

MINUTES OF THE MONTHLY MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.00 P.M. ON MONDAY, 24TH NOVEMBER 2014

PRESENT: S Firbank (Chairman), G Miller, D Lawes,
A Miller, P Williams, J Morgan, M Withers, C Price and I.McVie (Clerk)
APOLOGIES: L Jones.
ATTENDING: 10 members of the public and Andrew Cattaway (County Councillor).

14.160 OPEN FORUM

SF 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.

A member of the public asked for an update on the commitment made in March from Dorset County Council (DCC) to replace the soil with gravel in the stretch of verges in front of Penny Cottages in New Road. She stated that there was already mud being churned up by vehicles, spreading onto the pavement. IM confirmed this was part of the verges work agreed by DCC for the 2014/15 year. SF confirmed this item would be discussed later under item 11, Highways and reminded everyone that if there were problems such as debris on pavement then this should be reported straight away by members of the public on the '**dorsetforyou**' website.

A member of the public provided an update on the work of the Wildlife and Habitat Group and SF confirmed that all Councillors had received a copy of the group's annual report and its anticipated work for the following year. SF asked if this information could be put on the village website by the group, and this was agreed. SF also wished to formally record the parish council's thanks for the work and effort put in by members of the Wildlife and Habitat Group.

AC provided an update on Footpath 11 confirming that, as previously agreed, he was progressing talking to relevant residents and that DCC had now confirmed that Footpath 11 is a right of way and has never been formally expunged. AC asked if the parish council would be happy for him to bring forward options at the December meeting for resolving Footpath 11. All present agreed this and SF thanked AC for the update and his offer to come back to the December meeting.

AC further stated that he had chased up DCC concerning the previously agreed work on footpaths within Bourton and that this would be completed before the growing season in 2015. A member of the public informed the meeting that some of the work to keep the footpaths clear had not been completed by the respective landowners either. SF again reminded the meeting that if there were issues on footpaths such as overgrown vegetation or blocked routes then individuals should use the dorsetforyou website to report problems and not wait for monthly meetings. SF asked AC if there was any update on how funding would be arranged in 2014/15 for maintaining verges and banks. AC stated he would clarify the position as to what was going to be maintained by DCC.

There was then a discussion on recent damage that had been caused by heavy vehicles parking on or crossing grass verges. SF confirmed he had spoken to the residents concerned and they would repair the damage and if this is not done it will be reported to DCC for enforcement.

14.161 DECLARATIONS of INTEREST

S. Firbank declared a personal interest in Bourton Mill (neighbour).

C. Price declared a personal interest in Bourton Mill (neighbour).

M. Withers declared a personal interest in the village hall (neighbour).

G. Miller declared a personal interest as a landowner with a public footpath through the property.

A. Miller declared a personal interest as a landowner with a public footpath through the property.

14.162 MINUTES OF THE PREVIOUS MEETINGS

MW asked that on Page 35, item 14.149, line one that 'EIA' be changed to 'SEA'. This change was agreed and made. The minutes were then agreed by all and signed by SF.

14.163 ACTIONS ARISING FROM THE MINUTES

SF confirmed the following actions had been completed:

IM confirmed that Tom Green will commence the work on the side cemetery wall in January 2015.

IM confirmed that DAPTC are happy to provide a training session in June 2015 for the council.

SF confirmed that the template for the mile marker had been given to the repairer along with the cemetery gates. He stated the gates were being completed first and that the mile marker will be

completed after Christmas. He thanked Mr Nick Hall for his work in researching how the marker should look and preparing the template for the work to be completed.

SF confirmed he was progressing the village footpath fingerposts.

All other actions were covered as items within the agenda.

14.164 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR

AC (County Councillor) updated the meeting concerning the recent temporary change of Leader of the County Council pending court proceedings. He confirmed that the current Deputy, Mr R. Gould is the temporary Leader of the County Council.

He also reminded the meeting that the public consultation on changes to the county council electoral boundaries concludes on 1/12/14. IM confirmed that this had been advertised on the village website and the large notice board. He confirmed that it is proposed to increase the overall numbers of county councillors from 45 to 46. DCC have proposed that this additional place goes to create a two member division encompassing the existing Stour Vale Division and Gillingham.

GM (District Councillor) stated that the agreed tri-district council alliance was progressing. He also confirmed that the North Dorset Local Plan 2011-2026 is about to be submitted and should take about a year to be assessed by central government and then become policy.

