

MINUTES OF A MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7PM ON MONDAY, 31ST MARCH 2014

PRESENT: S Firbank (Chairman), D Lawes, A Miller, M Withers, L Jones, H Baker,
G Miller, P Williams, C Price.
APOLOGIES: None
ATTENDING: Iain McVie (The Clerk) and 10 members of the public.

13.238 APOLOGIES – NONE

13.239 OPEN FORUM

SF welcomed everyone to the meeting. He 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 what could be done to improve the security and safety of the Bourton Mill site, as it appeared the village are powerless to get the owner to make improvements. SF stated this would be discussed at the agenda item for Bourton Mill.

A member of the public provided an update concerning the **Wildlife and Habitats Group**. At the last meeting, the Council approved the initiative to "encourage the growth of wild flowers on verges and grass banks in the village", with a view to creating a bee-line. As a result, volunteers from the Wildlife and Habitats Group have carried out clearance, ground preparation and planting on the first designated bank from the village hall down to the Garage. Poppy seeds were also sown, although the chances of a display this year are fairly slim. The Group has subsequently had discussions on the subject of bee-lines with the Senior Dorset Countryside Ranger during a visit relating to the village footpaths. He has proposed a revised DCC grass cutting programme which would support the project. This would continue with the previous regime on all the verges within the parish except those with most potential. These will have a strip cut around them to prevent long grass from overhanging the path or road and the grass would be cut and collected in July/August. Maps with the relevant verges annotated have been provided by DCC. The Wildlife and Habitats Group will be willing to manage the designated verges, if the Parish Council decides to authorise the revised programme. It should be noted that there are two verges which are used for parking by residents who have no other option. DCC propose to remove the soil from these verges replacing it with nutrient poor stone. This will help attract a different range of species of wildflowers and will be beneficial to those who need to park there.

13.240 DECLARATIONS OF INTEREST

S. Firbank and C Price declared a personal interest in Bourton Mill (neighbour).
M Withers declared a personal interest in the potential Village Hall site (neighbour).

13.241 MINUTES OF THE PREVIOUS MEETINGS

The minutes of the previous meeting were agreed. **Proposed by PW and Seconded by GM.**

13.242 ACTIONS ARISING FROM THE MINUTES

Cemetery Wall: LJ confirmed he had obtained a second quote and passed details to IM. IM confirmed details of the quotes and a possible Lottery Funding source.

ACTION: IM to complete an application to the Heritage Lottery Fund (Note: Application sent 4/1/14)

Village Sign

SF confirmed that the sign would be removed between 1st and 3rd of April and Jerry Davis from Mere will complete the works. (Note: Sign removed and delivered to Mere work commenced 1/4/14).

Village Gates

LJ updated the meeting with two quotes for resin gates. He also provided catalogue pictures for the Council to consider. Councillors agreed for the resin based gates to be progressed

ACTION: LJ and HB to progress as a matter of urgency.

Benches

HB updated the meeting with three quotes for resin benches to be erected by the playground. Councillors agreed to purchase two benches from Otters Nurseries for £300 and that HB would also arrange the appropriate fixings for the benches. **Proposed by PW. Seconded by AM**

ACTION: HB to arrange purchase and delivery of benches.

Zeals Planning application

IM confirmed there had been no further update from Wiltshire

ACTION: IM to monitor and once a date is known CP to attend on behalf of the Parish Council.

Planting of wild poppies - Centenary of the First World War.

MW confirmed that the Wildlife and Habitats Group had included the planting of poppy seeds within the grass banks.

Village War Memorial

IM confirmed an application had been submitted to the War Graves Charity and he is awaiting a reply as to if we have been successful and will now chase them up.

ACTION: IM to update April Meeting. (Note: Chase up completed on 3/4/2014).

NDDC Community Infrastructure Levy for planning applications.

ACTION: GM to provide to MW the rate per metre levy charged by NDDC.

All other actions covered in main items on the agenda.

13.243 REPORT BY THE DISTRICT AND/OR COUNTY COUNCILLOR

Report from District Councillor

GM updated the meeting that the NDDC submission to the Boundary Commission concerning the changes to Wards had been dismissed. He reminded all present of the previously discussed proposals and confirmed that from the 2015 elections Bourton would be part of a two member Ward which would cover Motcombe and Bourton. GM confirmed that this decision was now final. GM confirmed that NDDC would continue to look at ways to reduce back office costs to meet the continuing budget cuts. He pointed out that this could include exploring collaboration with other District Councils as is currently being looked at by Weymouth, Portland and West Dorset. He reminded all that there is precedence for this approach and cited the very successful Dorset wide Waste and Recycling Partnership.

