

**MINUTES OF THE MONTHLY MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.00 P.M. ON MONDAY, 27TH APRIL 2015**

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

14.288 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 stated that it was disappointing that the recent work done to clear and open footpath 11 had been completed in April when farmers and landowners were expected to complete such work earlier to avoid destroying natural habitats for wildlife. AC confirmed that Dorset Wildlife Trust had been consulted prior to the works being carried out and in particular to ensure there would be no issues as the area cleared was also within an SSSI. AC confirmed that the works had been completed correctly and had met the advice given to DCC by the experts. SF thanked all residents, landowners and DCC for their efforts in resolving the opening of footpath 11.

A member of the public from the Wildlife and Habitat Group confirmed that she had completed a record of the monies spent by the group and had provided a copy to the clerk. (Note: The copy of the finances is contained within the clerk's record book). SF suggested the group may wish to place a copy of the finances on the village website under the Wildlife and Habitat page.

A member of the public thanked the parish council for arranging with DCC to have the grass verges outside the cottages on the main road replaced with wildlife friendly gravel.

Another member of the public thanked all the volunteers for completing litter picking in the village over the last few weeks where over 40 sacks of rubbish had been collected and disposed of. He then asked if the parish council would agree to the Dorset Wildlife Trust completing a free survey of the two SSSIs in the village, as they had last been completed in 2005. MW confirmed this would be covered within the agenda later in the meeting.

A member of the public stated that she had written to the Chairman requesting the parish council consider giving a donation to St Georges Church to support its annual running costs. SF confirmed that he had received the written request and the parish council would consider it under the agenda item of grants and donations. GM confirmed the role of the church trustees and that they only help finance one off projects and that the everyday costs of running the church were a matter for the management committee of the church. The member of the public reminded the meeting that the church is owned by the village and was clearly identified as important by the village in the Neighbourhood Plan questionnaire. PW asked what any donation would be used for by the church. The member of the public stated that currently the church is £975 in debt. PW stated that he was concerned that the parish council was being asked to donate precept money to the running costs of the church which included paying the Diocese of Salisbury an 'annual share' that is based on the number of regular church goers, therefore this should be a matter for the Diocese and not the parish council. SF asked if there were accounts and details of fund raising the church had completed in the last year. The member of the public confirmed there were. CP asked if the church had taken any steps to inform the whole village of the current state of the church finances. The member of the public confirmed this had been done and would be included in the next Upper Stour Parish magazine. SF stated that this would be formally considered later in the meeting.

14.289 DECLARATIONS of INTEREST

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

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

G. Miller declared an interest (Trustee) in relation to any donation request for St. Georges Church.

14.290 MINUTES OF THE PREVIOUS MEETINGS

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

14.291 ACTIONS ARISING FROM THE MINUTES

IM confirmed that he had submitted an application for the village to purchase the public telephone kiosk and that this was out for consultation by BT with North Dorset District Council (NDDC). SF confirmed all other outstanding actions were complete and referred to in the April meeting.

14.292 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR

AC (County Councillor) informed the meeting that there was no new updates at this time. GM (District Councillor) stated that Stuart Caundle and Stephen Hill of NDDC had been appointed to senior positions in the new tri-partnership team which ensures NDDC will be well represented in negotiations as the merging of the three district council back office functions progress. GM further updated the meeting that NDDC had recently discussed the likelihood of the government amending the rules concerning community infrastructure levies (CIL) on planning applications which is likely to see the reduction in the requirement to provide a percentage of affordable housing. He stated that this would in his view be a backward step. SF then reminded everyone that GM was standing down in May as our district councillor and he thanked GM for his 41 years of service as a district councillor serving the residents of Bourton.

14.293 PLANNING MATTERS

14.293.1 Applications received - Three

277/15 Grange Cottage, Chaffey Moor Hill – Install two replacement windows.

512/15 Glencote, New Road – Subdivide existing dwelling to create additional dwelling.

525/15 River View Bridge Street - Raise existing roof to create additional living space.

IM confirmed this was with the Planning Sub-Group who had reviewed the application and on behalf of the parish council did not have any objections and NDDC had been informed.

14.293.2 Applications granted – None

14.293.3 Applications withdrawn - None

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

14.293.4 Bourton Mill

PW confirmed that Stuart Caundle of NDDC had been asked to provide an update for this meeting and at this time had not. PW confirmed that IM had also informed NDDC of the breaches to the perimeter fencing and again we were awaiting a response from Stuart Caundle.