He updated the meeting that as with this financial year NDDC would be unlikely to pass on any cash benefit to parish councils from the 'council tax support grant'. IM confirmed NDDC had written to parish councils and he had responded to the letter after speaking with the Chairman.

GM informed the meeting that the Dorset Waste Partnership are in the process of reviewing their services with an aim to improve efficiency and effectiveness.

GM informed the meeting that work was being done to assess the viability of placing a red flashing warning system at the West Stour junction with the A30. This system would warn road users of any approaching wide and/or high vehicles to reduce the current accident risks at this junction.

14.165 PLANNING MATTERS

14.165.1 Applications received.

IM informed the meeting that on the 9/12/14 the NDDC Planning Committee would be considering the outline planning application for 10 houses at Rugby Cottage. MW confirmed that the planning sub-committee had raised objections to the application as had a number of individual residents. He also reminded the meeting that the NDDC planning policy officer had stated that four of these houses should be affordable housing. GM stated that he did not believe this was the case and the NDDC planning officer was of the view the application should be approved for 10 houses.

CP asked if this application would affect any future building on the Mill Site. MW stated it would not and the parish council should support as much affordable housing as possible as long as any application had clear provision for safe road and foot use with good access and egress. SF asked if the parish council should attend to make personal representations. GM confirmed he would be in attendance and following a discussion it was agreed a further parish councillor should attend to reaffirm the original objections and argue the case for a 40% affordable housing ratio.

ACTION: SF to discuss and agree with the Planning Sub-Group who will attend on 9/12/2014.

14.165.2 Applications granted

PLG1189/14. Wood View, Mill Lane – Erect a single storey extension.

14.165.3 Applications withdrawn - None

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

14.165.4 Bourton Mill

SF stated that at this time there was no further news concerning the owner progressing a potential partner to develop the site. He confirmed that the owner had been informed of the broken fencing and this had been repaired. He also confirmed that the owner had been informed about the missing and removed boards from windows and doors on the side of the property. IM confirmed NDDC had been informed and they had also contacted the owner to secure the site, but, would not be taking any further action. All councillors expressed their disappointment in the lack of movement by the owner and the lack of any enforcement action that could be taken by public agencies such as NDDC. Following a discussion MW proposed that he and the clerk meet and go through all the information and look to see if there are any opportunities to improve the safety, security and look of the site. Options that will be looked at are lawful enforcement opportunities, use of legislation

concerning listed buildings and media opportunities to highlight the danger and appalling state of the site. PW further suggested that a small working group could be formed made up of councillors and volunteers from the village to formulate a plan of action to resolve this continuing blight on the village. All present supported these suggestions.

ACTION: SF to contact owner and inform him again of the latest security breaches.

MW and IM to meet, prepare a report for SF who will in turn arrange the working group.

14.165.5 Solar/Wind/Photovoltaic Sites

PW stated there were no further updates at this time.

14.166 FINANCE

14.166.1 Accounts to be paid

SLCC (CiLCA course).	Fee for clerk's course.	£250.00
PCC Upper Stour	Magazine advert cost	£ 5.50
Mr.M.Withers	NPG Expenses	£ 28.15
Mr.M.Withers	NPG Expenses	£ 13.50
VHMC	NPG hall hire	£ 24.00
British Legion	2012/13/14 Wreaths	£ 75.00
DCC	Signs for gates and fitting	£1476.48

Proposed by CP, Seconded by PW and agreed by all.

14.166.2 Accounts received – None.

14.166.3 Grants and Donations – None.

14.166.4 Village Events Fund Account

SF reminded the meeting of the history of this fund and explained that while this was appropriate when it was initially set up it is time to review its effectiveness. He suggested this fund of £600 now be incorporated within the parish council accounts under a heading of 'Village Events Fund' and it be managed by the clerk as business as usual. Following a discussion this was agreed.

ACTION: SF to arrange to close the account after completion of the Village Pantomime and pass the monies to IM to incorporate in the parish council accounts for future use.

14.166.5 Precept 2015/2016

IM updated the meeting concerning the planning for next year's precept and asked for all councillors to consider what expenditure may be needed in 2015/16. IM confirmed he would keep the councillors up to date with the progress of precept planning.

