

**MINUTES OF THE MONTHLY MEETING OF BOURTON PARISH COUNCIL**  
**HELD IN THE VILLAGE HALL AT 7.00 P.M. ON MONDAY, 26<sup>TH</sup> JANUARY 2015**

**PRESENT:** S Firbank (Chairman), G Miller, J Morgan, L Jones  
A Miller, P Williams, M Withers and I McVie (Clerk)  
**APOLOGIES:** C Price, D Lawes.  
**ATTENDING:** 11 members of the public.

**14.197 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 wished to record that the new village gates were a welcome addition to the village and that it was good to see the parish council take forward something that villagers had asked for from the village questionnaire. SF thanked her for this and also informed the meeting that the cemetery gates had been repaired, painted and refitted as agreed by the parish council.

A member of the public asked if the parish council could do anything about the recent increase in the number of armed forces low flying aircraft that flew over the village. Following a short discussion SF asked that individuals contact Yeovilton airbase and complain direct to them.

A member of the public stated that this year's village Christmas tree looked excellent and was the best she had seen in this area. All present agreed with this and SF repeated the parish council's thanks for the efforts of the volunteers in doing the work and the garage in providing the funds. The member of the public stated that she did not agree with the earlier comments concerning the village gates and stated that the gates were small and the signs not large enough. IM explained that the gates could not have been any larger as there was not sufficient width on the respective verges. In relation to the size of the signs IM confirmed these are a sufficient size that ensures drivers can read them. The member of the public asked if the gates could be used to put posters and adverts on. SF stated they could not and that the gates are in place to provide a village identity as per the village questionnaire and contribute to road safety. Posters and adverts should be placed on noticeboards and should any damage be caused to the village gates the parish council would look to recover repair or cleaning costs from the individuals who place anything on the gates. A member of the public confirmed that volunteers working with the DCC countryside ranger had cleared and repaired all footpaths in the village excluding footpath 11. He confirmed that the wildlife and habitat group would be looking to encourage volunteers to keep the footpaths clear and maintain them to their current excellent condition. He further reminded the meeting that the volunteers who do litter picking in the village would continue with this task. There was a discussion concerning the liabilities of DCC and the parish council, but, as this is a group of volunteers who do this without any agreement or involvement of the council(s), it is a matter for these individuals. IM confirmed that the parish council would encourage volunteers to arrange this activity through the DCC who provide equipment, training and collection of rubbish. If individuals chose to do litter picking independently then it is at their cost and their liability. The member of the public then explained that the Dorset Waste Partnership can on occasions be slow to respond to requests to clear fly tipping and rubbish dumping. AM confirmed that if the rubbish is dumped on private property it is the owner's responsibility not DCC. IM asked that if there is a poor response by Dorset Waste Partnership can he be informed and he will chase any actions up.

SF confirmed that the wildlife and habitat group can apply for a grant to support work such as the management of banks in the village.

**14.198 DECLARATIONS of INTEREST**

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

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

L. Jones declared a personal interest in planning application 4 Orchard Cottage (neighbour).

**14.199 MINUTES OF THE PREVIOUS MEETINGS**

The minutes were agreed by all as an accurate record and signed by SF.

**14.200 ACTIONS ARISING FROM THE MINUTES**

SF confirmed the following actions had been completed:

SF confirmed the Rugby Cottage outline planning application did not have to provide a percentage of affordable housing, as the proposed development is for 10 or less dwellings and IM stated that the Section 106 did not appear to include the offer by the developer to provide funding for youth facilities (community infrastructure levy). PW stated that he was further concerned that even if the funding was provided that the parish council may not be able to decide where the money is spent. IM stated that the parish council should be able to direct where such funds are allocated. Following a short discussion the meeting agreed an action.

**ACTION:** IM to write to NDDC and confirm full conditions of the section 106 for Rugby Cottage and that the parish council can direct how community infrastructure levy funding is spent in the parish. (Note: Email sent to NDDC 27/1/2015).

IM confirmed that he had obtain costings to dig out and infill the grass verges outside the row of cottages. He explained the concrete grid option would cost in excess of £12000 and a cheaper option of a rolled out heavy duty matting would be in excess of £7000. IM confirmed that the DCC countryside ranger had reaffirmed that DCC would fund and complete the digging out of these verges and replace them with a compacted wildlife friendly gravel which would withstand vehicles being driven over the surface and parked. Following a discussion it was agreed to progress the DCC option which would also be funded by DCC.

