



MINUTES OF THE COUNCIL MEETING 13 MARCH 2017

COMRADES HALL

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

ATTENDANCE: Helen Cudmore (Clerk).

ABSENT: Councillor Lloyd Curtis

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 Knox and from Councillor Mouldsdale and unanimously approved by the Council.

2. DISCLOSURES OF INTEREST

Councillor Hedditch declared an interest in Agenda item 15a.

3. MINUTES OF THE LAST MEETING

A copy of the minutes from the Meeting held on 13 February 2017 was confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

4. MATTERS ARISING

None.

5. PUBLIC PARTICIPATION

There were no members of the public present.

a. Report from Councillor Knox

Councillor Hibbard reported that Councillor Knox had emailed a report and summarised its content. The Clinical Commissioning Review which has now ended its period of consultation will now be considered by their Board. The County Council did make comments as it considered the matter too important not to and if the Clinical Commissioning Group does not work more closely within local communities and with social care solutions then there will only be more pressure on A&E Departments, more pressure on the ambulance service and more people unnecessarily staying in hospital.

The report also noted that Dorset is one of only four Council areas in the country to be chosen to pilot free childcare hours of up to 30hrs per week. Taking up the offer now rather than having to wait until September is great news for families who would like potentially to take advantage of the seasonal work which arises in the County and the increasing number of opportunities being promoted by the County Council and others for apprenticeships and social care training. Councillor Knox also reported that it was also good to see that the Council is successfully gaining good outcomes in receiving grant evidenced by need from various organisations and Central Government as centrally funded grant will reduce dramatically and cease in 2019/20.

Councillor Knox's report stated that at the time of writing, the bid for two unitary authorities was still with the Secretary of State and that a decision was expected by the end of the month. Councillor Knox's report concluded by proposing a second meeting with Parish Councils with regard to closer community involvement. Councillor Hibbard asked the Clerk to circulate the report to Members after the Meeting.

Action: The Clerk to circulate the report from Councillor Knox.

b. Report from Councillor Sewell

Councillor Sewell reported that she had attended that day a meeting of the Joint Scrutiny Committee at West Dorset District Council and stated that the Committee is pushing forward with their work despite the fact that a decision on the bid for unitary status had not been announced. Councillor Sewell stated that as part of its Business Review, the Committee will be looking the many different systems and processes to determine the most efficient way of doing things. Councillor Sewell reported that as from April, the Council will be 'paperless', Councillors will not receive paper copies of any documentation, paper copies will be available for members of the public attending meetings. Councillor Sewell stated that the delay in processing land searches still remains a matter for concern and is causing problems and expense for local people. Councillor Sewell stated that this was an appalling situation and the fault of West Dorset District Council. Councillor Sewell stated that it was unclear as to where the new boundaries might be set if unitary status proceeds, a best guess would be that they would be based on current County wards and therefore would mean that there would be two elected representatives for the area.

c. Report from Police Community Support Officer

No report was provided, the Clerk stated that an invitation had been issued and that she was informed that there was now only one PCSO for the Beaminster area. Councillor Chumbley stated that local police presence at Council Meetings was absolutely vital and Members agreed that a letter should be sent to the Police and Crime Commissioner. Councillor Hibbard asked the Clerk to draft a letter.

Action: The Clerk to draft a letter to the Dorset Police and Crime Commissioner.

6. CORRESPONDENCE AND NOTICES

a. Dorset Wildlife Trust, Hursey Common Survey Report

The Clerk reported that she had received a report from Dorset Wildlife Trust in respect of their monitoring visit to Hursey Common. The report stated that the Common was still recognised as a Site of Nature Conservation Interest (SNCI) and remains an important place for wildlife. The Common hosts a number of interesting species in the ground flora, some of which are declining nationally, but are important for insects such as butterflies, moths and beetles. Councillor Leader asked the Clerk to post the report on the Council's website and also circulate to Members.

