

**DRAFT MINUTES OF A MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7PM ON MONDAY 20TH AUGUST 2012**

PRESENT: S Firbank, D Lawes, G Miller, M Withers, P Williams, L Jones

APOLOGIES: H Baker, A Miller, C Price

ATTENDING: H Ransley (The Clerk), 8 members of the public

12.105 OPEN FORUM

Neighbourhood Planning Team Nick Hall asked how the team had been set up. SF explained that MW had been appointed to set up and run the team in Jan 2012, the constitution was approved in May and the members of the team had been named at the July meeting. NH expressed the concern that there were 4 married couples on the team and that perhaps this was not a good representation of the community as a whole. MW advised that the constitution allowed for 12 members on the team but that there could be more if there were special circumstances. Members of the committee must have a broad representation in all village interests and this is not the place for single interest groups. SF had already discussed this Harriet Palmer. NH is the Village Hall teams proposed representative on the committee. Cathy Moorby said they would like the younger section of the community to be better represented and suggested Tom Shean as an additional member of the team.

Milestone Nick Hall presented the proposed design template for the milestone outside Beechcroft. He will get costs for it.

Crime Report HR read out a report received from PC Maureen Hayward. There has been nothing reported since mid-June. All are reminded to keep alert and report any non-emergency problems to the Police by dialling 101 or to Neighbourhood Watch.

12.106 DECLARATIONS OF INTEREST

Simon Firbank declared a personal interest in Bourton Mill (neighbours).

Mike Withers declared a personal interest in the New Village Hall development.

12.107 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of 23rd July 2012 were agreed and signed as a true record.

12.108 ACTIONS ARISING FROM THE MINUTES OF THE MONTHLY MEETING

12.108.1 Parish Website

HR and Jim Mann are progressing.

12.108.2 Millers Close

The water level in both the main ditch and the secondary overflow ditch has been high in recent rain storms. HR is in contact with Spectrum and The Landscape Group.

12.108.3 Garage at Yillbury

HR has located the planning paperwork. HR to follow up with NDDC.

12.108.4 Flytipping at Doctors Surgery

As quickly as rubbish is removed, more is dumped. DL to follow up.

12.109 REPORT BY THE DISTRICT COUNCILLOR

GM reported that discussions regarding the Renewable Energy Strategy and the Housing Benefit scheme have been taking place.

MW asked GM about point scoring for housing allocation and SF asked what might happen in a situation where a family had initially been allocated a 3 or 4 bedroom house but now there were only 1 or 2 people living there. GM advised that new lets would be given perhaps a 5 year lease and, if the house was still fully occupied at the end of that period, the lease would

continue. Otherwise they may be encouraged to consider downsizing. Old tenants would keep their rights. There would be no eviction notices.

12.110 PLANNING MATTERS AND APPLICATIONS RECEIVED

12.110.1 Applications received

2/2012/0656 10 New Close, New front porch and dormer to rear - Recommended

2/2012/1006 Change of use from Village Shop to residential with alterations to external elevations - Recommended

HR to add note to Village Shop application to the effect that there is another shop in the village.

12.110.2 Permissions received

None

12.110.3 Bourton Mill

SF reported that Mark Wood is to give his draft report to NDDC this week. The Parish Council will see it after John Hammond has reviewed it and before it goes to the Development Management Committee. John Hammond is on holiday next week and so we would expect to see the report early/mid September.

HR to follow up meeting between Keith Hallett and Stuart Lucas regarding safety of the Mill buildings.

Concerns have been raised that although NDDC stated that the Exceptions Test had been done, it has not been possible for members of the public to obtain a copy. **HR** to pursue.

12.111 FINANCE

12.111.1 Accounts to be paid

Phil Cowell	Invoice 327 Cemetery Grass Cut	£149.00
Phil Cowell	Invoice 328 Verges Grass Cut	£50.00
DAPTC	Planning Issues course	£60.00
DAPTC	Code of Conduct briefing	£10.00
BDO	Audit of Annual Return 2011-12	£342.00

Proposed by MW and seconded by PW it was resolved to pay the above accounts

12.111.2 Accounts received

Bourton Jubilee Fund	Repayment of mug money	£447.40
Bourton Jubilee Fund	Contribution towards tent repairs	£105.76

12.111.3 Gillingham Leisure Trust

HR to confirm whether this is the last payment to be made.

12.111.4 Audit of 2011-2012 Accounts

BDO had audited the annual accounts for 2011-2012 and reported that there were no issues arising. BDO also supplied a public notice which **HR** will put up on the noticeboard.

Proposed by DL and seconded by LJ it was resolved to approve and accept the annual return.

12.112 NEW CODE OF CONDUCT

Ongoing monitoring of developments - **HR**.

12.113 NEW VILLAGE HALL

The Parish Council had received a letter from Harriet Palmer, Chairman of Bourton Village Hall Management Committee (BVHMC), requesting £3,500 to produce architects plans for the new site and £1,500 to produce architects plans for potential development of the existing site. PW spoke on behalf of BVHMC and a summary of the points raised on both sums of money follows:

12.113.1 £3,500 for Indicative Plans for New Site

This is a project of interest to the whole village and the Parish Council should be seen to be supporting it. James Lytton-Trevers, NDDC Planning Officer, has inspected all of the options and has recommended the fields to the south of the existing Village Hall as the prime site for this development. Discussions with the landowner are progressing. The Parish Council are requested to and should fund the production of indicative layout plans and cross sections for the preferred site as a gesture of goodwill.