**ACTION:** IM to confirm with DCC and get likely start date (Note: Email sent to DCC 27/1/2015).

SF confirmed all other actions were dealt with and are reflected in subsequent agenda items.

#### **14.201 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR**

GM (District Councillor) informed the meeting that NDDC were holding an open event in Sturminster Newton on 18/2/2015 between 4 and 7pm for individuals who are prospective councillors for the elections in May 2015. IM confirmed that he had placed a copy of the information on the village website for all residents' information.

GM stated that superfast broadband was available and that villagers would be able to access this improved service through their existing internet provider as part of their individual contracts. He confirmed that the cost of introducing superfast broadband had been funded across Dorset by a number of partners, including central government (£9.5m), BT (£13m), DCC (£7.5m) and NDDC (£742K), therefore it is important that individuals do take up this opportunity. IM confirmed that the latest information is posted on the website and the noticeboards.

#### **14.202 PLANNING MATTERS**

##### **14.202.1 Applications received - Two**

PLG0015/2015. 4 Orchard Cottage, New Road – Erection of two storey extension.

VAR0025/2015. 1 West Bourton Road – Variation to the outside render of the property.

IM confirmed this was with the Planning Sub-Group who were reviewing the applications before submitting any comments to NDDC by 1/2/2015.

##### **14.202.2 Applications granted – One**

PLG1461/14. Clare Cottage, Brickyard Lane – Erect an extension.

##### **14.202.3 Applications withdrawn - None**

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

##### **14.202.4 Bourton Mill**

SF confirmed that IM had previously informed the owner of the site that there were further insecure openings to the site in Factory Hill.

PW updated the meeting that as agreed at the last council meeting he had written to NDDC and subsequently PW, SF, MW, IM and a member of the public, who had assisted him during the process, met with officers of NDDC on 14/1/2015. He confirmed that the NDDC delegation was led by Mr. Stuart Caundle, the NDDC Operations Manager and that following a site visit and a brief presentation Mr. Caundle acknowledged that the dangerous and deteriorating condition of the mill site needed to be rectified by the owner and he outlined four issues with the site:-

1. The safety of the building within as it is a 'very dangerous place for someone to be inside'.
2. The physical danger from potential building collapse to those outside, such as road users.
3. The impact the state of the site has in terms of 'visual amenity'.
4. Potential environmental health issues from the site.

PW stated that Mr Caundle explained the different pieces of legislation that the owner could be subject to and where he believed that NDDC had the best chance of getting the owner to take action to resolve the safety, security and to a reasonable degree improve the look of the site.

NDDC also agreed to get Dorset County Council to look at whether there are road safety implications and the Environment Agency to look at any potential issues. PW informed the meeting that NDDC had written a robust letter to the owner of the site pointing out his legal requirements and the actions NDDC could take. Within the letter NDDC pointed out other liabilities that the owner has including, potentially, those relating to corporate manslaughter and the impact on the legality of the current public liability insurance where the owner has allowed the site to deteriorate in such way. PW confirmed that NDDC had given the owner till the 9/2/2015 to reply and outline what action will be taken. PW thanked individuals for their advice and guidance in progressing this matter and that he would report back at the February meeting with what progress had been made in resolving this long running issue.

#### **14.202.5 Solar/Wind/Photovoltaic Sites**

PW requested that the parish council should clarify with the landowner the status of the EIA relating to the Hollyhome, West Bourton wind turbine application.

**ACTION:** IM to write to owner asking for an update in relation to the EIA direction.

#### **14.203 FINANCE**

##### **14.203.1 Accounts to be paid**

VHMC.	2014/15 Annual hall hire	£ 82.00
VHMC.	Hire hall meeting NDD	£ 6.00
DA. Davis.	Cemetery Gates repair.	£ 545.00
Design Jam	Annual web domain fee	£ 21.60

**Proposed by MW, Seconded by AM and agreed by all.**

##### **14.203.2 Accounts received – None.**

##### **14.203.3 Grants and Donations – None.**

##### **14.203.4 Clerks Salary**

SF informed the meeting that the 2014 to 2016 national salary scales for clerks had been published and in line with previous occasions he asked that the clerks salary be raised from £3141.32 per annum to £3210.40 per annum following a short discussion this was agreed.

