



**MINUTES OF THE COUNCIL MEETING 9 JULY 2018
BROADWINDSOR CRICKET CLUB**

PRESENT: Cllr. Rowland Hibbard (Chairman), Cllr. David Leader (Vice Chairman) Cllr. Tim Bassett, Cllr. Steve Chubb, Cllr. David Chumbley, Cllr. Peter Hardwill, Cllr. Brian Hedditch, Cllr. Kevin Madder-Smith, Cllr. Jacqui Sewell.

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 two members of the public present. Councillor Hibbard thanked the Cricket Club for hosting the Meeting and stated that the Club should be congratulated for providing such a wonderful community asset.

1. APOLOGIES AND APPROVAL OF ABSENCE

Apologies were received from Councillors Laurie, Smith, Frampton, Rowe, Tibballs, Curtis and from PCSO Alex 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 16a and 8b, Councillor Chubb declared an interest in Agenda Item 20c and Councillor Chumbley declared an interest in Agenda Item 20d.

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

Councillor Bassett stated that BGPC2018/6/2/4 should read Dr. Martin Rowan-Robinson. The Clerk stated that she had amended the draft minutes under BGPC2018/6/8/15a to state that 'Councillor Tibballs stated that the CLT were close to submitting a planning application....' A copy of the minutes from the Meeting held on 11 June 2018 was then confirmed as a true record and signed by Councillor Hibbard and unanimously approved by the Council.

4. MATTERS ARISING

Councillor Chubb stated that he had attempted to arrange a meeting with the Highways Authority to review drainage issues as discussed at the June Meeting but that the only date that had been provided was one that he could not attend. Councillor Chubb asked if other Drimpton Councillors were available, Councillor Bassett stated that if Councillor Smith was unavailable that he would try to attend.

5. PUBLIC PARTICIPATION

Members of the public were invited to address the Council. A member of the public stated that the new no parking sign which had been put up by the Parish Council in West Street was not suitable in both size and colour for a conservation area and stated that the sign was very much in her eye line from her living room and was intrusive. The member of the public stated that she understood why the sign was needed and asked the Council to consider an alternative. Councillor Hibbard stated that the Council had been asked by a number of local residents to address the problem of traffic congestion and restricted access due to parking in West Street and that they had taken advice from the Highways Authority with regard to what type of sign should be displayed. Councillor Leader stated that the sign complied with legislation. Councillor Hardwill stated that he was disappointed to receive such a letter of complaint. Councillor Hibbard stated that he would contact the Highways Authority again and add the matter to the next agenda. Councillor Hibbard thanked the member of the public for her comments.

a. Report from Councillor Knox

Councillor Knox stated that the Parish Council should consider whether there are any signs around the villages which can be removed, those that are redundant in purpose or in the wrong place. Councillor Knox stated that it costs money to maintain signs and a decluttering of signs which are not needed would help improve the aesthetics of the area. Councillor Chubb stated that it took the Highways Authority six months to address a problem with a local sign and stated that although he approved of the online reporting system on the Dorset for You website, it could be more effective and updated more frequently. Councillor Knox stated that the website is very much liked by many and has significantly reduced the number of telephone calls.

Councillor Knox reported that a new website for the shadow arrangements for the new Dorset Council should be going live that day and reiterated that the key message for Parish Councils is not to rush to reorganise and shape their role in the new system. Councillor Knox stated

that change should be directed by meaningful consultation and that it was still too early to predict the shape of the new arrangements.

Councillor Knox stated that there is a real problem with potholes across the County and that it needs addressing as they are experienced on every journey. Councillor Knox stated that there is a legal duty to fill them in to a certain size and depth which is more cost effective than leaving them and having the possibility of legal claims from members of the public. Councillor Sewell raised the matter of weeds growing outside a property in Broadwindsor, Councillor Knox stated that a conversation with the Highways Authority may be useful but that it was not a statutory duty to remove weeds, only to keep the highways safe.

