

## **MINUTES OF A MEETING OF BOURTON PARISH COUNCIL HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY, 21<sup>ST</sup> JANUARY 2019**

**PRESENT:** M Martin, M Chapman, M Withers, I McVie, A Gillett, E Wynn (Clerk)

**APOLOGIES:** A Cattaway, A Miller, G Miller, P Williams

**ATTENDING:** 9 members of the public.

### **19.43 APOLOGIES – AS PER ABOVE.**

### **19.44 OPEN FORUM**

PCSO Levy has returned from secondment and is back covering Bourton and surrounding areas. No crimes had been reported for Bourton but elsewhere there had been a spate of house burglaries when mainly jewelry had been taken. So far in January there had been a spate of commercial break-ins mainly targeting landscape/gardening companies. JM said that there was still a problem with vehicles being driven the wrong way out of Church Track. VL said she would speak to DCC Highways to find out if there any thing more they can do. MC said it might be worth reminding the Housing Association maintenance vehicles that the road is one way at the northern end. Sharron McVie informed the council that she and Trevor Knott had decided to organize the second Bourton Village Day, to take place on Sunday 21<sup>st</sup> July. SM said they would be able to give a further update to include last years accounts at the February meeting. A MoP raised the issue of the holes in the hedge adjacent to the playing area and West Bourton Road. She said that she had been in discussions with the school and that they were adamant that the hedge belonged to the Diocese. MM said she was astonished to hear this as in all the years that she had been involved in St George's church there had been no bills re maintenance of the hedge. IM suggested that the school had a duty of care towards the children and said the school should initially discuss a resolution with the church then arrange and pay for the necessary works. **ACTION: Clerk to write to the school and church requesting that the works be done as soon as possible.**

A MoP from the Wildlife and Habitats Group gave an update. 24 small trees had been purchased and were ready to plant and a request was made for volunteers to help plant the trees on 31<sup>st</sup> January. Re the compensation basin at the Mill Site several people had shown concerns as to what exactly will be allowed to grow there. It was suggested that JM organize a preliminary meeting with a representative from the Environment Agency and the Wildlife and Habitats Group to discuss exactly what could or would be planted. MW explained that the IOWA was still owned by the developer and therefore they need to decide what to do with it and he asked JM if she would be willing to set up such a meeting and JM said she would. The MoP also asked that the cost of cleaning the signs be clarified as someone had raised this with him. IM explained that the invoice was minuted and could be seen on the website, and that the amount paid included a large amount of tree work completed in West Bourton Road. The MoP also said that the village was looking mucky and was an embarrassment – rotting noticeboards, blocked and overflowing road drains, signs that are beyond cleaning and needed replacing. He asked if the PC could not report directly to Highways rather than an individual doing this. IM explained that MoP's really must report things to Dorset For You (<https://www.dorsetforyou.gov.uk/home.aspx>) – the more people that did this then the more likely the works would get completed. It was also confirmed that the parish council is in the process of arranging a refurbishment of the village noticeboards that they are responsible for.

### **19.45 DECLARATIONS OF INTEREST**

NOTE: Councillors MM, MC, AG and IM are residents within Bourton and therefore their households pay council tax, under existing legislation to ensure council business can be lawfully conducted they are granted a dispensation for the item on the 2019/20 Precept.

### **19.46 MINUTES OF THE PREVIOUS MEETINGS**

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

### **19.47 ACTIONS ARISING FROM THE MINUTES**

Clerk to contact DCC Highways to request that all the grit bins to be refilled – done.

Clerk to get a quote for the refurbishment of the three parish noticeboards – in progress.

MW to write to complainant re the complaint made against the parish council – done.

**19.48 PRECEPT PLANNING**

The precept for 2019/2020 was reviewed by those councillor’s present. Changes were made so that the precept was reduced by £4053.73 from the precept received for 2018/19.