GM provided an update on the continuing introduction of Superfast Broadband across Dorset over the next two to three years. He pointed out that there could be a delay in parts of North Dorset including Bourton as Bourton Exchange services areas in Wiltshire and Somerset and DCC are concerned that they would be financing broadband improvements that are the responsibility of other Councils. GM was hopeful this would be resolved quickly.

13.244 PLANNING MATTERS AND APPLICATIONS RECEIVED

13.244.1 Applications Received –

2/2014/0047 Colbourne House, High St.16 black framed solar panels & associated works.

All applications returned to NDDC no objections from the Planning Sub Committee.

Permissions Granted/Withdrawn

Granted.2/14 /0070 Rosling Cottage

Granted.2/13/1409. 1 West Bourton Road.

Withdrawn.2/14/0043 Grounds of Kiama, New Rd - New house

13.244.2 Bourton Mill

SF updated the meeting that there is a potential financial backer and the owner is progressing this to develop the site. There is a possibility that the front part of the site will be cleared/demolished to make space for contractors to progress demolition and in turn development of the site. He will keep the Council updated. SF then confirmed that the Council will continue to communication with NDDC Planning and Environment to ensure the site is kept as safe and secure as is possible. PW stated that more needs to be done to ensure the site was secure and importantly did not pose a health and safety risk to the village. He asked that NDDC spell out exactly what their powers are to ensure the owner of the site does not expose the public to unnecessary health and safety risks.

ACTION: IM to establish what powers NDDC have to resolve this matter with the owner.

13.244.3 Wind Turbines/Photovoltaic solar arrays

PW informed the meeting that the photovoltaic array construction at Manor Farm is far more visible than the application outlined and that it will be important to keep a close watch on what green screening is planted and to ensure the conditions of the planning approval are met and any further breaches of the planning approval are robustly dealt with by NDDC.

AM stated that he understood the array should have been switched on by now.

13.245 FINANCE

13.245.1 Accounts to be paid

DAPTC	Annual Conference	£ 50.00
C. Price	Travel Expenses	£ 30.60
BVHMC	Hire Costs for NPG	£ 36.00
BVHMC	Electric Costs for NPG	£ 15.84
M. Withers	NPG	£ 51.00
I. McVIE	Expenses/Costs	£ 53.00
NDDC	Maps for NPG	£102.25
Wessex Ground Services	Playground Repair	£360.00
HMRC	PAYE Q4	£157.00
H. Palmer	NVH Expenses	£ 36.00
S. Firbank	BPC Expenses	£ 207.00
BVHMC	NPG (Electricity Hall Hire)	£ 12.00

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

13.245.2 Accounts received

13.245.3 Grants & Donations

IM informed the meeting that there was a request from St. Georges School for a donation towards the cost of a recent removal of a tree in the school grounds by the Council play area. The total cost was £220. Following discussion HB suggested the Council donate half the cost of £110

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

IM further informed the meeting that there was a request from the Village Hall for a donation towards the cost of replacing chairs. Following a discussion HB suggested a donation of £600.

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

13.245.4 Annual Grass Cutting and Maintenance Contract 2014/15

IM confirmed that as previously agreed an advert had been placed. There had been only one applicant for the contract which was P.Cowell who had tendered for the contract at the same cost as the previous year. Following discussion SF suggested the contract be awarded to P.Cowell.

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

ACTION: IM to inform P.Cowell (Note: Action completed on 1/4/14 by email)

13.246 NEW VILLAGE HALL

PW provided an update to his email previously sent to all Councillors concerning Simon Rutter's (Proctors) concerns about the forthcoming changes to planning regulations in relation to the conversion of existing farm buildings and barns. He reminded the meeting that Simon Rutter's view is that the relaxation of planning regulations could mean that the Sandways Farm owners have a stronger negotiation position as the new regulations mean that Brimble Lea on their behalf could apply for planning permission to convert the existing barn to houses, instead of the land being made available for the new village hall.

Therefore PW and the VHMC Chairman went to see Diccon Carpendale of Brimble Lea to ascertain their views on the changes and how they could affect the Sandways Farm site.

Mr Carpendale had informed them that Brimble Lea are progressing a number of conversion developments but at this stage not one for the barn within Sandways. He pointed out that the changes remove the need for full planning permission as is the case now; his view is that it is possible to obtain permission to convert Sandways Barn into dwellings.

