

**MINUTES OF THE MONTHLY MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.00 P.M. ON MONDAY, 30TH MARCH 2015**

PRESENT: S Firbank (Chairman), G Miller, J Morgan, L Jones, P Williams, M Withers

APOLOGIES: C Price, A Miller, D Lawes

ATTENDING: I McVie (Clerk), Andrew Cattaway (County Councillor), PCSO Vicki Levy (Dorset Police) and 16 members of the public.

14.236 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. SF welcomed to the meeting Police Community Support Officer (PCSO) Vicki Levy who introduced herself to the village and explained her role as the new local officer for community policing in Bourton. Her contact details are Victoria.Levy@Dorset.PNN.Police.uk PCSO Levy gave a general update on crime prevention and a crime update for the last month. She informed the meeting that there had been one crime, a theft of a trailer. She stated that the trailer had been recovered and that police were dealing with the offender(s) for this matter. PCSO Levy confirmed she would ensure updates on crime and incidents were provided for the parish. SF thanked her for attending and PCSO Levy left the meeting to continue her patrol duties in the area.

A member of the public stated that the wildlife banks managed by the wildlife and habitat team were 'looking fabulous' and thanked them for their efforts as did SF on behalf of the council.

A member of the public raised concerns about the condition of some surfaces on footpaths in the village. SF informed the meeting that in April there would be a further visit from the county ranger and staff to complete further footpath maintenance. SF then reminded the member of the public that anyone can contact Dorset County Council on the **dorsetforyou website**, footpaths section and report a problem on line and not to wait till the monthly parish council meeting as the responsibility for footpaths is the county council. There is also a link on the village website to the footpath reporting page of dorsetforyou. This member of the public then raised her same points from the previous month concerning the village gates and also quoted some sections of the old village design statement. SF pointed out that her view of the gates had already been noted at the February meeting and that she had been given an appropriate response. SF also pointed out that it was unhelpful for members of the public to repeat points that had already been addressed, even if they did not agree with the decision. At this point a member of the public explained that she and many other residents are of the view the gates 'look lovely'. A further member of the public supported this and stated her view that the introduction of the gates and the night time turning off of the street lights has seen a 'marked improvement in reduced speeding through the village.

A member of the public explained that the Wildlife and Habitat Group have an information section on the village website with links to related subjects. He stated that the volunteers were continuing with the management of the bank between Tekels Grove and opposite the garage. He then reminded the meeting that the parish council were taking on the management of the grass verges in the village and explained the benefits of the parish council identifying appropriate and safe areas of the verges to promote wildlife and habitat by letting the vegetation grow. He pointed out that there is a need to regularly cut grass where there are road safety implications, such as road junctions and along all kerbs, but asked that the parish council do promote the development of wild meadows. IM informed the meeting that the council had received one email and one letter from members of the public expressing road safety concerns in certain parts of the village if the verges are left to grow. SF stated this point would be discussed as an agenda item under highways.

14.237 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).

14.238 MINUTES OF THE PREVIOUS MEETINGS

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

14.239 ACTIONS ARISING FROM THE MINUTES

SF confirmed all outstanding actions were complete and referred to in the March meeting.

14.240 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR

AC (County Councillor) informed the meeting that the criminal case involving the Leader of the County Council had concluded at court where he had been found responsible and given a six month conditional discharge. AC reminded the meeting this case arose from the Leaders time at East Dorset Council as well as the County Council and related to the failure to disclose interest(s) when conducting council business and contributing to council decisions.

GM (District Councillor) stated that this case highlighted the need for all councillors to ensure they comply with the rules on disclosure of interests and always err on the side of caution when considering if they have disclosable interests. GM informed the meeting that the Dorset Waste Partnership (DWP) budget overspend had risen from £2.8m to £2.9m. GM stated that while this was disappointing the DWP were taking appropriate steps to ensure this does not occur again and ensure the same levels of service across the county are continued. He confirmed that the tri-partnership arrangements were continuing. He then raised an issue from a resident who had contacted him concerning pot holes and surface water issues in Fantley Lane. GM reminded everyone that Fantley Lane is a road maintained by both Dorset and Wiltshire County Councils. AC confirmed that he had also been contacted about this and he is trying to progress a solution with both councils' work managers. SF thanked AC for this information.

