

**DRAFT MINUTES OF A MEETING OF BOURTON PARISH COUNCIL  
HELD IN THE VILLAGE HALL AT 7PM ON MONDAY 25<sup>TH</sup> JUNE 2012**

**PRESENT:** S Firbank, D Lawes, G Miller, A Miller, C Price, M Withers  
**APOLOGIES:** H Baker, P Williams  
**ATTENDING:** H Ransley (The Clerk), Helen Reed from NORDCAT, Andrew Cattaway and 6 members of the public

**12.72 OPEN FORUM**

Ruth Hounsell has represented the village on transport issues and gave the following reports:  
58/158 Bus Committee

This used to be a single bus running between Yeovil and Shaftesbury but it is now necessary to change to another bus at Wincanton. This may again change back to a single bus at some point. There is likely to be a small change to the timetable because of the time it takes to get through all the traffic lights in Gillingham. Disappointingly, the number of representatives attending meetings has dropped from an initial 12 to 4.

NDDC Travel Study Workshop

This was a meeting was held to discuss community and public transport. Unfortunately Bourton had not been included in their survey. Key priorities were Integrating public/private bus services & community minibuses, Community car schemes, Medical transport, Places & areas working at a local level and Reducing the need to travel.

They are considering setting up local hubs that members of the public can call to find out information about all transport services in their area. As well as the Mere Linkscheme, there is a Gillingham Linkscheme servicing the SP8 postcode which is for the disabled, elderly and those with no other means of transport.

Helen Reed from NORDCAT reported that starting from 20<sup>th</sup> July, there will be a bus service from Bourton to Gillingham on a Tuesday and from Bourton to Wincanton on a Friday. It will stopover for 1½ hours before returning to Bourton. NORDCAT will do a leaflet drop in Bourton when the details have been finalised. Anyone wishing to use NORDCAT services needs to register and pay an annual membership fee of £5. The Clerk has a small stock of leaflets.

Ruth Hounsell said that Highways had not responded to her complaint about a blocked drain outside her home. **HR** and **Andrew Cattaway** to follow up.

**12.73 NEW PARISH COUNCILLOR**

Les Jones was the only person to have officially applied for the vacancy left by Brian Martin. Les was welcomed to the Parish Council and signed the Declaration of Acceptance of Office.

**12.74 DECLARATIONS OF INTEREST**

Simon Firbank and Cathy Price declared a personal interest in Bourton Mill (neighbours).  
Mike Withers declared a personal interest in the New Village Hall development.

**12.75 MINUTES OF THE PREVIOUS MEETING**

The minutes of the Annual Meeting and the monthly Meeting held on 28<sup>th</sup> May were agreed and signed as a true record.

**12.76 ACTIONS ARISING FROM THE MINUTES OF THE ANNUAL MEETING**

Forms to add Mike Withers as a signatory on the Lloyds Bank Account had been completed. **HR** is waiting for a confirmation letter from the bank.

Brian Martin had thanked the Parish Council but had declined the honorarium offered to him for the ongoing quarterly audit.

HR and HB have checked the playground equipment and HR has updated the Asset Register and AON insurance accordingly. The Hags Stone is the small climbing wall in the newer activity centre.

## **12.77 ACTIONS ARISING FROM THE MINUTES OF THE MONTHLY MEETING**

### **12.77.1 Bonfires**

**HR** had missed the deadline regarding awareness of the effect of bonfires on neighbours in the Parish Magazine.

### **12.77.2 Playground**

The cheque for the Soft Pour had been cancelled and re-issued. Phil Cowell is laying the Soft Pour this week.

### **12.77.3 Parish Website**

**HR** had been unable to speak to Jim Mann due to holidays and work commitments. **HR** to progress and report back at next meeting.

### **12.77.4 Rent from Gerald**

**GM** still to speak to Gerald about outstanding rent.

### **12.77.5 Guinea Lodge**

**HR** had advised Planning/Building Control that works were progressing at the site. There are aware of paperwork having been received and that a inspection had been undertaken a short while ago. They advised that Stuart Lucas would go and have a look. **GM** had also spoken to Building Control. **HR** to write to Steve Graser, Chief Enforcement Officer to ensure this is followed up.

### **12.77.6 Breach Close**

In spite of assurances from Spectrum that the work had been scheduled, hardcore and other rubbish has still not been removed. **HR** to write to Spectrum to complain.

### **12.77.7 Signs**

**DL** reported that the frame for the Breach Close sign had been fixed but the sign is not in place. **HR** to follow up this and the County sign at the Zeals end of the village.

## **12.78 REPORT BY THE DISTRICT AND/OR COUNTY COUNCILLOR**

Andrew Cattaway reported that there is an underspend of just less than 1½ %.

## **12.79 PLANNING MATTERS AND APPLICATIONS RECEIVED.**

### **12.79.1 Applications received**

None

### **12.79.2 Permissions received**

None

### **12.79.3 Bourton Mill**

**GM** had spoken to John Hammond. Mark Wood is dealing with this now but there is no progress to report so far.

**SF** had spoken to Roger Smith at Clublight. They are frustrated at the lack of progress.

**HR** to write to John Hammond for an update and requesting an opportunity to consult with Mark Wood before he submits his report to Council.