An alternative strategy for the landowner would be to prove that NDDC has insufficient land allocation for housing to cover the next 5 years, as has been the case with South Somerset, Wiltshire and West Dorset. These councils are now having great difficulty blocking proposed development schemes. If a similar situation should prevail in North Dorset, the risk of an unwanted large-scale development on the Sandways site would be considerable. . A further possibility is delay to NDDC's Local Plan, by at least 6 months (to mid-2015), due to the threat of judicial review, as is the case with the Local Plans of West Dorset and South Somerset. This would delay Bourton's NP which may cause the landowner to abandon the proposed NVH scheme and try an alternative approach to release value from the site in the near future. PW further stated that Diccon Carpendale had suggested that the NDDC Planner's interpretation of the current scheme is

too narrow, since the proposed NVH scheme would have very significant community benefit and should qualify as an Exception to Planning Regulations in its own right. He felt that the views of John Hammond at NDDC should be sought.

SF thanked PW for this update.

GM reminded the meeting that NDDC had not yet provided direction as to their interpretation of the changes to regulations. He stated that he did not believe the Sandways barn would fit these changes as the barn in question is in poor condition with only two or three bits of frame and is not a substantial building, therefore would have to be demolished, which in turn, means it does not fit the criteria for the new regulations. He also reminded all present that regardless of the changes the existing need to meet Building Regulations will continue. He also reminded the group that the NDDC Local Plan contains provision for the build of between 1700 and 2000 new homes to the east of Gillingham which NDDC believe may be sufficient to meet future housing demand.

CP pointed out that the view of Brimble Lea and Proctors is only one point of view and that there are different interpretations of the changes.

MW stated that the crux of the planning changes is that any barn conversion cannot include the demolition of the existing building. Therefore given the state of the barn in question and the amount of asbestos it would need to be demolished which is outside the confines of the new regulations. He further stated that the owner would get more houses by following the NP route. He also asked that any meeting with NDDC should include Peter Warwick.

SF stated the questionnaire should be progressed as previously agreed at the public meeting and proposed that a meeting with John Hammond and if he wishes, Trevor Warwick, BPC, NPG and VHMC be progressed. All of the Councillors agreed with this.

ACTION: SF to arrange meeting with John Hammond (Note: This will be either 14th or 17th April

ACTION: PW to arrange a meeting between NPG and Brimble Lea after the results from the forthcoming questionnaire are known. (Please note this action is ongoing)

13.247 NEIGHBOURHOOD PLANNING GROUP

MW informed the meeting that following the public meeting, and a subsequent review of the proposed NP questionnaire, it was decided that some of the issues raised were fairly complex and may need further work to make the questionnaire more understandable.

As a result, the NPG sent out the draft questionnaire to three households as a pilot study.

The NPG reviewed the responses received and made some changes to the document, including a change to deliver one questionnaire per resident of voting age rather than one per household.

The questionnaire will be printed next week and delivered to all households shortly afterwards.

A meeting was held earlier in the day with Planning Aid England to discuss the writing of NP policies and briefings for the appointment of external planning consultants.

Four members of NPG also met with a working party from Marnhull PC which is looking to embark on its own NP. This meeting followed a recommendation from NDDC that Bourton's NPG would be their best port of call to learn about what is involved in Neighbourhood Planning.

MW then reminded the meeting of the open forum input concerning the work progressed by the Wildlife and Habitats Group in relation to the verges. He requested that the PC formally agree the proposals outlined earlier in the meeting concerning the management of the verges.

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

ACTION: IM to also provide a copy of the maps to P.Cowell. (Note: Action completed 3/4/14).

MW informed the meeting that NDDC Planning Policy Department have said they will be too busy working on the emerging Local Plan to give support to NPG's until May 2014. He stated that this should not cause any delay to the Bourton NP and will not affect their ongoing processing of the Strategic Environmental Assessment.

13.248 TRAINING

SF encouraged all Councillors to attend at least one session this year.

ACTION: Councillors to diary in Training Days for 2014/15 (ongoing action)

13.249 HIGHWAYS

Footpaths

SF and DL updated the meeting that there had been a number of improvements to the footpaths, including new finger posts and that these improvements would continue following the visit by DCC.

13.250 TRANSPORT

No updates.

13.251 COMMUNITY SAFETY

Neighbourhood Watch and Speedwatch Coordinators

SF confirmed that the NHW post had been filled by Mrs Sharron McVie and she was progressing with the police as to how the scheme will be expanded across the village.

SF stated that there had been no take up on the Speedwatch Coordinator role and that the advert would remain on the notice boards.

ACTION: All Councillors to canvas residents for this volunteer role.