14.241 PLANNING MATTERS

14.241.1 Applications received - Two

287 and 297/15. Chaffey Moor House – Demolish a garage and rebuild a garage and workshop. 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.

14.241.2 Applications granted – Two

129/15. Devon Cottage – Erect conservatory.

1028/13. Hollyfield School – Convert former school to dwelling.

14.241.3 Applications withdrawn - None

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

14.241.4 Bourton Mill

PW confirmed that Stuart Caundle of NDDC had provided an update in NDDC's dealings with the mill owner, Mr. Fey. PW stated that NDDC had visited the site again and assessed that further asbestos clearance work was required, the bill for which is likely to be a six figure sum. PW also confirmed that the DCC Highways assessment had been completed and they had disappointingly considered there to be no risk to road users from the site. PW said that Stuart Caundle further informed the parish council that in the absence of the owner improving perimeter security he will continue to explore the option of NDDC funding proper fencing, security and signage and then attempt to re-coup the cost from the owner. PW confirmed that NDDC are progressing the use of legislation to get the owner to take action to improve security and safety of the site. PW stated he will continue to work with NDDC to progress site improvements. SF thanked PW and stated that Mr. Fey had contacted him and stated that he believed he had a financial partner to progress the housing development and hoped to see activity on the site after Easter. SF acknowledged that the owner has made previous commitments to develop the site and until there is any action to demolish buildings and start the development we should view this commitment with caution.

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

14.241.5 Solar/Wind/Photovoltaic Sites

PW stated there was no further local updates at this time, but, interestingly the Winterbourne Whitchurch application for four turbines had been rejected by NDDC.

14.242 FINANCE

14.242.1 Accounts to be paid

HMRC.	PAYE for 2014/15.	£ 633.53
Mere Fabricating.	Village mile post marker	£ 216.00

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

There was a short discussion on the final design of the village mile marker post and all present agreed it looked excellent and should remain with the black painted background and white writing. PW thanked Nick Hall and Iain McVie for progressing the new village mile marker project.

14.242.2 Accounts received

HMRC.	VAT re-claim 2014/15.	£2763.13
VHMC/Pantomime.	Return of set up funds.	£ 600.00
Government War Bonds.	Return of original investment.	£ 58.98

14.242.3 Grants and Donations.

SF requested a grant of £200 be given to the newly formed Bourton Dramatic Society.

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

14.242.4 Precept 2015/2016

IM confirmed the precept for council tax had been set and payments would be made in the first week of April and the first week of October 2015. SF pointed out that the parish council element of the council tax contributions by individual householders had decreased from the previous year.

14.243 NEIGHBOURHOOD PLANNING GROUP

MW provided an update for the meeting. He confirmed that following the sending out of the Sustainability Assessment Scoping Report, NDDC and the NPG have received comments back from Natural England, the Environment Agency and English Heritage, the statutory consultees. Natural England had said that they require the NPG to carry out a habitat survey on all sites short listed in the neighbourhood plan for potential development, and to facilitate the appropriate management of the parish's Sites of Nature Conservation Interest (SNCI's) through the completion of SNCI site management statements by the Dorset Wildlife Trust. MW confirmed that the site eventually selected must also be supported by a Biodiversity Mitigation and Enhancement Plan that has been approved by the DCC Natural Environment Team.

MW stated that it is the view of NPG's technical advisors, URS and Planning Aid that Natural England's requirements are not proportionate to the needs of an SEA of the neighbourhood plan and they have written to NDDC challenging the need and seeking further clarification. MW also noted that each survey would cost £2000 which is financially unreasonable and the NPG will robustly challenge this unnecessary requirement.

