



MINUTES OF THE COUNCIL MEETING 12 NOVEMBER 2018

COMRADES HALL

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

ATTENDANCE: Helen Cudmore (Clerk).

The Meeting commenced at 7.30 pm and was opened by the Chairman. There were four members of the public present. Councillor Hibbard welcomed Councillors and members of the public to the Meeting. A minute's silence was observed to remember all those who lost their lives during the First World War. The Parish Council asked that the considerable efforts of the Parishes to commemorate the end of the First World War be recorded.

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillor Knox (Dorset County Council) 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 Hedditch declared an interest in Agenda Item 16a and Councillor Laurie declared an interest in Agenda Item 9a.

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 8 October 2018 were confirmed as a true record and signed by Councillor Hibbard 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. No matters were raised.

a. Report from Councillor Knox

Councillor Hibbard stated that Councillor Knox would be preparing a report and that once received, the Clerk would circulate it to all Councillors.

b. Report from Councillor Sewell

Councillor Sewell reported that the transfer of West Dorset District Council's assets to Town and Parish Councils had been halted by the Shadow Council on 27 September, this was after the Shadow Executive had not supported the transfer at their meeting of 17 September, despite previously supporting a transfer of assets to Purbeck in August. Councillor Sewell stated that at its Full Council Meeting on 18 October, a motion was put forward by Councillor Alford, Leader of the District Council to seek a solution so that the agreed assets could be transferred to Town and Parish Councils. Councillor Sewell reported that this was put to the vote and only one Councillor voted against the motion and stated that a solution was now being sought.

Councillor Sewell reported that a logo for the new Dorset Council had now been approved and stated that she had been part of the Communications Team leading on its development. Councillor Chubb asked if there would be a large financial outlay to implement the new design, Councillor Sewell stated that it had been produced in-house and would not be rolled out immediately.

c. Report from Dorset Police

In the absence of PCSO Bishop, the Clerk read aloud his report. The Clerk stated there were no crimes to report since the last meeting and stated that Dorset Police were consistently getting reports of different scams and that it was important not to give any details to anyone over the phone, especially bank/card details. PCSO Bishop's Report stated that there had been reports of callers purporting to work for BT, usually in the fraud department asking to gain access to computers or asking for account details to try and locate hackers and of automated messages saying that there is a warrant out for arrest for non-payment of taxes. The advice from Dorset Police was to hang up on any callers like this and if you think that you may have been scammed or have paid money and you don't think it's genuine, you should contact your bank to cancel the payments/cards and contact Action Fraud to report any offences. Action Fraud can be contacted at www.actionfraud.police.uk, or 0300 123 2040. The Report concluded by stating that the Drimpton Community Speed Watch (CSW) was now up and running but that they and the Broadwindsor team are looking for new members, anyone interested in joining the team, should contact PCSO Bishop on 101.

Councillor Hibbard reported that crossbow bolts had been found on Hursey Common which presented a serious risk and that the Clerk had raised the matter with PCSO Bishop and was awaiting a reply. The Clerk stated that she had posted a message about this on the Parish Council's Facebook page.

d. Co-option to Broadwindsor Group Parish Council (Broadwindsor Ward)

Councillor Hibbard reported that there had been two expressions of interest for the Broadwindsor ward vacancy from Mr. Paul Davies and Mrs. Cindy Bodycombe and he welcomed both candidates to the Meeting. Councillor Hibbard asked each candidate if they wished to ask any questions, there were no questions. Councillor Hibbard asked each candidate to introduce themselves and provide an overview of what they could bring to the Council. The candidates were then asked to leave the room in order that discussion and a vote could take place. Councillors commented that both candidates would be able to positively contribute to the Council and that it was a difficult decision. After some discussion, it was agreed that Mrs. Cindy Bodycombe should be invited to take up the role of Councillor for Broadwindsor.