Action: The Clerk to copy the report for Members and publish on the Parish Council website.

b. DAPTC Annual Conference, 23 March 2017

The Clerk reported that the DAPTC Annual Conference will take place on 23 March and that Councillor Hibbard would be attending. The Clerk stated that one delegate per Council was currently being allowed but if a Member would like to be added to a reserve list, then they should inform the Clerk as soon as possible. The Clerk stated that she would circulate the agenda.

Action: The Clerk to circulate DAPTC Annual Conference information to Members.

The Clerk stated that she had received a copy of the Future Dorset publication and that the document can be found online. The Clerk stated that she would circulate the website address.

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 2016/2017, which had previously been circulated. The current balance as of the 7 March 2017 was £32,980.80. There were no questions.

- b. To approve payment of £250.00 for Miss Grace Reeder (Educational Grant)
- c. To approve payment of £118.80 for Total Web Solutions (Annual Web Hosting)
- d. To approve payment of £25.00 for Mr. & Mrs. Meech (Allotment Deposit)
- e. To approve £84.00 for annual PAYE services for 2017/2018 (Diane Malley MAAT)

Resolved: Proposed by Councillor Hibbard, seconded by Councillor Bassett and agreed by a show of hands, the Council unanimously agreed payments b to e as above.

- f. To approve the Clerk's incremental salary increase (Following Annual Review)

Councillor Hibbard stated that following the Clerk's Annual review it was proposed that the Council agree an incremental increase in salary of 3%. Councillor Hardwill thanked the Clerk for her hard work, Members concurred.

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

8. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

WD/CA/17/00075, 6 West Street, Broadwindsor, DT8 3QQ

The Clerk reported that this application was for tree works and that Councillor Leader had been nominated as the lead Councillor. Councillor Leader reported that the application was seeking to reduce the crown of an oak tree that was located close to the property and that it was a very reasonable proposal.

b. Other Applications

None.

c. Results

The Clerk reported the following results:

WD/D/16/002578, Old Telephone Exchange Workshop, Broadwindsor, DT8 3QD: Approved

WD/D/17/000188, Samford Lodge, West Street, Broadwindsor, DT8 3QQ: Approved

d. West Dorset District Council Local Searches

The Clerk reported that for the month of February 2017, there had been a total of 229 searches received, 293 searches issued and 437 outstanding, a reduction from 499 in January. Members agreed that progress was being made in the right direction but that delays were still causing problems and distress to local people.

9. HUMAN RESOURCES

a. Training Opportunities for Councillors

The Clerk stated that training was available for new Councillors and for those wishing to refresh and stated that she would circulate current courses being offered by DAPTC. In addition, the Clerk stated that if there were certain areas or skills that would be of interest, then perhaps something could be organised locally, possibly with another Parish Council to help reduce costs.

Action: The Clerk to circulate training information.

b. Workplace Pensions

The Clerk reported that changes to workplace pension required certain actions to be taken by the Parish Council. The Council had been provided with a staging date of 1 May and by that time, an assessment of employees should have been carried out and a letter explaining their eligibility issued. The Clerk stated that she was the only employee of the Council and that her salary was under the threshold for automatic enrolment. The Clerk stated that a letter would be sent and compliancy declared before the staging date.

10. ANNUAL PARISH MEETING

The Clerk reported that she had sent the 2016 Annual Parish Meeting minutes to Members and that no comments had been received. The Clerk reminded Members that Grace Reeder had been invited to provide refreshments to support her fundraising efforts. It was agreed that drinks would be provided free of charge for those attending. Councillor Hibbard proposed that £50.00 be put aside for any refreshments if needed and asked that this be

added to the agenda for April. The Clerk asked Members if they could contact potential speakers and provided a poster for noticeboards.