The public examination of NDDC's emerging Local Plan has now concluded and the NPG are once more able to discuss the NP with them. A meeting is to take place shortly with them and NPG with their advisors, to finalise the outstanding work required on: 1, any relevant fallout from the Local Plan Inquiry, 2, the SEA report and site selection and 3, the drafting of NP policies. MW also confirmed that the NPG met with two members of the VHMC to discuss the possible firming up of the proposed deal on their preferred site. The NPG will shortly be writing to the owners of possible alternative sites to establish whether they are prepared to be considered for the siting of a new village hall on similar terms to those proposed for the VHMC's preferred site, to ensure that each is considered on the same basis in the site selection process. SF thanked MW and all of the NPG.

14.244 NEW VILLAGE HALL

PW informed the meeting that there was no progress to report at this time.

14.245 TRAINING

SF confirmed no updates at this time.

14.246 FOOTPATHS

SF invited AC to provide an update on Footpath 11. AC informed the meeting that he and the ranger had walked the route of footpath 11. He confirmed that the original assessment of the cost to re-open footpath 11 exactly, as per the definitive map, remained correct and would be in the region of £10000 and therefore would have to be considered and agreed by the full council. AC informed the meeting that the ranger and his team will start work on clearing and opening footpath 11 from week commencing 20th April 2015. AC further confirmed that before any work commences the ranger will meet with the affected residents and discuss how the work will be completed to open footpath 11. AC stated that it will not be possible to exactly follow the definitive route of the footpath, but, the end result will be a walkable footpath 11 from Sandways, behind Mill Rise through to Kites Nest Lane. AC reminded all present that the option to apply to divert a footpath is available but would need the landowners to progress this with Dorset County Council.

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

14.247 HIGHWAYS

14.247.1 Cemetery, Banks and Verges Maintenance Contracts 2015/16

IM confirmed that following adverts there had been five initial registers of interest and following site visits there were two applicants. All relevant information had been provided to the councillors

without identifying the applicants. Following a discussion the councillors agreed to award the contract to applicant one. (Note: Contracts awarded to P. Cowell, based in Bourton).

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

ACTION: IM to inform applicants and commence contracts (Note: Completed 31/03/2015).

SF then reminded the meeting that the bank, from Tekels Grove to opposite the garage, would continue to be managed by the wildlife and habitat group. He then stated that the council needed to confirm what verges would be cut a minimum of six times a year and what areas would be managed to promote wildlife and habitat. He reminded the meeting of the comments from the open forum and the concerns expressed by some residents concerning road safety on the verges on the Main Road by the junction with the High Street. Following discussion PW proposed that the areas on the main road from the High Street junction be cut on a regular basis. MW counter proposed that these two larger areas be left to grow and follow a wildlife and habitat regime but that there is a one metre kerbside strip maintained and that there is a safe width of cut grass to ensure car drivers can leave junctions and entrances/exits to properties safely.

Proposed by MW, Seconded by JM and following a vote of 4 to 2 this was agreed.

ACTION: IM to inform contractor. (Note: Completed 31/03/2015).

14.247.2 A303 noise reduction petition.

JM stated that she had contacted the national Highways Agency to progress noise reduction works on the A303. She explained that the initial response from Highways Agency was disappointing and they stated that improved road surfacing will only be completed on stretches of the A303 where the road surface condition deteriorates hence the repairs completed on the sections parallel to Wincanton. JM stated that she was continuing discussions with the Asset Manager from the Highways Agency. JM asked this item be retained on the agenda till resolved.

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

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

IM confirmed this is ongoing with DCC and would remain as an agenda item until resolved.

14.248 TRANSPORT

SF confirmed there were no new updates.

14.249 COMMUNITY SAFETY

PW confirmed that the Speed Watch co-ordinator and volunteers had completed their vetting, that training had been completed, equipment purchased, but had not yet been delivered.

SF confirmed that PCSO Vicky Levy would be working with a resident, Sharron McVie, to develop a more co-ordinated approach to increasing the Home Watch scheme throughout the village.

14.250 VILLAGE FETE

SF reminded the meeting that the village fete had three groups who share the proceeds from the village fete. These are St George's Church, St George's School and the Village Hall. SF informed the meeting that there is a need to find an individual to organise the fete which at the moment has one of two possible dates either Saturday 11th or Saturday 17th July 2015. He stated that there is a potential volunteer and he will approach the individual as soon as possible.