Resolved: Proposed by Councillor Leader, seconded by Councillor Bassett and agreed by a show of hands, the Council unanimously approved the co-option of Mrs. Cindy Bodycombe to the Broadwindsor Group Parish Council.

Mrs. Bodycombe duly signed her Declaration of Acceptance of Office, witnessed by the Clerk and was invited to join the Council. Councillor Bodycombe requested a dispensation for Agenda Item 8c and this was approved by the Clerk.

6. CORRESPONDENCE AND NOTICES

a. Autism Wessex Ltd, High Croft, Broadwindsor

Councillor Hibbard welcomed Mr. Ken Cownden to the Meeting and invited him to address the Council. Mr. Cownden stated that he was assisting Autism Wessex Ltd on a number of design and planning matters relating to care facilities in their ownership in the Dorset area. Mr. Cownden reported that he would specifically like to inform the Council about a property called Highcroft, situated to the North of Broadwindsor. Mr. Cownden stated that the site which comprises approximately fifteen acres and houses the existing care facility property was no longer required by the Society, being superseded by many smaller properties which adequately fulfil the care requirements for both day and residential care. Mr. Cownden stated that proposals for the re-use of the existing buildings were being considered, with the intention to divide up the property to form seven individual open market residential properties. Mr. Cownden stated that he had reviewed the Broadwindsor Group Parish Draft Neighbourhood Plan and that it would appear that such a development would concur with its proposals. Mr. Cownden stated that at this point in time, the Society was looking to change the use of the site from C2 Residential Institutions to C3 Residential and that he was in contact with the West Dorset District Council Planning Department.

Councillor Rowe asked Mr. Cownden about the plans for the fifteen acres of land, Mr Cownden stated that this was not part of the redevelopment plan. Councillor Hibbard thanked Mr. Cownden for attending the Meeting and for providing information about the Highcroft site. The Clerk was asked to add this matter to the agenda for the next Meeting.

7. AN OVERVIEW OF COUNTRYSIDE MANAGEMENT IN DORSET

Councillor Hibbard welcomed Mr. Russell Goff, Senior Ranger for Dorset County Council to the Meeting and thanked him for attending. Mr. Goff stated that he had been in post with the County Council for two years and that the Green Space Management Team had responsibility for maintaining the rights of way networks across the County and for verges, including wildflower verges. Mr. Goff reported that the Grouped Parish area has 53 km of rights of way and seventy bridges. Mr. Goff stated that with such a remit and reducing budgets, support from the Parish Council is needed to ensure that the countryside remains open and accessible for all to enjoy. Mr. Goff stated that the Green Space Management Team was also responsible for hard surface spraying which had been reduced from twice a year to once a year. Mr. Goff stated that the Team was also working with GP surgeries to offer a walking prescription and that feedback highlighted that stiles were considered as barriers to access. Mr. Goff stated that the Council was in the process of removing stiles and replacing them with gates and stated that a 50% contribution from the Parish Council would be required. Mr. Goff stated that the latest data suggested that the Grouped Parish area had eighty stiles, albeit he believed that this was probably out of date. Mr. Goff stated that he could offer service level agreements to improve parts of the network in the Grouped Parish area as required.

Mr. Goff stated that he had attended a meeting with Councillors Rowe and Leader to discuss the introduction of wildflower verges within the Grouped Parish and agreed to forward examples of where this had been successfully achieved. Mr. Goff stated that the Parish Council would have to contribute to the works, Councillor Chubb asked if local contractors could be used, Mr. Goff confirmed that was allowed and offered to provide support in the process. Councillor Sewell stated that it may be possible to involve the School in this activity.

Councillor Rowe stated that the role of Rights of Way Officer is a lonely one, with a significant remit and stated that she wanted to ask how the route to the County Council could be improved as it had often been extremely slow. Councillor Rowe stated that she had been offered training which she was keen to take up and she would like the opportunity to liaise with other Rights of Way Officers for peer support. Councillor Rowe stated that she would like to move forward with the wildflower verges. Mr. Goff stated that he would find out about training opportunities and report back promptly and stated that using the online system was still the best route to reporting problems and that he would connect Councillor Rowe with his colleague who has had experience of wildflower verges. Councillor Chubb stated that the Parish Council was keen and proactive and wanted to get things done.

