

MINUTES OF THE MONTHLY MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.00 P.M. ON MONDAY, 22ND FEBRUARY 2016

PRESENT: M Withers (Chairman), G Miller, J Morgan, T Heaton, L Jones,
P Williams and I McVie (Clerk).
APOLOGIES: S Firbank, A Miller, M Martin,
ATTENDING: Andrew Cattaway, PCSO Vicki Levy (Police) and 10 members of the public

15.170 OPEN FORUM

MW welcomed everyone to the monthly meeting and reminded all present 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 Vicky Levy informed the meeting that since the last parish council meeting there had been two reported crimes. On 8/2/16 at 4pm in Church Mead there was a distraction burglary where an offender had entered a house via an unlocked door, distracted the victim by saying they were looking for a lost cat and at some point stole a watch, a wallet and its contents. The second offence was at midday on 13/2/16, in New Road where an offender had stolen a wheel off a car which they used to replace a damaged wheel on their own car before driving off. PCSO Levy reminded everyone of the need to keep their houses secure at all times. She informed the meeting that in the North Dorset area there had been a number of thefts at supermarket checkouts where offenders have watched people use their credit cards to pay and noted the 'pin number' used then followed them to their car and then grabbed their handbag from the car as the victim was putting shopping away. They then subsequently take cash from the victim's account using the stolen credit card and pin number. A member of the public asked how successful the police are in detecting the crimes reported in Bourton. PCSO Levy gave examples of the response by police to recent crimes including the distraction burglary where the Dorset CID have a good line of enquiry from the description of the offender given by the victim. SF thanked Vicky and she left the meeting.

A member of the public pointed out that after the 2008 Village Plan there was the wish that a 20mph zone be installed around the school. She asked if this would be likely and added that the issue of dangerous drivers remained at the junction of the main road, West Bourton Road and Brickyard Lane. The clerk confirmed that Dorset County Council (DCC) have looked at speed limits a number of times, have conducted speed tests including in West Bourton Road and have previously confirmed that the 40mph limit will remain. The clerk confirmed that DCC are looking at the red painting in of the cross hatchings at the junction to make them more visible. The clerk also confirmed that all these actions and responses have been included over the years in previous minutes of council meetings. The clerk further confirmed that DCC cannot introduce a 20mph limit where it joins a 40mph limit. The member of the public asked if people could legally park within the cross hatchings and the clerk informed her that they could not and doing so would be more likely to cause an accident and would be a road traffic offence.

A member of the public asked if a letter he had sent to the parish council concerning a request to have a flood risk assessment completed on the area of the bridge that is at Bridge Street that has the main road running over it. He explained the history of this and that he had previously raised concerns about the risk of flooding but had never been given a response. He explained that this was particularly of concern as a lot of Bridge Street and the mill site are within flood zone 3. He confirmed that NDDC, Environment Agency and DCC Highways have not taken up his request and asked if the parish council would approach the responsible agency. MW confirmed that all councillors had received a copy of his e mail and had considered it when making the parish council submission to NDDC for the recent planning application at the mill site. The clerk confirmed that he had also sent a copy of the e mail to NDDC for their information. AC asked if a copy of the e mail could go to Roger Bell for DCC to consider if a flood risk assessment could be completed and that he have a copy of the e mail as he would also make some enquiries with the appropriate people to see what if anything could be done. (Please note copies of the e mail from the member of the public were sent on 25/2/16 as requested by County Councillor Cattaway).

15.171 DECLARATIONS of INTERESTS

TH and GM declared a non-pecuniary and personal interest within the Grants and Donations agenda item relating to St George's Church request for a donation from the parish council.

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.

15.172 MINUTES OF THE PREVIOUS MEETINGS

The clerk requested that under 'Correspondence' on page 48 the reference to an e mail from a member of the public concerning a flood risk assessment at the bridge under the main road or old A303 be amended to read 'sent to all councillors' and that the reference to it being sent to NDDC be deleted. This was agreed by all and the original minutes amended. The final minutes were then agreed as an accurate record and were signed by the Chairman.

15.173 ACTIONS ARISING FROM THE MINUTES

MW confirmed that the four actions from the last meeting were as follows.

