



**MINUTES OF THE COUNCIL MEETING 8 OCTOBER 2018**  
**DRIMPTON VILLAGE HALL**

**PRESENT:** Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman) Cllr. Tim Bassett, Cllr. Steve Chubb, Cllr. David Chumbley, Cllr. Lloyd Curtis, Cllr. Peter Hardwill, Cllr. Brian Hedditch, Cllr. Susanna Laurie, Cllr. Kevin Madder-Smith, Cllr. Dorothy Rowe, Cllr. Roger Smith.

**ATTENDANCE:** Helen Cudmore (Clerk).

The Meeting commenced at 7.30 pm and was opened by the Chairman. There were three members of the public present. Councillor Hibbard welcomed Councillors and members of the public to the Meeting and thanked Drimpton Village Hall for hosting.

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**1. APOLOGIES AND APPROVAL OF ABSENCE**

Apologies were received from Councillors Frampton and Sewell 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 Items 17a and 9a WD/D/18/001792.

**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 10 September 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**

No report presented.

### **b. Report from Councillor Sewell**

No report presented.

Councillor Hardwill stated that he had hoped to address both the County and District Councillors at the Meeting to record his dissatisfaction on a number of local issues. Councillor Hardwill stated that the response by Dorset County Council to the damage to the building in Beaminster had been unacceptable and that constant traffic delays were having a detrimental impact on local business. The Council concurred that local business was suffering and Councillor Hibbard stated that action had taken far too long. Councillor Hibbard highlighted the Facebook page where updates were being posted.

Councillor Hardwill stated that the delay caused by Dorset County Council with regard to the MUGA project, namely taking so long to request information from the Parish Council, was not acceptable. Councillor Hibbard stated that a full report would be provided later in the Meeting under Agenda item 18.

Councillor Hardwill also reported that he had seen white lining take place late at night in Blackdown and reported that when asked, he had been informed that it was easier for the work to be carried out at that time rather than in the day time. Councillor Hardwill stated that given that the works did not take very long, it was frustrating that so many small projects which urgently need completing, still remain outstanding. Councillor Hibbard stated that he supported this view.

### **c. Report from Dorset Police**

In the absence of PCSO Bishop, the Clerk read aloud his report. The Clerk stated that at some time towards the end of September, an anvil was stolen from an insecure outbuilding on a farm in the Monkwood area. The report also stated that Dorset Police have received a couple of reports of sextortion scams. The victim receives an email claiming that the sender has a video of the recipient watching pornographic material online and if they do not pay them in Bitcoin (cryptocurrency) the video will be shared to all the recipient's contacts. PCSO Bishop stated in his report that this is a scam and advised that any such messages should be deleted. The Clerk stated that PCSO Bishop would be at the Broadwindsor Post Office/coffee morning on Tuesday 9 October at 11.00 am.

## **6. CORRESPONDENCE AND NOTICES**

### **a. Dorset Councils Partnership, Invitation to Parish and Town Council Planning Session**

The Clerk reported that this invitation had been emailed to all Councillors prior to the Meeting and stated that she was aware that the date clashed with the Neighbourhood Plan Committee meeting. Councillor Hibbard stated that the meetings were helpful and that it was usual for the presentation to be circulated after the Meeting, which could be passed on to all Councillors.

## **7. ACCOUNTS**

### **a. Finance Report**

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first and second quarter of 2018/2019, which had previously been circulated. The current balance as of the 27 September 2018 was £62,729.35 which included £52,733.00 of ring-fenced funds for the MUGA project and Fingerpost restoration programme.

### **b. To approve payment of £1440.00 for Bridport Foundry**

The Clerk reported that this payment for Fingerpost Roundels had been made in July and that she was seeking retrospective approval. The Clerk stated that given that there was no meeting planned for August payment would have been delayed and this would have caused a significant delay to the restoration programme. The Clerk stated that the Parish Council had previously agreed to finance the programme and that this payment was part of that overall amount.

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

Councillor Bassett proposed that the following payments be approved en bloc. This was agreed by all.