**ACTION:** IM to arrange payments from 1/1/2015. (Note: Action completed 30/1/15).

##### **14.203.4 Precept 2015/2016**

IM confirmed that he had provided all councillors with the quarter 3 accounts and a proposed budget for the 2015/16. IM confirmed that he had included all likely expenses taking into account inflation, increase in costs such as DAPTC subscriptions and one off expense such as funding for the replacement of the playground surface. SF confirmed that the proposed precept level was slightly less than this, but, that was due to the additional costs such as the cemetery wall repairs that have been completed this year. Following a discussion it was agreed by all to apply for a precept of £24,743.50. **Proposed by PW, Seconded by LJ and agreed by all.**

**ACTION:** IM to complete application form to NDDC (Note: Action completed 27/1/15)

Note: Quarter 3 accounts have been audited, signed by the Chairman and placed on the website)

#### **14.204 NEIGHBOURHOOD PLANNING GROUP**

MW provided an update for the meeting. He confirmed that the NPG have completed the scoping report for the strategic environmental assessment (SEA) and, subject to a final meeting with Nick Cardnell of NDDC on 27/1/2015, they will send the report to the three statutory consultee's (English Heritage, Environment Agency and Natural England) for a five week consultation period to collect their comments as to the suitability of the report to set the context for undertaking the SEA of Bourton's Neighbourhood Plan (NP). The scoping report, together with any comments from the statutory consultee's, will then inform the production of the SEA, which will include the assessment of the site options for the new village hall development. The SEA and NP will be available to the public for comment during the Regulation 14 consultation period and prior to public examination and referendum. The process is still on programme for this stage to be achieved by summer 2015. PW stated that at the meeting with the NDDC Mr Caundle and Mr Hammond expressed reservations on the viability and likely implementation of the approved scheme. He asked if the mill fails to progress how this would affect the neighbourhood plan as this development accounts for 29 future houses in the village as part of the NP. MW reminded everyone of his comments the previous month in that the NP had been designed so that there will be the facility to review the plan and adjust it where there was an identified need. This would include such circumstances as described by PW but he stated it must be remembered that at the moment the mill site owner has a Section 106 agreed planning application in place to develop the site for 29 houses. He also reminded the meeting that currently there are in excess of 40 houses with planning consent, which includes the mill site application.

#### 14.205 NEW VILLAGE HALL

PW informed the meeting that there was no further update as the new village hall project was awaiting the outcome of the work being completed by the Neighbourhood Planning Group.

#### 14.206 TRAINING

SF confirmed no updates at this time.

#### 14.207 FOOTPATHS

SF confirmed that 27 out of the 28 footpaths were now fully open, clearly signposted and in good order, with only footpath 11 needing to be resolved. PW reminded the meeting that the parish council had agreed to support DCC in prioritising the repair of all footpaths and then resolving footpath 11. All present agreed with this and SF stated that he and AC would provide an update as to whether any applications to divert the footpath were going to be submitted and how DCC plans to open footpath 11 as it is on the definitive DCC map of footpaths and public rights of way.

**ACTION:** SF and AC to provide an update on footpath 11.

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

#### 14.208 HIGHWAYS

SF reminded the meeting that JM is progressing a petition for noise reduction works on the A303.

**ACTION:** JM to progress and report to the next meeting.

SF introduced the item on grass verges and banks. IM confirmed that he had provided all councillors with the proposed funding DCC had offered to the parish council to cut and maintain the DCC verges and banks in the village. IM confirmed the estimated costs to the parish council and identified three options. Following discussion it was proposed that the parish council take on the responsibility for maintaining all verges and banks in the village and would work with the Wildlife and Habitat Group (WHG) to draw up the tenders for the 2015/16 year that balanced the agreement to develop improved wildlife and habitat areas, but ensure road safety and appropriate grass cutting in areas such as road junctions, thin strips of grass and outside the cemetery.

**Proposed by MW, Seconded by PW and agreed by all.**

**ACTION:** IM to inform DCC and work with the WHG and arrange for 2015/16 tenders.

#### 14.209 TRANSPORT

SF confirmed there were no new updates.

#### 14.210 COMMUNITY SAFETY

PW confirmed that the Speed Watch co-ordinator had got a number of volunteers and that good progress was being made in setting up this group. He confirmed that all volunteers were going through the vetting process and would then receive training and equipment to be deployed in Bourton.

