



MINUTES OF THE COUNCIL MEETING 8 APRIL 2019 COMRADES HALL

PRESENT: 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 Madder-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 Vice Chairman. There were four members of the public present. Councillor Leader welcomed Councillors and members of the public to the Meeting. Councillor Leader thanked all Councillors for their service to the community and stated that he believed that the Parish Council was representing the Grouped Parish extremely well. Councillor Leader paid thanks to Councillors Sewell and Smith who are both standing down from the Parish Council.

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillor Hibbard 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 17a. Councillor Chumbley declared an interest in Agenda Items 7c and 21d. Councillor Chubb declared an interest in Agenda Items 7d and 21e.

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 11 March 2019 were confirmed as a true record and signed by Councillor Leader and unanimously approved by the Council.

4. MATTERS ARISING

The Clerk reported that she had received a reply from Dorset Police regarding speeding cyclists as raised at the March Meeting and stated that she would circulate after the Meeting.

5. PUBLIC PARTICIPATION

Members of the public were invited to address the Council by Councillor Leader. A member of the public stated that she had contacted the Parish Council about proposed new lighting in Redlands Lane and provided an overview of her concerns which included the potential for increased light pollution, the style and aesthetics of the proposed new lights which might not be in-keeping with the village and raised the question as to why residents had not been consulted. Councillor Rowe reported that a local resident had also raised these issues and had subsequently contacted SSE, the approved Contractor working on behalf of Dorset Council. The Clerk stated that she had received an update from the local resident and had circulated to Councillors prior to the Meeting. The update had stated that SSE had confirmed that the replacements will be in exactly the same position that they are now and that the style of lanterns will be of a heritage range, to be in keeping with the road. The update also stated that disruption would be kept to a minimum, with lights being operational as soon as they are put in and that operatives would be more than happy to move their vehicles if access is required. The update stated that the wall lights will be remaining in the same locations and will be replaced with the new wall lights and that SSE will also be knocking on all residents' doors to discuss with them what they are doing and when the works are going to be carried out. Councillor Leader stated that this was a positive outcome and felt that the Contractor had been very helpful. The member of the public who had raised the concerns with the Parish Council stated that she was satisfied with this response.

Councillor Sewell stated that she had been approached by a resident from Yarnbarton regarding the lack of sufficient light outside of her property since the installation of new lighting. Councillor Sewell reported that she had made a night site visit and stated that the road surface was appalling and that there was a serious security risk for the School. The Clerk was asked to contact SSE and ask that the Parish Council be consulted on any future work to be carried out within the Grouped Parish area.

Action: The Clerk to contact SSE.

a. Report from Councillor Knox

No report.

b. Report from Councillor Sewell

Councillor Sewell stated that additional funds were being made available for the repair of pot holes and encouraged Councillors to report them online in order that they be considered for repair. Councillor Laurie commented on the lack of road cleaning in Seaborough, Councillor Sewell stated that if contractors cause a mess on the highway, that they must clean it up.

c. Report from Dorset Police

In the absence of PCSO Bishop, the Clerk read aloud his report. On the afternoon of Friday 22 March, a portable radio was stolen from the front of a property on the High Street. A male was seen exiting the garden and getting into a red transit type van and driving off, but it is not known which road they took off the High Street. On the morning of Saturday 23 March, a male was seen hanging around properties in The Old Bakery. It later transpires that a small amount of money, left out for a paper delivery, was stolen. In his report PCSO Bishop advised not to leave any money out on show. PCSO Bishop also stated in his report that dogs must be kept under control at all times, especially when entering fields with other animals and livestock, informing that livestock worrying is an offence.

6. CORRESPONDENCE AND NOTICES

a. Broadwindsor Resident, Concerns Over New Street Lighting Proposal

This Agenda Item was discussed under Agenda Item 5.

b. Broadwindsor Cricket Club, Receipt and Thanks for S106 Grant

The Clerk referred to a letter from Broadwindsor Cricket Club which had been previously circulated. There were no questions.