11. NEIGHBOURHOOD PLAN

Councillor Hibbard reported that a call for sites had been launched with a deadline of 30 April and stated that the call was for potential development sites which would be considered for inclusion in the Neighbourhood Plan. Councillor Hubbard stated that any sites included would still need the relevant planning permissions and be subject to public consultation. Councillor Laurie asked whether the public could influence the design of any such development, Councillor Chubb stated that the Neighbourhood Plan was a legal document and would provide the Parish with the opportunity to be involved with what happens locally.

12. EMERGENCY PLAN

Councillor Tibballs reported that the next Emergency Plan Working Group is due to meet in mid-March and stated that she had written to a number of local people who may be able to offer assistance in an emergency situation, for example to provide a tractor or chainsaw. Councillor Tibballs stated that she would report back at the next Parish Council Meeting. Councillor Bassett reported that the cost for broadband installation would be approximately £120.00 for each village hall and approximately £30.00 per month for rental. Councillor Bassett had carried out research into grants and reported that small grants to support these costs were not available. Councillor Hibbard stated that the Parish Council should consider meeting these costs, with a contribution from each Hall. Councillor Chubb suggested that a deadline be agreed for searching alternative funding streams and after such time, the matter should be discussed by the Council again. Councillor Sewell stated that the Council should consider using other public buildings such as the School when they are not in use, if access to the internet is required.

13. ALLOTMENTS

The Clerk reported that she had written a note of thanks on behalf of the Council to Janet Iveson and that allotment renewals had been issued. The Clerk reported that there are currently a number of vacant plots and that Sheila Hawkins and Susannah Madigan will be producing a marketing campaign to try and attract new tenants.

14. HIGHWAYS

a. Dorset Highways Capital Works Programme

Councillor Bassett stated that the Dorset Highways Authority had some time ago, agreed to the resurfacing of Crewkerne Road and that works were due to start but were postponed due to poor weather. After works in Netherhay Lane had completed, Crewkerne Road had been removed from the list, Councillor Bassett stated that he had then been given assurance by Councillor Knox that this much needed work had not been forgotten. Councillor Bassett stated that he was therefore frustrated that Crewkerne Road had not been included in the 2017-18 Capital Works Programme. The Clerk stated that she had queried this with the Highways Authority and read aloud an email reply from Mr. Ian Newport, the Highways Asset Management Technical Officer. The email stated that although Crewkerne Road is not part of the 2017-18 Programme, it is currently being considered as a possible Surface Dressing site for the 2018-19 Programme based on the recommendations made by the Local Officer. Mr.

Newport stated that the Authority will continue to maintain the road in accordance with their Maintenance Plan by responding and repairing any defects meeting the intervention levels in the Code of Practice for the Classification of Safety Hazards and Defects. Councillor Chubb stated that this omission should be challenged as the road carries heavy traffic including the local school bus and is in a very poor state of repair. Councillor Hedditch stated that every pot hole was a potential danger. The Clerk was asked to contact Mr. Newport again to question their decision.

Action: The Clerk to contact Dorset Highways Authority.

b. Update on Telephone Kiosk and Adoption Process

The Clerk reported that she had been informed by BT that the Drimpton telephone kiosk was not going to be removed and therefore adoption was not required. Councillor Chubb stated that he welcomed the news that the service was not being removed but stated that for the past two years, the telephone had not been in working order. The Clerk stated that she would contact BT to report the fault.

Action: The Clerk to contact BT.

c. Restoration of Fingerpost Signs in the Grouped Parish Area

The Clerk thanked Members for forwarding photographs of fingerpost signs within the Grouped Parish area and stated that she was still awaiting a couple more. Councillor Hedditch reported that he had spoken with Mr. Robert Hedditch and he had agreed to look at the broken sign at Drimpton Cross and that he would repair it at no cost. Councillor Leader stated that it was evident that all the signs are in a poor state of repair and that a plan was needed. Councillor Hibbard stated that the Parish Council had agreed to pay for the restoration as Dorset County Council will no longer fund such works. Councillor Rowe stated that the signs are extremely important and should be retained. Councillor Leader proposed that a working group be set up to progress the matter. The Clerk stated that she would pass on the contact details for Councillor Bailey of Netherbury Parish Council whom she had spoken with previously.