**Precept Planning 2019/20**

Item	2018/19	01/04/18 to 21/01/19		2018/19	2019/20
	Precept	Receipts	Payments	Est to YE	Est Precept
Precept	<b>19,040</b>	19,040			
Clerk's Salary	<b>4,072</b>		4,072	<b>5,282</b>	<b>7,000</b>
HMRC PAYE	<b>606</b>		606	<b>1,200</b>	<b>1,000</b>
Councillors Expenses	<b>352</b>		311	<b>400</b>	<b>400</b>
General	<b>0</b>	150	0	<b>0</b>	<b>0</b>
Insurance	<b>963</b>		1,078	<b>1,078</b>	<b>1,078</b>
Office expenses	<b>290</b>		761	<b>1,090</b>	<b>1,050</b>
DAPTC Subs, Training & publications	<b>299</b>		299	<b>500</b>	<b>1,000</b>
Hire of Village Hall	<b>130</b>		130	<b>130</b>	<b>150</b>
Cemetery Maintenance	<b>1,452</b>		830	<b>1,000</b>	<b>1,452</b>
Income from cemetery		632	0	<b>0</b>	<b>0</b>
Miscellaneous	<b>5,412</b>	1,099	6,447	<b>8,000</b>	<b>8,000</b>
New Village Hall	<b>1,250</b>		1,250	<b>2,000</b>	<b>0</b>
Playground	<b>75</b>		75	<b>200</b>	<b>1,500</b>
VDS / VP / N'HOOD PLAN	<b>0</b>		0	<b>0</b>	<b>0</b>
Grants & Donations/CAB/Village Fete	<b>1,000</b>		400	<b>1,000</b>	<b>2,500</b>
VAT recovered		115	0	<b>0</b>	<b>0</b>
VAT	<b>1,225</b>		1,225	<b>1,450</b>	<b>0</b>
Village Fete	<b>0</b>		0	<b>0</b>	<b>0</b>
S.137	<b>0</b>		0	<b>600</b>	<b>600</b>
<b>Total</b>	<b>17,125</b>	<b>21,036</b>	<b>17,484</b>	<b>23,930</b>	<b>25,730</b>

**Proposed 2019/20**

Carry over		11,515.84
Receipts		
Payments (est)		-25,730.27
Inflation 3%		-771.91
<b>Parish Precept</b>		<b>-14,986.34</b>

**Taxbase Information for Bourton**

		Band D Equivalents	
2018/19	373.3	2019/20	393.5
		Increase/(Decrease) Year on Year	20.2

**Precept Modelling**

Actual Precept 18/19 & Proposed Precept 19/20

		2) Enter Target Precept	
2018/19	£ 19,040.07	2019/20	£ 14,986.34
		Increase/(Decrease) Year on Year	(£ 4,053.73)
		% Increase/(Decrease)	(21.29%)

**Band D Equivalent Charge**

		Precept Divided by Taxbase	
2018/19	£ 51.00	2019/20	£ 38.08
		Increase/(Decrease) Year on Year	(£ 12.92)
		% Increase/(Decrease)	(25.33%)

Proposer: MM; Seconder: IM; Agreed by all councillor's present

#### **19.49 NEW VILLAGE HALL**

MC addressed agenda items 7.1 – 7.5

Both the Hall CIO and BPC have a close interest in the NVH project and need to act together. It is not practical for all councillors and all trustees to be involved in every decision and every action. It is proposed to form a joint team whose Terms of Reference have been circulated. The Hall Trustees have agreed these ToRs and have nominated MC and Paul Curry to represent them on the joint team. It is proposed that Mike Withers and Andrew Gillett are nominated to work on the team for BPC.

BPC is embarking on a project for the community with a 100-year perspective. It is essential that legal advice is sought to ensure all arrangements and agreements are properly entered into. It is proposed that BPC seek to piggy-back on the expertise of NDDC in matters such as S.106 agreements as alternative approaches with our own expert advice could be prohibitively expensive.

The Hannam Trust has worked hard to produce a planning application for the land for the New Hall and the enabling housing. This application went in on the 16<sup>th</sup> January. It will take some time to be validated and will then be subject to the normal period for consultation. It should be possible for the NDDC team that knows the area and knows the NP and its process and issues to have time to consider the application before it disbands and the LPA moves to the new Unitary Authority under arrangements yet to be made public.

The application is accompanied by a solicitor's letter confirming the transfer of land subject to the completion of the S106 agreement. Because half of the land in the application relates to the site for NVH, it was originally proposed that there be a 50/50 division of costs, but the Trust has agreed a 75/25 division based on an estimate of construction costs as a proxy for value. It has been further agreed by Hall Trustees that costs for work/reports relevant to the NVH should fall to NVH project funds. At the previous meeting an estimate of costs falling to the BPC account of £1500 was agreed. In the outturn this has proved to be some £1750, leaving approximately £500 from the precepted amount for this year to cover any costs arising from the consultation process.