**c. To approve payment of £42.00 for DM Payroll Services Ltd (PAYE Services)**

**d. To approve payment of £16.50 for HMRC (NI)**

**e. To approve payment of £70.00 for DAPTC (Clerk's Seminar)**

**f. To approve payment of £35.00 for Mr. Barrington (Allotment Refund)**

**g. To approve payment of £68.61 for Clerk (Expenses September 2018)**

**h. To approve payment of £857.22 for Clerk (Adjustment to Salary July, August and September 2018)**

**Resolved: Proposed by Councillor Bassett, seconded by Councillor Hibbard and agreed by a show of hands, the Council unanimously approved payments c to h.**

## **8. BROADWINDSOR WARD VACANCY**

The Clerk reported that she had received notification from West Dorset District Council that no requests for an election to take place had been received from parishioners and that the Parish Council may now fill the vacancy by co-option. The Clerk stated that she had copies of the formal notice and asked that they be put up on noticeboards across the Grouped Parish area and in local community areas.

## **9. PLANNING APPLICATIONS**

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

#### **WD/D/18/001792, Brent Paddock, Axe Lane, Drimpton, DT8 3FN**

The Clerk stated that the application was seeking approval for the formation of vehicular access and that Councillor Chubb had been nominated as the lead Councillor. Councillor Chubb stated that he had reviewed plans for the application and that they were reasonable. Councillor Chubb stated that he could not see any reason to raise objections to the application.

#### **WD/D/18/001902, Rose Crown House, Birdsmoorgate, Marshwood, DT6 5QG**

The Clerk stated that the application was seeking approval for the installation of ground mounted solar photo-voltaic panels and that Councillor Hardwill had been nominated as the lead Councillor. Councillor Hardwill reported that he had spoken with neighbours and no objections had been raised. Councillor Hardwill stated that as the panels were to be ground mounted that there would be no negative visual impact. Councillor Hardwill stated that he could not see any reason to raise objections to the application.

#### **WD/D/18/002022, Castlewood Farm, Marshwood, DT6 5QQ**

The Clerk stated that the application was seeking approval for alterations and extensions to an existing barn to provide ancillary accommodation and asked Councillor Hardwill to comment. Councillor Hardwill stated that he had visited the site for a previous application and that the proposal would improve the property. Councillor Hardwill stated that he could not see any reason to raise objections to the application.

#### **WD/D/18/000053, Hillside, Stony Knaps, Winsham, Chard, TA20 4NY**

Councillor Hibbard reported that the Council had been asked again to comment on this application as new plans had been submitted. Councillor Hibbard stated that he could not see any reason to raise objections to the application.

#### **WD/D/18/002105, Broadwindsor Craft and Design Centre, Redlands Lane, Broadwindsor, DT8 3PX**

The Clerk reported that Councillor Rowe and Councillor Leader had consulted on this application and had spoken with many residents from Redlands. Councillor Rowe stated that a number of issues had been raised.

- Local residents in Redlands have asked that the proposed houses be faced with stone, not bricks to allow aesthetics to be in-keeping with the local area.
- There has been much concern raised about the potential disruption by contractor vehicles during the construction period, where will they park? This stretch of Redlands Lane is narrow and already congested, due to off road parking.
- Concerns have been raised about the capacity of the sewers to cope with the extra pressure from the two new properties as the existing infrastructure is already overloaded.
- Concerns have been raised regarding the foundations and the need for them to be deeper to accommodate the existing tree roots.
- The proposed access to the properties is stated as 24 m. From the bend, could this be a potential traffic hazard?
- Concerns have also been raised about the replacement of trees, these must be native, deciduous English trees as appropriate replacements for the ones to be felled.
- Concerns have been raised about the sewer/mains drain which serves Redlands Farm. Would this to be re-routed to accommodate the new properties? At present this runs directly underneath the site and concern has been raised about both damage to infrastructure and who would be responsible and the costs of re-routing?

Councillors Rowe and Leader stated that no formal objection was being put forward but asked the Clerk to incorporate these comments within the Council's corporate view.

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

The Clerk asked for a lead Councillor to review this application, Councillor Leader agreed and the Clerk stated that she would send the link to where the application could be viewed.

**b. Other Applications**

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

The Clerk reported that she would be asking Councillor Sewell to review this application as she had reviewed a previous application from the applicant and was familiar with the site.

