reform, she was attending a communications group and stated that the same information will be disseminated to County Councillors, to District Councillors and to Town and Parish Councils. Councillor Sewell stated

that an item of interest which was on the forthcoming Management Committee Agenda was that a local authority trading company was going to be set up for the delivery of housing. Councillor Sewell stated that she could not report further on this matter as it had been classified as restricted business.

c. Report from Dorset Police

In the absence of PCSO Bishop, the Clerk read aloud his report. The report stated that there had been no reported crimes in the area over the last month, but vigilance was advised. Most opportunist criminals will be looking to target outbuildings containing power tools and other easily portable valuable items, vehicles left unattended with belongings inside and other items such as scrap metals, old vehicle batteries, etc. The report also made reference to the fact that over the last couple of years there had been an increase in drug gangs from big cities coming into Bridport. The Police have no specific intelligence to say that they have come to Broadwindsor but advise people to again be vigilant and report anything suspicious to them. The report concluded by stating that PCSO Bishop will be holding surgeries at Comrades Hall on every second Tuesday in the month.

6. CORRESPONDENCE AND NOTICES

a. Dorset Youth Association, Request for Grant

The Clerk reported that this letter had been circulated to all Councillors prior to the Meeting. Councillor Chubb asked whether the children of the Grouped Parish area use the services of the Dorset Youth Association (DYA). Councillor Leader stated that as a Trustee of Beaminster Youth Club, he did not believe that DYA was serving the youth of this area. There was consensus that at this time, a grant would not be offered.

b. Broadwindsor Jubilee Group, Notification of Application for Temporary Road Closure

This correspondence was noted.

c. Dorset Community Action, Dorset Best Village Competition

This correspondence was noted.

d. West Dorset District Council, Devolution of Services Assets to Town and Parish Councils Survey

The Clerk reported that she had circulated a word version of the survey in order that Councillors could read the individual questions and reported that the deadline had been extended to the 12 April and that she would add it to the April Agenda.

7. ACCOUNTS

a. Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first, second, third and fourth (part) quarters of 2017/2018, which had previously been circulated. The current balance as of the 5 March 2018 was £47,403.23 and the Clerk highlighted the ring-fenced funds. There were no questions.

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

- b. To approve £150.00 for Bridport & District CAB (Grant)
- c. To approve £94.80 for Total Web Solutions (Domain Registration Two Years)
- d. To approve £118.80 for Total Web Solutions (Website Hosting)
- e. To approve £1566.00 for Dorset Planning Consultant (Neighbourhood Plan)
- f. To approve £5.74 for HMRC (PAYE)
- g. To approve £61.50 for ZOLL (Defibrillator Cabinet Repair)
- h. To approve £3750.00 for Mr. Robert Hedditch (Fingerpost Restoration Costs)
- i. To approve £14.92 for Clerk (Expenses for February 2018)

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

- j. To approve 3% increase to Clerk's Salary following Annual Review (Increment from April 2018)

Resolved: Proposed by Councillor Bassett, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously approved the increase of 3% to the Clerk's salary.

8. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

WD/D/18/000154, Silverhay Farm, Netherhay, Drimpton, DT8 3RH

Councillors Hedditch and Sewell withdrew from the Meeting and left the room. The Clerk stated that Councillor Chumbley had been nominated as the lead Councillor for this application. Councillor Chumbley reported that he had reviewed the application and discussed it with other Members of the Council. Councillor Chumbley stated that he had reviewed the process which had been followed by the applicant to support the removal of the agricultural tie from the dwelling. Councillor Chumbley stated that the removal of an agricultural occupancy condition should be considered against a realistic assessment of the existing need for it, from both the holding itself and the wider local area. Amongst Members of the Council there was an understanding of the reasons for the inclusion of an agricultural tie as part of the planning process, which often helps to ensure succession and operational efficiency. However, there was general consensus that changes in agricultural policy and practices over recent years have demonstrated that there are circumstances in which they should be removed and a review should be made on a case by case basis.

