

MINUTES OF A MEETING OF BOURTON PARISH COUNCIL HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY, 25TH FEBRUARY 2019

PRESENT: M Martin, M Chapman, M Withers, I McVie, A Gillett, A Miller, P Williams, A Cattaway, E Wynn (Clerk)
APOLOGIES: G Miller

ATTENDING: 31 members of the public.

19.60 APOLOGIES – AS PER ABOVE.

19.61 OPEN FORUM

MW welcomed everyone to the meeting.

- Several MoP's raised the subject of recent developments on the piece of land adjacent to New Close. MW explained that this was on the agenda item 6 and would be discussed then.
- MoP raised an issue regarding the owners of cars who had recently attended an event at the village hall. Cars were parked on the pavement making it dangerous for pedestrians. MW and IM confirmed that parking on a pavement was illegal. NH stated that he places large "No Parking" signs whenever there was an event at the hall. MW suggested the use of 6 or 8 cones as an extra deterrent.

19.62 DECLARATIONS OF INTEREST

AM declared an interest in agenda item 8.2 – planning application 2/2019/0096. IM declared an interest in agenda item 9.4 – Bourton Village Day.

19.63 MINUTES OF THE PREVIOUS MEETINGS

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

19.64 ACTIONS ARISING FROM THE MINUTES

Clerk to arrange for parish grit bins refilled – done.

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

Clerk to place advert for Flood Warden and Footpath Representative – done.

Clerk to write to St George's school re the hedge along West Bourton road – done. The clerk reported that an email had been received from the head teacher at St George's school which said that it was agreed at the last Governors meeting to request a quote from P Cowell repair the hedge. AG explained that the recent Land Registry search showed that the freeholder of the boundary hedge is DCC. MM said if the PC have any responsibility then it needs to repair the hedge as soon as possible. IM said that clarification is needed regarding the quotes and if necessary, to follow this up, keeping the item open so that BPC can revisit this issue. MM suggested that this issue is raised with DCC and AC reported that he had approached the offices of DCC and their answer was to fully accept responsibility of the footpath but that the hedge is the responsibility of the school/church/BPC. MW said the PC should get the repair works done now and then look into recompense from DCC.

19.65 LAND AT MILL LANE/NEW CLOSE

MW responded to comments made by a MoP in the Open Forum regarding what they perceived as a lack of action from the PC regarding the ruination of the area of land. MW explained that approximately ten years ago BPC looked into the position of the land regarding a planning condition. The advice given then was that the residents should get the land declared as a Parish Green but at that time the residents decided not to. MW said that BPC made more than just one phone call and he rejected the comment of "a lukewarm response". PW reported that he had been engaging with Mark Hitchcott, Senior Enforcement Officer at NDDC, with several emails from PW to Mr Hitchcott and to Hannah Smith at NDDC. PW was told verbally in 2018 that the planning condition still applied but the most recent email from Mr Hitchcott was disappointing news as NDDC stated they were unable to act because the conditions were not precise enough for them to do so for the following reasons:

- It is not at all clear what area of land makes up the open space. The plan you forwarded to me is not shown on our records and it is not clear this is an approved plan. The approved plan does not have any shading or clear line marking the extent of the open space. Therefore, it cannot state clearly what area needs to be retained.
- Even if the plan provided by PW was an approved document the condition on its face only requires that the open space land be laid out before the occupation of the dwellings. It does not have a further requirement that it be retained as laid out from then on, or further that it be so retained for the purposes of allowing public access (as opposed to merely allowing access to the residents of the dwellings approved by the permission).

- The guidance NDDC have from the courts is that any legal document which sets out requirements which can lead to prosecution have to be precise and NDDC cannot imply anything should be done that is not clearly stated in the document.
- As such NDDC do not propose to take this matter further and will be closing their investigation. NDDC will try to update all those members of the public who have been in contact us in due course.
- Members of the public may have rights by long user (or a similar mechanism) to continue to access or walk across the land. Whether or not that is the case would not be a matter for us to advise on in our role as the local planning authority, but the member of the public may wish to seek legal advice on the point. Further information on such long user rights is likely to be available from the Open Spaces Society, whose website is <https://www.oss.org.uk/>

AG explained that in the past an application had been made but at that time there was insufficient evidence. However, that's not to say user evidence cannot be gathered again by residents and AG said he would be willing to discuss this with regards to the public rights of way aspect. MW reported that he had received a message from the NDDC Tree Officer that said the Freemans had contacted them about the felling of the trees and that the Tree Officer had visited the site. From their point of view there were no grounds to have an emergency Tree Protection Order put in place and therefore the trees could be felled. AG reiterated that he would be happy to give advice to the residents regarding this matter but that first contact should be made via the Clerk.