ACTION: SF to update the April meeting.

14.251 GENERAL ELECTION and LOCAL COUNCIL ELECTIONS 2015

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

14.252 ADOPTION OF THE VILLAGE PHONE KIOSK

SF informed the meeting that BT had offered to sell the existing public phone box in the village to the parish council for £1. The card payment phone would remain in use but the parish council would look to find volunteers to repair, maintain the kiosk and consider what community use it could be used for in the future.

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

ACTION: IM to arrange contract and transfer of ownership. (Note: Completed 30/3/2015).

14.253 CONSULTATION CONCERNING OPTIONS FOR THE FUTURE OF DORSET COUNCILS

SF highlighted a recent public consultation about a project that is examining whether the way the 6 district / borough councils, 2 unitary councils and county council work together in Dorset on economic regeneration and transport could be improved. The project is looking at a range of options including setting up a Combined Authority. SF confirmed the link to the dorsetforyou

website to put comments had been sent to all Councillors and was on the village website. AC pointed out that there is no current suggestion of a move to a single authority for the county and district councils are progressing partnership arrangements as previously explained by GM. SF informed the meeting that this consultation had closed on 29th March 2015 and if any results are published they will go onto the village website.

14.254 CORRESPONDENCE

24/02/2015	Northern Area	Invite to Dorset 'DyingWell' launch, March 2015 - Chairman
04/03/2015	DAPTC	Information on Spring newsletter - Filed
04/03/2015	DAPTC	Invite to Neighbourhood Planning Seminar 24/3 - To all councillors
04/03/2015	Mr. Sullivan	E mail concerning fly tipping - Reply sent 4/3/15
04/03/2015	DCC	Contract for verge cutting 15/16 - To Chairman to discuss.
04/03/2015	Sovereign	Advert for services - Filed
04/03/2015	CRW Gillingham	What GR8 in SP8 newsletter - All councillors and website
04/03/2015	DAPTC	Information on sponsor for DAPTC 15/16 - Noted and filed
04/03/2015	NDDC	Newsletter - To all councillors and website
05/03/2015	NDDC	Electoral Packs 2015 - All councillors informed, sent out when asked
05/03/2015	DAPTC	National Plant Survey - W and HG and website
05/03/2015	DAPTC	Chief Executive Circular 3/15 - All councillors and website
12/03/2015	NDDC	Planning grant 15/2015 - 4 Orchard Cottage - To PSG
12/03/2015	DAPTC	Information to clerks on broadband superfast - Noted
12/03/2015	DCC	Information to stakeholders on broadband superfast - Noted
12/03/2015	NDDC	Planning app, 287/15 - Chaffeymoor House - To PSC & website
12/03/2015	NDDC	Planning app, 297/15 - Chaffeymoor House - To PSC & website
12/03/2015	Mr Watkins	E mail concerning fly tipping - Reply sent 12/3/15
12/03/2015	Mr Sullivan	E mail concerning tree cutting on banks - Reply sent 12/3/15
12/03/2015	DAPTC	Poster from police on phone fraud - Website and noticeboard
13/03/2015	NDDC	Update from Stuart Caundle re mill site - Chairman, PW, MW
13/03/2015	DAPTC	Information on protected fields funding - Noted and filed
13/03/2015	NDDC	Election posters - All councillors, noticeboards and website
13/03/2015	Simon Hoare	Introduction letter from Conservative MP candidate -Noted
13/03/2015	Mr Webb	Problem re footpath - DCC informed 20150315/0358 refers
16/03/2015	BT	Information on adopt a phone kiosk - BPC Meeting 30/3/15
18/03/2015	NDDC	Consultation Dorset County Council - All councillors and website.
18/03/2015	DAPTC	Transparency code smaller councils - Not app. As have website.
18/03/2015	Mr Gates	E Mail concerning verge cutting/road safety - Reply 18/03/15
18/03/2015	DAPTC	Local Council Award Scheme 2015/16 - Noted and filed
22/03/2015	SP8 Cleaners	Advert for services - Filed
22/03/2015	Wiltshire CC	Consultation paper - All councillors and website
22/03/2015	Wiltshire CC	Information on Wiltshire Community Levy - All councillors
22/03/2015	DAPTC	Copy of government guide to affordable housing - NPG
22/03/2015	NDDC	Planning grant Devon Cottage East Lane - To PSG
22/03/2015	Mr B Sullivan	E mail concerning a footpath in Silton - Replied & copy to DCC
22/03/2015	Mr Wood	E mail re cut vegetation in Tan Lane - Replied & DCC informed
22/03/2015	DAPTC	Information x2 concerning 'adopt a phone box' - Noted
22/03/2015	Dorset Police	Review of neighbourhood policing - All councillors and website
22/03/2015	DCC	Amendment to definitive map FP31 - Noted and filed
25/03/2015	DAPTC	Enquiry to all clerks for Gussage All Saints - Not applicable.
25/03/2015	DAPTC	Northern Area Agenda 1/4/15 - To Chairman
25/03/2015	CIL	Wiltshire CIL information - A repeat of previous info - Filed
25/03/2015	DAPTC	Information on defibrulators - Filed