Separately, it is suggested that a sum of £5,000 is budgeted for costs falling to the Parish for legal fees and costs associated with any necessary change of use application for the Amenity Land.

Finally, it was suggested by MC that Councillors give some thought to a grant to support the community-wide and external fund-raising campaign that will be essential to raise the money required to build and equip the new hall. This campaign will require professional fund-raising support, investment in IT for cloud-funding appeals and other enabling systems and processes (such as enabling people to leave legacies to the fund). It would look strange if the Parish were to bring the NVH project to the threshold and then fail to support the major push to bring it to fruition. An application for such a grant will be made in due course.

Items 7.1, 7.2, 7.3 and 7.4 of the agenda were voted on: Proposer: MM; Seconder: IM; agreed by all Cllrs present.

Item 7.5 of the agenda will be discussed at a future meeting.

#### **19.50 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR**

PW and AC were unavailable at the meeting to give an update.

#### **19.51 PLANNING**

##### **19.51.1 Applications received - none**

##### **19.51.2 Bourton Mill**

JM reported that he barriers had been made and at present were being galvanised. They will be fitted next week. The man from Highways is coming on Thursday 31<sup>st</sup> and the road should be open on Friday 1<sup>st</sup> or Saturday 2<sup>nd</sup> February. MW asked how many sales had taken place and JM informed him that 3 houses had sold. The second phase of building should be starting in February.

#### **19.52 FINANCE**

##### **19.52.1 ACCOUNTS TO BE PAID**

E Wynn	January wages: £403.62 (net) £20.50	£424.12 (BACS)
PM Cowell	Invs 1637 (£183.60); 1638 (£152.40) 1639 (£60.00)	£396.00 (BACS)
Village Hall	Hall Usage November/December 2018	£48.00 (BACS)

##### **19.52.2 Accounts Paid**

DELL (via E Wynn)	Purchase of new laptop and Office 365	£590.46 (BACS)
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##### **19.52.3 Accounts Received**

None.

##### **19.52.4 Grants and Donation Applications**

None received.

Proposed by IM, Seconded by MC and agreed by all Cllrs present.

#### **19.53 WILDLIFE AND HABITATS**

BS reported that a resident of West Bourton is looking after a back stock of Mandarin ducks. IM thanked the group for the works on the village gates.

#### **19.54 HIGHWAYS**

IM said that he will arrange a meeting with Roger Bell (DCC Highways) to review damaged road signs following the recent cleaning works and to get advice on any improvements to road markings in Church Track and the junction by the War Memorial. He will then give an update at the next meeting.

#### **19.55 FOOTPATHS**

MC reported that there was further works that needed to be done on FP11 and that further materials had been ordered. AG thanked everyone involved in the works and said these had really improved this footpath. IM requested that the PC advertise for a Footpath Liaison representative and another advert for a Flood Warden. **ACTION: Clerk to place an advert in the noticeboards and on the website.**

#### **19.56 COMMUNITY SAFETY**

##### **19.56.1 SPEED WATCH TEAM**

SW sent her apologies and will report at the next meeting. IM reported that Dorset Police would be sending an officer during the year to accompany the team on their speed watches.

##### **19.56.2 UPDATE FROM PCSO VICKY**

See Open Forum.

##### **19.57.3 DEFIBRILLATOR TRAINING**

The Clerk explained that she had liaised with Julia Doel (South West Ambulance Service) and Gill Farndale (Head, St George's School) and had arranged for training to take place on Monday 18<sup>th</sup> March at 3.30pm in St George's school hall.

#### **19.58 CORRESPONDENCE**

None received.

#### **19.59 ANY OTHER BUSINESS**

MM gave an update on the planting of the memorial trees and reported that she and AG had been in discussions with the relevant person from the authorities as to what the legal implications would be regarding planting on verges etc. MM said that there were several possible sites and she would be in discussions with the Wildlife and Habitats Group in due course. IM asked that Councillor Training be an item on the next agenda and he said that he would contact DAPTC regarding this. IM explained that all the PC policies needed reviewing before the AGM in May and requested that this also be added as an item on the next agenda.

#### **DATE OF THE NEXT MEETING**

Monday 25<sup>th</sup> February at 7.00pm in the Village Hall.

**MW closed the meeting at 8.38pm**

Chairman:

Date: 25<sup>th</sup> February 2019

**Note: The minutes will be reviewed and formally ratified by the BPC on 25<sup>th</sup> February 2019**