P. 45/46 – Bourton Mill Planning application parish council response – Done 26/1/16

P. 47 – Manufacture and placing of two mile markers – Ongoing and remain as an action.

P. 47 – Quote from DCC for litter signs in both laybys – Ongoing and remain as an action.

P. 48 – Letter to Post Office to request new post box by village noticeboard – Done 31/1/16

PW raised the meeting item of the Queens 90th Birthday celebration and the lighting of beacons across the country on 21st April 2016. He confirmed that he was willing to co-ordinate a beacon lighting from St George's church roof, assuming that this was acceptable to the church warden. GM stated he was willing to offer the use of his land to the north of the church if anyone was prepared manage the lighting of a beacon on this high ground. The clerk confirmed that there had been no volunteers to date, however there was still time for a volunteer to come forward to take advantage of Councillor Miller's kind offer-

15.174 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR

AC informed the meeting that DCC would be holding a Special General Meeting on 10/5/16, to which the public could attend, 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 is to start this process off and get the public involved at an early stage, albeit any changes to the current structures will not be before 2019.

AC confirmed that DCC had agreed its budget for the 2016/17 year and had agreed a 1.99% increase in the council precept. He also reminded the meeting that following the Chancellors Budget Statement the directive to ring fence a further 2% increase in local funding for the provision of adult care would mean a total rise in the precept for the county council element of 3.99% He reminded the meeting that the provision of the additional adult care funding was to improve the level of service and increase the integration of how adult care is provided at a local level.

PW confirmed that the district council had also set their 2016/17 budget against a backdrop of increasingly challenging financial settlements and demand on services. He explained that the 'government support grant' will disappear by 2019 and that the 'new homes bonus' will be adjusted in the future leading to further reduced central government funding. PW informed the meeting that at the NDDC full council meeting earlier in the day the district council had taken the option of raising the Band C council tax by £5 per household for 2016/17 which would be a 44p per week raise for those households, this decision has avoided an across the board rise of 1.99% for all households. AC added that there would be further debate about the future funding for 2017/18 onwards and this is likely to have an impact on the level of future precepts set by town and parish councils as they will be expected to take on more responsibility for certain locally provided services. AC stated that as there had not yet been any central government direction for the 2017/18 onwards years the likelihood is that any future changes or resolution are unlikely for at least six months. He stressed the need for parish and town councils to monitor these likely changes for future precept and budget setting. He also reminded the meeting that there is an intention to have local councils controlling the 'business rates' setting although this will have a number of issues that need to be resolved first but again is likely to lead to town and parish councils having more responsibilities.

PW confirmed that the ratified NDDC Local Plan was now being reviewed as NDDC believe the plan will continue to be challenged by developers and he gave an example of such a challenge where the target of 285 new dwellings per annum is being challenged by developers who want 330 new dwellings per year in North Dorset. PW confirmed that the Rugby Cottage application for 10 new dwellings is still in the report stage and will not be on the next NDDC planning committee meeting to be held on 8/3/16. PW informed the meeting that the revised application at 2 The

Gables had been agreed and that there were lessons to be learnt by the parish council in terms of its continued stance of objection from the original application even though the objections originally raised had been addressed in the revised application. JM asked if there were any conditions placed on the application as there was a concern this would be a separate dwelling that could easily be sold as such in the future. PW stated the approved is conditional on the annexe only being used as ancillary accommodation to the main property and shall at no time be converted to a self-contained unit.

15.175 PLANNING MATTERS

15.175.1 Applications received – None

15.175.2 Applications granted – None

15.175.3 Applications withdrawn - None

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

15.175.4 Bourton Mill

MW confirmed that the parish council had submitted a considered response to the district council and that this had been published on the planning website under the statutory consultees section. MW informed the meeting that the representations made by the parish council had led to further consultation with the Environment Agency who have subsequently sent a response to NDDC raising some concerns with the amended proposals and the effect they would have in relation to flooding. MW confirmed the EA response is on the planning portal and the clerk confirmed a copy of it will go with the minutes on the village website. (Please note a copy of the EA response is attached as appendix A to the minutes on the village website www.bourtondorset.org)

PW confirmed that this application will not be heard on the 8/3/16 by NDDC as it is still in the stage of preparation by the district council officers. He informed the meeting that the recently erected fencing had now been damaged and the entrance door to the site had been ripped off by vandals. (Please note the owner has been informed of this by e mail on 25/2/16 and asked to get it repaired).