7. ACCOUNTS

a. The Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the Year End 2018/2019, which had previously been circulated. The current balance as of the 31 March 2019 was £74,495.19 which included £57,533.03 of ring-fenced funds for the MUGA project and Fingerpost restoration programme. There were no questions.

b. Approval of Commercial Waste Agreement with Dorset Waste Partnership (Bin, Comrades Hall)

c. To approve payment of £1800.00 for Comrades Hall (Annual Grant)

d. To approve payment of £1800.00 for Drimpton Village Hall (Annual Grant)

e. To approve payment of £1400.00 for Blackdown Village Hall (Annual Grant)

f. To approve £16.50 for HMRC (NI)

g. To approve payment of £613.20 for Dorset Planning Consultant (Neighbourhood Plan)

h. To approve payment of £156.00 for Comrades Hall (Room Hire)

i. To approve payment of £25.00 for Mr. G Studley (Allotment Deposit)

j. To approve payment of £25.00 for Mr. R Longden (Allotment Deposit)

k. To approve £21.48 for Clerk (Expenses March)

l. To approve payment of £857.22 for Clerk (Salary Adjustment January, February, March 2019)

- m. To approve 3% increase to Clerk's Salary (Annual Increment)
- n. To approve payment of £175.00 for DM Payroll Services (Data Protection Officer Support, Year 1)
- o. To approve payment of £106,926.96 for Priestwood Vision Limited (MUGA)
- p. To approve payment of £1,080.00 for Priestwood Vision Limited (MUGA)

The Clerk reported that Agenda items 7o and 7p had now been updated to a combined figure of £111,456.96 which included VAT. Councillor Leader reported that the Parish Council could not claim the approved grant from the Leader Programme of £35,505.65 until all project costs had been paid. Councillor Leader also reported that VAT could be reclaimed back. Councillor Leader stated that Dorset Council had agreed a short, interest free bridging loan of £62,000 which would be paid back by the Parish Council upon receipt of the Leader Grant and VAT. Councillor Hardwill asked Councillor Leader about the payment terms of the contactor and advised that some funds should be retained until after the first Winter. Councillor Leader stated that he would negotiate in light of the views of the Council. The Clerk was asked to enquire about when a VAT claim could be submitted.

Action: The Clerk to contact HMRC regarding the VAT return.

Councillor Bassett proposed that all payments be approved en bloc, this was agreed.

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

8. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

WD/D/19/000469, West Swilletts Farm Cottage, West Swilletts Road, Seaborough, DT8 3QZ

Councillor Laurie stated that she had been the lead Councillor for this application which was seeking to erect a two-storey extension and refurbishment of an existing dwelling. Councillor Laurie reported that she had visited the applicant and confirmed that the property is situated on the edge of the village and is neither overlooked or overlooking of any other property. Councillor Laurie stated that no concerns had been raised by local residents and that the plans seem reasonable and sensible. Councillor Laurie stated that she could not see any reason for the Parish Council to raise an objection to this application.

WD/D/19/000755, Cobb Field, Netherhay Chapel Corner, Drimpton (Application for Prior Approval)

The Clerk stated that although this was not a planning application, the Parish Council can make comments on this application for Prior Approval. Councillor Chubb stated that from the plan, it was difficult to ascertain where the building would be situated and how far from the highway it would be. The Clerk was asked to contact the Planning Department and ask for clarification on these matters.

Action: The Clerk to contact Dorset Council Planning Department.

b. Other Applications

WD/D/19/000476 - Nethercroft, West Street, Broadwindsor, DT8 3QQ

The Clerk referred Members of the Council to an email received from the Planning Officer for this application. The communication stated that she had noted the concerns of the Parish Council in relation to the impact of the proposed garage on neighbours, stating that she also had concerns and had now received amended plans showing that the garage has been moved north - now 2070mm from the southern boundary of the curtilage (previously 1500mm). The communication also referred to the fact that the neighbour's buildings to the south are also outbuildings and that she felt confident that the proposal would not evoke a significant loss of light or overbearing feel for these neighbours. The communication stated that the amended plans, which were online also showed details of proposed soakaways. A member of the public asked to address the Council on this matter, this was agreed. The member of the public stated that the reported outbuilding was actually a utility building attached to the main house and that he had concerns over the loss of trees and shrubs. Councillor Leader asked Councillor Rowe and Councillor Madder-Smith, the original lead Councillors for the application to speak again to the applicant and neighbours and report back to the Clerk.

c. Results

The Clerk reported the following results:

WD/D/18/002950, Rose Cottage, Blackdown, DT8 3LE: Approved (Listed Building Consent)

WD/D/19/000383, Southdene, West Swilletts Road, Seaborough, DT8 3QY: Approved

WD/D/18/002969, Ellaway Cottage, Wood Farm, Wood Lane, Kittwhistle, DT8 3LG: Approved

WD/D/19/000420, Blackdown House, Coombe Water Lane, Blackdown, DT8 3LE: Conditions 3 and 5 Partially Complied

9. ANNUAL PARISH MEETING

The Clerk reported that the Dog Warden was unable to attend the Annual Parish Meeting and stated that she would be seeking to invite an officer from the new Dorset Council. It was also suggested that a representative from the Highways Authority could be asked to speak at the Meeting. The Clerk provided additional posters to Councillors for circulation.

