



## **MINUTES OF THE COUNCIL MEETING 14 NOVEMBER 2016 COMRADES HALL**

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

**ATTENDANCE:** Councillor Rebecca Knox (Dorset County Council), Mr. Blair Turner (Dorset County Council), Helen Cudmore (Clerk).

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

---

### **1. APOLOGIES AND APPROVAL OF ABSENCE**

Apologies were received from Councillors Hibbard and Curtis and PCSO Bishop and unanimously approved by the Council.

### **2. DISCLOSURES OF INTEREST**

Councillor Hedditch declared an interest in Agenda Item 7b.

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

A copy of the minutes from the Meeting held on 10 October 2016 was confirmed as a true record and signed by Councillor Leader and unanimously approved by the Council.

**Resolved: Proposed by Councillor Sewell, seconded by Councillor Bassett and agreed by a show of hands, the Council unanimously approved the Minutes of the Meeting held on 10 October 2016.**

### **4. MATTERS ARISING**

None.

### **5. PUBLIC PARTICIPATION**

Mr. Fraser Hughes asked to address the Council. Mr. Hughes stated that he had recently attended a meeting arranged by the Tollerford Practice regarding the changes affecting GP practices in West Dorset. Mr. Hughes stated he had been informed that the number of surgeries may be cut from eight to either five or three and that some local services may be moved to Dorchester and then possibly to Poole. Mr. Hughes stated that changes were being considered and decisions made without adequate consultation with members of the public. Mr. Hughes stated that he had sent a letter to his own GP at Barton House to express his concerns and duly read this letter aloud. Mr. Hughes urged the Parish Council to get involved as these proposed changes would affect people living within the Grouped Parish area. Councillor Leader thanked Mr. Hughes for attending and bringing this very important matter to the attention of the Council.

Councillor Knox stated that there had been many discussions between the Dorset Clinical Commissioning Group and hospitals under the Clinical Services Review and as part of the Sustainability and Transformation Plan. Councillor Knox stated that the changes referred to by Mr. Hughes were indeed about money and stated that too many people are going into hospital that do not need to and that GP surgeries can do more. Councillor Knox stated that Dorset County Council is very much trying to link health and social services, despite both involving totally different processes. Councillor Knox stated that the Review has been going on for eighteen months and that the public have been well protected from this and that should not have been so. The County Council has received a direction from Ministers that it will be the place where sign off is made and that this lack of public awareness is a nation-wide problem. Councillor Knox informed that details of the Review and the Primary Care Commissioning Strategy is accessible online and the Clerk confirmed that she had published the link on the Council's Facebook page.

Councillor Bassett expressed his astonishment that people will be moved out of hospitals at the same time as GP surgeries are being reduced. Councillor Knox stated that no decision about GP surgery closures has been taken yet. Councillor Leader asked how the consultation will take place, Councillor Knox stated that she did not know at this time. The Clerk stated that she had received information from DAPTC regarding two public consultation events in December and had circulated this to Members. Councillor Knox stated that hospitals in Dorset are operating with a large deficit of over £100m. Councillor Rowe asked if plans had been prepared for preventative actions, Councillor Knox confirmed this. Councillor Leader asked the Clerk to add this matter to the agenda for December and Councillor Knox stated that she would report back to the Parish Council.

**a. Report from Councillor Knox**

Councillor Knox stated that the Health and Wellbeing Board was moving forward and that a positive partnership had been formed with the Highways Authority to look at areas such as access to green spaces, bike paths, safer routes etc. Councillor Knox stated that the role of the natural environment in contributing to positive health and wellbeing is very important and that at a meeting of the Board on 9 November GPs were asked to prescribe outdoor activities. Councillor Knox stated that a list of the County's outdoor assets is to be compiled.

**b. Report from Councillor Sewell**

Councillor Sewell reported that 16,000 completed 'Reshaping Your Councils' survey responses had been received out of a total of 750,000, representing a good percentage result. Opinion Research Services were now analysing the data and a report should be online from 5 December 2016. Councillor Sewell stated that there had been no significant improvement to the lead time for land searches and that she has suggested to the District Council that this be outsourced to Somerset. A Development Control Meeting is being held on 21 November and this matter will be reviewed. Councillor Hardwill confirmed that the delay in completing searches was still causing difficulties to local residents.