Councillor Hardwill asked Mr. Goff if the reduction in verge cutting was more to do with budget cutting than wildlife preservation. Mr. Goff stated that it was Dorset County Council Policy to reduce the number of cuts, which had led to an increase in biodiversity and at the same time, an increase in the number of complaints received. Councillor Frampton asked Mr. Goff about the policy for the removal of the weed Himalayan Balsam. Mr. Goff stated that it should be removed by the landowner and that if it was affecting a right of way, then it would be removed by the County Council, with the landowner being served a warning and bill for the works. Mr. Goff stated that if a case was identified, it should be reported to the Dorset Environmental Records Centre. Mr. Goff stated that it was illegal to transport contaminated soils. Councillor Hibbard thanked Mr. Goff for attending and for his very informative overview.

8. ACCOUNTS

a. The Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first and second quarters of 2018/2019, which had previously been circulated. The current balance as of the 31 October 2018 was £74,644.85 which included £52,733.00 of ring-fenced funds for the MUGA project and Fingerpost restoration programme. There were no questions.

b. To receive the Internal Audit Report

The Clerk reported that an internal audit had been completed on 9 November and that there were no matters arising. The Clerk reported that she would add External Audit to the agenda for December as she was required to formally record that the Council had received the Final Report. Councillor Chumbley thanked the Clerk for her efforts.

c. Review and discussion of Budget and Precept for 2019/2020

The Clerk reported that the Precept request for 2019/2020 must be submitted to West Dorset District Council by 31 January 2019 and that the Council should now start to consider its budget for the next financial year. The Clerk provided the Council with information including the levels of Precept received since 2014/2015 and issues to consider such as costs for an election and the MUGA project. Councillor Frampton stated that given rising living costs and people struggling to make ends meet, that the Council should consider not increasing the Precept level for the next financial year. Councillor Chumbley stated that for the previous two years, additional monies had been included as it was not certain what activities the Highways Authority would be stopping and would need to be paid for by the Parish Council. Councillor Sewell stated that the Precept should increase with the cost of living. Councillor Leader stated that the Parish Council provided good value for money. Councillor Chubb asked whether an increase in the population would mean additional revenue, Councillor Sewell stated that this was not necessarily the case as many second home owners had purchased properties. Councillor Hibbard asked Councillors to consider this further and asked the Clerk to add this item to the December agenda.

Councillor Hardwill asked if Allotment tenants had contributed towards the cost of hiring the skip, Councillor Madder-Smith stated that the skip had proved very helpful and cleared mess left from previous tenants. The Clerk provided an overview of the plants put forward for purchase by the Broadwindsor Allotment Group.

d. To approve payment of £336.00 for Cllr. Madder-Smith (Reimbursement of Skip Hire for Allotments)

e. To approve payment of £81.52 for Broadwindsor Allotment Group (£106 funds for Bird Scarer)

f. To approve payment of £1839.60 for Dorset Planning Consultant Ltd (Neighbourhood Plan)

g. To approve payment of £40.00 for Information Commissioner's Office (Data Controller Renewal)

h. To approve payment of £283.49 for Mr. M Heaver (Installation of Allotment Noticeboard)

i. To approve payment of £221.76 for Mr. T. Emmott (Grass Cutting Hursey Common)

j. To approve payment of £5.50 for HMRC (NI)

k. To approve payment of £326.42 for Hedge Nursery (Allotment Hedge)

l. To approve payment of £27.31 for Clerk (Expenses October 2018)

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

9. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

WD/D/18/002333, Blackdown House, Coombe Water Lane, Blackdown, DT8 3LE

The Clerk stated that this application was seeking to swap the position of a window and door, move an existing wall, change the position of a connecting entrance which required listed building consent. The Clerk stated that Councillor Hardwill had been nominated as the lead Councillor. Councillor Hardwill stated that the proposal was reasonable and appropriate and that he could see no reason to raise an objection.