Councillor Chumbley stated that the property had been actively marketed for just short of twelve months and questioned whether being short of one week would make any difference to its assessment. Councillor Chumbley also questioned whether the dwelling has remained affordable to the farming community. Councillor Chubb stated that the applicant had fulfilled the process and that given the size of land with the dwelling, it would most likely not be financially viable to be used for agriculture or horticulture, but that it could possibly be used

for equestrian purposes. Councillor Curtis stated that properties with agricultural ties should remain with the original land and should only be sold as a whole to provide for a viable working agricultural area. Councillor Curtis stated that this was not the case with Silverhay Farm. Councillor Chubb also agreed that land should stay with the dwelling. Councillor Leader asked if there was demand from the farming sector for such a house with no working land. Councillor Curtis stated that in his opinion demand would be low and stated that farm workers struggle to afford housing. Councillor Chubb stated that if the house was marketed at a lower price that it could possibly be more attractive to the agricultural sector. Councillor Smith stated that the house should be opened up to a bigger market. Councillor Hardwill stated that the occupant had served the farming sector for many years and that lifting the tie would provide the opportunity to support a pension.

Councillor Hibbard asked Members of the Council if they were in support of the application. Members agreed that the landholding to which the application relates had been substantially reduced and the house itself could not be justified as an agricultural dwelling. Members agreed that the applicant had served the agricultural sector for many years and now retired, wishes to sell his home and through marketing of the property and extensive contact with the local agricultural sector, the applicant had demonstrated that there is no demand for the dwelling from agricultural workers in the general locality. The Parish Council agreed that the condition had outlived its usefulness and raised no formal objections.

WD/D/18/000236, Lower Knapp Farm, Holly Lane, Drimpton

WD/D/18/000239, Lower Knapp Farm, Holly Lane, Drimpton

The Clerk reported that Councillor Tibballs had been nominated as the lead Councillor for both applications. Councillor Tibballs showed Members of the Council a sketch of the site and reported that the first application was for the erection of a barn and stabling attached to the eastern flank of an existing barn and stabling and for the creation of a menage at the proposed extension. The second application was for the siting of a three-bedroomed mobile home for an equestrian worker to the western flank of the current barn. Councillor Tibballs reported that a septic tank was planned but the applicant is considering an independent sewerage treatment system which will drain into the drainage ditch, for the future.

Councillor Tibballs stated that the applicant currently rents land for his stud business but has to vacate the premises and Lower Knapp Farm will be used for stabling of mare ponies and foals and also foals from other farms for a few days of training.

Councillor Tibballs reported that she had spoken with neighbours and that some supported the application and some did not. Councillor Tibballs stated that the main concern was with regard to access as the site itself lies at the end of an unadopted road, Holly Lane which is not currently maintained and shows many signs of surface breakage and compression damage. Councillor Tibballs also stated that concern had been expressed about the condition of nearby footings and whether the road could cope with a large increase in heavy traffic. Councillor Smith asked whether the applicant could help maintain the road, Councillor Bassett stated

that any increase in traffic would be detrimental. Councillor Rowe stated that this is commercial stabling and that traffic would increase. Councillor Curtis asked how many horses would be stabled there and stated that there should be a limit and suggested ten based on the size of the plot.

With regard to the erection of a mobile home for an equestrian worker, Councillor Sewell questioned why the application had sought approval for a permanent dwelling when it was usual for a period of three years to be considered in order to ensure business viability. To conclude, the Parish Council agreed that it very much supports local business and the application will help to sustain an existing business which needs to relocate but asked the Clerk to raise the above points in the Council's corporate response.

WD/D/18/000053, Hillside, Stony Knaps, Winsham, TA20 4NY

The Clerk reported that Councillor Hibbard had been nominated as the lead Councillor for this application. Councillor Hibbard reported that the application was seeking to remove an existing dilapidated garage and replace it with a new car port and store building and to remove and replace an existing lean-to building to the house. Councillor Hibbard stated that the proposal would allow the site to be tidied considerably and would improve security of the site. Councillor Hibbard stated that the applicant was currently running a business from the site and would be speaking with neighbours and asking for their comments shortly. Councillor Hardwill stated that the dimensions of the existing and new buildings were considerably different and Councillor Sewell asked whether the landlord of the premises was aware that it was being used for commercial purposes. There were no formal objections raised for this application.

b. Other Applications

WD/D/17/000800, Land South of Fullers, Bridport Road, Broadwindsor

The Clerk reported that she had received correspondence from West Dorset District Council that this application is to be considered at a forthcoming Planning Committee Meeting on 22 March and that the recommendation was for approval. Councillor Hibbard stated that the Parish Council had presented its objections on two occasions and asked whether a Member of the Council would like to attend. Councillor Sewell stated that she would be there as a District Councillor to support the objection.

