



MINUTES OF THE COUNCIL MEETING 13 JUNE 2016
COMRADES HALL, BROADWINDSOR

PRESENT: Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman), Cllr. Jenny Calverley, Cllr. David Chumbley, Cllr. Lloyd Curtis, Cllr. Andrew Frampton, Cllr. Peter Hardwill, Cllr. Roger Smith, Cllr. Lesley Tibballs.

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

The Meeting commenced at 7.30 pm and was opened by the Chairman. There were no members of the public present.

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillor Bassett, Councillor Hedditch, Councillor Saunders and Councillor Sewell and unanimously approved by the Council.

2. DISCLOSURES OF INTEREST

None.

3. MINUTES OF THE LAST MEETING

Councillor Calverley asked that an amendment be made to BGPC2016/05/9, WD/D/16/000310 Westlea.

The Clerk stated that an amendment to the Plan had been submitted for this application. Councillor Calverley reported that she had been advised that the new neighbour of this property had raised no objection as the elevation was being reduced. The Clerk stated that this application was approved on 28 April.

A copy of the minutes from the Meeting held on 9 May 2016 was then confirmed as a true record and signed by Councillor Hibbard.

4. MATTERS ARISING

None.

5. PUBLIC PARTICIPATION

There were no members of the public present.

a. Report from Councillor Knox

Councillor Knox thanked Councillor Frampton for his prompt action with regard to a road resurfacing problem which as a result, had saved time and resources and concluded in a positive outcome. Councillor Frampton provided further information under the Highways section of the agenda.

Councillor Knox reported that during the Summer there would be a number of consultations which the Parish Council will be invited to take part in. Councillor Knox stated that as part of the wider Health and Wellbeing agenda, there will be a consultation on the future of Dorset's health services focussing upon the three main hospitals as well as GP practices and community services. Councillor Knox advised that Members and residents be alerted to this important issue.

Councillor Knox also reported that a consultation on Local Government Reform will take place and that there will be a series of specific meetings for parish and town councils and roadshows and that information will be available online. Councillor Hibbard asked if the powers of the Parish Council are likely to increase and whether the Council will have more influence over where money is spent locally. Councillor Knox stated that this is certainly one view of the way forward and stated that Dorset County Council is currently looking at the 'Wiltshire Model' of a Unitary Authority, with both County and District levels removed and services devolved to appropriate levels. With regard to future changes, Councillor Smith asked who will ultimately decide, Councillor Knox stated that although there will not be a referendum, the people will decide.

With regard to Highways, Councillor Knox stated that there are a number of planned road closures to allow for vital work to be carried out and this may cause frustration within the local community. Councillor Knox alerted Members that changes with Highways service provision will be taking place.

Councillor Knox stated that the roles of both parish and town councils will change and that as the Chair of the Shaping Dorset Board she would like to help parishes have the appropriate discussions. Councillor Knox offered to convene a meeting with a number of local Parish Councils to help Members and residents understand the possible forthcoming changes. Members agreed to arrange a meeting with Marshwood, Thorncombe, Mosterton and Netherbury Parish Councils.

Action: The Clerk to add the consultations to the September agenda. Councillor Knox and Councillor Hibbard to agree a date for the Parishes Meeting.

Councillor Hardwill stated that he welcomed the opportunity to discuss these important issues but noted that consultation needs strong leadership and conclusions. Councillor Hardwill stated that the work of the Highways Authority should be congratulated but he was frustrated with West Dorset District Council with regard to what it spends and what it achieves.

Councillor Chumbley raised the issue of the broken fingerpost sign which he had removed from Broadwindsor Square and asked Councillor Knox for assistance in arranging its repair. Councillor Chumbley reminded Members that the sign was in an important strategic position and that it was imperative that it was reinstated as soon as possible. Councillor Knox agreed to raise the issue with the County Council and report back

b. Report from Councillor Sewell

No report.

c. Report from the PCSO Alex Bishop

No report.

6. CORRESPONDENCE AND NOTICES

No report.

7. ACCOUNTS

a. Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first quarter of 2016/2017, which had previously been circulated. The current balance as of 5 June was £27,684.13. There were no questions.

b. Internal Audit Report

The Clerk reported that Helen Sparks had carried out an audit of the Council's accounts on 13 May and that no problems or areas of concern had arisen. The Clerk stated she would like to review the Asset Register and work with Helen Sparks to ensure that valuations are accurate and up to date. This will be carried out later in the year.

c. Accounts 2015/2016

The Clerk referred Members of the Council to a spreadsheet containing the year end reconciliation for 2015/2016 of £23,579.80 which had previously been circulated and asked that Members approve this. There were no questions and it was agreed by the Full Council and duly signed by the Chairman.

