

**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> OCTOBER 2015**

**PRESENT:** S Firbank (Chairman), G Miller, J Morgan, T Heaton, A Miller,  
P Williams, M Withers, M Martin and I McVie (Clerk).  
**APOLOGIES:** L Jones, Andrew Cattaway and PCSO Vicki Levy (Police).  
**ATTENDING:** 6 members of the public were present

**15.103 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 informed the meeting that PCSO Levy on behalf of Dorset Police would be holding a 'meet the local police' event at the Bourton Village Hall on Thursday 19<sup>th</sup> November, between 4pm and 4.30pm and this has been advertised on the village website and noticeboards.

A member of the public informed the meeting that again this year volunteers would be planting poppies on the wildlife bank, but if there was too much rain and the bank becomes slippery as has been done before it is proposed to put the poppies on the green at Breach close. SF stated this was a sensible idea and on behalf of the parish council thanked the volunteers for this work. Another member of the public asked that the parish council be thanked for arranging with Dorset County Council (DCC) the clearing of weeds and roadside debris throughout the village. The clerk confirmed this had been arranged by our local DCC representative, Roger Bell who had also personally been clearing roads such as Kites Nest Lane as DCC could not use machinery in such locations due to the width of the road and the likely damage to banks. IM confirmed he had thanked DCC for their efforts. Lastly a member of the public asked who owns the piece of land designated as the new village cemetery. SF confirmed this is owned by Bourton Parish as it was land purchased by the parish and that the parish also owns the land where the current village cemetery is, while the church owns the graveyard within its grounds. At this point SF confirmed that the current St Georges Church graveyard is maintained by the church but under the provisions of Section 215 of the Local Government Act 1972 the church could apply to the local council authority for them to maintain the churchyard, including the graveyard. SF reminded all councillors this information had been supplied to them by TH and the clerk, but at this time the church had not formally made any request and therefore the action from the last meeting was discharged.

**15.104 DECLARATIONS of INTEREST**

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

A Miller declared a personal interest in Clapton Farm (neighbour)

M Withers declared a personal interest in the new village hall (neighbour), in the planning applications on 2 The Gables (neighbour) and Sandways Farm (owner).

T Heaton declared a personal interest in the planning application for Grange cottage (owner).

**15.105 MINUTES OF THE PREVIOUS MEETINGS**

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

**15.106 ACTIONS ARISING FROM THE MINUTES**

**Item 15.90.1** SF confirmed that the clerk had written to all concerning planning applications. SF confirmed that all other actions had been completed or were agenda items later in the meeting.

**15.107 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR**

SF confirmed that there were no new updates for this meeting from the county council.

PW (District Councillor) informed the meeting that the tri-partite district council arrangements were progressing and at this time no final decision has been made on the future of the district council offices at Blandford. PW reminded everyone that the public consultation for the North Dorset District Plan was ongoing and part of this includes the large increase in housing provision to be built on land to the south of Gillingham.

**15.108 PLANNING MATTERS**

**15.108.1 Applications received – Two**

1398/15. Variation to 277/15, Grange Cottage, Chaffeymoor Hill, removal condition timber frame  
1006/15. Revised application 2 The Gables, New Road – Create self-contained annexe.

SF confirmed that along with a resident the parish council had raised objections to the application for 2 The Gables. On initial examination the application appears to be very similar to the first one but with windows and entrance moved from west to east facing. Initially the planning sub group have concerns about the suitability of the proposal including that it appears to be a separate dwelling with the issues of access and parking still remaining. He confirmed the planning sub group would consider the application and respond to NDDC, but that at this time it was likely objections would be raised.

**ACTION:** Planning Sub Group to fully assess application and respond to NDDC.

#### **15.108.2 Applications granted – Three**

1315/15 Sandways Farm, New Road - Develop land by erection of a dwelling using existing access.

1214/15 Colbourne House High Street - Rebuild collapsed section of natural stone wall.

1107/15. Wood View demolish old garage and erect new garage.

#### **15.108.3 Applications withdrawn - None**

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

#### **15.108.4 Bourton Mill**

SF informed the meeting that the owner, Mr Fay had met with a government representative at the site to discuss his grant application for central funding to progress developing the site. SF and MW had taken the opportunity to discuss the situation and it appeared that the grant application is being favourably considered and if agreed will be in place by March 2016. In turn if this grant is awarded then the likelihood of the site being developed for housing improves. SF also confirmed that the owner has arranged for a local business to secure and make safe the site as agreed with NDDC. This work has been delayed but is expected to commence on 1<sup>st</sup> November 2015. PW reminded the meeting that the undertaking to secure the site includes the provision of solid 2.4m high fencing along the perimeter, the bricking up of all windows and doors plus the placing of a substantial net over the roof of the whole site and appropriate signage. Councillors expressed concern about how effective this work would be and would monitor the situation along with officers from NDDC.