ACTION: PW to continue working with NDDC to resolve the security and safety of the mill site.

14.293.5 Solar/Wind/Photovoltaic Sites

PW stated that there has been a planning application submitted to Somerset County Council for a solar array development at Clapton Farm, Cucklington. The proposal is for a 20 acre solar array and a further 10 acres, initially for battery storage units and, subsequently, as an extension to the solar array. PW confirmed that residents of Cucklington are very concerned about this proposal and would be seeking to strongly object, via the local group 'Save the Vale Association'.

14.294 FINANCE

14.294.1 Accounts to be paid

T.A. Green.	Cemetery Wall works.	£5596.80
P.M. Cowell.	Cemetery, verges and bramble work.	£ 376.80

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

14.294.2 Accounts received

L.C. Hill (Undertakers)	Internment of ashes.	£ 138.25
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14.294.3 Grants and Donations.

SF reminded all that he had received a request for a donation to St. Georges Church and of the discussion earlier in the open forum. Following a discussion it was agreed to defer a decision until the May meeting and complete the following actions.

ACTION: SF to clarify the use of the donation and request copies of St George's accounts for the past 3 years.

ACTION: SF to provide copies of the original request, any subsequent information and a copy of the accounts to all draft gifts councillors prior to May meeting.

ACTION: IM to research and produce a donations policy.

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

14.294.4 Final Accounts 2014/2015

IM confirmed that all councillors had been provided with a copy of the final accounts for 2014/15 and that the accounts had been subject to the independent internal auditor and would now go to the external auditor Sarah Mann as per the financial policy. Following this they would go to the BDO for final verification. There were no questions and SF asked that the accounts for 2014/15 be accepted by the council. SF confirmed the accounts are on the village website.

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

14.295 NEIGHBOURHOOD PLANNING GROUP

14.295.1 MW stated that due to additional work necessary to address comments of the Inspector at the recent examination of NDDC's draft local plan, NDDC postponed a planned meeting with the NPG to progress the SA/SEA Scoping Report by over four weeks. He stated that these continual delays by NDDC have an adverse effect on the timing of the production of the draft NP but the group will try to ensure that this is kept to a minimum. The rearranged meeting with NDDC to progress the NP is now due to take place on 6th May 2015. As well as the SA/SEA Scoping Report, this meeting will review the draft NP that the group has prepared. MW stated that as part of the required SEA process of selection for a new village hall site, the VHMC have written to the agent acting for the owner of the preferred site to clarify their proposals in writing for a deal to donate the necessary land in exchange for a small amount of private housing development. Once this is received the NPG will write to other landowners of potential sites as part of the SEA process.

14.295.2 MW confirmed that the NPG supports the Wildlife and Habitat Group in proposing to ask the Dorset Wildlife Trust to arrange a further survey of the two SNCI areas in Bourton and check to see that they are being properly managed. The meeting agreed to support this request.

Proposed by MW, Seconded by AW and agreed by all.

ACTION: MW to ask the Wildlife and Habitat Group to progress this.

14.296.3 MW asked that the parish council support a proposal by the Wildlife and Habitat Group to develop the bank of wild flowers south of the A303 Bridge in West Bourton Road, similar to the arrangements on the bank on the main road between the village hall and opposite the garage. AC confirmed these banks are managed by the DCC Ranger as part of their maintenance regime.

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

ACTION: IM to ask DCC Countryside Ranger to progress this. (Note: E mail sent 1/5/2015).

14.296 NEW VILLAGE HALL

PW confirmed that the VHMC had written to the agent for the owner of the preferred site and he was hopeful that a reply would be received at the end of the week.

14.297 TRAINING

SF confirmed no updates at this time.

14.298 FOOTPATHS

SF confirmed footpath 11 had been opened and he thanked the landowners, residents and DCC. He further stated that the DCC Ranger had completed all outstanding footpath works in Bourton.

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

14.299 HIGHWAYS

14.299.1 Cemetery, Banks and Verges Maintenance Contracts 2015/16

IM confirmed that all actions from the last meeting had been completed and the new contract had commenced with the first cut of the verges throughout the village. Item discharged.