The Business Plan produced by the BVHMC has very little financial information in it and is a year out of date. The Clerk would like to see it brought up to date with a breakdown of estimated costs and timescales. As it stands, if the document were to be presented to a bank for example it would not be regarded favourably as a justification of spending money. PW said that without the indicative plans for the site it would not be possible to update the Business Plan in any meaningful way.

This is a large amount of money out of the Parish Council budget and would affect other requests for expenditure for the rest of the year.

Nothing has been set aside in this year's precept to cover expenditure on the new Village Hall. A sum of money could be included in next year's precept. BVHMC have enough funds to cover this expenditure themselves at this point. PW said that BVHMC were already funding negotiations with the landowner via appointed agents. Also BVHMC needed to husband its resources for site acquisition.

What would happen if the development at the proposed site did not go ahead for any reason? Would the Parish Council get the money back? Would the Parish Council be asked to fund the plans for the next site? PW urged BPC members to take a more positive attitude towards the project. BVHMC had been tasked by BPC to progress the new hall with the support of the majority in the village. Irrespective of how many times the village was surveyed, the selected site would still make its way to the top of the pile, and this view had been endorsed by NDDC.

It was also pointed out that the granting of this money would not inhibit any decisions on future planning matters concerning a new site for a Village Hall.

Proposed by PW and seconded by SF to grant £3,500 to Bourton Village Hall Management Committee to commission the preparation of indicative layout plans and cross sections for the preferred site including preliminary internal layout options and massing proposals for the new hall.

3 in favour, 3 against. The Chairmans casting vote was in favour of the proposal and the resolution was passed.

12.113.2 £1,500 for Indicative Plans for Existing Site

This could take the form of a long term loan to be paid back by the Church on the sale of the land. There was concern that this is a matter between the Church and the BVHMC and that the Parish Council should not get involved. How would the district auditor view expenditure on something that is not directly related to the Parish Council?

It is not essential that this work be carried out at the present time.

Proposed by PW and seconded by SF that Bourton Parish Council is minded to provide additional financial assistance in preparation of indicative layout plans for the redevelopment of the existing village hall site.

3 against, 1 abstained. The proposal was not carried.

12.114 WIND TURBINES

PW reported that the recent NDDC cabinet meeting had endorsed the Dorset Renewable Energy Strategy but with significant caveats.

The SOS campaign restarts on Tues 18th September.

12.115 VILLAGE PLAN UPDATE

No further updates at present. Traffic calming issues are to be progressed – see 12.117 below.

12.116 NEIGHBOURHOOD DEVELOPMENT PLANNING

MW had circulated a draft letter with a map to be sent to Trevor Warwick, NDDC Planning Policy Manager, requesting that the Parish of Bourton be designated as a Neighbourhood Area.

Proposed by MW and seconded by DL it was unanimously resolved to accept the draft letter

MW reported that the first public meetings are to be held on Tue 16th October in the Village Hall and Sat 20th October in the White Lion restaurant. The meetings will be advertised via the Parish magazine and a leaflet drop. The purpose will be to give people an introduction to the Neighbourhood Development Planning concept, how it will work and what it could achieve.

PW still had concerns over family groupings on the committee resulting in a lack of diversity and inclusiveness and specifically that there were no representatives from certain groups within the village, the PTA for example. MW said that the committee had a diverse range of interests and varied and complementary skill sets. There was no need for individual groups to be represented on the committee. The intention is to set up working groups from interested parties to look into such things as school, healthcare, transport etc.

The Village Hall Committee is keen to have a representative on the committee. **SF, MW** and **Harriet Palmer** to explore options before the next meeting.

12.117 TRAFFIC CALMING

HB and Sarah Sadler (Tekels Grove) will pick this up. **Andrew Cattaway** to send SF the names of the relevant contacts at DCC.

HB to report back at next meeting.

12.118 CORRESPONDENCE

Please contact the clerk if you require any further information:

Date	From	Subject
26/07/12	Trevor Warrick	Planning Framework Document
26/07/12	Sandra Deary	Council Tax Support
27/07/12	Dorset Opportunities Program	Invitation to Launch
01/08/12	DAPTC	Presentation on Creativity in Community-Led Planning in Dorset
02/08/12	Wilts Council	Minerals Site Allocation Submissions Local Plan
03/08/12	Lester Dibben	List of contacts for comments about Shaftesbury services
07/08/12	Queensbury Shelters	Bus shelters
08/08/12	Edwin Rayner	Joint Committee expansion
13/08/12	Dorset Community Action	Developing a Fund Raising Strategy course on Mon 17th Sept
15/08/12	DAPTC	Chief Execs Circular 07/12
16/08/12	Greenspan Projects	Offering landscaping services to Parish Councils and Schools
16/08/12	DAPTC	Minutes of Northern Area DAPTC Meeting of 18th July
20/08/12	Dorset Community Action	Police & Crime Commissioners Conference - 12th Sept. In preparation for 15th Nov election of a Police & Crime Commissioner to replace Police Authority

12.119 A.O.B.

Draft Local Audit Bill – HR has endorsed the DAPTC comments

Kittymead – Gerald Moores had written to the Parish Council requesting recent sewage flooding adjacent to the River Stour be followed up with Wessex Water. With **HR**.

Weeds to Roadside Gutters – gutters have been sprayed but still need to be cleared. Ragwort has been cleared. SF has thanked DCC for the work done.

Village Sign at the Crossroads – **HR** is getting pictures of the sign to identify missing pieces.

Footpath behind Millers Close – The gravel boards need to be replaced and the level raised with hardcore. **DL** is following up.

12.120 DATE OF NEXT MEETING – MONDAY 24TH SEPTEMBER AT 7PM

Chairman:

Date: