

**MINUTES OF THE MONTHLY MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.00 P.M. ON MONDAY, 4TH APRIL 2016**

PRESENT: S Firbank (Chairman), M Withers, G Miller, J Morgan, T Heaton, P Williams and I McVie (Clerk).

APOLOGIES: L Jones, A Miller, M Martin, PCSO Vicki Levy (Police)

ATTENDING: Andrew Cattaway (County & District Councillor), 12 members of the public.

15.187 OPEN FORUM

SF welcomed everyone to the monthly meeting and reminded all present that the meeting was for the month of March 2016. SF stated that the "Open Forum" is an opportunity for members of the public to ask questions or make statements. Once the "Open Forum" is concluded the public are present to watch and listen to proceedings only.

PCSO Levy provided a written update which was as follows. 'In the last month there had been one criminal damage to a vehicle offence in West Bourton Road, overnight on the 8/3/16 and one residential burglary in the High Street between 23/3/16 and 28/3/16.

Two members of the public stated they were present as they were applicants for two of the planning applications later in the meeting.

The Wildlife and Habitat Group confirmed that the A303 had been 'litter picked' on both sides and that the responsible authority would be returning to complete this task in the central reservation. It was also confirmed that the six signs, purchased by the parish council, warning people not to drop litter had been put up in various locations. The group also asked that a local resident, Mary Taylor be thanked for supporting the promotion of habitats for wildlife by developing the 'Forty Pond', in West Bourton. SF thanked all involved in the various wildlife & habitat activities being undertaken.

A member of the public informed the meeting that a large container had been deposited on the old mill site. SF stated this had been done by the owner and would be used as an office on the site.

A member of the public sought clarification as to the 'Council Tax, Precept item' from the previous month's meeting. She pointed out that the update from the District Councillor appeared to suggest that only band C property owners would see a rise in the 2016/17 year of their NDDC-related council tax. PW stated that the update last month had not made it clear that the reference to the band C payments going up by £5 was indicative and that the NDDC element of council tax had increased for all bands, so for example a band G had risen by £8.50. PW confirmed that all households had seen a rise with the increase for band A and B being lower than £5 per household and band D and upwards being higher than £5 per year. The clerk informed the meeting that he had had members of the public also write into the council to query this and that PW had replied directly to these individuals explaining the process used by the district council and the level of increases for all householders in the NDDC area. The member of the public thanked PW for clearing this up and asked how the bands for council tax were assessed for newly built houses. MW stated this was done by a District Valuer who assesses new properties and decides what council tax band they are to be.

15.188 DECLARATIONS OF INTERESTS

MW declared a non-pecuniary interest and personal interest within the New Village Hall agenda item as he is a next door neighbour to one of the potential sites for the new village hall.

SF declared a non-pecuniary interest and personal interest within the Bourton Mill agenda item as he is a neighbour to the site.

JM a non-pecuniary interest and personal interest within the grants and donations agenda item as she is a member of the group asking for a donation.

15.189 MINUTES OF THE PREVIOUS MEETINGS

The clerk stated that as the open forum item had dealt with the 2016/17 Council Tax Precept item there would be no need to amend the minutes as this had been rectified in the open forum.

The February minutes were then agreed as an accurate record and were signed by the Chairman.

15.190 ACTIONS ARISING FROM THE MINUTES

SF confirmed that the four actions from the last meeting were as follows:-

P. 52 – Clerk to update CWG of parish council decisions - Done 25/2/16. Item discharged.

P. 53 – DAPTC Councillor training session – To be delivered on 27/4/16 – Item discharged.

P. 53 – Quote from DCC for litter signs in both laybys – Local signs purchased – Item discharged.

P.54 – Donated steam engine–Sherborne Steam & Waterwheel Centre informed – Item discharged