WD/D/17/000761, 1 Bridge Cottages, Greenham Lane, Greenham, TA18 8QE

The Clerk reported that she had received correspondence from West Dorset District Council that this application is to be considered at a forthcoming Planning Committee Meeting on 22 March and that the recommendation was for refusal. Councillor Bassett stated that he was the original lead Councillor for the application and could not see any reason for the application not to be approved. The Parish Council agreed that it wanted to support the application and Councillor Hardwill stated that he would attend the Committee Meeting and present the Council's view.

c. Results

None.

d. West Dorset District Council Local Searches

The Clerk reported that the data for January had now been published and stated that for the month, 230 searches had been received, 253 had been issued and 198 were still outstanding, a reduction from 221 for the month of December.

9. LOCAL GOVERNMENT REFORM: OPPORTUNITIES FOR PARISH COUNCILS IN A UNITARY FUTURE

Councillor Sewell reported that all communication regarding local government reform would be disseminated from County, to District to Town and Parish levels and that the Parish Council should then disseminate to members of the public. Councillor Chubb asked whether the potential for the devolution of services would be more appropriate for town councils than parish councils. Councillor Sewell stated that the reduction in the number of Councillors from 112 to 82 would ultimately mean an increase in workload for each Councillor and that she would be putting herself forward for election. Councillor Hibbard stated that he hoped that a unitary future would allow for greater flexibility for parish councils, to enable some tasks to be delivered more locally and opportunities for parish and town councils to work more closely together. Councillor Hibbard stated that he hoped that this in turn would lead to greater efficiency and more effective service delivery. Councillor Tibballs stated that the Parish Council should be a little more cautious as it was not qualified to take on such services and Councillor Smith stated that the role of Councillor is a voluntary one and he could foresee a lot of additional work for Members. Councillor Curtis stated that in the future if the Parish Council did not take the lead in some matters, things would not get done. Councillor Leader stated that he agreed and wondered if funding would be devolved to Parish level to pay for some of the services that the Council would have to deliver. Councillor Curtis stated that if funding was not devolved, then the Precept would have to continue to increase. Councillor Rowe stated that the Council would need to look at the way it does things and change if necessary and provided the example of a lengthsman as a possible way get small jobs done in the community.

10. PARISH COUNCIL TRAINING EVENT 3 APRIL 2018

The Clerk reported that the training event had been booked for 3 April at Comrades Hall and that she would confirm the start time. The Clerk stated that West Dorset District Council and Dorset Police will be presenting and that she had invited Netherbury Parish Council, Thorncombe Parish Council and Upper Marshwood Vale Parish Council to attend. The Clerk encouraged all Members of the Council to attend and stated that she would provide copies of presentations for those unable to attend.

11. ANNUAL PARISH MEETING

The Clerk stated that the date for the Annual Parish Meeting had been set for Tuesday 8 May and that it would convene at Blackdown Village Hall. The Clerk stated that she had circulated

a copy of the draft minutes from the 2017 meeting and asked Members of the Council to let her know if there were any amendments. The Clerk stated that consideration to speakers, exhibitors and the provision of refreshments should be given and that she would circulate a poster to be put on noticeboards. Councillor Hibbard stated that he had two suggestions for a guest speaker, either Mr. Alan Clevett, Chairman of Dorset Community Action or a representative from the 'Opening Doors' project.

12. COMMUNITY VOLUNTEER AWARD

Councillor Leader stated that he was still keen to explore this idea but given the volume of work currently ongoing, suggested that the item be deferred until the Autumn. All Councillors agreed.

13. NEW GENERAL DATA PROTECTION REGULATIONS UPDATE

Councillor Hibbard reported that he had looked at the information regarding the new data protection legislation and believed that there was a significant amount to be done to ensure compliancy by May 2018. Councillor Hibbard stated that he had spoken to the Clerk and suggested that she be supported and referred Members of the Council to the email from Diane Malley, who was offering to carry out a data audit. All Members of the Council agreed with this proposal.