25/03/2015	Wessex	Ground Services, advert for services - Filed
25/03/2015	Capita Services	Free courses for clerks - Retained as clerk will progress some.
25/03/2015	BDO	2014/15 End of year financial return - Filed for 6/7/15
25/03/2015	NDDC	Notice for parliamentary elections - Noticeboards for 1/4/15
25/03/2015	DCC	NHW and Speedwatch signs information - Filed
26/03/2015	Mrs Dee	Letter to Chairman verge cutting and road safety - BPC Mtg 30/3/15
31/03/2015	Jess Ulrich	Advert for services - Not applicable to BPC and filed.
31/03/2015	Northern Area	DAPTC article on healthcare - Filed
31/03/2015	NDDC	Grant of planning permission Hollyfield School - PSG, website
31/03/2015	FlagsFlagpoles	Advert for services - Filed
31/03/2015	DAPTC	Information on fundraising by DCC CEO - Filed
31/03/2015	SW Ambulance	Enquiry on defibrillators - Reply sent 02/04/2015
31/03/2015	DAPTC	Request for 'remuneration panel members - To all councillors
31/03/2015	Mr B Sullivan	Information on Wincanton W & H G (CATCH) - Noted and filed
31/03/2015	Cranborne	Chase AONB Newsletter - Website

Please contact the clerk if you require any further information.

14.255 ANY OTHER BUSINESS

JM asked if the council are aware of a grant system that DCC operate where villages can access up to £5000 for community projects and benefits. AC explained the process for this and encouraged applications that would be submitted through him as our County Councillor.

MW asked how the council can balance the provision of an open forum session at the start of the meeting but not end up with individuals continually repeating comments made about a subject they personally do not agree with, albeit the matter has been discussed and decided upon in previous council meetings. He stated this behaviour devalued the worth of the open forum and on occasions has been compounded by rude or poor behaviour from individual members of the public. PW said he supported the points made by MW and that in future councillors could adopt a more robust response to inappropriate or aggressive behaviour from individuals. IM reminded the meeting that the councillors have the code of conduct to govern their standards and behaviour and members of the public are expected to behave to the same standards when attending parish council meetings and making comment during the open forum. IM further reminded everyone that the open forum is a valuable tool in terms of consultation, but members of the public need to respect others and once the formal meeting commencing they are there to listen to proceedings. If subsequently they have issues or concerns they should raise them with one of the councillors who can either deal with the issue or bring it back to a future meeting for discussion. SF pointed out that it is important to continue the open forum, but members of the public must behave with respect.

14.256 DATE OF NEXT MEETING - MONDAY 27TH APRIL 2015

14.257 SF thanked everyone for attending and formally closed the meeting at 8. 55pm.

Chairman: S.Firbank

Date: 30th March 2015

Note: The minutes will be reviewed and formally ratified by the BPC on 27th April 2015

VIEW THE BOURTON VILLAGE WEBSITE FOR INFORMATION and NEWS

www.bourtondorset.org