**c. Report from PCSO Alex Bishop**

In the absence of PCSO Bishop, the Clerk read aloud his report. In the early hours of 12 October, unknown offenders set off an alarm at a farm in the Blackdown area. The owners reacted quickly to the alarm and offenders left without stealing anything. On 18 October a Broadwindsor man was prosecuted for driving without insurance. This will be heard in Court on January 10. In the early hours of 27 October, unknown persons attended an isolated dairy

yard in the Childhay area. Cattle were let out of one pen, into another and a tyre was let down on a tractor. It is unknown who or why this occurred. PCSO Bishop's report also provided an update to the changes to the Beaminster Team. Tim Poole's replacement as Beat Manager, will be in post next month, once their current secondment is fulfilled. PCSO Luke White is the newest member of the team, joining from Lyme Regis. He will soon be joined by PCSO Pete Smith from Bridport at some time in the next couple of weeks. PCSO Bishop stated that he had very much enjoyed working in this area and that was in part down to the people who work and live here.

Councillor Leader with agreement from the Council asked the Clerk to write to PCSO Bishop to thank him for his hard work and service to the community and that the letter should be copied to his senior officers.

**Action: The Clerk to draft a letter of thanks on behalf of the Council to PCSO Bishop.**

## **6. DORSET HIGHWAYS AUTHORITY**

### **a. Review of Working Together Document**

Councillor Leader welcomed Mr. Blair Turner to the Meeting and thanked him for attending. Mr. Turner stated that his colleague Mr. Mike Westwood sent his apologies as he had hoped to attend as well. Councillor Leader asked Mr. Turner to highlight the main issues within the Working Together document which had been circulated to all Members prior to the Meeting. Mr. Turner stated that the Highways Authority has had to make cuts to its services due to budgetary issues and that from April 2017, the Authority would, for the most part, only be delivering a programme of essential core functions. Parish Councils were being invited to take on some of the non-essential functions which include verge cutting, gulley emptying, sign cleaning and tree pruning. Three delivery options were proposed within the document, Option 1 relies on the use of volunteers with co-ordination support from Highways, Option 2 allows Parish Councils to engage the services of its own suitably qualified contractor and Option 3 allows the Highways Authority to carry out works, paid for by the Parish Council.

Mr. Turner stated that it would be unreasonable to ask a volunteer to take on a potentially dangerous task. Mr. Turner confirmed that hedges were the responsibility of the land owner. Mr. Turner stated that Parish Councils could take on the role of the first line of Highway enforcement and that the Highways Authority could provide Parish Councils with letter templates. Mr. Turner advised the Clerk to contact the Highways Authority Asset Management Team to obtain a list of assets within the Grouped Parish Area. Councillor Chubb stated that this was imperative.

With regard to signage, Mr. Turner confirmed that statutory signage would still be the responsibility of the Highways Authority but that other signs, including Finger Posts, would have to be maintained locally. Mr. Turner provided a contact for Dorset AONB. Councillor Sewell stated that other Parishes are restoring Finger Posts, using Bridport Foundry and that by working collectively have reduced costs.

**Action: The Clerk to contact Netherbury Parish Council to enquire about their Finger Post restorations.**

Councillor Hardwill commended the Highways Authority for its work most notably the vast amount of resurfacing which had taken place and asked Mr. Turner if that would continue. Mr. Turner stated that the Authority had received additional funding from Central Government due to the previous Winter's bad weather.

Councillor Frampton stated that hedge cutting normally takes place in May and asked whether this would now stop. Mr. Turner stated that in some places, two cuttings were normally carried out and this would now be reduced to one, although cuts to ensure safe visibility would still continue. Councillor Frampton stated that farmers and land owners would most likely be happy to take this on. Councillor Rowe asked if there was an environmental policy, Mr. Turner stated that there was a Protected Verge Policy and a Habitats Directory and suggested contacting Dorset Wildlife Trust for further information.

**Action: The Clerk to contact Dorset Wildlife Trust.**

Councillor Sewell stated that Thorncombe Parish has a Lengthsman who carries out some of the functions contained within the document and that this position is paid for from the precept. There was consensus that these changes would involve an increase to the precept and that Parishioners would need to be informed.

Councillor Leader summarised the discussions and stated that until there was clarification of non-essential works within the Grouped Parish area and information about the frequency of their maintenance, it would be impossible to form an estimate of costs to be included within the 2017/2018 budget.