14.167 NEIGHBOURHOOD PLANNING GROUP

MW provided an update for the meeting. He confirmed that the NPG have been working on the 'sustainability appraisal and strategic environmental assessment' for the neighbourhood plan and an outline draft had been prepared and sent to NDDC for discussion. This led to a meeting with NDDC's new planning officer, Nicholas Cardnell, Nicola Laszlo and Terry Sneller on Monday 10th November 2014 with MW, David Scott, Paul Overington and Nick Hall representing the NPG. Good progress was made and there was agreement on an outline strategic assessment (SA) which could then be used to test the proposed neighbourhood plan objectives and, consequently, the site selection process for the new village hall and enabling housing development could be completed. Mr. Sneller will provide further information in the next two weeks so that the draft (SA) can be completed. MW confirmed that the NPG have secured technical planning support from Planning Aid/URS (sustainability consultants) who will critically appraise the SA before it is formally submitted for consultation to the village, NDDC, English Heritage, English Nature and the Environment Agency for a six week period. Any major and relevant comments raised will be incorporated into the SA before progress to the next stage. MW stated that despite the five month interregnum caused by NDDC withdrawing support on all NP issues, starting in February this year, the NPG expect to be ready to submit the SA in January 2015, only one month behind the scheduled programme. MW stated that once this process has been completed, there will need to be a period to complete the writing up of the NP policy document which is expected to be completed by the end of March 2015. This will mean that it will be running alongside the progress of the NDDC emerging local plan, which is scheduled to be approved in June 2015. NDDC have said they feel the Bourton NP can proceed through its own consultation process leading up to referendum so long as they have received the inspector's report on their local plan, expected in

March 2015, and assuming there are no issues raised in the report which affect Bourton. MW stated NDDC feel this is most unlikely. He confirmed a meeting has been arranged by the VHMC with Hilary Ritchie, on Tuesday 25th November 2014, who is advising the VHMC on fund raising, to include the NPG, when issues of mutual interest can be discussed. CP asked if the May 2015 elections would affect the NP Referendum. MW confirmed that it should not because the Referendum can be conducted at any time, irrespective of the national elections. It was noted that there may be advantages on turnout if they were at the same time. PW asked if the SEA work was just covering the sites considered by the VHMC or is it covering a wider view of the parish. MW stated the SEA was ensuring it covered only the sites considered by the VHMC and that the work took into account the preferences expressed in the questionnaires.

14.168 NEW VILLAGE HALL

PW confirmed that the VHMC were having a meeting tomorrow, 25th November 2015.

14.169 TRAINING

SF confirmed no updates at this time.

14.170 FOOTPATHS

Item discussed in the open forum.

ACTION: AC will complete all enquiries as previously agreed and bring forward options to amicably resolve footpath 11.

ACTION: AC will chase up DCC to complete outstanding footpath work.

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

14.171 HIGHWAYS

PW asked for clarification concerning whether DCC would provide funding for the parish council to maintain all verges and complete work such as the infilling of the verges outside Penny Cottages. JM asked if any such work could include the churned up verges outside the garage entrances. The meeting was reminded that mud and debris was already being churned up and deposited onto pavements causing a danger. SF reminded all present that such things should be reported on the 'dorsetforyou' website.

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

PW suggested that, if DCC is unwilling or unable to fund any such remedial work, the owners of relevant properties should be invited to provide financial contribution.

ACTION: IM to confirm financial position as part of the precept planning for 2015/16, confirm if DCC are going to complete the promised verge work and obtain a quote(s) for these verges to be in-filled with open cell concrete paving blocks. CP informed the meeting that she had made contact with Zeals and Penselwood Parish Councils concerning excessive debris, on the Pen Mill Hill road, caused by vehicles leaving a site that is being refurbished. SF confirmed this and stated the clerk had provided CP with the link to Wiltshire and Somerset County Council versions of dorsetforyou.

14.172 TRANSPORT

SF confirmed there were no new updates.

14.173 COMMUNITY SAFETY

SF confirmed that Sheila Williams had kindly agreed to take on the role of Speedwatch Coordinator and will be supported by a small team of volunteers. SF asked that the parish council agree to cover the cost of setting the scheme up, training and provision of equipment, which should be in the region of £250.

Proposed by CP, Seconded by JM and agreed by all.

14.174 COMMERATIVE FIELDS INITIATIVE

This item was discussed and at this time a suitable site has yet to be identified.