14. COMMUNITY DEFIBRILLATORS

Councillor Bassett stated that the Parish Council had agreed to take on responsibility for all three defibrillators and the Clerk stated that she will be liaising with the Councils' insurance providers to ensure that cover is in place.

15. NEIGHBOURHOOD PLAN

a. Report from the Broadwindsor Group Parish Neighbourhood Plan Steering Committee

Councillor Hibbard reported that a meeting had taken place on 26 February with the District Council's Link Officer and Consultant and stated that the District Council will review the Draft Plan before it is sent for external review.

16. EMERGENCY PLAN

a. Report from the Broadwindsor Group Parish Emergency Plan Working Group

b. Review of Actions During Severe Weather

Councillor Tibballs addressed both items collectively and stated that the recent snowfall provided for a near emergency and stated that it was a good test of the Plan. Councillor Tibballs stated that she was not entirely sure what action to take as she did not know who was 'vulnerable'. Councillor Tibballs stated that it will be essential to identify those who may be vulnerable in an emergency and noted that this must be done with great sensitivity. Councillor Tibballs stated that she had asked the Clerk if she could produce a simple data collection form and that she would like to promote this at the Annual Parish Meeting. Councillor Laurie stated that living in a small community, people are aware of their neighbours and will need to be alert to those that may need help in an emergency situation. Councillor Rowe highlighted the need for a sensitive approach.

17. ALLOTMENTS

The Clerk stated that she had sent out allotment renewals for 2018 and had asked for payment by the end of March. The Clerk reported that the allotment boundary hedges had now been cut. The Clerk stated that she will be looking to carry out a site risk assessment and would be liaising with Councillor Chumbley.

18. HIGHWAYS

a. Local Bus Update

Councillor Leader reported that the bus service seems to be running well with some service times full to capacity. Councillor Leader stated that there was not a Saturday service in operation and reported that both Bridport and Beaminster Town Councils were working to achieve this and any new service would include Broadwindsor. Councillor Sewell reported that clarification of the stops had recently been announced.

b. Broadwindsor Square, Parking and Resurfacing

With regard to parking, Members of the Council discussed the wording for a sign which with kind permission of the owner, will be placed at Blackbird Cottage. Councillor Leader stated that he would look at options and report back to the Council. Councillor Rowe stated that residents were mindful of parking and it was often visitors to the village that parked inappropriately.

c. Litter Bin at Crosskeys Update

Councillor Bassett reported that he had visited the site and that a quotation of £85.00 had been provided by Mr. Rawlings. Members of the Council agreed that Mr. Rawlings should proceed and the Clerk stated that as the value of the works was under £100.00, it was not necessary to obtain additional quotations.

d. Report from the Footpaths Officer

Councillor Rowe reported that Councillor Chubb had been contacted by a Drimpton resident regarding a broken stile which had become dangerous. The resident had appealed for contributions for a replacement in the local newsletter and had raised £80.00. Councillor Rowe informed that the landowner was not willing or financially able to contribute. The resident had suggested replacing the stile with a kissing gate, which with posts would cost £130.00 plus fitting. Councillor Chubb stated that he had suggested that perhaps the Parish Council could also contribute financially. Councillor Rowe stated that she had contacted Dorset County Council to discuss the matter and had been informed that they would be prepared to pay for half of the cost of the gate and would also provide labour to fit. Councillor Rowe stated that this was a positive step and could set a good precedent for the future. Councillor Rowe stated that she would keep the Council informed of progress.

e. Verge Management in the Grouped Parish Area

Councillor Rowe stated that there was no report to present.

f. Dog Fouling and Bins

Councillor Hibbard showed Members of the Council a leaflet highlighting a dog waste bin which also dispenses bags and thanked Councillor Madder-Smith for his research. Councillor Leader stated that this was a very good idea but was unsure about how the waste would be collected. The Clerk stated that she had made enquiries previously about this and there was not a local company that provides such a service and it is not offered by Dorset Waste Partnership. It was suggested that the problem of dog fouling and the provision of bins could be highlighted at the Annual Parish Meeting.