**b. Review of Current Reported Highways Problems**

Councillor Sewell stated that the road outside Comrades Hall had now been resurfaced and reported that the height of the curb now allows the potential for flooding to take place. This was noted by Mr. Turner. Councillor Mouldsdales confirmed that the road markings outside of the White Lion Pub had now been painted. Mr. Turner stated that he did not understand why the road had still not been resurfaced in Broadwindsor Square despite his requests for this to be completed. Councillor Chubb asked whether cats eyes will be installed in the road from Broadwindsor to Drimpton, Mr. Turner stated that it was policy for them to be replaced in locations where they were missing. Councillor Hardwill stated that cats eyes were still missing on the B3615 and need to be replaced. Mr. Turner stated that they should have been put back and asked the Clerk to speak with Mr. Alaric Little at the Highways Authority. Councillor Bassett stated that the surface of Crewkerne Road was in a poor state of repair with many pot holes and asked when this would be resurfaced. Mr. Turner asked the Clerk to send him an email about this matter. Councillor Frampton stated that two community grit bins in Burstock had not been filled by the Council. The Clerk agreed to contact Dorset County Council.

**Action: The Clerk to contact Mr. Alaric Little with regard to missing cats eyes on the B3615 and email Mr. Turner with regard to Crewkerne Road.**

Councillor Leader thanked Mr. Turner for attending the Meeting and for his information and guidance.

## **7. CORRESPONDENCE AND NOTICES**

The Clerk reported that she had emailed all communications received to date to Members and stated that these had been listed on the Agenda.

### **a. Mrs. Paula Reeder, Fundraising Request**

Councillor Basset suggested that this request be submitted to the FMR Trust, Members agreed and asked the Clerk to add this to the January agenda and contact Mrs. Reeder with an update.

### **b. Mrs. Barbara Hedditch, Development of Land at Netherhay**

Councillor Leader stated that this letter was best suited for the consideration by the Neighbourhood Plan Committee, Members agreed.

### **c. Dorset Wildlife Trust, Hursey Common SSCI Monitoring Survey**

The communication was noted and the Clerk stated that she would forward the full Report when received.

### **d. PCSO Alex Bishop, Notification of Changes to Beaminster Neighbourhood Police Team**

This communication was noted under Agenda Item 5c.

### **e. Rt. Hon Oliver Letwin MP, Reply to BGPC Government Finance Settlement letter**

The communication was noted.

### **f. Mr. Mike Westwood, Dorset Highways, Reply to BGPC Letter, Springfield Farm**

The Clerk read aloud the letter received from Mr. Mike Westwood. The Clerk was asked to reply and make further enquiries with regard to reinstalling cats eyes between Horn Ash and Lambert's Castle.

## **8. ACCOUNTS**

### **a. Finance Report**

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first, second and third (part) quarters of 2016/2017, which had previously been circulated. The current balance as of 31 October 2016 was £33,626.72. There were no questions.

### **b. To receive the Second Half-Year Internal Audit Report 2016**

The Clerk reported that the second half-year internal audit had been carried out by Helen Sparks and that no issues for concern had been raised. Councillor Leader thanked the Clerk.

### **c. Budget 2017/2018 (Preparatory Discussion)**

Councillor Bassett stated that last year the Precept for 2016/2017 was slightly increased and West Dorset District Council presented the increase as a percentage, which caused several questions from Parishioners. Councillor Chumbley stated that Parishioners need to know what they are being asked to pay for and why and that if the Parish Council takes responsibility for Finger Post signs, then this must be factored into the budget. Councillor Leader stated that further budgetary discussions will take place at the Meeting in December.