10. DORSET ELECTIONS

The Clerk reported that following the nomination process, all seats for the Grouped Parish were uncontested and that an election would not be required. The Clerk stated that there were now two vacancies, in Broadwindsor and Drimpton and that these seats could be filled by co-option. Councillor Chumbley reminded Councillors that expense returns must be completed by all Councillors, even if no expenditure had been incurred and stated that these must be returned by 30 May. The Clerk was asked to email further information regarding this to all Councillors.

Action: The Clerk to circulate information regarding expense returns to all Councillors.

11. GROUP PARISH WELCOME PACK

Councillor Rowe stated that there was nothing further to report at this time.

12. LOCAL GOVERNMENT REFORM UPDATE

The Clerk reported that there was nothing further to report at this time.

13. GENERAL DATA PROTECTION REGULATIONS

The Clerk reported that she had confirmed the Parish Council's commitment to a three-year contract with Ben Malley and that the payment agreed that night represented year one.

14. NEIGHBOURHOOD PLAN

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

Councillor Chumbley reported that a number of questions had been raised by the Examiner and that the Committee had agreed that Jo Witherden should communicate with the Examiner and address the issues raised. Councillor Chumbley stated that the Committee was now awaiting a Fact Check Report which should be with them by next week.

15. ALLOTMENTS

a. Allotment Contract

Councillor Madder-Smith stated that there was nothing to report at this time.

16. HIGHWAYS

a. Report from the Footpaths Officer

Councillor Rowe stated that she was arranging a meeting with Councillor Curtis regarding a local footpath. Councillor Rowe stated that she had recently attended the DAPTC Conference and was very interested to learn from Councillors from other parishes about their footpaths. Councillor Rowe stated that in some parishes, members of the community volunteer to walk local footpaths and have received training in order to carry out minor repairs.

b. Verge Management in the Grouped Parish Area

Councillor Rowe reported that she had been informed that the cost for the wildflower verge would be approximately £5,000 which was obviously not acceptable. Councillor Rowe stated that Mr. Goff had just confirmed that funding was not available to support the cost of the project. Councillor Rowe stated that she had enquired independently at a garden centre and had been quoted £11.24 for seeds. Councillor Leader stated that a work party could be arranged to complete the project and that a small area would be selected, measuring approximately 10 foot by 6 foot in size. Councillor Rowe stated that Mr. Goff had given permission for the project to take place. It was agreed that a discussion on the methodology would take place outside of the Meeting.

c. Dog Fouling

Councillor Leader stated that the new bin in the car park of Comrades Hall had now been installed and was being used. Councillor Leader stated that he had noticed a significant improvement on Hursey Common with regard to dog fouling, Councillor Madder-Smith stated that he had noticed improvements but stated that there were still problems on Common Water Lane. Councillor Hedditch reported that a recent incident of a dog being off the lead in a field had resulted in that person being cautioned by Dorset Council. Councillor Smith stated that he had received reports that the footpath had been covered with

agricultural muck. Councillor Leader stated that he was aware of a local resident receiving a letter from the Dog Warden and noted that the situation with dog fouling seemed to be improving. The Clerk was asked to include a note of thanks to owners within the next edition of the Broadwindsor Parish News. Councillor Laurie stated that it was important to reinforce positive behaviour and stated that she was still working on a small online campaign.

d. Broadwindsor School Bus

The Clerk referred Members of the Council to the email as previously circulated. Councillor Leader stated a number of residents are concerned that the Beaminster School Bus is now picking up children in The Square. Councillor Leader stated that this is a very congested area, made even worse when the school bus stops and holds up traffic and more importantly, many of the children are having to cross a very busy part of the road. Councillor Leader stated that some years ago, the School Bus collected children from outside the School as a result of an accident involving one of the children crossing the road. All Members concurred that this was not acceptable, and the Clerk was asked to contact Dorset Council to report these concerns and ask that the stop be changed.

Action: The Clerk to write to Dorset Council and report concerns.

e. Redlands Lane

Councillor Rowe reported that she had now received a reply from Councillor Knox regarding the concerns of residents in Redlands Lane and had been provided with the details of a relevant Officer at Dorset Council.