**WD/D/18/002110, Sandpit, Drimpton Road, Broadwindsor, DT8 3RS**

Councillor Bassett reported that the application was seeking approval for change of use of agricultural land to garden land and construction of a tennis court. Councillor Bassett stated that he could not see a reason to raise objections to this application but would report back to the Clerk after the Meeting.

**c. Results**

The Clerk reported the following results.

WD/D/18/001280 Burstock Grange Farm, Grange Lane, Burstock, DT8 3LL: Approved  
WD/D/18/001328, Fore Place, The Square, Broadwindsor, Dorset, DT8 3QD: Approved  
WD/D/18/001630, Tudor House, High Street, Broadwindsor, DT8 3QP: Approved  
WD/D/18/001628, Clandon Farm Bungalow, Broadwindsor Road, DT8 3PT: Approved  
WD/D/18/001415, 22 Yarnbarton, Broadwindsor, DT8 3QW: Approved

**10. DORSET ELECTIONS 2019**

The Clerk reported that she had attended the DAPTC Clerk's Seminar on 18 September and that there had been an informative presentation by the Elections Team. The Clerk stated that she had produced a report which had been circulated to all Councillors prior to the Meeting which outlined the timetable, process and considerations for the Parish Council and Clerk. Councillor Rowe asked whether as a Councillor she would be able to be a part of the election process, the Clerk stated that she did not know and would report back.

**11. LOCAL GOVERNMENT REFORM UPDATE**

In the absence of the County and District Councillors, this item was deferred until the next Meeting.

**12. NEW GENERAL DATA PROTECTION REGULATIONS UPDATE**

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

The Clerk reported that she was still in the process of reviewing Council documentation with a view to safely destroying if not required or redacting personal information if not needed but still had to be retained. The Clerk stated that she had been advised by the Data Protection Officer to purchase a number of items which included a new paper shredder and a lockable cabinet to house documents containing personal information. The Clerk stated that she had asked Councillors and was looking locally for a second-hand cabinet, Councillor Laurie stated that she had identified one for auction and would provide further information to the Clerk.

**b. To approve and adopt the BGPC Privacy Policy**

**c. To approve and adopt the BGPC Retention of Documents Policy**

**Resolved: Proposed by Councillor Bassett, seconded by Councillor Chumbley and agreed by a show of hands, the Council unanimously approved and adopted the Privacy Policy and Retention of Documents Policy.**

Councillor Hardwill thanked the Clerk for progressing this work.

**13. S106 PROJECTS UPDATE**

The Clerk reported that all projects submitted for S106 funding had been approved by West Dorset District Council and stated that once expenditure had been incurred, she would be able to draw down the funds. The Clerk provide each lead Councillor with a copy of the application form as submitted.

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

Councillor Hibbard reported that the deadline for the consultation of the Pre-Submission Draft of the Broadwindsor Area Neighbourhood Plan and updated Strategic Environmental Assessment (SEA) had now ended and that the Committee would meet on 9 October. Councillor Hibbard stated that he would be able to report back at the November Meeting.

#### **15. ALLOTMENTS**

Councillor Madder-Smith reported that he had provided the Clerk with an invoice for the new noticeboard. Councillor Hardwill stated that the front hedge was disgraceful and presented a very poor image for the village. Councillor Curtis agreed to contact Colin Penney and ask that the hedge be trimmed. Councillor Leader stated that the Broadwindsor Allotment Group (BAG) should be consulted on any plans and the Clerk was asked to add this matter to the agenda for the November Meeting. Councillor Leader reported that he and Councillors Madder-Smith, Chumbley and Curtis had recently attended the Allotments and removed Ragwort which can be harmful to animals. There was discussion about the state of the Allotments and how to ensure that all plots were kept tidy. Councillor Madder-Smith agreed to review the existing contract and liaise with BAG with regard to any amendments.

#### **16. HIGHWAYS**

##### **a. Report from the Footpaths Officer**

Councillor Rowe stated that she had reported a number of Rights of Way problems online.

##### **b. Verge Management in the Grouped Parish Area**

Councillor Rowe stated that she would report at the next Meeting.