15.175.5 Solar/Wind/Photovoltaic Sites

PW confirmed there was no additional information.

15.176 FINANCE

15.176.1 Accounts to be paid – Three

IJ McVie	Reimbursement of costs and expenses	£ 47.65
DAPTC	Clerk Training in PAYE/HMRC	£ 35.00
VHMC	Hire of hall 2015/16	£106.00

The clerk confirmed that from 1/4/16 he would complete the wages and HMRC payments for the council as the current organiser could no longer do this and by the clerk doing this work there will be no additional cost to the parish council from the budget.

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

15.176.2 Accounts received – None.

15.176.3 Grants and Donations. One.

St. Georges Church. Application submitted as per BPC policy £400.00

MW 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. The clerk reminded the meeting of the legislation concerning local authorities responsibilities where graveyards are no longer in use but must be maintained. PW stated he supported the application and asked if it would be sensible to agree this grant every year. The clerk reminded the meeting of the current council policy on the annual grant of funds. LJ and JM both supported the application.

Proposed by PW, seconded by JM and agreed by MW and LJ. GM and TH did not vote.

15.177 NEW VILLAGE HALL

PW read out the following report from the Commercial Working Group.

‘Since the last report, the Commercial Working Group has held a meeting with North Dorset District Council Planning Policy and the technical adviser to the Neighbourhood Planning Group. The meeting confirmed three key points:

1. That the ultimate objective of the activity can be stated to be the conclusion of a legally binding agreement that gives effect to the transfer to the Village of the land for the New Village Hall and Amenity Space, including such other conditions and commitments as may also be agreed, at

- the same time as Local Planning Authority (i.e. NDDC) permission is given to an associated housing development that is consistent with an approved Neighbourhood Plan for Bourton.
2. That the utmost care must be taken to avoid the potential impropriety (and threat of legal challenge) of a process or actions that could be construed as offering the inducement of selection to a landowner in return for more favourable terms (noting that other than thanking the landowners/agents for their response to an initial letter, no further contact has been made pending this advice from NDDC)
 3. That at this early pre-planning stage, all costs would be initial estimates only and no binding agreements could be reached with landowners.
 4. That it is likely that significant progress will only be achievable once further progress has been made on finalising the Neighbourhood Plan.

A number of actions were identified:

- a. The activities of the Commercial Working Group (CWG) and Neighbourhood Planning Group (NPG) should be entirely separate. The chair of the NPG (Mike Withers) to cease to be a member of the CWG with immediate effect and the Terms of Reference for the CWG be amended to reflect this.
- b. There should be a communication regarding the clear-cut separation of processes to the landowners/agents once this is confirmed by the Parish Council.
- c. The Village Hall Management Committee should be encouraged and supported in finalising a Business Plan for the new Hall.
- d. CWG to consider what further experience or expertise may be required to undertake its task and to develop an understanding of other examples/similar circumstances.
- e. CWG to draw up a revised schedule of activities.

M. Chapman. Chairman CWG 15/2/16'

Following a discussion it was agreed to accept the amended terms of reference for the CWG (Please note copies are attached to these minutes that are published on the village website (www.bourtondorset.org) as appendix B old terms of reference with amendments) and appendix C)

Proposed by TH, seconded by JM, agreed by councillors GM, PW and LJ. MW did not vote.

Following further discussion it was agreed that the CWG should progress the actions 'a' to 'e' as identified in the CWG and in particular the provision of a business case from the VHMC and a clear timetable from the CWG as to when it will make a final report to the parish council so they can progress a decision on the preferred site for a new village hall.

Proposed by TH, seconded by JM, agreed by councillors GM, PW and LJ. MW did not vote.

ACTION: IM to inform CWG of the above decisions (Please note CWG informed by e mail 25/2/16)

15.178 NEIGHBOURHOOD PLANNING GROUP

MW provided the following update from the Neighbourhood Planning Group.