19.66 NEW VILLAGE HALL

MC gave the following report:

1. It is believed that the planning applications submitted by the respective owners/agents may be considered by the last NDDC Planning Committee meeting at the end of March. The application for the Jubilee Field site is in its consultation phase and is an agenda item for the BPC meeting.
2. The Trustees of the hall have drawn up and submitted a summary justification for a new village hall to support NDDC consideration of the matter. This is attached to this report.
3. The Trustees have reaffirmed their unanimous support for the Jubilee Field site for the reasons laid out in the further attachment to this report.
4. Action has begun to improve the presentation of and management arrangements for the current hall in order to demonstrate the effectiveness of the management team and to maximise activity at the hall in the period before a new hall is built.
5. Preparation continues for future discussions on a S106 agreement and on the planning for the major fund-raising campaign that will be enabled by the approval of outline planning.

Regarding point 5, MW asked if the application for the Jubilee Field site contained comments re the Section 106 agreement. MC replied that the Jubilee Field application did include a Unilateral Undertaking to transfer the land to the PC on grant of planning permission as laid down in the Neighbourhood plan policy."

19.67 PLANNING

19.67.1 Applications received

2/2019/077/OUT

Proposal: Develop land by the erection of a village hall and 9 no. dwellings, form vehicular access (outline application to determine access). **Location:** land at Chaffemoor Farm, New Road, Bourton, Dorset.

MW invited MC to start with comments from the Village Hall Trustees and MC reported that the Trustees of Bourton Village Hall support the preference expressed in October 2018 by Bourton Parish Council for Jubilee Field (Land to the east of Chaffemoor Farm) as the location for a new village hall for the following reasons (for all these factors, it is considered that the Jubilee Field site presents either an absolute or a clearly superior solution compared with the alternative short-listed site):

1. The co-located positioning of a new hall and the amenity land is advantageous to both, enabling outside activities, a venue for village events and supporting other future potential projects such as a play/sports area. It is noted that the amenity land is available without significant remedial works, is not crossed by a watercourse and is unlikely to require substantial continuing care and maintenance.
2. The location, planned appearance of and long views from the new hall as proposed will result in a facility with strong appeal as an attractive and easily accessible day-to-day facility for the village and its surrounding area and as a venue for use by service providers and for other meetings and events.
3. Adequate car-parking arrangements, including provision for periodic overflow are readily available on this site. It is noted that the presence of the hall and its access may also serve to contribute to the management of the speed of traffic entering the village.
4. The self-contained nature of the Jubilee Field location should provide effective future-proofing for any potential expansion of the hall and its facilities and against operational constraints that might arise from any changes in nearby land use.

5. The Jubilee Field location offers scope for the development of cross-benefits between Hall, Church and School due to their mutual proximity, promoting community well-being.
6. The applicant's solicitor has provided a Unilateral Undertaking to transfer the land to the PC on receipt of planning permission.

Trustees believe the strength of the case for a new hall on the Jubilee Field site will enable a full-scale campaign to raise funds, win grants and gain other support. It is also noted that the location of a new hall and the enabling housing development on the Jubilee Field site directly impacts a limited number of other properties and that generous mitigation has been included in proposals wherever possible. IM commented that this is an outline planning application relating to management of noise from the site and parking. IM said that the PC's previous observations and comments had already supported this application and should still do so with provisos. Proposer: IM; Seconder: MC; 5 in favour; no one against; 1 abstained. MW to write letter of support to NDDC Planning Department.

19.67.2

2/2019/0096/FUL

Proposal: Convert classroom and school office into 1 No. dwelling. **Location:** Classroom and office at Hollyfields School, Blackwater Lane, Bourton, Dorset, SP8 5PF. MW explained that the main school had closed some years ago with one area kept as a classroom for private tuition, but the owner was now retiring. MW said from a planning perspective he could see no reason for objecting to this application. Proposer: MM; Seconder: IM; 4 in favour; 2 abstentions.

19.67.3 Bourton Mill

JM said there was very little to report with no much going on at the site. There had been an article in the Blackmore Magazine regarding the Section 106 with the developer trying to evade the supply of affordable housing on the site. PW said this was going to be discussed at the committee meeting tomorrow. MW thanked JM for all her efforts in getting the road re-opened.