17. AFFORDABLE HOUSING

a. Report from the Broadwindsor Group Parish Community Land Trust

Councillor Leader reported that some progress had been made and that two out of the three parties had signed the agreement.

18. LEISURE

a. Update of the Multi-Use Games Area Project

Councillor Leader reported that the build was proceeding well and that all comments received apart from one had been very positive and that the Community Shop and School were both happy. Councillor Sewell stated that she was concerned that a tree had been damaged by the contractor, Councillor Leader stated that he was aware of this and stated that the contractor is being careful and that the entrance to the site is quite narrow. Councillor Leader stated that one branch had been knocked off but that it did not affect the health of the main tree.

b. Fields in Trust Grant

Councillor Leader reported that the Parish Council had the opportunity to bid for a grant of £5,000 from the Fields in Trust which distributed funds from the London Marathon. Councillor Leader stated that this additional funding would be important to allow for final pieces of work to be completed. Councillor Leader stated that one condition of grant stated that if the MUGA was disposed of within the first one hundred years, the full grant and an administration charge of £500.00 would have to be paid back. Councillor Leader stated that the lease with Dorset

Council stated that if the MUGA was disposed of within twenty-five years, Dorset Council would have to pay the Parish Council the full cost of the MUGA and thereafter a decreasing amount. Councillor Leader stated that with this in mind, he regarded the risk to the Parish Council to be minimal.

Resolved: Proposed by Councillor Sewell, seconded by Councillor Chubb and agreed by a show of hands, the Council unanimously agreed to the submission of a grant request to Fields in Trust.

19. MATTERS OF INTEREST AND INFORMATION

a. Items for next Agenda from Members of the Council

On behalf of Broadwindsor Cricket Club, Councillor Frampton thanked the Council for the recent S106 grant. Councillor Frampton stated that the nets had been purchased and that the poles are retractable. Councillor Madder-Smith asked that parking alongside Comrades Hall be added to the May agenda as there had been a recent incident when the road had become blocked. Councillor Chumbley agreed to contact the Comrades Hall Committee. Councillor Rowe stated that she had drafted a short report about the DAPTC Conference and stated that the Clerk would circulate this to all Councillors.

b. Items for next Agenda from Members of the Public

A member of the public asked about the matter raised at the last Meeting regarding speeding cyclists and the state of the road surface in West Street. The Clerk stated that she would forward the response from Dorset Police to him and continue to try and make contact with the Community Highways Officer.

20. PUBLIC PARTICIPATION

Members of the public were invited to address the Council by Councillor Leader. There were no questions.

21. THE FMR TRUST

a. To receive the Finance Report

The Clerk referred Trustees to a spreadsheet highlighting income and expenditure for the Year End 2018/2019, which had previously been circulated. The current balance as of the 31 March 2019 was £6711.18. There were no questions.

b. To approve payment of £5000.00 for Broadwindsor Group Parish Council (MUGA Project)

Resolved: Proposed by Councillor Laurie, seconded by Councillor Bassett and agreed by a show of hands, the Council unanimously approved payment b.

c. To approve payment of £216.22 for Broadwindsor Group Parish Council (Trust Administration)

Resolved: Proposed by Councillor Sewell, seconded by Councillor Chubb and agreed by a show of hands, the Council unanimously approved payment c.

d. To consider a grant for Broadwindsor School (Play Area Safety Surface)

The Clerk stated that an application for a grant had been received from Broadwindsor School to go towards the cost of installing safety surface under the swings and in the reception play area. The Clerk stated that the total cost was £8230.00. Councillor Leader stated that the current surface was not compliant. Councillor Chubb stated that he had seen the site and that the work could be completed by the MUGA contractor for much less than other companies as machinery and labour would already be onsite.

Resolved: Proposed by Councillor Sewell, seconded by Councillor Bassett and agreed by a show of hands, the Council unanimously approved a grant payment of £400.00.

e. To consider a grant of £400.00 for Drimpton Village Hall & Recreational Trust (Projector)

The Clerk stated that an application for a grant had been received from Drimpton Village Hall & Recreational Trust to go towards the cost of purchasing a new projector. The Clerk stated that the total cost was £684.00.

Resolved: Proposed by Councillor Hardwill, seconded by Councillor Sewell and agreed by a show of hands, the Council unanimously approved a grant payment of £200.00.

22. CLOSE

The Council Meeting was formally closed at 8.59 pm and the meeting of the FMR Trust was formally closed at 9.16 pm. Councillor Leader thanked everyone for attending.