- d. To approve £624.27 for Robbie Roskell (MUGA architects fee)**
- e. To approve £25.00 for Mr. Peter Slimon (return of allotment deposit)**
- f. To approve £290.00 for Life Education Wessex (grant)**
- g. To approve £184.17 for Mr. T Emmott (Hursey Common maintenance)**
- h. To approve £277.20 for Dorset County Council (salt bags)**
- i. To approve £204.30 for Helen Sparks (internal audits 2015/2016 and 2016/2017)**

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

## **9. PLANNING APPLICATIONS**

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

#### **WD/D/16/001940, Broadwindsor Craft and Design Centre, Redlands Lane, Broadwindsor, DT8 3PX**

The Clerk stated that this application was discussed at the last Council Meeting in October and that an extension was granted to allow the Council to carry out community wide consultation. The Clerk reported that she had asked for further clarification on the possible size of the proposed dwellings, but that additional information was not available from the Planning Department. Councillor Rowe and Councillor Tibballs reported that they had consulted residents in Redlands Lane and that concerns had been raised. These included, increased traffic resulting from a reduction in parking spaces at the Craft and Design Centre, Redlands Lane becoming a 'rat run' and creating a potentially dangerous situation for residents and children, inadequate parking for the proposed new dwellings, increased street parking therefore reducing access and existing sewerage infrastructure being unable to cope with further development. Councillor Leader stated that the Council had considered the previous application as an overdevelopment of the land and it was welcomed that this proposal had reduced the number of dwellings. All Members of the Council stated that they were extremely disappointed to see that the new application does not include proposals for affordable housing as there is an evidenced need for affordable housing within the Grouped Parish area.

#### **WD/D/16/002128, Hursey Barn, Hursey, DT8 3LN**

The Clerk stated that this application was seeking approval to erect an extension and make alterations and that Councillor Curtis had been nominated as the Lead Councillor. In his absence, Councillor Leader reported that Councillor Curtis had found the plans reasonable and raised no objection.

#### **WD/D/16/002147, 4 South Dibberford Farm, DT8 3HD**

The Clerk stated that this application was seeking approval to erect a single storey rear extension and that Councillor Sewell had been nominated as the Lead Councillor. Councillor Sewell stated that this was a sensible proposal and was very far away from any other property.

#### **WD/D/16/002275, Samford Lodge, Broadwindsor, DT8 3QQ**

The Clerk stated that this application was seeking approval to erect an extension and make alterations and that Councillor Tibballs was the Lead Councillor. Councillor Tibballs reported that the proposal was seeking to replace a wooden structure to the Western end of the original stone building with a structure of similar size. This will be built in Ham stone with a

pitched roof tiled in the same tiles as those on the existing roof. Councillor Tibballs stated that she had received no objections to this structure from neighbours adjacent and opposite in West Street and could see no reason for the Council not to support this application.

**b. Other Applications**

**WD/D/16/002103 Cuckoo Farm, Cuckoo Lane, Winsham, Chard, TA20 4NX**

The Clerk reported that she had received a request for the corporate view of the Council as an adjoining Parish for this application. Councillor Hardwill agreed to be the Lead Councillor and report back at the next Meeting.

**c. Results**

The Clerk reported the following planning results.

WD/D/16/001045, Blackdown House, Blackdown, DT8 3LE: Approved (listed building consent)

WD/D/16/001044, Blackdown House, Blackdown, DT8 3LE: Approved

WD/D/16/001910, Broadwindsor School, Broadwindsor, DT8 3QL: Approved

**d. West Dorset District Council Local Searches**

The Clerk made reference to the reply received from West Dorset District Council with regard to lead times for local searches. The Clerk was asked to report on this again in December.

**Action: The Clerk to contact WDDC in December for an update on local searches.**

**10. SEABOROUGH VACANCY**

The Clerk reported that West Dorset District Council had not received any requests from the electorate for an election to take place and therefore the Council can now fill the vacancy by co-option. The Clerk stated that she could publish the formal notice the next day and invite expressions of interest to be submitted by 14 December. The co-option could then take place at the January Meeting.

**Resolved: Agreed by a show of hands, the Council unanimously approved to fill the Seaborough vacancy by co-option.**

**11. DORSET PRIMARY CARE COMMISSIONING STRATEGY**

This item was discussed under Agenda item 5, Public Participation.

**12. DAPTC WESTERN AREA MEETING 24 NOVEMBER 2016**

The Clerk reported that the next meeting of the DAPTC Western Area will take place on 24 November, commencing at 7.00 pm at Mountfield, Bridport. The Clerk stated that these meetings are extremely useful and that the Council should be represented. Councillor Chubb stated that he may be able to attend would confirm this with the Clerk.

**13. WEBSITE UPDATE**

The Clerk reported that some technical changes had been made by the Internet Service Provider and that she was pleased to report that the website seemed to be taking less time to load. The Clerk asked Councillors to view the site and report back on the speed.