15.191 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR

AC informed the meeting that DCC had held a Special General Meeting on 10/5/16, to which the public were invited, to discuss the future of local government across Dorset. This has arisen out of how services can be delivered across all of Dorset as budgets reduce. He explained that the need to look at having a new structure that reduces the existing 9 authorities has to be examined and that DCC have agreed to start the process off although it is accepted to get agreement between the existing 9 authorities will take time and effort. He stated the meeting in May has kicked off this process albeit any changes to the current structures will not be before 2019. AC stated that 29 out of the 45 County councillors who attended spoke and that there had been a variety of views expressed, including the option of no change to existing arrangements. One of the options highlighted was for a two unitary system in Dorset with one covering Bournemouth and Poole and the other covering the rest of the county forming a 'Rural Dorset Unitary Authority'. AC stated though that the Purbeck District were still keen to remain as they are, but that the need to find more efficient and effective means to deliver local services will require change. AC stated that the next stage will be for further work across the 9 Dorset authorities and public consultation with an aim to put a final submission in by the end of 2016. SF asked if there were any implications for the current changes being progressed by NDDC in the new 'tri-partnership' arrangements with two other district councils. AC stated that the work would continue and that the three districts had progressed the formation of the top three tiers of management and were now progressing the partnership working at the other levels including the actual delivery of services. He further confirmed that the identified savings from the management changes and operations were on target. SF asked if there had been any noticeable decreases in service provision by NDDC and both AC and PW stated there had not. AC asked that if anyone had questions they are welcome to contact him or PW directly. SF thanked AC and PW for the updates.

15.192 PLANNING MATTERS

15.192.1 Applications received – Four

0300/16 Bourton House – Protected tree works.

0244/16 – One New build Silton Road by the Doctors Surgery.

The clerk confirmed these had gone to the Planning Sub Group and there were no objections to either application – All councillors present agreed with this view.

0206/16 – Holly Cottage – New vehicle access & turning circle within the existing property boundary

The clerk confirmed that this application had gone to the Planning Sub Group and that NDDC had been informed they had put the incorrect address on the application and that there were some concerns about the difference in height between the proposed works and a neighbouring property. Therefore the district council had been asked to ensure any works undertaken would need confirmation how the difference in height would be safely dealt with, for example by a suitable retaining wall or structure. TH asked for clarification on whether the proposal would affect the public road access. The applicant was invited to explain further the detail of the proposal which he did. Following a discussion Councillors all agreed with the submission by the Planning Sub Group.

1827/16 – Rugby Cottage – Amended proposal for a 10 dwelling development. Following a discussion the Councillors agreed that while the applicant had amended some of the proposal following representations from the parish council and a number of residents three issues still remain. These are insufficient 2 or 3 bed houses; safe access to and from the site during the building phase at school opening and closing times; the removal of trees with existing protection orders. The council agreed to inform NDDC of these objections.

Proposed by MW, seconded by JM and agreed by all councillors.

ACTION: IM to notify NDDC of objections - (Note: Action completed by e mail 5/4/16).

ACTION: SF to arrange for a parish councillor to attend the NDDC Planning Committee.

15.192.2 Applications granted – None

15.192.3 Applications withdrawn - None

All applications can be viewed on dorsetforyou planning portal or via the village website.

15.192.4 Bourton Mill

SF informed the meeting that the amended planning application is due to go before the April Planning Committee at NDDC. The clerk informed the meeting that the applicant had raised a concern about the parish council request for one of the proposed additional six houses to be an affordable housing unit. MW pointed out that this request by the parish council was put in as the council is rightly concerned about the level of available low cost houses in the village. He pointed out though that this could only be a request as the applicant was not obliged under planning law to put any additional affordable houses or funding to the proposal. TH pointed out that the request

while appropriate should not be a deal breaker for the application which the parish council supported with reservations over issues such as flood prevention. Following a discussion the council agreed to inform NDDC that the original submission requesting an additional affordable housing unit should be removed.

Proposed by MW, seconded by TH and agreed by all councillors.

ACTION: IM to notify NDDC and the applicant. - (Note: Action completed by e mail 6/4/16).

15.192.5 Solar/Wind/Photovoltaic Sites

PW confirmed there was no additional information.

15.193 FINANCE

15.193.1 Accounts to be paid – Eleven

HMRC (PAYE)	£321.20
M Withers (NPG Expenses)	£56.90
B Sullivan (Signs)	£65.22
I.J.McVie (Expenses)	£17.96
DCC (SID poles placing)	£331.20
DAPTC(Conference 2016)	£60.00
LB Planning (NPG Consultant)	£2160.00
S. Firbank (Mileage 14/15,15/16)	£283.05
P. Cowell (4 x Invoices)	£490.80
AJ Scott (NPG Expenses)	£161.10
G. Overington (NPG Expenses)	£52.96

Proposed by JM, seconded by PW and agreed by all councillors.