WD/D/18/002336, Sandpit, Drimpton Road, Broadwindsor, DT8 3RS

The Clerk stated that this application was seeking to erect an outbuilding and stated that Councillor Bassett had been nominated as the lead Councillor. Councillor Bassett stated that he had consulted with one neighbour but had not yet been able to speak with the other. Councillor Bassett stated that he hoped to do this and would report back promptly to the Clerk. Councillor Bassett stated that he could not see any reason to raise an objection.

WD/D/18/002061, Belmont House, Broadwindsor, DT8 3QD

Councillor Sewell stated that the application was seeking to remove a chimney stack and required listed building consent. Councillor Sewell stated that she could not see any reason to raise an objection.

WD/D/18/002118, Higher Park Farm, B3164 Whetley Cross to High Street, Broadwindsor, DT8 3QT

Councillor Leader reported that the owners of the property had not been able to sustain a holiday letting business and had submitted the application to change the use of the property

for permanent residential use. Councillor Leader stated that he believed that this was a decision more for the Planning Department as they had imposed the restrictions in the first instance. Members concurred.

b. Other Applications

None.

c. Results

The Clerk reported the following results.

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

WD/D/18/001602, Coombe Farm, Coombe Water Lane, Blackdown, DT8 3LE: Approved

WD/D/18/001539, Folly Cottage, Bridport Road, Broadwindsor, DT8 3LA: Approved

WD/D/18/001419, Flat, Blackdown House, Coombe Water Lane, Blackdown, DT8 3LE:
Approved

WD/D/18/000840, Dairy House, Moorlands Farm, Drimpton Road, Broadwindsor, DT8 3RS:
Approved

WD/D/18/001902, Rose Crown House, Birdsmoorgate, Marshwood, DT6 5QG: Approved

WD/D/18/001792, Brent Paddock, Axe Lane, Drimpton, DT8 3FN: Approved

10. LOCAL GOVERNMENT REFORM UPDATE

In the absence of the County Councillor, this item was deferred until the next Meeting.

11. GENERAL DATA PROTECTION REGULATIONS

a. To receive an update on the Data Protection Impact Assessment

The Clerk reported that work was still ongoing. The Clerk stated that she must seek approval from each Councillor to publish their personal details on the website and as such had drafted a letter for each to express their preference. The letter was circulated.

12. S106 PROJECTS UPDATE

The Clerk reported that she was able to draw down funds for approved projects once expenditure had been incurred. The Clerk provided Councillor Frampton with a copy of the application for the Broadwindsor Cricket Club.

13. NEIGHBOURHOOD PLAN

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

b. Approval of the Broadwindsor Group Parish Neighbourhood Plan for Remitting for Independent Examination

Councillor Hibbard reported that a copy of the Draft Neighbourhood Plan along with submission documents had been sent to all Councillors for review and that Parish Council approval was now required before the Draft was sent for independent examination. Councillor Leader stated that it was an excellent document. There were no questions.

Resolved: Proposed by Councillor Smith, seconded by Councillor Chubb and agreed by a show of hands, the Council unanimously approved the Broadwindsor Group Parish Neighbourhood Plan for Remitting for Independent Examination.

14. ALLOTMENTS

a. Hedge Cutting Arrangements

Councillor Curtis stated that he had approached Mr. Penney to cut the Allotment hedges and asked him to do this for the Parish Council at the start of each September.