#### **15.108.5 Solar/Wind/Photovoltaic Sites – Clapton Farm, Cucklington – Solar Farm 15/03373**

PW reported that following objections from the parish council and concerns raised by him NDDC had written to South Somerset Council raising objections to the application and how it would affect villages in North Dorset including Bourton. South Somerset Council had now moved the planning hearing date from 21<sup>st</sup> October to the 21<sup>st</sup> November. PW confirmed he would be attending the hearing in his capacity as a District Councillor and as a Bourton Parish Councillor.

### **15.109 FINANCE**

#### **15.109.1 Accounts to be paid - None**

#### **15.109.2 Accounts received**

NDDC	Second half of precept payment 2015/16	£12498.00
Village Shop	Noticeboard advert fees	£140.00

#### **15.109.3 Grants and Donations. One.**

Wildlife and Habitat Group Purchase of equipment, seeds and plants £250.00

IM confirmed that the group had fully completed the application form which had been circulated to all councillors prior to the meeting and the application met the requirements of the council policy. Following a discussion it was agreed to provide the £250.00 grant to the group.

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

#### **15.109.4 Second quarter financial update.**

IM confirmed that he had circulated to all councillors a copy of the second quarter financial figures to 30<sup>th</sup> September 2015. He confirmed that the records would be sent to the independent auditor as usual for verification and that a copy of the up to date accounts was provided on the website. IM confirmed that after all outstanding payments had been cashed the council have £45,903.03. SF thanked IM for the information, there were no questions and SF signed the second quarter account

### **15.110 NEIGHBOURHOOD PLANNING GROUP**

MW updated the meeting and said that the Neighbourhood Planning Group (NPG) had met with AECOM and LB Planning to kick start the production of the Strategic Environmental Assessment (SEA) report and site selection report which are now in preparation. The timescale for completion of the SEA is the end of November 2015. MW confirmed that responses from landowners to an invitation to amend proposals are due to be delivered by the end of October 2015. A meeting has

been arranged for the NPG, VHMC and Parish Council on 9<sup>th</sup> November to discuss and agree the content of an information update sheet to be sent out to all residents. A draft of the proposed information sheet will be sent to all attendees shortly. MW said that the NPG feels that it is important at this stage that residents know what is happening on the site selection progress, especially as the VHMC's last flyer to residents informed them that the VHMC had definitely selected the site adjoining Sandways Farm as their preferred location. The flyer will be signed by the NPG, VHMC and Parish council. It will state that there are two equally suitable potential locations for the new hall, car parking, amenity/recreation land and enabling housing development that have been found as part of the NP process. It will also say that there will be a presentation by the NPG's independent planning consultant during the open forum part of the next parish council meeting on 23<sup>rd</sup> November 2015. Parish councillors will be receiving briefing packs prior to the meeting and the selection decision will be part of the agenda business for that meeting. The NPG and VHMC will be available at that meeting to answer any questions and it is hoped that Nicola Laszlo from NDDC's Planning Policy Department will also be present to answer planning questions. MW stated that all of phase one environmental surveys of the short-listed sites have been completed and the reports are expected to be available shortly. These will inform the SEA report, as will the visual impact studies and site selection report. MW stressed it was important to understand that whilst the NPG will be nominating a site for the new village hall, this is not the same as planning permission. The Parish Council, NPG and VHMC will need to work closely with the selected landowner and their consultants to prepare and submit a full planning application in the usual way. SF thanked MW and the NPG for their hard work and dedication. SF stated he understood that there had originally been 14 possible sites identified which had been reduced to two or three sites. MW stated this was the case and that the final two sites had been recommended following a thorough assessment of the suitability of all sites by the consultant. He stressed that the final two had been the only ones that offered the right land with suitable space and opportunity to provide a village hall, parking, recreational facilities and an appropriate size of land for the enabling housing development. MW confirmed that the NPG worked with NDDC and DCC to ensure the proposals took into account planning issues and such matters as highways. MM asked if there would be agreement between the three parties concerned, the Parish Council, VHMC and NPG. MW said he hoped this would be forthcoming. MM asked if there was any strategy to deal with a disagreement and MW confirmed none was in place as he hoped it would not be necessary. MW confirmed the normal planning process would be followed which would have to consider any objections to the final proposal.

#### **15.111 NEW VILLAGE HALL**

PW reminded all of the meeting on the 9<sup>th</sup> November for the NPG, VHMC and Parish Council which will commence at 7pm in the village hall, main hall.

#### **15.112 TRAINING**

SF confirmed that he was still waiting for a response from the DAPTC about training issues and once this was provided the clerk would progress a training evening delivered by DAPTC at Bourton for all councillors to attend. Therefore this action was discharged at this time.

#### **15.113 FOOTPATHS**

PW asked if the broken stile at the top of footpath 3 had been reported to DCC. It was confirmed it had been and that DCC had stated they would repair such items once the growing season had finished as all their available staff time was required for cutting and clearing overgrown vegetation.

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

##### **15.113.1 Mile markers and posts.**

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

#### **15.114 HIGHWAYS**

##### **15.114.1 A303 noise reduction petition.**

JM confirmed Highways England will resurface both sides of the A303 Dorset section by the end of 2018 with the first section being completed by the summer of 2016. Therefore item discharged.