Resolved: Proposed by Councillor Smith, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously approved the Broadwindsor Group Parish Council Accounts for 2015/2016.

d. Annual Return 2015/2016

The Clerk referred Members of the Council to Section 2 Accounting Statements of the Annual Return which had previously been circulated and asked that Members approve this. There were no questions and it was agreed by the Full Council and duly signed by the Chairman.

Resolved: Proposed by Councillor Smith, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously approved Section 2 Accounting Statements of the 2015/2016 Annual Return.

The Clerk stated that the Council's accounts will now be available for the public to inspect and provided Members with a copy of the official notice and asked that these be placed on noticeboards and prominent places within the grouped parish area. The period for the exercise of public rights will take place from 15 June until 26 July 2016.

- e. To approve £12.77 for Councillor Tibballs (APM refreshments)
- f. To approve £297.60 for Creeds (logo design and stationary)
- g. To approve £100.00 for Michelle Abadie (website training)
- h. To approve £91.20 for Get Mapping (mapping software)
- i. To approve £64.66 for Clerk's expenses (April and May 2016)

The Clerk informed that agenda item 7h would be deferred until the next Meeting as an invoice had not yet been received.

Resolved: Proposed by Councillor Smith, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously approved payments e,f,g and i.

8. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

WD/D/16/001044 Blackdown House, Coombe Water Lane, Blackdown, DT8 3LE

WD/D/16/001045 Blackdown House, Coombe Water Lane, Blackdown, DT8 3LE

The Clerk stated that these applications were seeking approval for the erection of a swimming pool and glass house and for listed building consent and that Councillor Hardwill had been asked to be the lead Councillor. Councillor Hardwill stated that permission for a swimming pool had been previously granted and that slight modifications had been made to the plan therefore requiring a new application to be submitted. Councillor Hardwill stated that there were no issues with the application and that the proposal would not have any detrimental effect.

WD/D/16/000755 Higher Farm, Seaborough, DT8 3QY

The Clerk stated that this application was seeking permission for the installation of an oak lintel, replacement of oak joists and for the application of a lime wash finish to all repointed stonework to the barn and stable. The Clerk reported that Councillor Calverley had been asked to be the lead Councillor. Councillor Calverley stated that she had placed a notice on the local village board informing of the application and inviting any comments, none had been received.

WD/D/16/001005 Seaborough Manor Farm, Seaborough, DT8 3QY

The Clerk stated that this application was seeking permission for the construction of a canter track for use in connection with Seaborough Manor Racing Stables and that Councillor Calverley had been asked to be the lead Councillor. Councillor Calverley stated that she was pleased to read that a comprehensive Landscaping Statement outlining a plan for screening the canter track to minimise visual impact had been included within the application. There was consensus amongst Members that this should be undertaken either prior or during the building of the track to ensure that plants and trees can establish as quickly as possible.

Members of the Council expressed their concern that the proposal would lead to an increase in the volume of horses using the public highway and this in turn would cause further congestion on what is a narrow road network. Members discussed the provision by the applicant of an off road route, utilising an existing farm track to move horses from the stables to the new canter track. The Council agreed to ask West Dorset District Council to consider this as a condition of approval.

Members of the Council were also concerned about the proposed point of access for horses entering and exiting the highway as identified in the application and accompanying plan. This particular junction has limited visibility and is already highly congested and the siting of access here would ultimately threaten road safety.

Members of the Council also asked that clarification on the drainage from the Geotextile Membrane pipe be provided.

b. Other applications

None.

c. Results

The Clerk reported that following results.

WD/D/15/002442 Potwell Farm, Mosterton, DT8 3HG: Approved

WD/D/15/002441 Potwell Farm, Mosterton, DT8 3HG: Approved

Councillor Smith asked whether the Parish Council could write to West Dorset District Council with regard to poor service delivery and stated that he knew of three residents that have been waiting between four and six weeks for responses to search requests, and such delays are now causing delays for people wishing to move. Members concurred that such delays could be one of the factors that lead to so many retrospective applications.

Action: The Clerk to receive further information from Councillor Smith and draft a letter to the Planning Department of West Dorset District Council.

9. COUNCILLOR VACANCIES FOR THE BROADWINDSOR WARD

The Clerk reported that with regard to the second Broadwindsor vacancy, that West Dorset District Council had not received any request for an election to take place and therefore both positions could now be filled by co-option. The Clerk provided Councillor Tibballs with copies of the formal notice and asked her to display on noticeboards within Broadwindsor. The Clerk stated that the deadline for written expressions of interest would be 13 July. Councillor Curtis stated that Mr. Malcolm Heaver had expressed an interest in becoming a Councillor and Councillor Tibballs stated that Mrs. Dorothy Rowe had also expressed an interest.