19.68 FINANCE

19.68.1 Accounts to be Paid:

Mrs E Wynn	February Wages £403.62 (net) and £20.50 (Expenses) Stationary £	£424.12 (BACS)
HMRC	PAYE for Nov/Dec 2018 & Jan 2019	£302.92 (cheque)
Dorset County Council	To purchase 2 x laminated A1 size maps for the Parish Noticeboards	£20.00 (BACS)
Upper Stour Magazine	Overdue invoice for flyer delivery for Bourton Village Plan	£15.00 (BACS)
Cllr Andrew Gillett	Land registry search for St George's School field	£12.00 (BACS)
DAPTC	Overdue invoice for 9 th March 2018 Annual Conference (delegate: Simon Firbank)	£70.00 (BACS)

19.68.2 Accounts Paid:

None		
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19.68.3 Accounts Received:

None		
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19.68.4 Grant Applications Received:

Bourton Village Day	Grant towards the 2019 Village Day on 21 st July	£1000
Bourton Bash	Grant towards the 2019 Bourton Bash on 24 th August	£1000
Life Education	Health, Well-Being & Drug Prevention education to all of St George's School pupils	Up to £250.00

SM and TB gave a brief update on the grant application for the 2019 Bourton Village Day. SM explained that they had originally envisaged a grant of £500 but this year the school have asked for a contribution towards the marquee. The extra cost involved had not originally been identified hence the increase to £1000.

AR and TS were present to request a grant application for £1000 towards the 2019 Bourton Bash. MW said this had been very successful in 2018 and PW explained that the £600 that had been granted as a loan for the 2018 Bourton Bash had been repaid in full. IM suggested a grant of £500 and a loan of £500 with a caveat regarding the weather.

The Life Education grant request was discussed, and it was agreed that health, well-being and drug prevention is already part of the school curriculum. IM suggested that the applicant resubmits an application but follows the BPC for grant applicants. Then this could be on the next agenda and considered at the next meeting.

Items 9.4 Bourton Village Day and Bourton Bash: Proposed by MC, Seconded by PW and agreed by all Cllrs present.

19.69 REVIEW OF PARISH COUNCIL POLICIES

IW reported it is a requirement that all the Parish Council Policies are reviewed before the Annual General Meeting in May. IM proposed that each parish councillor takes at least one policy to review and that consultation via email is done before the May meeting:

POLICY:	REVIEWED BY:
Financial Regulations	Eve Wynn (Clerk)

Planning Applications Policy	Peter Williams
Playground Inspection Procedure	Andrew Gillett
Code Conduct	Iain McVie
Standing Orders	Iain McVie
Child Protection Policy	Margaret Martin
Flood Warden Job Description	Mike Chapman
Cemetery Inspections	Allan Miller

19.70 WILDLIFE AND HABITATS

BS gave a report on the recent survey of the River Stour conducted by the Wild Trout Trust and said the results were quite worrying. MW asked if the Environment Agency had consulted the Wild Trout Trust in the original Mill site development application as the as built fish pass was not fit for purpose as concluded in the Report? Apparently they had not. AM said that with regarding farming practices many farmers are already taking huge steps in trying to dramatically improve what they do regarding fencing out the banks, levels of ammonia etc and MW agreed. BS suggested that support from the community was needed to improve the environment and asked that BPC support the development of a new sub-group so that it could action the findings of the survey. MM said that the current Wildlife and Habitats group had an excellent and specific role within the parish, but the proposed new group would have a never-ending role – MW asked if BS could get the man-power to deal with such massive tasks? BS said it would need a piecemeal approach. IM suggested a compromise with BS to write a set term of recommendations and that these are presented at the next meeting. Proposal: terms of reference presented at the next meeting. Agreed by all councillors.

19.71 HIGHWAYS

19.71.1 VERGE CUTTING AGREEMENT

The clerk had received an email from Graham Stanley re the continuation of the existing agreement. Clerk to confirm for new financial year and revisit next year. MC asked if the current agreement included the use of weed killing and it was confirmed that it would be included in the next agreement.

19.71.2 REFURBISHMENT OF IRON FINGERPOSTS B3018

The clerk reported that a cheque had been received that morning from CPRE for £400. There are two badly damaged and worn finger posts on B3081 at the junctions with West Bourton Road and Tinkers Lane, both are in the Bourton Parish. The repair of such posts is not funded by the county or district. IM reported that he had contacted the recommended charity, [Dorset Fingerpost Project - Dorset AONB](#), that has volunteers who repair such road furniture. They have provided a cost for parts which are £1600 and £800 respectively. IM had obtained an agreement from CPRE to provide a grant of £200 per post as BPC would use their recommended charity for the works. IM proposed that the parish fund the remaining cost of the works which would be £2000 which would come out of this current year council funds. MM said the costs sounded absurd for what it involved and suggested a metal sign, similar to the one for St George's school. IM said this wouldn't be possible for a sign on highways owned lane. AM said the sign on Tinkers Lane was constantly damaged by lorries and PW said the sign on West Bourton Road had a metal finger with "Cucklington" on it so should not be done by BPC. IM said agreement needed to be made about either repairing the signs or a request to DCC Highways be made to remove both signs. Other suggestions were made regarding sourcing different companies or volunteers that can do the works. PW and MM agreed to look at alternatives.