15.193.2 Accounts received – None.

15.193.3 Grants and Donations. One.

Craft and Chat Group. Application submitted as per BPC policy £100.00

SF confirmed that all paperwork had been sent to all councillors prior to the meeting and that the clerk had confirmed the application met the parish council policy and the criteria for granting funds.

Proposed by MW, seconded by TH and agreed by all. JM did not vote.

15.194 NEIGHBOURHOOD PLANNING GROUP

MW confirmed the update had been provided in advance to all councillors. He stated that:

The NPG have now received drafts of the SEA Report and Site Selection document and is in the process of reviewing them. It is hoped that this work, together with the production of the draft NP, Consultation Statement and Basic Conditions Statement will be prepared in time to submit to the PC Meeting on 23rd May for approval, prior to the pack being published for full Regulation 14 public consultation by the end of that month. This date could change if NDDC staffing levels change. Thereafter it is proposed that the process will proceed as follows:-

1. Six-week public consultation on all the documents following approval of the documents by the PC. The draft NP will proceed including the two-site option for the new village hall site as previously reported.
2. NPG and Bourton Parish Council review all consultation comments received and amend the draft NP as necessary.
3. NPG submit the documents to NDDC for them to go out for a further six-week formal consultation period. Again, comments are reviewed jointly with NDDC and the NPG and the draft NP is amended as necessary.
4. The documents are then presented to an external Examiner who will decide whether the draft NP is sound.
5. If found to be sound and meeting all the regulations, the Examiner will approve the documents for a Referendum
6. During these processes, and subject to the agreement of the process by NDDC, Bourton Parish Council will meet to decide on planning grounds which of the two sites it prefers and will convey their preference to NDDC who will take this into account when reviewing proposals from landowners.

NDDC will review any planning applications for the new village hall, amenity land and enabling housing development in the normal way, taking into account the views of the Parish Council. The

Parish Council will, as usual, also be asked for its views on any application as a statutory consultee.

SF thanked MW for the update and reminded everyone present that very few Dorset Parish Councils had progressed a NP. MW said this was a valid point and that also parish councils were learning as the process developed. SF asked that the minutes reflect the parish council gratitude to the NPG for their unstinting efforts thus far.

15.195 NEW VILLAGE HALL

SF read out the following report from the Commercial Working Group (CWG).

'Since the last report, the CWG has held a meeting with members of the trust that owns the Jubilee Field site and has had a lengthy telephone discussion with the agent for the Sandways site.

Following these discussions, the Commercial Working Group is able to report that the owners/agents for both sites have indicated that they are open to holding further discussions when appropriate. Such further discussions will only become appropriate when the New Village Hall project is able to define its plans, funds and timescales and/or a detailed planning application is being prepared for one of the sites.

In accordance with its remit, the Commercial Working Group recommends the following actions:

1. That the Neighbourhood Planning Group develops an appropriate policy statement with Local Planning Authority that provides the necessary linkage between the basis of appraisal of plans for a new housing development on either of the two sites and the transfer to the community of the title to land for the New Village Hall and associated amenity.
2. That the Parish Council as part of its own evaluation of the two sites under consideration for the location of the New Village Hall (VHMC), satisfies itself that there are no over-arching planning policy issues or constraints that have not been given due weight or consideration by the local Neighbourhood Plan process.
3. That the Village Hall Management Committee now actively reviews and refreshes the options and timelines for the New Village Hall as the basis for a project launch and external funding drive.
4. That the CWG is stood down with immediate effect until such time as active commercial dialogues are required but that the Parish Council ensures that the lines of communication are maintained with the owners or agents of the two sites concerned. Mike Chapman Chair, Commercial Working Group 30/3/2016'

MW stated that point one made by the CWG was critical and that the NPG has this policy incorporated in the neighbourhood plan therefore point one has been completed. MW also stated that point three was important and the VHMC must ensure this is done. SF stated this point (Three) re-enforces the need for a thorough business plan that satisfies the parish council of the financial and operational viability of a new hall regardless of the site of any future new facility.

PW stated that it was important to acknowledge the good work of the CWG and that it has been an effective group that has highlighted a number of important issues in how the village will progress the provision of an improved village hall and amenities. Following a discussion it was agreed to stand the CWG down at this time.

Proposed by PW, seconded by JM and agreed by all.

ACTION: Clerk to confirm with CWG that is stood down at this time. (Note: Done by email 7/4/16).