14.175 SALT BINS

AM confirmed that all bins had been checked and most were now ready for the winter. He confirmed that he would be ordering some further salt bags from DCC to complete the filling of all bins. He reminded everyone of the need to use the salt sparingly as there is no need to shovel excess amounts onto any ice/snow covered paths or roads, a light spreading of salt will suffice.

14.176 CORRESPONDENCE

03/11/14	Phillip Tuck	E Mail for printing services - Copy to NPG and VHMC - Filed
03/11/14	Mr. Warren	Letter about Devon & Cornwall Police - Filed as not for BPC.
03/11/14	DAPTC	Newsletter - To all Councillors
03/11/14	CRW Gillingham	Volunteer Advert - Website
03/11/14	DAPTC	Minutes and agenda for AGM 8/11/14 - To Chairman
03/11/14	DAPTC	Details of forthcoming training - To all Councillors
03/11/14	CPEND	Newsletter update on Superfast broadband - All Councillors
03/11/14	Messagemaker	Advert for Services - Filed
05/11/14	Fields in Trust	Request to consider Fields in Trust donation.- All Councillors
05/11/14	DCC/DAPTC	Advert for 2015 schools admissions –Website, noticeboards.
05/11/14	Rural Opportunities	Bulletin for funding for neighbourhood planning - To NPG
05/11/14	Dept. Works Pensions	Disability in the community awards nominations - Website
05/11/14	NDDC	Update re planning application - Rugby Cottage - To PSG.
05/11/14	DAPTC	Advert for crime support worker role - Website
10/11/14	Make it happen	Advertising services - Filed
10/11/14	Rural Services	Newsletter - Clerk and filed
10/11/14	DAPTC	Cancellation of training in November. - All Councillors
10/11/14	DAPTC	Survey for the Clerk - completed and submitted 11/10/14
10/11/14	Rural Vulnerability	Newsletter - Website and Chairman
10/11/14	DAPTC	Cancellation of Councillors Session 27/11/14. All councillors
12/10/14	Police Crime Comm.	Information on writing community safety bids to PCC - Filed
16/11/14	Jurassic Heritage	Request for 'ambassadors' to promote charity. - Councillors
16/11/14	MBL Services	Information on advertising services -Website
16/11/14	NDDC (DevControl)	Information on planning drop in session - Chairman & PSG
16/11/14	DAPTC	Information for volunteers to sit on NALC Smaller Councils' Committee - To all Councillors and filed.
16/11/14	DAPTC	Information on planning seminar 9/10/14 - Chairman & PSC
16/11/14	WEL Medical Limited	Advertising products - Filed
20/11/14	DAPTC	Cancellation of training session 27/11/14 To all councillors
20/11/14	Cranborne AONB	Seminar information to clerk - Noted and filed
20/11/14	Zeals Parish Council	Information on speed limit legislation - Chairman, DCC, filed
20/11/14	CLA South West	Circular to Chairman - Chairman and filed
20/11/14	Mr. James Mann	Reporting knotweed on Mill Site - Owner and NDDC.
20/11/14	Dorset Comm. Action	Information for their AGM on 12/12/14 - To Chairman
20/11/14	NDDC	Annual Rough Sleeper count - Done and response sent.
20/11/14	NDDC	Questionnaire on future of council tax grant – Reply sent.
20/11/14	NDDC	Grant of planning permission 2/2014/1189/HOUSE Date Wood View, Mill Lane: Erect extension. - To PSG & BPC.
25/11/14	DCC	Consultation on waste disposal sites - Councillors & website
25/11/14	DAPTC	Survey for clerks - Reply sent 25/11/14
25/11/14	LGW Awards	Request for sponsorship - Filed no further action
25/11/14	Rural Services	Newsletter - Clerk and filed
25/11/14	DCC/NDDC/DAPTC	Information on 'knowledge zone' for councils - All councillors

Please contact the clerk if you require any further information.

14.177 ANY OTHER BUSINESS

CP informed the meeting that a previous action concerning the consultation the future of Dorset Fire Service had been completed. She informed the meeting that the consultation finished on 11/11/14 and feedback will be provided to the public following a meeting on 27/11/14. Any changes will then be publicised in early 2015. Item discharged.

14.178 DATE OF NEXT MEETING - MONDAY 14TH DECEMBER 2014

14.179 SF thanked everyone for attending and formally closed the meeting.

Chairman: S.Firbank

Date: 24th November 2014

Note: The minutes will be reviewed and formally ratified by the BPC on 14th December 2014