19.71.3 PURCHASE OF REPLACEMENT BENCH OPPOSITE WAR MEMORIAL

IM reported that the bench at this location had been repaired a number of times in the last six years but is now beyond saving. This bench was provided to the parish by the family of a long-standing resident. IM said he would like to ask the parish council to fund the purchase of a new bench made from re-cycled material that has no ongoing maintenance costs, apart from an annual clean down. IM had secured three quotes (all excluding VAT) and these were British Recycled Plastic UK £215.60, Reformed Plastics, Bournemouth £260 and Glasden UK £331. All three will require fitting by our verges contractor which should be no more than £100 which would include disposing of the old bench and transferring the dedication plaque. IM said he would like to propose the purchase from British Recycled Plastic UK plus subsequent fitting, in total £315.60 plus VAT. Proposer: IM; Seconder: MM; Agreed by all councillor's present.

19.71.4 DCC ROADS AND SIGNS MAINTENANCE

IM reported that, as mentioned at the last meeting, he had now met with Roger Bell from DCC and they have reviewed a number of highways matters in the parish:

1. Road markings Church Track DCC to paint give way lines and a left turn arrow has been done.
2. Blue P Parking signs on main road leaving village towards Wincanton will be resolved with the smaller one to be replaced and the removal of the larger badly worn sign
3. Road signs in West Bourton Road, DCC will look to see if they can be replaced.
4. Re surface West Bourton Road was reviewed last year by DCC and marked as no action, therefore we will encourage individual reports where potholes appear and hopefully the next review will lead to full re surfacing works in 2019/20.
5. Mill Rise re surface should have been done when top dressing was completed in village, but due to condition was not done and a full re surface was to be progressed - IM is chasing this up with Ian Newport at DCC. IM had also asked one of the residents to encourage all residents to report the state of Mill Rise road surface on www.dorsetforyou.gov.uk This work may be deferred to coincide with the resurfacing required in Bridge Street once building works are completed at the mill site.

6. New Road j/w West Bourton Road (by War Memorial) the options for the existing cross hatching are being reviewed and we await an update from DCC.

7. The parish council will request a street clean along main road and a number of side roads via www.dorsetforyou.co.uk

19.72 FOOTPATHS

MC reported that no further action had taken place on FP11.

19.73 COMMUNITY SAFETY

19.73.1 SPEED WATCH TEAM

SW reported that the team had now been going to 4 years. The group are due to do some 6am starts with the speed watch equipment. SW also reported that 2 of the batteries had recently failed and therefore had purchased a replacement battery at a cost of £42.50. SW said that the SIDs were PC assets and therefore requested that replacement batteries are purchased on an ad-hoc basis with the cost to be reimbursed from the PC. All councillor's present agreed.

19.73.2 UPDATE FROM PCSO VICKY

No update received.

19.74 CORRESPONDENCE

A letter of invitation had been received from Simon Hoare MP for a representative to attend a Roundtable meeting on 1st March to discuss any local issues.

19.75 ANY OTHER BUSINESS

MW said the Bourton Village Panto was fantastic and thanked Elaine Chapman for all her hard work in producing the show. MW had been asked by a MOP when the Silent Soldiers would be taken down from their current positions – this had been agreed at a previous meeting that the date would be on the 6th June. It was agreed that they would be positioned with the new trees that are to be planted in the village. The clerk said she had spoken to the GiS Team at DCC and they could supply two laminated maps at a cost of £20 but it was agreed to use some maps remaining from the Neighbourhood Plan. Clerk to cancel DCC request if they haven't already made them. IM thanked those involved in the recent John Blaishnell event in the Village Hall. The clerk made a request to purchase a shredding machine for the disposal of PC documents, but IM said he had one in his loft that he would be happy to pass on. AC commented that the agenda had not had an item for reports by County or District Councillors and requested that this item be included on future agendas.

DATE OF THE NEXT MEETING

Monday 25th March at 7.00pm in the Village Hall.

MW closed the meeting at 8.50pm

Chairman:

Date: 25th March 2019

Note: The minutes will be reviewed and formally ratified by the BPC on 25th March 2019