Resolved: Proposed by Councillor Chumbley, seconded by Councillor Tibballs and agreed by a show of hands, the Council unanimously approved to fill the vacancies by co-option.

10. WEBSITE

The Clerk reported that she had now received some basic training in the content management system of the website and felt confident to be able to upload content and images. The Clerk will now progress the population of the site and encouraged Members to use the site and also the Facebook page. The Clerk reported that there had been a problem with the Internet Service Provider which had resulted in the site being slow to upload and stated that this had now been addressed. The Clerk reported that she had looked at several parish council websites where local business advertising was featured and stated that some listed businesses free of charge and others charged. For those that charged, this seemed to be a minimal fee used to go towards the costs for maintaining their website. The Clerk stated that the Broadwindsor Group Parish Council website should feature local businesses in some form and that discussion around the possible inclusion of charges should be revisited once the site has been established and attracting a good number of users. Members agreed.

Action: Members of the Council to forward details of local businesses to the Clerk.

11. NEIGHBOURHOOD PLAN

Councillor Hibbard reported that Councillor Chumbley had kindly agreed to be the new Secretary for the Neighbourhood Plan Committee. Councillor Chumbley reported that he had

started the free trial period for Get Mapping and had asked Jo Witherden for guidance. Councillor Hibbard stated that the grant application had now been submitted and it is expected that funding will be forthcoming. Councillor Hibbard also stated that the draft questionnaire had been completed and after advice from Jo Witherden was now being reduced in size and that volunteers were being drafted to help distribute the questionnaire for when it was ready to be sent out.

12. PARTNERING AGREEMENTS

No report.

13. EMERGENCY PLAN

Councillor Tibballs reported that she had made contact with the Emergency Planning Liaison Officer at Dorset County Council Jessica Rice and stated that she would be very happy to attend and speak at a Council Meeting and provide support in the development of an Emergency Plan. Councillor Tibballs stated that the next step would be to form a steering committee to progress the matter further and stated that this could comprise representatives from the three village halls. Councillor Curtis stated that any plan would have to be broad to provide for all types of emergency. Councillor Tibballs stated that a risk assessment would be carried out to identify all possible emergencies and then these would be ordered in relation to the most likely and unlikely to occur. Councillor Hardwill questioned the involvement of the Parish Council in the formation of such a plan and asked whether it was a legal requirement and asked Members to be cautious with regard to liability.

Action: The Clerk to confirm whether the formation of an Emergency Plan is a legal requirement for the Parish Council.

14. ALLOTMENTS

No report.

15. HIGHWAYS

a. Resurfacing of Grange Lane

As previously discussed at the Meeting, Councillor Frampton reported that the Highways Authority had planned to carry out the resurfacing of Grange Lane. The verges had been cut back to allow the full width of the lane to be accessible but the tar and chippings were not going to arrive until the next month by which time vehicles using the lane, including milk tankers, cars, tractors and delivery vans would have pushed back the verges again. Councillor Frampton stated that this would have been a complete waste of money and an example of very bad planning. Councillor Frampton had therefore alerted Councillor Knox to this issue and the necessary action was taken.

Councillor Curtis stated that the installation of broadband between Broadwindsor and Drimpton has not been executed efficiently and reported that works had been completed in three different stages and holes were now sinking into the ground, resulting in the state of the road being compromised. Councillor Curtis stated that the Parish Council should write to BT to complain.

Action: The Clerk to raise this issue with Mr. Blair Turner, Community Highways Officer.

16. AFFORDABLE HOUSING

In respect of the Community Land Trust, Councillor Leader reported that negotiations were still taking place with the land owner at Drimpton and that the legal work was progressing well.

17. LEISURE

The Clerk confirmed that the date for the MUGA presentation had been changed and the event will now take place on Tuesday 5 July at Comrades Hall. Councillor Leader asked Members to attend if they are able to.

18. ANY OTHER BUSINESS

Councillor Frampton stated that the Council should send a letter of thanks to the Jubilee Committee for their hard work and considerable efforts in organising the Broadwindsor Fun Days. All Members agreed.

Action: The Clerk to write to the Jubilee Committee to thank them for organising the Broadwindsor Fun Days.

19. PUBLIC PARTICIPATION

There were no members of the public present.

20. CLOSE

The Council Meeting was formally closed at 9.15 pm.

APPROVED