b. Report from Councillor Sewell

Councillor Sewell reported that she had recently attended a Women in Leadership course and had found the event of great interest. Councillor Sewell stated that she was a member of the task and finish group for communications and that every two weeks an update was released which she was forwarding to the Clerk for circulation. Councillor Sewell stated that she was also a member of the Shadow Overview and Scrutiny Committee which will ensure that the necessary statutory requirements are in place. Councillor Sewell was asked about the new arrangements with regard to planning and stated that although this has not been decided, she believed that some form of area-based boards would be needed. Councillor Hibbard stated that Parish Councils could be in a better position under the new arrangements and that there could be opportunities for the sharing of services. Councillor Hardwill stated that it would be difficult to be more cost effective than some of the contractors used by Dorset County Council presently as they cover a large geographical area. Councillor Hardwill stated that hedges need cutting more frequently than at present. Councillor Chubb asked Councillor Sewell about her role, Councillor Sewell stated that she would remain a District Councillor until May 2019 and would stand for election. Councillor Sewell stated that to allow for a more equal representation of the population, some Councillor positions would see an increase in the number of electors they represent and some would see a reduction, with an average of three to four thousand per Councillor.

c. Report from Dorset Police

In the absence of PCSO Bishop, the Clerk read aloud his report. The Clerk stated that on the afternoon of Monday 11 June, the Police received a report of a suspicious vehicle in Broadwindsor. It was described as a white Vauxhall van and the driver was looking at local properties. PCSO Bishop had stated that should anyone witness anything similar, that they should contact the Police on 101. The report also stated that Dorset Police had received another report of a suspicious vehicle in Drimpton, on Thursday 21 June. The driver was described as an Irish sounding male, selling items from the van. In the early hours of Sunday 22 June, unknown offenders broke into a secure workshop on a farm in Broadwindsor. Offenders stole several power tools and hand tools. PCSO Bishop stated in his report that should anyone be concerned about their security, to contact him on 101 to arrange a crime prevention survey.

6. CORRESPONDENCE AND NOTICES

a. Bridport CAB, Invitation to AGM 16 July 2018

Councillor Hibbard noted the above correspondence which had been circulated by the Clerk and reported that he would be attending.

7. ACCOUNTS

a. Finance Report

The Clerk referred Members of the Council to a spreadsheet highlighting income and expenditure for the first quarter of 2018/2019, which had previously been circulated. The current balance as of the 27 June 2018 was £46,079.76. The Clerk also referred Members of the Council to the Budget Analysis Report. There were no questions.

- b. To approve payment of £58.00 for Councillor Leader (Planning Fee Reimbursement)
- c. To approve payment of £70.80 for Get Mapping (Parish Online Software)
- d. To approve payment of £5.50 for HMRC (NI)
- e. To approve payment of £497.42 for DAPTC (Annual Membership)
- f. To approve payment of £414.00 for Dorset County Council (Litter Bin Collections 12 months)
- g. To approve £200.00 for Cole Lowden (Hursey Common Maintenance)
- h. To approve payment of £130.97 for Clerk's Expenses (April, May, June)
- i. To approve payment of £1069.39 for Clerk (Adjustment to Salary April, May, June)

Councillor Sewell proposed that all payments were approved en bloc, this was agreed.

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

8. PLANNING APPLICATIONS

a. Applications Received and Circulated for Consultation

WD/D/18/001121, Castlewood Farm, Marshwood, DT6 5QQ

Councillor Hardwill stated that he had been the lead Councillor for this application and reported that this was a retrospective application. Councillor Hardwill stated that in the process of applying for approval of another application for a barn conversion, the applicant had been informed that planning approval had not been sought for the manege, access track and change of use. Councillor Hardwill stated that the applicant had apologised for this oversight. Councillor Hardwill stated that there had not been any objections raised by neighbouring properties and that he could not see any reason for the Parish Council to object.

WD/D/18/001109, Liddels Cottage, Laymore, Winsham, TA20 4NT

Councillor Hibbard stated that he had been the lead Councillor for this application and reported that he had been unable to contact neighbours at this time but would ensure that consultation was completed before the deadline for response.

b. Other Applications

The Clerk reported that the Planning Committee would be considering the application WD/D/18/000154, Silverhay Farm, Netherhay at its meeting on 19 July and that the Parish Council could attend and speak or alternatively, Councillor Sewell had previously stated that

she could read a statement on behalf of the Parish Council. Members of the Council agreed for Councillor Sewell to read aloud the corporate response of the Parish Council as previously submitted to the District Council.

c. Results

The Clerk reported the following results.