#### **14. NEIGHBOURHOOD PLAN**

Councillor Chumbley stated that 690 questionnaires had been distributed to households and that 407 had been completed and returned, representing a 60% return rate. Councillor Bassett stated that the business replies were going to be reviewed and that he would report back on this.

#### **15. EMERGENCY PLAN**

Councillor Tibballs referred to the report from the Community Resilience Meeting of 20 October and stated that it had been useful in terms of information gathering and making contacts. Councillor Tibballs stated that she will convene a first meeting of the Working Group and report back at the next Council Meeting.

#### **16. ALLOTMENTS**

##### **a. Review of Upper and Lower Allotment Hedges**

It was reported that both upper and lower hedges at the Allotments had now been cut. Councillor Leader thanked Councillors Frampton and Curtis for doing this.

The Clerk stated she had not received a reply to the letter sent to the alleged owner of the dogs seen on the Allotments. The Clerk has asked tenants to be vigilant and report any further incidents. The Clerk stated that she had spoken with the West Dorset Dog Warden whom would be very happy to become involved if matters progressed. The Clerk confirmed that guidance received from West Dorset District Council stated that dogs on leads are currently allowed in a public space such as an allotment, the Council could have a sign to say that dogs were not allowed, but this would not be enforceable by the District Council.

#### **17. HIGHWAYS**

##### **a. Report from Broadwindsor Speedwatch Team**

The Clerk stated that she had circulated by email the report from the Broadwindsor Speedwatch Team. Councillor Leader summarised the report and stated that it was evident that a lot of vehicles had been spotted speeding within Broadwindsor. Members of the Council were alarmed to read that abusive calls had been received by Susanna Newall and advised that these should be reported to the Police. Councillor Leader asked the Clerk to thank Susanna Newall for the report.

**Action: The Clerk to thank Susannah Newall for submitting the Speedwatch report.**

##### **b. Review of Safety of Entry/Exit Points into Broadwindsor**

Councillor Leader asked for volunteers to form a Working Group to complete this piece of work, Councillors Chumbley, Mouldsdales and Rowe agreed to support Councillor Leader in reviewing the safety of the entry and exit points to Broadwindsor.

##### **c. Grit Bins**

The Clerk confirmed that grit bins within the Grouped Parish area had now been filled and that extra bags had been ordered to be delivered to Councillors Hardwill and Curtis. The Clerk stated that she will confirm the date for delivery.

## **18. AFFORDABLE HOUSING**

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

Councillor Leader reported that the Community Land Trust (CLT) AGM will be held on 15 November and that all members were welcome to attend. Councillor Leader stated that negotiations at Netherhay were progressing well. Councillor Leader stated that the next steps for the CLT are to identify a Housing Association to work with, develop option plans and then consult again with the wider community. Councillor Sewell stated that there are currently fifty members of the CLT and that the Trust had now received a grant from West Dorset District Council for legal fees. Councillor Chubb stated urged all CLT members to attend the AGM.

## **19. LEISURE**

### **a. MUGA Planning Application**

Councillor Leader reported that following the planning approval of the MUGA, that grant aid now needed to be secured. Councillor Leader stated that Council monies had already been ring-fenced and that the FMR Trust will be approached. Councillor Leader stated that where possible, local contractors should be engaged and asked if Members had knowledge of any such companies that could be invited to tender, to send details to the Clerk. Councillor Sewell stated that she will ensure that CIL money is ring-fenced to be used locally and suggested placing local adverts and asking for voluntary contributions.

## **20. MATTERS OF INTEREST AND INFORMATION**

### **a. Items for Next Agenda from Members of the Council**

Councillor Sewell asked Members if they wished to have Christmas food and drink before the December Meeting, this was agreed by all.

### **b. Items for Next Agenda from Members of the Public**

None.

## **21. PUBLIC PARTICIPATION**

Mr. Bob Willits asked the Council for a definition of affordable housing. Councillor Leader stated that rents are considerably lower than that of open market housing and that in the case of the affordable housing being proposed by the Broadwindsor Group Parish CLT, certain criteria are applied to ensure that persons moving in have a local connection, that they have lived or worked within the area for a minimum of five years.

## **22. CLOSE**

Councillor Leader thanked members of the public for attending the Meeting and thanked Members for their continued service. The Council Meeting was formally closed at 9.38 pm.