d. Update on Dog Bins for Drimpton

The Clerk reported that she had been informed by Dorset Waste Partnership that dog bins are not provided by themselves or the County Council and that the closest private contractors were based in North Wales. Given this Members agreed that it would not be possible to install dog bins in the agreed locations in Drimpton. Councillor Chubb asked whether the use of standard litter bins would be appropriate. Councillor Tibballs stated that if dog waste was put in a domestic bin at home, it would end up in the same place. Members agreed to trial two new litter bins and monitor usage to determine the amount of dog waste being deposited. Councillor Sewell suggested that the Dog Warden be invited to speak at the Annual Parish Meeting, Members agreed that this would be useful. Councillor Leader commented on the amount of bagged dog waste he had seen in a hedge on Lewesdon Hill.

Action: The Clerk to invite the Dog Warden to attend the Annual Parish Meeting. The Clerk to arrange for the installation of two litter bins with Dorset Waste Partnership.

e. Review of Entry/Exit Points into the Grouped Parish Area

Councillor Leader stated that this work was ongoing and would report back to the Council once completed.

Councillor Hibbard stated that he had contacted Mike Westwood at Dorset Highways with regard to Springfield Farm and had been informed that works should have commenced in January. After several missed start dates, Dorset Highways Authority had threatened legal action. Councillor Hibbard stated that he had been informed that a notice for works had been submitted by BT to begin work on the 22/23 March. The Clerk reported that she is still chasing a reply from Somerset County Council in respect of the letter which was sent in September asking for the route of the 96/96a service through Drimpton to be amended.

15. AFFORDABLE HOUSING

a. Report from Broadwindsor Group Parish Community Land Trust

Councillor Leader reported that site surveys have been completed and a number of sketches have been produced. A meeting had taken place with the landowners and that the Community Land Trust is set to meet again on 14 March. Councillor Bassett asked when the next public meeting will take place, Councillor Leader stated that it would most likely happen in a couple of months time.

16. LEISURE

a. Update on the Multi-Use Games Area

Councillor Leader reported that Dorset County Council has agreed to lease the land for a minimum period of twenty-five years and that a funding application has been submitted to Sport England. Councillor Leader stated that a decision is expected within four weeks.

17. MATTERS OF INTEREST AND INFORMATION

a. Items for Next Agenda from Members of the Council

Councillor Hardwill reported that his company had been contracted to carry out works on the Clipper Teas site located on the Broadwindsor Road Industrial Estate. Councillor Hardwill stated that the main route to work for his trucks will be through Drimpton and Broadwindsor and that the company will do its utmost to be considerate. Councillor Sewell stated that there will be a management plan in place for the scheme. Councillor Sewell stated that it might be useful for the School to be notified about this increase in traffic as a safety precaution.

Councillor Laurie reported that since the installation of the round gallop in Seaborough, the problems caused by the number of horses using the public highway has significantly improved. Councillor Laurie referred to the meeting held in January 2016 and stated that the problem of a lack of passing places has still not been resolved and that she had spoken with several local people who are keen to progress this. Councillor Hibbard stated that the Highways Authority needs to be consulted and asked the Clerk to provide Councillor Laurie with the relevant contact details.

Action: The Clerk to forward contact details to Councillor Laurie.

Councillor Leader reported that he had been asked by Councillor Curtis to raise the matter of the lack of police presence in the area and stated that the number of police and police community support officers had been reduced at a time when crime is slowly on the increase,

the first time in ten years. Members agreed that this should be included in the letter to the Police and Crime Commissioner. Councillor Hardwill stated that people need to be vigilant.

b. Items for Next Agenda from Members of the Public

None.

18. PUBLIC PARTICIPATION

There were no members of the public present.

19. CLOSE

The Council Meeting was formally closed at 9.00 pm. The Chairman thanked everyone for attending.