WD/D/18/001021, Bridge Cottages, Greenham Lane, Greenham, TA18 8QE: Complied
Request for confirmation of compliance with condition 4 of planning approval

WD/D/17/000761, Sandpit, Drimpton Road, Broadwindsor, DT8 3RS: Approved

d. West Dorset District Council Local Searches

The Clerk reported that the data for land searches had been removed from the Dorset for You website and in its place was information stating that West Dorset District Council's Local Land Charges Unit are currently taking up to ten working days to return a search result. The Clerk also stated that the website reported that an improvement plan had been put in place by the District Council in 2016 to deal with the backlog of applications for land searches.

9. REVIEW OF THE DORSET JOINT LOCAL PLAN

The Clerk reported that she had circulated a new link to where the Preferred Options could be viewed as it had not been clearly identified in previous correspondence and stated that this was subject to change ahead of the period of formal consultation. There were no comments.

10. LOCAL GOVERNMENT REFORM

Councillor Hibbard stated that this item had been discussed under Agenda items 5a and 5b.

11. NEW GENERAL DATA PROTECTION REGULATIONS UPDATE

The Clerk reported that she was working through the data audit report and addressing the issues raised. The Clerk reported that she hoped to push forward with this during August and would report back at the September meeting.

12. NEIGHBOURHOOD PLAN

a. Report from the Broadwindsor Group Parish Neighbourhood Plan Steering Committee and Review of the Draft Neighbourhood Plan

Councillor Hibbard reported that there had been two roadshows to provide the community with an opportunity to view the Draft Neighbourhood Plan and that the deadline for the consultation period was 27 July. Councillor Hibbard stated that after that time, responses would be collated and that he would report back at the September Meeting.

13. EMERGENCY PLAN

a. Report from the Broadwindsor Group Parish Emergency Plan Working Group

No report presented.

14. ALLOTMENTS

a. Review of No Dogs Allowed Sign

Councillor Hibbard thanked Councillor Chumbley for highlighting the out of date wording in this sign and stated that the current noticeboard at the Allotments was also in need of replacement. Members of the Council agreed. Councillor Hibbard asked whether Councillor Madder-Smith would liaise with the Broadwindsor Allotment Group and present quotations for both. Councillor Madder-Smith agreed. The Clerk reported that she had issued two termination of tenancy letters due to non-payment.

15. HIGHWAYS

a. Report from the Footpaths Officer

The Clerk stated that this report would be deferred until the next meeting due to the absence of Councillor Rowe. Councillor Chubb reported that the gate to replace the broken stile in Drimpton had still not been installed.

b. Verge Management in the Grouped Parish Area

The Clerk stated that this report would be deferred until the next meeting due to the absence of Councillor Rowe.

c. Signage

Councillor Leader reported that he had had a meeting with Mr. Rob Hedditch who was currently carrying out the programme of fingerpost restoration and that those that had been repaired so far were looking very good. Councillor Leader stated that Mr. Hedditch wanted to make a plea to those responsible for hedge cutting, to cut by hand the area behind a fingerpost as many finials were being damaged by machinery. Councillor Leader stated that he had compiled a list of all signs around the Grouped Parish area which are in need of repair but stated that if there were omissions, to contact him.

d. Community Bus Saturday Service

The Clerk reported that the new Saturday bus service had launched on 23 June and stated that the new timetable had been circulated to all Councillors and widely around the Grouped Parish area. The Clerk stated that early reports seem to indicate that it was being well populated and Councillor Sewell confirmed that bus passes could be used and that passengers were also making a voluntary contribution.

16. AFFORDABLE HOUSING

a. Report from the Broadwindsor Group Parish Community Land Trust

Councillor Leader stated that he had hoped to report on significant progress since the last Meeting but stated that legal discussions were still ongoing. Councillor Leader stated that he could confirm that legal fees were capped and stated that although somewhat slowly, that the project was moving forward.

17. LEISURE

a. Update of the Multi-Use Games Area Project

Councillor Leader reported that borrowing approval had been granted and that the necessary permission to apply for the loan was now in place. Councillor Leader stated that in terms of loan repayments, the Parish Council must decide as to whether they opt for an Annuity or Equal Instalments of Principal (EIP) and provided an overview of each option. Councillor Chubb stated that with an annuity, depending on the investment pot, there could be an outstanding amount to pay after the term of the loan had ended. Councillor Bassett stated that although that was less likely to occur in present times, it could still happen. Councillor Bassett stated that the Parish Council should budget for a full repayment term as if it was in a position to repay early, the same amount of interest would still be charged. After further discussion, Members of the Council agreed to opt for the EIP repayment method.