PW stated that the point concerning a clear business plan was well made and the VHMC will be progressing this. To this end the VHMC met earlier and have also decided that there is a need to review the viability of the village hall remaining on the existing site. PW stated that this arises out of the simple fact that a new hall location will require funds in the region of £700,000. Therefore the VHMC need to re-explore the extension of any land leases on the current property, the viability of lease extension or future ownership and crucially an up to date structural survey of the existing site to see what if anything could be done with the present building and land. PW pointed out that the last such survey was done in the 1980's. Therefore the VHMC will be coming to the parish council to request funding in the region of £700 for such work to be completed. All councillors agreed that any such request for funding would be favourably looked upon if an application is submitted.

15.196 TRAINING

SF confirmed that DAPTC had agreed to provide a one off training session for all councillors using the village hall on Wednesday 27/4/16.

ACTION: All councillors to confirm attendance. SF to confirm with DAPTC the date for the trainer.

SF confirmed that he had attended the DAPTC Annual Conference and that it had been of value with agenda items such as the future provision of training, the re shaping of local councils and the future of how the NHS will deliver its services in Dorset. He reminded the meeting that the public consultation dates for this have been advertised on the village website and the noticeboards. SF also reminded the meeting that the NHS proposals can be viewed on www.dorsetvision.nhs.uk

15.197 FOOTPATHS

PLEASE NOTE Any member of the public can contact DCC on the dorsetforyou website, footpaths section and report a problem on line.

15.197.1 Mile markers and posts.

SF confirmed the two markers were being progressed by the W&HG, DCC & Mere Fabricating.

15.198 HIGHWAYS

JM stated that Highways England confirmed the start dates for the initial re-surfacing on sections of the A303 in Dorset from May 2017.

SF informed the meeting that the village of Zeals is continuing to progress the possible introduction of a 30mph speed limit and recently held a public meeting to consult residents as to likely proposals. The project will be further explored by Wiltshire County Council including costs.

SF confirmed that AC had provided funds of £600 to enable the hamlet of Queen Oak to have a sign made to identify the hamlet. AC confirmed that the Wiltshire County councillor had also provided funds for a finger post at the junction of New Road and Fantley Lane for Queen Oak. SF confirmed the renovation on the donated phone box would hopefully commence in April.

15.199 TRANSPORT

SF stated there were no updates at this time.

15.200 COMMUNITY SAFETY

SF confirmed that all speed indicator device (SID) poles had now been erected and the Speed Watch Group were managing the placing of the SID on a rotational basis and continue to do regular speed watch checks at various locations in the village.

15.201 CORRESPONDENCE

08/03/2016	DAPTC	Clinical Commissioning consultation – Website& n/boards
15/03/2016	NDDC	Planning App 16/1827 - Rugby Cottage - PSG & website
15/03/2016	NDDC	Planning App 16/0244 - House Silton Rd - PSG & website
08/03/2016	NDDC	Planning App 16/0206 - Holly Cottage - PSG and website
08/03/2016	VHMC	Copy of latest minutes - To all councillors
18/03/2016	DAPTC	Information for clerk on S137 Funding - Noted and filed
18/03/2016	DAPTC	Information for parishes along Jurassic coast - Filed NFA
18/03/2016	Mr Sullivan	Information concerning flood zone mapping - Councillors
18/03/2016	Mr Curry	Enquiry NDDC precept setting - Reply done copy to DC.
18/03/2016	Brimble Lea	E Mail re village hall selection-Reply done & all Councillors
18/03/2016	NDDC	PCC Election posters - Noticeboards and website
18/03/2016	Mr Sullivan	Email village bank, neighbours and ownership – Email reply

15.202 ANY OTHER BUSINESS

SF informed the meeting that Councillor Withers and Mrs Withers had been selected to attend the Royal Garden Party as recognition of their work for the village and the introduction of the NP.

SF informed the meeting that the parish council had received information from the Electoral Commission on how the forthcoming referendum on Europe will be managed.

All information can be found on <http://www.electoralcommission.org.uk/find-information-by-subject/elections-and-referendums/upcoming-elections-and-referendums/eu-referendum>

SF reminded all that the Dorset Police & Crime Commissioner elections take place on 5/3/2016.

15.203 DATE OF NEXT MEETING - MONDAY 25TH APRIL 2016 AT 7PM.

Chairman: S.Firbank

Date: 4th April 2016

Note: The minutes will be reviewed and formally ratified by the BPC on 25th April 2016