14.299.2 A303 noise reduction petition.

JM confirmed that she was still progressing action with the Highways Agency and that the agency had confirmed the eastbound section of the A303 that is parallel to Zeals and Bourton is due re surfacing 2017/18. JM confirmed she would continue trying to bring this forward and get both carriageways re surfaced to reduce noise pollution. MW asked if it would be possible to get Bourton on the signs at the junctions to and from the A303 Zeals junction.

ACTION: IM to write to Highways Agency requesting A303 road signs identifying Bourton.

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

14.299.3 Replacing section of grass verges outside the row of cottages on the main road.

IM confirmed this has been completed. Item discharged

14.300 TRANSPORT

SF confirmed there were no new updates.

14.301 COMMUNITY SAFETY

IM read out an update from PCSO Levy. He confirmed there had been two reports of damage to vehicles in West Bourton Road. Dorset Police are focusing on telephone and postal scams and PCSO Levy asked that everyone should be reminded never to provide personal information including bank details over the phone, email or in the post. In particular where individuals are contacted stating they have won a competition that they had never entered, on no account should bank details be divulged? AC asked why local residents had not been made aware of the two incidents of vehicle damage. IM stated he would provide this feedback to PCSO Levy (Note: An email sent on 30/4/15 to PCSO Levy).

14.302 VILLAGE FETE

SF stated that no one had come forward to co-ordinate the village fete and that St George's Church, St George's School and the Village Hall had also not had any volunteer. SF informed the meeting that without a co-ordinator the village fete would not go ahead. He again asked for everyone to find a volunteer to co-ordinate the village fete.

ACTION: SF to write (email) to St Georges School, St Georges Church and the VHMC informing them that the village fete is in danger of not taking place due to a lack of a co-ordinator and that they need to either agree a way forward or not have a village fete this year.

14.303 GENERAL ELECTION and LOCAL COUNCIL ELECTIONS 2015

IM confirmed posters and information had been published on both noticeboards and the website.

14.304 TOM MITCHELL SALVER 2015

SF asked that individuals nominate a suitable person and forward any proposals to him or IM.

14.305 CORRESPONDENCE

21/04/2015	NDDC	Candidate information for parish council elections - To all applicants
21/04/2015	DAPTC	Information for clerks - Noted and filed
21/04/2015	Cllr. Withers	NPG correspondence for Mr Lewis, Little Queen Oak - Noted
23/04/2015	Mrs Scott	Request for donation St Georges Church - Chairman and BPC
23/04/2015	CWGC	Information CWGC plaque - Reply sent 23/4/15
23/04/2015	DAPTC	Enquiry on behalf of Dorset PCC - Not applicable to BPC
23/04/2015	DAPTC	Enquiry re safety netting on sports pitches - Not applicable to BPC
23/04/2015	DAPTC	NALC guidance on merging council functions - Filed
23/04/2014	DAPTC	Chief Executives Circular - To all Councillors
23/04/2014	Mr Sullivan	Information provided on SNCI's - Reply sent and BPC April
23/04/2015	DAPTC	Clerk information on assets and funds - Noted and filed
23/04/2015	Healthwatch	Monthly newsletter - Website
30/04/2015	DAPTC	DAPTC Northern Area minutes April - To all Councillors
30/04/2015	VHMC	Minutes of meeting - Noted and filed
30/04/2015	DAPTC	Update to Clerks on HMRC information - Noted and filed
30/04/2015	Mr Sullivan	Update on DWT and survey of SNCI - Noted and filed
30/04/2015	FloodWarden	Information on signage - Replied and filed
30/04/2015	NDDC	Planning grant Ladyfield Cottage - To PSG and website
30/04/2015	NDDC	Planning withdrawal River View, Bridge Street- To PSG & website
30/04/2015	Dorset C.A	Dorset Community Action survey - Completed 30/4/15

Please contact the clerk if you require any further information.

14.306 ANY OTHER BUSINESS

AM asked if the road signs and markings on the B3081 at the junction for Cucklington could be improved. SF asked that this be reported to Highways via the dorsetforyou website.

SF reminded all that the **Annual Parish Meeting** will take place at **7pm Monday 11th May 2015**.

14.307 DATE OF NEXT MEETING - MONDAY 18TH MAY 2015 (NOTE: will include the AGM).

Chairman: S.Firbank

Date: 30th March 2015

Note: The minutes will be reviewed and formally ratified by the BPC on 18th May 2015