##### **c. Signage (Fingerpost Signs, Commercial Advertising)**

Councillor Rowe stated that with regard to the commercial signs previously reported, she had reported these, as requested by the Enforcement Team at West Dorset District Council using the online system at Dorset for You.

##### **d. Hursey Common**

Councillor Leader reported that a cross bow had been fired at the Common as bolts had been found and stated that this cannot occur for safety reasons. Councillor Leader asked if the person is identified then they would need to be approached about the matter. Councillor Leader stated that he will be arranging a work party to clear the scrub as there is invasive non-native shrubs which need removing. Councillors Rowe and Madder-Smith volunteered their help.

##### **e. Highways Projects Update**

The Clerk stated that she had circulated a spreadsheet highlighting past highways projects and asked for updates. Councillor Hibbard stated that some of these requests for works to be carried out dated back to 2015 and beyond and were frustratingly still not completed. Councillor Chubb stated that he had not received any further information about the date for the resurfacing of Crewkerne Road and a response to the problem with the drains and stated that the road surface in Broadwindsor Square was hazardous. Councillor Hardwill stated that

sections of the B3165, between Blackdown and Kittwhistle still required white lines and cats eyes. The Clerk was asked to contact the Community Highways Officer.

## **17. AFFORDABLE HOUSING**

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

Councillor Leader reported that no further progress had been made and that matters were still with solicitors.

## **18. LEISURE**

### **a. Update of the Multi-Use Games Area Project**

#### **b. Budget/Funding Update**

Councillor Leader reported that he had been informed by Total Play that they did not want to deliver the MUGA project and that they provided no substantial reason for their decision. Councillor Leader stated that although no formal contract had been signed with them, there had been two years of negotiations, site visits and comprehensive discussions with the company and stated that he was extremely disappointed. Councillor Leader stated that he had already had discussions with other companies and will continue this process. Councillor Leader reported that understandably, Broadwindsor School did not want construction work taking place during term time and given that the duration of the build could be up to four weeks, it may be that the MUGA start date would need to be pushed back to Summer 2019.

Councillor Leader stated that all other requirements such as planning conditions had been met and the delay in starting the project had been caused by the additional demands from Dorset County Council with respect to a structural survey. Councillor Hibbard asked if there had not been a delay whether Total Play would have delivered the project, Councillor Leader stated that this was unknown. Councillor Bassett asked about grants which had been approved and whether such a delay would have an impact. Councillor Rowe stated that she had already spoken to the Awards for All Team and had been asked for clarification of what the delay was and a proposed new start date.

Councillor Chubb stated that this problem had been caused by Dorset County Council and that given that the Parish Council now finds itself in a very difficult position of rising project costs, the possible loss of grants, and a loan to repay that the County Council should be asked to provide assistance. Councillor Hibbard and Members stated that they felt very let down by the County Council and all agreed that contact should be made with Councillor Knox and the Member of Parliament for the Grouped Parish area.

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

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

Councillor Rowe asked that consideration to an entry into the Best Kept Village Competition for 2019 be given and stated that she would report back at the next Meeting.

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

None



## **20. PUBLIC PARTICIPATION**

There were no questions from the members of the public.

## **21. FMR TRUST**

### **a. The Finance Report**

The Clerk referred Trustees to a spreadsheet highlighting income and expenditure for 2018/2019, which had previously been circulated. The current balance as of the 27 September 2018 was £6683.79. There were no questions.

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

**Resolved: Proposed by Councillor Chubb, seconded by Councillor Bassett and agreed by a show of hands, Trustees unanimously approved payment b.**

Councillor Leader stated that the FMR Trust is an important community asset and as such consideration of making further investment in the Fund should be given to ensure that it is available for generations to come. Councillor Leader stated that this idea had been raised by Councillor Curtis on a previous occasion. Councillor Hibbard stated that he was unsure as to whether it would be possible and asked the Clerk to make enquiries and report back. Councillor Smith stated that he would review the existing Fund.

## **22. CLOSE**

The Council Meeting was formally closed at 8.49 pm and the meeting of the FMR Trust closed at 8.53 pm. Councillor Hibbard thanked everyone for attending.