Resolved: Proposed by Councillor Bassett, seconded by Councillor Sewell and agreed by a show of hands, the Council unanimously agreed to choose the Equal Instalments of Principal as the method of loan repayment.

Councillor Leader stated that he had submitted additional information to the Planning Department which was required as part of the planning approval a month ago and stated that action had not yet been taken. Councillor Leader stated that this was now causing a short delay to the project. Councillor Sewell stated that Councillor Leader should contact the Team Leader in the Planning Department.

Councillor Hibbard thanked Councillor Leader, the MUGA Committee and Clerk for their efforts in achieving borrowing approval and for their hard work on the MUGA project so far.

18. MATTERS OF INTEREST AND INFORMATION

a. Items for next Agenda from Members of the Council

None.

b. Items for next Agenda from Members of the Public

None.

19. PUBLIC PARTICIPATION

Councillor Hibbard invited members of the public to give their views and ask questions of the Parish Council on any outstanding issues on the Agenda or raise issues for future consideration. A member of the public asked about a large commercial sign which had been put up in Broadwindsor. The Clerk stated that West Dorset District Council's Enforcement Team had visited Broadwindsor and were aware of the sign and that she was awaiting an update regarding what action was going to be taken.

20. FMR TRUST

a. To receive the Finance Report

The Clerk referred Trustees to a spreadsheet highlighting income and expenditure for the first quarter of 2018/2019, which had previously been circulated. The current balance as of the 27 June 2018 was £6,765.04. There were no questions.

b. To approve grant to BGPC for MUGA loan repayment

Councillor Hibbard asked Trustees to consider the proposal discussed previously whereby the FMR Trust would fund the repayment of the loan for the MUGA. Councillor Hibbard stated that there would still be sufficient funds for other grants to be awarded. Councillor Leader read aloud from the FMR Trust Deed which stated that the purpose of the Trust was 'the provision of recreational facilities for the common enjoyment of the inhabitants'. Councillor Sewell stated that this was a good idea and stated that there may be additional funds from the Community Infrastructure Levy which could be used. Councillor Sewell stated that once the Neighbourhood Plan is completed then the contribution rate would increase from 15% to 25%. Councillor Chubb stated that he supported this use of the Trust Fund. Councillor Hibbard stated that the contribution of the Trust could be publicised with a plaque.

Resolved: Proposed by Councillor Hibbard, seconded by Councillor Chubb and agreed by a show of hands, Trustees unanimously agreed to fund the loan repayment for the MUGA project.

c. To consider an application for £60.00 from Drimpton and Netherhay Youth Club

Resolved: Proposed by Councillor Bassett, seconded by Councillor Hedditch and agreed by a show of hands, Trustees unanimously agreed to award £60.00 to Drimpton and Netherhay Youth Club.

d. To consider an application from Broadwindsor School

The Clerk stated that a grant was being requested by Broadwindsor School to support the costs of repairing the wooden fort which was going to cost £2,567.00.

Resolved: Proposed by Councillor Sewell, seconded by Councillor Leader and agreed by a show of hands, Trustees unanimously agreed to award £750.00 to Broadwindsor School.

e. To approve £237.44 for Broadwindsor Group Parish Council (Trust Administration)

Resolved: Proposed by Councillor Sewell, seconded by Councillor Bassett and agreed by a show of hands, Trustees unanimously agreed to approve payment of £237.44 to Broadwindsor Group Parish Council for administration of the Trust.

f. To receive a note of thanks from 1st Broadwindsor Guides

The Clerk read aloud a card that had been received from the 1st Broadwindsor Guides thanking Trustees for the grant to support the costs of their summer camp.

Councillor Hardwill stated that perhaps the Parish Council could look at the possibility of somehow connecting Hursey Common with the School. Councillor Leader stated that it would certainly be an interesting exercise but stated that the majority of children attending the School come from the other side of the village and have to access the School via West Street. Councillor Leader stated that another idea had been raised which involved linking a footpath at the land south of Fullers to Sheepwash Lane which would reduce the number of children walking via the public highway and stated that this could be raised at the time when a full planning application for the development is considered.

21. CLOSE

The Council Meeting was formally closed at 8.36 pm and the FMR Trust Meeting was formally closed at 8.49 pm. Councillor Hibbard thanked everyone for attending.