##### **15.114.2 Marked bays to reduce speed and cross hatchings**

IM confirmed DCC had visited the village and confirmed that the provision of marked parking bays would not be appropriate along the main road as there was not a suitable place to put them that was not already used as a regular parking place such as opposite the junction with Bridge Street.

DCC also confirmed that the cross hatchings at the junction with West Bourton Road were the safest option and at this time were not sufficiently degraded to require re-painting. Item discharged.

#### **15.114.3 Wildlife & Habitats Group update**

SF confirmed that the update from the group had been circulated to all councillors and that the group would now manage the bank and two sections of verge opposite the war memorial and a section of verge at the White Lion crossroads. Where one off work is required that cannot be done by the group they will arrange via the clerk for the contractor to complete the work.

#### **15.114.4 Litter and fly tipping**

The clerk informed the meeting that at last the Dorset Waste Partnership (DWP) had acknowledged the e-mails and complaints from both the parish council and the wildlife and habitat group concerning litter on the A303, B3081 and the two laybys going out towards Wincanton. DWP had confirmed it is their responsibility to litter pick on the A303 and B3081 and that they would not be placing bins or additional signs in the two laybys. Following a discussion it was agreed that the parish council would investigate the cost of purchasing and erecting suitable signage in the laybys to remind individuals not to deposit litter or fly tip at these locations.

**ACTION:** IM to make enquiries concerning the cost of signs and erecting them.

#### **15.115 TRANSPORT**

MM confirmed that she had enquired as to the current position concerning future public transport for Bourton and the consultation by DCC as to future transport provision. She stated that it was unlikely that there would be any increase in public transport and provisions such as the Mere Link Scheme would need to continue, albeit this scheme has not ask for any donations this year.

#### **15.116 COMMUNITY SAFETY – MOBILE SPEED INDICATOR DEVICE**

PW confirmed the speed detector device (SID) had arrived but it had been supplied with very poor instructions and that the supplier had been contacted to help set up the system. The village will have three poles placed to use the SID, one being the existing pole and the other two being new locations. IM confirmed that DCC have agreed to fit the two new poles.

#### **15.117 TELEPHONE KIOSK**

SF reported that he has found a volunteer to manage the telephone kiosk project and this would now be progressed with the cutting back of trees, cleaning and repainting.

#### **15.118 PROGRAMME OF WORKS FOR THE RESERVE CEMETERY**

IM confirmed he had spoken to the Wildlife and Habitat Group and Mr Bernie Sullivan was kindly providing advice and support. He confirmed that he was obtaining quotes for the dropped kerb, gate and stone pillars. Wherever there was expense the clerk would bring the individual items to the parish council to consider and decide on whether the monies should be spent.

#### **15.119 CONSULTATION BY DCC FOR FUTURE CHILDREN & YOUNG PERSONS SERVICES**

MM confirmed this had been reviewed and the rather disappointing survey completed that effectively was asking for local communities to volunteer as the budget would be severely reduced.

#### **15.120 CONSULTATION BY DCC, TOWN and PARISH COUNCILS ‘WORKING TOGETHER’**

SF confirmed this had been previously circulated and following a discussion it was agreed to note its contents as the parish council were already communicating and working with others effectively.

#### **15.121 FOUNDATIONS VILLAGE CHRISTMAS TREE**

SF wished to formally thank Peter Manley, Roger Moores, the volunteers and Hopkins Builders for construction of the new base for the village Christmas tree and that the funds from the garage shop noticeboard would be used to purchase the Christmas tree.

#### **15.122 CORRESPONDENCE**

SF confirmed all correspondence this month had been included within the agenda and meeting.

#### **15.123 ANY OTHER BUSINESS**

MW confirmed that Pat Withers would be completing a canvas of residents to establish what additional dropped kerb provision is required within the village to enable better and safer access for disabled residents and visitors through the village.

GM provided an update on affordable housing provision by local housing associations.

**ACTION:** GM to provide update as to who owns the remaining land in Millers Close and whether this has any potential for further affordable housing development.

PW asked what if any action could be taken in relation to the destruction of the grass verge by the builder at 2 Mede Close. SF confirmed that he had spoken to the builder and the NDDC Planning

Enforcement Officer had been contacted and was now dealing with the matter. The owner of the property informed SF that he would make good any damage caused to the grass verge. TH stated that it was a terrible shame that the natural stone wall outside Guinea Lodge had been demolished and replaced with a picket fence. SF stated this was a shame but as it was not a listed property it was a decision made by the house owner and not something the council can influence. SF informed the meeting that Spectrum Housing were holding an open event at the village hall on Tuesday 24<sup>th</sup> November 2015, between 1pm and 3.30pm that is open to all to attend. The clerk informed the meeting that NDDC currently have two Section 106 funds in excess of £3000 allocated to Bourton from previous planning developments. These monies are allocated for the provision of local amenities such as children and youth facilities. Following a discussion it was agreed that these should be used in the future within the new village hall development.

**15.124 DATE OF NEXT MEETING - MONDAY 23<sup>RD</sup> NOVEMBER 2015 AT 7PM.**

Chairman: S.Firbank

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

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