g. Hursey Common Football Pitch and Drainage

Councillor Curtis reported that he had looked at Hursey Common and agreed that it was waterlogged but stated that other places were too and suggested revisiting again. Councillor Leader stated that Hursey Common does become waterlogged every Winter. Councillor Curtis stated that a ditch needed attention and it was suggested that Councillor Curtis and Councillor Leader both attend a site visit together.

h. Allotment Hedges

The Clerk reported that the boundary hedges to the Allotments had now been cut by Mr. Colin Penney.

i. Satellite Dishes

Councillor Rowe reported that she had become aware of a satellite dish which had been put up on a house in the village and asked whether this was allowed in a conservation area. Councillor Sewell stated that planning consent should be applied for but that approval could be granted under permitted development rights. The Clerk stated that she would make enquiries with the Planning Department at West Dorset District Council and report back.

j. Speedwatch in Drimpton

Councillor Chubb stated that the original person who had taken a lead on this matter had left the village and that he wanted to ask how this can be taken forward. It was suggested that this matter could be raised at the Annual Parish Meeting and that an information table could be set up. The Clerk stated that she would contact PCSO Bishop. Councillor Sewell stated that the Speedwatch group in Marshwood Vale were soon to have refresher training and there may be a possibility for Drimpton residents to attend aswell.

19. AFFORDABLE HOUSING

a. Report from Broadwindsor Group Parish Community Land Trust

Councillor Leader reported that the project was moving forward and that legal issues were yet to be resolved. Councillor Leader stated that a community consultation event will take place on 28 March at Drimpton Village Hall, at which there would be an opportunity to view and comment on draft design plans.

20. LEISURE

a. Update on the Multi-Use Games Area

Councillor Leader reported that to date £40,000 had been secured towards the MUGA project which will cost approximately £50,000, thereby leaving a shortfall of £10,000. Councillor Leader stated that some grants were time limited and that it would be important to secure the additional funds and start work as soon as possible. Councillor Leader stated that grant applications were still being completed but that it was becoming increasingly difficult to source new funding streams. Councillor Leader stated that although the first application was rejected, he had sent a new application to Sport England requesting a smaller amount of grant and that he was still awaiting a decision. Councillor Rowe reiterated the need to start the project as soon as possible and that it would be important to engage the community with the project and that this could be done through local fundraising. Councillor Hibbard stated that there would be ongoing costs associated with the project once it had been built and the community could be asked to help with these. Councillor Smith asked when the project needs to start for grant purposes, Councillor Leader stated that he would need to look at each secured funding stream.

Councillor Leader stated that he had been told that some local people may be able to help with the physical aspects of the project as well which would help to reduce costs. Councillor Sewell asked whether crowdfunding had been considered, Councillor Leader stated that he had considered it but did not think that it suited a small, rural community. Councillor Chubb stated that as other options had been explored without success, and as discussed previously, a loan should be considered at this point and suggested £15,000 or £20,000. This was discussed by Members of the Council and it was agreed that this would allow the project to get started. The Clerk stated that she would send details of the Public Loans Board to Councillor Leader.

Action: The Clerk to forward information about the Public Loans Board to Councillor Leader.

Resolved: Proposed by Councillor Chubb, seconded by Councillor Smith and agreed by a show of hands, the Council unanimously agreed to proceed with a loan application to provide additional funding for the MUGA project.

21. MATTERS OF INTEREST AND INFORMATION

a. Items for Next Agenda from Members of the Council

Councillor Smith stated that he had received a request for the Council to provide litter pickers, the Clerk stated that she would make enquiries about the costs and report back to the Council. The Clerk stated that with regard to the erection of signage, she was still awaiting communication from the Enforcement Team and would add this to the April agenda.

b. Items for Next Agenda from Members of the Public

None.

22. PUBLIC PARTICIPATION

Councillor Hibbard asked if there were any questions from members of the public. A member of the public asked whether the white lines in Broadwindsor Square could be removed as the shop was no longer there. Councillor Hibbard stated that he had attended a site visit to the Square with a representative from the Highways Authority and stated that he seemed happy that the lines could remain and were not the cause of parking problems. Councillor Bassett suggested the introduction of parking bays. Councillor Hibbard stated that it was parking in West Street which was causing access problems and stated that this matter needed to be reviewed again.

23. CLOSE

The Council Meeting was formally closed at 9.39 pm. Councillor Hibbard thanked everyone for attending.