**SF** read out a letter from Mr Crisp, Principal Building Control Officer received in response to **HR**'s letter regarding safety concerns. **HR** had subsequently spoken to Mr Crisp who advised we could arrange to meet Stuart Lucas at the site. **HR** to ask Keith Hallett to meet with Stuart Lucas.

**MW** had read through the Environment Agency report and advised that it was very non-committal about whether the development should go ahead or not. Dr Clarke's views are being taken into account.

## 12.80 FINANCE

### 12.80.1 Accounts to be paid

Ruth Hounsell	Mileage for attending transport meetings	£16.00
GC Dukes	Refurb old noticeboard at garage	£185.00
St George's School	Grounds maintenance	£373.50
Play Safety	RoSPA report	86.40
Mere Fabrications	Fixing damaged tent components	£84.00
Gala Tents	Replacement parts for tent	£58.60

£1,595.76 left over from the Village Design Statement to be re-allocated to the Neighbourhood Plan project.

*Proposed by CP and seconded by GM it was resolved to pay the above accounts and re-allocate monies to the Neighbourhood Plan.*

### 12.80.2 Mileage Payments

Mileage is currently paid at 40p per mile. Current HMRC guide figure is 45p per mile. This will be reviewed at the next meeting.

### 12.80.3 Sign off 2011-2012 Accounts

*Proposed by MW and seconded by CP it was resolved to approve the 2011-2012 Accounts.*

## 12.81 DIAMOND JUBILEE

SF had written to the Sturts, the Moorbys, Tom Shean and the Headmaster thanking them for their hard work.

The Parish Council agreed that it had been a very successful series of events and greatly appreciated the time and effort that had gone into it's organisation. They thanked the Diamond Jubilee Committee and it's helpers for all their hard work.

Jubilee accounts will be discussed at the next meeting.

It was agreed that the Jubilee Committee should be asked to pay for fixing the tent which was damaged in the bad weather. **HR** to follow up.

## 12.82 NEW CODE OF CONDUCT

DAPTC have recommended adopting the NALC Code of Conduct template and Stuart Caundle, as Monitoring Officer, has issued a model Register of Interests form.

HR had distributed copies of these documents to all councillors. **Councillors** to complete the Register of Interests form and return to HR as soon as possible. Forms must be returned to NDDC before 28<sup>th</sup> July.

SF read out a paragraph that Stuart Caundle had highlighted in his email of 20<sup>th</sup> June:

"...if an item comes up for discussion at a council meeting or council committee meeting (after 1<sup>st</sup> July) which relates to something that should go on a councillor's register; they must refrain from taking part in the discussion or voting on it. If the councillor has already put the interest on their register and returned it to me, they have no obligation to declare that interest. If they have not yet put the interest in their register and returned it, they will have to declare the interest before the item is discussed."

**HR** to confirm with Stuart Caundle whether the Register of Interests form should be completed by those working on projects or attending meetings on behalf of the Parish Council.

## 12.83 NEW VILLAGE HALL

Nothing to report.

## 12.84 WIND TURBINES

PWs draft letter was reviewed and a couple of changes were made.

*Proposed by MW and seconded by CP it was resolved to accept the amended letter. 6 voted in favour and 1 abstained.*

## 12.85 VILLAGE PLAN UPDATE

The Neighbourhood Plan will address many of the issues on the Village Plan. There was some discussion about how best to disseminate updates to the plan, including a leaflet drop or an insert in the Parish magazine.

Andrew Cattaway said that Highways had not received any formal request regarding traffic-related issues in Bourton. The cost of making improvements will have a significant bearing on what can actually be done and we need to bear that in mind in our proposal.

This will be discussed at the next meeting.

## 12.86 NEIGHBOURHOOD PLANNING

MW would like to send an information paper and a questionnaire to all homes. He will also apply to North Dorset requesting Bourton Parish be accepted as an area for Neighbourhood Planning. This will be done in the next 4-6 weeks.

## 12.87 CORRESPONDENCE

From	Subject
RoSPA	Report on Playground HR, SF and HB have copies. Recommendations are in hand.
Register of Electors	Poster has been placed on garage noticeboard urging people to register
Julie Girling, MEP	Poster has been placed on garage noticeboard
CPRE	Invitation to Summer Party on 23 <sup>rd</sup> July at Fifehead Neville. Cost is £6 per member and £4 per guest.
Dorset Community Action	Notification of meeting with Wessex Water regarding low water levels in local rivers on 27 <sup>th</sup> June at Gillingham Town Offices

## 12.88 A.O.B.

CP spoke on behalf of HB who is finding it difficult to attend Monday meetings due to family commitments. SF said that a Monday meeting suited the majority of councillors so could not be changed but that he thought it would be possible to pay for childcare to enable HB to attend.

LJ said the roadside gutters down to the bridge over the A303 and to the doctors surgery are full of weeds. They could be pulled out but should really be sprayed with weed killer to do a proper job. HR to follow up.

## 12.89 DATE OF NEXT MEETING – MONDAY 23RD JULY AT 7PM

Chairman: .....

Date: .....