15. HIGHWAYS

a. Report from the Footpaths Officer

Councillor Rowe stated that she would welcome ideas on ways to inform residents on the opportunities to report footpath access problems and stated that she had already spoken with the Clerk about adding information to the website. Councillor Chubb stated that he could arrange for information to be included in the Drimpton Newsletter which is distributed to every household.

b. Verge Management in the Grouped Parish Area

This item was discussed under Agenda Item 7.

c. Dog Fouling

Councillor Madder-Smith reported that there was still a problem with dog fouling in Broadwindsor and despite the new bins which had been installed and which were being well used, there was still a problem on Hursey Common. Councillor Frampton stated that he had been shocked by the number of dog waste bags that had been thrown into hedges near Lewesdon Hill. Councillor Leader stated that action should be taken as this was unacceptable and suggested looking at the possibility of installing a camera to help identify perpetrators. Councillor Madder-Smith asked if contact could be made with the Dog Warden again to ask them to visit the area and offer advice. Councillor Bassett stated that dogs had been banned from the playing field in Drimpton. Councillor Bodycombe stated that in other areas dogs had been banned from areas where children were present. Councillor Leader stated that it would be a shame if a ban had to be enforced but if the problem continues, then the Council may have to consider it.

d. Signage (Fingerpost Signs, Commercial Advertising)

The Clerk advised that all matters relating to commercial signage should be reported online. Councillor Smith stated that he had received a complaint about the sign at the end of Netherhay Lane which stated that Crewkerne was six miles away, when in fact it was most likely only three.

e. Highways Projects Update

Councillor Chubb reported that the resurfacing of Crewkerne Road was now on the list of works to be completed for 2019/2020. Councillor Hedditch stated that the drainage issues must be addressed prior to any works commencing. Councillor Sewell reported that contaminated soil had been transported to Marshwood and asked that this matter be on the agenda for December.

Councillor Leader reported that significant problems for students attending Yeovil College had been caused by the withdrawal of part of the service of the 40 Bus which is operated by Dorset County Council. Councillor Leader stated that this had occurred with little consultation to service users and that there had been a local outcry and the local Member of Parliament had been involved. Councillor Leader reported that after a successful campaign, a solution had been found and an additional bus was now in operation and stated that this really demonstrated the need to consult those who use a service and the strength of people power.

16. AFFORDABLE HOUSING

a. Report from the Broadwindsor Group Parish Community Land Trust

Councillor Leader reported that legal proceedings were still ongoing but that he believed that a conclusion would be reached shortly. Councillor Leader stated that a great deal of effort had been made to move things on and to resolve issues. Councillor Hibbard thanked members of the Community Land Trust for their hard work and commitment to the project.

17. LEISURE

a. Update of the Multi-Use Games Area Project

b. Budget/Funding Update

Councillor Leader reported that he had received communication that the lease from Dorset County Council was to be received imminently. Councillor Leader stated that he was still in the process of obtaining quotations from new and former contacts. Councillor Leader stated that he had been asked to bid for funding from the Leader Programme through Dorset County Council and had received hopeful indications. Councillor Rowe stated that she was awaiting to hear back from Awards for All regarding the requested extension. Councillor Leader stated that West Dorset District Council had agreed to carry over their funding to the next financial year. Councillor Hibbard stated that he had attended a meeting on 19 October with Councillor Knox regarding the MUGA delay and had been informed that the lease was almost ready at that time and despaired at the continuing delay. Councillor Hibbard thanked all those involved with the MUGA project.

18. MATTERS OF INTEREST AND INFORMATION

a. Items for next Agenda from Members of the Council

Councillor Leader informed that the next Hursey Common Working Party would convene on Sunday 9 December from 10.00 am and stated that there would be refreshments for those attending. Councillor Leader asked the Clerk to add this to the Council's Facebook page. Councillor Rowe stated that she had reviewed information about the Best Village Competition and asked the Clerk to add this to the agenda for the December Meeting.

b. Items for next Agenda from Members of the Public

None.

19. PUBLIC PARTICIPATION

There were no questions from the members of the public.

20. CLOSE

The Council Meeting was formally closed at 9.23 pm. Councillor Hibbard thanked everyone for attending.