SF confirmed that IM had written to DCC Highways to progress further re painting of road markings around the school and additional 'slow' road markings on entrances to the village.

#### 14.211 GENERAL ELECTION and LOCAL COUNCIL ELECTIONS 2015

IM confirmed the timetable for the elections on 7<sup>th</sup> May 2015. He confirmed that all posters and information received from NDDC would be published on noticeboards and websites. SF asked that councillors also publicise the forthcoming election and encourage residents to consider whether they would like to put themselves forward as potential parish and/or district councillors.

#### 14.193 CORRESPONDENCE

11/01/2015	DAPTC	CEO Circular for Chairman - To Chairman
11/01/2015	DAPTC	Agenda for Northern Area Meeting - To Chairman
11/01/2015	CLA	Autumn News - Chairman and NPG
11/01/2015	Dorset Health	Healthwatch January newsletter - Website
11/01/2015	CRW	Newsletter - Website
11/01/2015	DAPTC	Quality Scheme changes - For clerk information only - Filed
11/01/2015	DAPTC	Subscription increases for 2015/16 - Filed information only
11/01/2015	DCA	Dorset Community Action information - Filed
11/01/2015	DAPTC	Dorset Heathlands information - Filed
11/01/2015	DAPTC	NALC consultation document - Filed previously answered
14/01/2015	Environment Agency.	Flood Warning 14/1/15 - Flood Warden already aware.

14/01/2015	National Grid	Advert for event 18/2/15 - All councillors and website
14/01/2015	Spinal Injury Assoc.	Advert for national event 15/5/15 - Website only
14/01/2015	DAPTC	Dorset Community Action information - Filed
14/01/2015	DAPTC	Newsletter - To all councillors.
14/01/2015	DAPTC	Information for DAPTC annual conference - To all councillors
14/01/2015	Cranborne Chase	Cranborne Chase AONB E newsletter - Website
14/01/2015	DAPTC	General Election Information for Clerk - Filed
14/01/2015	DAPTC	Information on council tax - Filed
14/01/2015	DAPTC	NALC award nominations - Chairman and filed
14/01/2015	NDDC	General Election Information for Clerk - Chairman and filed
14/01/2015	DAPTC	Advert for open event 'become a councillor' - Website
14/01/2015	DAPTC	Information on People's Health Trust - Filed for clerk info.
29/01/2015	DAPTC	Dorset Clinical Commissioning Group Info - Filed
29/01/2015	Planning Progress	Advert for services - To NPG Chairman for information
29/01/2015	NALC	Advice for clerks on new legislation - Noted and filed
29/01/2015	Healthwatch	Advert for volunteers 2015 - Website

Please contact the clerk if you require any further information.

#### **14.194 ANY OTHER BUSINESS**

SF informed the meeting that the Headmaster of St Georges School had asked for agreement to the school replacing the existing playground gate onto West Bourton Road with an improved safer gate to ensure the safety of schoolchildren leaving the grounds of the school/playground. SF confirmed he had agreed this as the school are funding this work themselves.

PW suggested that road safety would be further enhanced if the school pedestrian gate adjacent to the main road was opened (and manned) for the start of the school day, as had been proposed by the Headmaster in 2013.

**ACTION:** IM to contact the Headmaster to discuss this approach.

#### **14.195 DATE OF NEXT MEETING - MONDAY 23<sup>RD</sup> FEBRUARY 2015**

**14.196** SF thanked everyone for attending and formally closed the meeting at 8.24pm.

Chairman: S.Firbank

Date: 26<sup>th</sup> January 2015

**Note: The minutes will be reviewed and formally ratified by the BPC on 23<sup>rd</sup> February 2015**

**VIEW THE BOURTON VILLAGE WEBSITE FOR INFORMATION and NEWS**

[www.bourtondorset.org](http://www.bourtondorset.org)

#### **SCAM WARNING**

The Parish Council would alert you to a **fake** BT Broadband survey which may appear in your e mail inbox. It is suspected that people in the area where BT have just upgraded are being targetted. The survey is not conducted by BT but one could easily be hoodwinked into thinking that it was. The survey itself is innocuous simply asking if one is satisfied with the service, but upon completion, it offers a number of free gifts as a reward.

Herein lies the catch. In accepting the free gift, you have to accept certain terms and conditions. Many will not bother to read these, but BEWARE.

If anyone signs their agreement unwittingly to receive the gift, they will be tied in to large future payments which may be hard to stop.