13.252 CORRESPONDENCE

Dorset Community Action	Advert North Dorset Community Lunch 18/3/14 - Website
DAPTC	Information concerning electronic banking for Parish Councils - Filed
Jutxpo	Advert for services - Filed
PW Cowell	Quote for 2014/15 works as per advert on Village Website - March Mtg
DAPTC	Advert and application for Vibrant Communities AGM -
NDDC	Weather update and actions from DCC Silver Control - To Flood Warden
NDDC	Request for information concerning any incidents from weather - Replied
NDDC	Planning App 2/2014/0141/PLNG Wood View, Mill Lane-To Planning Cm
CRW	Transport Forum 26/2/14 - Filed, minutes will be forwarded.
NDDC	Flood Damage update request - Reply sent and filed
NDDC	Advert Open Homes Event Project 13/3/14 - Not applicable - Filed
UKIP	Advert for UKIP presentation on rural matters - Website
HAGS SAP	Advert for services - Filed
Tasty Marketing	Advert for services - Filed
Wickstead	Advert for services - Filed
DAPTC	Advert for 'BBC Allotment Programme Volunteers - Filed
CRW	What's GR8 in SP8 -Village Website, Filed
DCC	Advert for a public survey on roads in Dorset - Website -Filed
DAPTC	Advert for a VAT Course for Clerks - Filed
DAPTC	Advice to Clerks re contracts for work - Noted and filed
Mayor Shaftesbury	Invitation to all Chairman of Parish and Town Councils - To Chairman
CRW	Fire Service Prevention Training for Village Halls - Sent to VHMC
Zurich Insurance	Advert for services - Filed
DAPTC	Advert for Northern Area Secretary - Filed
DAPTC	Northern Area Minutes - Circulated to all BPC
Tasty Marketing	Advert for a Parish Clerk related Seminar - Noted and filed.
NDDC	Planning App.2/14/0070 Rosling Cottage - Granted Filed
DAPTC	Advert for Clerks to attend Allotment Management Seminar - Filed
DAPTC	Next Councillor Training Session 18/3/14 - Circulated to all BPC
DAPTC (SWCLCA)	South West Regional Conference - Circulated to all BPC
NDDC	Information on free tree for communities - NPG and Wildlife/Habitat Group.
Access Dorset	Advert for Project Fund for Carers - Large Noticeboard and Website.
ChalksFundrasing	Advert for Services - Filed
DCC	Highways Survey Results 2014 - Website
NDDC	Invoice £102.25 for an A3 map - Queried with NDDC as no record of this
CILCA	Notification of increased exam fees for Clerks - Filed
NDDC	Planning App.2/2014/0047 Colbourne House, High St. 16 black framed solar panels and associated works. - To Planning Sub Committee 15/3.
New Forest Land Advice Service	Advert for services - Filed
Dorset Community Action	Advert for World Autism Day Event - Village Website
DAPTC	Consultation on Clerk time for Book-Keeping - Replied direct, filed.
DAPTC	NALC Financial Briefings Information for Clerks - Noted and filed
NDDC	Flood - Damage Repairs update - Filed
NDDC	Withdrawn Planning App.2/14/0043 Grounds of Kiama, New Rd - To P/C
NDDC	Planning App.2/13/1409 1 West Bourton Rd-Extension- Granted - To P/C
NDDC	Letter confirming NDDC temporarily suspending NP support - To NPG
Wiltshire Council	Information on current Wiltshire Planning - To Chairman & NPG. Filed
DAPTC	PCC Victim Focus Meeting, Blandford Forum 17/414 - Village Website
DAPTC	Clerk Information concerning forthcoming Cemetery/Allotment Training - Filed
DAPTC	Advert for PCC Forum Sturminster Newton 4/4/14 - Filed

DAPTC	Circular to Clerks concerning vacancy for Shaftesbury Town Clerk-Filed
DAPTC	Request for a Twin Town in Normandy(population 3,200- Filed
ROSPA	Enquiry to book annual playground inspection - Replied and dates TBC.
Wincanton Sports Ground	Advert for Summer Mixed Rounders League - Village Website
DAPTC	Advert for two 'drop in' days for flood victims across Dorset. - Website.
DAPTC	Advert for access to recycled paint for community projects - Filed
Broxap	Advert for services - Filed
NDDC	Flooding Support and Financial Aid Information - Filed

Please contact the clerk if you require any further information.

13.232 A.O.B.

SF informed the Council that there will be a public meeting on Tuesday 8th April at 7pm in St Georges School Hall to and take a vote on whether St Georges Church wishes to remain as part of the Parish of Upper Stour or join the Gillingham Benefice.

SF informed the meeting that during the month of April the DCC will commence the partial street night time lighting turn off in Bourton. This will be daily from approximately midnight and 5.30am GMT (1am and 6.30am BST).

13.233 DATE OF NEXT MEETING - MONDAY 28TH APRIL 2014

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

Chairman:

Date: 28th April 2014

Note: The minutes will be reviewed and formally ratified by the BPC on 28th April 2014.