'Following a meeting between Nicola Laszlo at NDDC and the CWG, it has been agreed that the NPG Chairman should with immediate effect cease to be a member of that group in order that, as a matter of principle, the work of the CWG and NPG will be completely separate.

Following advice from Liz Beth and by NDDC, the NPG has been strongly advised to proceed with the two-site option previously reported to the PC and that this should go forward into the draft Neighbourhood Plan (NP), with a very carefully worded Policy and justification. The NPG is seeking the PC's approval to this course of action because there is a risk that to do otherwise would render any draft NP challengeable by the Examiner.

NDDC will meet with both landowners and will take full account of the views of residents, as expressed through the PC, before deciding on the preferred site. This course of action is effectively what would happen in any event, because NDDC are the planning authority who will have to decide on any future planning application.

It is proposed that the draft NP will be put before the PC for approval and sent out for public consultation in May 2016. The NPG aim to complete its Site Selection, Strategic Environmental, Basic Conditions and Consultation Reports between now and May to enable the NP document to be available for public scrutiny.

The precise timing cannot be assured because a further letter has been received from NDDC explaining that it was the Inspector's requirement that their newly adopted Local Plan would have to be immediately reviewed in full and that, due to their dwindling staff numbers, this will mean that

once again NDDC may not be able to respond in a timely way to any JNP groups who seek their advice and cooperation. Neighbourhood Planning Group 21/2/16'.

TH expressed concern that the parish council had clearly stated at a previous meeting not to progress any decision, until the work of the CWG had been completed, including the option of putting both schemes in the neighbourhood plan. TH further stated that he had concerns that this latest advice from NDDC takes away the decision making from the parish council. The clerk stated that the parish council still retained the responsibility to make the decision on which of the two schemes they wished to progress and that regardless of which one is eventually chosen the owner would have to gain planning permission through NDDC as is the case in any planning application. TH stated he was particularly concerned as he is currently of the view that one of the two proposed schemes is completely unsuitable and by having both in the NP this could lead to NDDC making the decision not the parish council and it could be interpreted that the parish council is losing control of the process to the district council. JM stated that NDDC had now provided this advice but that it was still a decision for the parish council to select and it would be difficult for the district council to ignore the parish council views. TH stated that he was further concerned about this as NDDC in recent times have not agreed with the views of the parish council. PW reminded the meeting that it is not the officers of the district council that make decisions it is the Development Management Committee which is made up of elected councillors. He further added that to suggest the parish council have no influence in planning outcomes is untrue and he stated he was confident the views of the parish council would be heard and taken seriously by the district council. Both JM and LJ stated that the advice from NDDC could not be ignored and if it was it could affect the legality of the neighbourhood plan. The councillors agreed that the advice from NDDC could not be ignored and that both sites would have to go into the neighbourhood plan, but they agreed it was a matter for the parish council and not the district council to decide on the eventual preferred site that they would support in any future planning application.

Proposed by JM, seconded by PW, agreed by councillors GM, TH and LJ. MW did not vote.

JM informed the meeting that she was concerned by the NDDC update on the support they would be able to provide to councils progressing a neighbourhood plan. She reminded the meeting of previous occasions when NDDC has withdrawn or reduced support and how this delays the process. Following a discussion the councillors agreed that should individual councillors wish to write to NDDC to register their disappointment in the reduced support then they should but at this time it would be unwise for the parish council to make such representations and observations.

15.179 TRAINING

IM confirmed that DAPTC had agreed to provide a one off training session for all councillors using the village hall. MW asked all councillors to provide the clerk with preferred days and times for a training session will last about three hours.

ACTION: All councillors to provide the clerk with preferred day/time options for a training session

15.180 FOOTPATHS

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

The clerk read out a request from the Wildlife and Habitat Group concerning fly tipping and in particular at the end of Silton Road. The group have agreed with DCC to erect a suitable sign and see if this reduces incidents and provide DCC with any feedback. Secondly the group have seen yet again an increase incidents of dog walkers failing to remove dog mess when walking their dogs in local fields where cattle are present. Again the group asked for parish council support in displaying suitable signs at locations such as the steps ascending Kites Nest Lane, reminding dog owners of their legal responsibilities. All councillors agreed that both these initiatives should be supported and MW thanked the group for their help and action. All councillors agreed that should there be any costs incurred for the signs the parish council would cover such expense.

15.180.1 Mile markers and posts.

MW confirmed the two mile markers were being progressed by Mere Fabricating.

ACTION: SF to report back to next meeting.

15.181 HIGHWAYS

IM confirmed that DCC will provide a quote for two suitable signs and fitting for the two laybys to warn offenders not to illegally deposit litter or fly tip.

ACTION: IM to report back to next meeting once cost obtained from DCC.

JM stated she would be chasing Highways England up to confirm the start dates for the initial re-surfacing on sections of the A303 in Dorset which will reduce traffic noise in the village.

The clerk informed the meeting that the Wildlife and Habitat Group had offered to support finding volunteers to wash the three sets of village gates as they were rather dirty. The clerk confirmed that the gate cleaning is part of the verges contract and he had now chased up the contractor to get this done. All councillors agreed though that if there were volunteers who wished to clean the gates as well this was to be encouraged as an addition to the contract for verge maintenance.

15.182 TRANSPORT

The clerk confirmed that the Nordcat Scat Bus Service was available to residents every Wednesday and to book this facility could call 01258472164. He also confirmed that this service is advertised on the village website and posters will go onto the village noticeboards on 2/3/16.

15.183 COMMUNITY SAFETY

The clerk confirmed that the Speed Watch Group had set its next set of dates and that DCC had agreed that the parish council can continue to use the existing speed indicator device (SID) pole opposite the church. He also confirmed that DCC had visited the two other proposed sites and had now agreed to a second pole being placed by the verge outside the telephone exchange. DCC will visit to confirm the final location and the clerk has arranged for DCC Highways to fit the pole. The clerk confirmed that he would continue to progress the placing of a third pole at the Wincanton approach into the village and that AC had offered his support if needed.

15.184 CORRESPONDENCE

12/02/16	NDDC	Emergency Resilience Day - All councillors and website
12/02/16	Mr A Cox	E mail re government funding for mill site - E mail reply
12/02/16	DCC	Update SID deployment - Reply e mail copy County Cllr.
12/02/16	Dorset POPP	Advert for event 23/3/16 - All councillors for information
12/02/16	NDDC	Copy of EA response re mill site application - All Cllrs.
12/02/16	DAPTC	Request from DAPTC for info on CCTV - Not app. Filed
12/02/16	DAPTC	Letter Lord Lt. re Queens birthday - All councillors & web
16/02/16	DAPTC	Minutes of Northern DAPTC January Mtg – All councillors

15.185 ANY OTHER BUSINESS

MW informed the meeting that NDDC had notified all councils that they are completing an exercise of reviewing all street naming and numbering in North Dorset. They have issued notices that will be placed on the village noticeboards from 2/3/16. No further action is required by the parish council.

MW confirmed that following the DCC consultation exercise on future mobile library provision the service for Bourton will continue and as from week commencing the 9/5/16 the mobile library service would visit Bourton every second Friday between 1.20pm and 1.50pm and would park in Church close. He confirmed this information has been placed on the village website and when the new schedules are published they will be placed on both noticeboards.

PW informed the meeting that he had been approached by the Sherborne Steam and Water Wheel Centre who had been made aware of the donation to the parish council of machinery from the Maggs Family following the death of Mr G Maggs. They have asked if the machinery could be donated or loaned to them to restore and display. MW reminded the meeting this had been donated to the parish council and one suggestion was to have it placed within the mill site if it was developed for housing. PW suggested that the property could be loaned to the centre who would refurbish it. Following a discussion it was agreed that PW will get the centre to contact SF, who is storing the donation, and initially inspect the machinery to see if it could be refurbished.

ACTION: PW to pass information to SF to arrange a visit and inspection. SF to report back to BPC.

Following a discussion it was agreed that the next meeting for March would have to be held on Monday 4th April 2016. The April meeting would remain as Monday 25th April 2016.

15.186 DATE OF NEXT MEETING - MONDAY 4TH APRIL 2016 AT 7PM.

Chairman: S.Firbank

Date: 22nd February 2016

Note: The minutes will be reviewed and formally ratified by the BPC on 4th April 2016