

**MINUTES OF A MEETING OF BOURTON PARISH COUNCIL
HELD IN THE VILLAGE HALL AT 7.00PM ON MONDAY, 26TH NOVEMBER 2018**

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

APOLOGIES: None received. MW explained that Councillor Tim Heaton had resigned due to pastoral reasons. MW thanked Tim for all his hard work as a councillor and wished him good luck for the future.

ATTENDING: 16 members of the public.

19.08 APOLOGIES – AS PER ABOVE

19.09 OPEN FORUM

MW firstly opened the meeting by welcoming all the members of the public.

- MoP asked for copies of the letters under agenda items 14.2 and 14.3.
- MoP requested that the grit bin outside Twine Cottage be topped up.
- MoP informed the council that the election booths were still outside the village hall. The clerk said she had already asked Electoral Services to collect them many months ago. One more request would be made and if the booths were not collected in a timely manner then they would be disposed of.
- MoP wanted to discuss the Sandways site, but MW explained that this would be discussed under agenda item 8.1.
- MoP informed the council that the school hedge alongside the West Bourton Road had many gaps in it and children were able to slip through very easily. MW explained that the PC only have a licence for the land where the play equipment is, the PC didn't own the land and therefore the responsibility for the hedge is with DCC. It was agreed that the clerk look further into the ownership of the hedge.
- MoP gave an update on Wildlife and Habitats. He requested help in planting the bulbs around the village which would take place on Saturday 1st December.

19.10 DECLARATIONS OF INTEREST

AG said he had a personal interest in as the applicant and of planning application 2/2015/1315/OUT and as the landowner of Sandways Farm. MW also declared an interest due to him being the original applicant and therefore requested that MM step in as Chair for this item of the agenda.

19.11 MINUTES OF THE PREVIOUS MEETINGS

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

19.12 ACTIONS ARISING FROM THE MINUTES

Planning Application 2/2017/1357/OUT land adjoining Sandways Farm – **ACTION: Clerk to inform NDDC of consultation decision – done.**
Village Tent – missing panels. **ACTION: Clerk had looked in the school container and the panels are in a large green bag (as confirmed by IM).**

19.13 REPORTS BY THE DISTRICT AND/OR COUNTY COUNCILLOR

AC said there was little to report other than the 2nd tier of management is soon to be resolved at the Dorset Unitary Council. PW said he had nothing to report.

19.14 NEW VILLAGE HALL

NEW VILLAGE HALL

MC said that discussions now needed to take place with the local planning authority on the basis of more detailed layouts and plans for the selected Jubilee Field site, equivalent to those for the Sandways site now held in reserve. For this to happen the PC would need to contribute to the cost of the preparation for such discussions and subsequently of any planning application. It was agreed in the May meeting that an amount of £3,000 would be committed to cover this sort of cost from the budgeted estimate for the current year of £3,500. Some has already been spent in preparation for the community workshop, for example the drone video. MC proposed a committed expenditure not exceeding £1500. Proposer: MC, Seconder: PW, Agreed by 5, with 2 abstaining.

19.15 PLANNING

19.15.1 Applications received

2/2017/1315/OUT

Proposal: erect 1 No. dwelling (reserved matters application to determine access, layout, scale, appearance and landscaping, following grant of Outline Planning Permission) **Location:** Sandways Farm, New Road, Bourton, Dorset SP8 5BQ.

AG left the room and MM took over as Chair. MM reported that a letter of concern re this application had been received from an adjoining neighbour who was objecting due to the planned 2 parking spaces. MW explained that this application was a renewal of the outline planning application previously approved by BPC as a consultee and it would be difficult to now object to NDDC. MM said there was a degree of goodwill between the applicant and the adjoining neighbour regarding the possibility of the parking spaces being moved further away from No. 3 and 4 Sandways. IM said the PC had previously already approved the application, so it would have to stand by this - however, the PC could support the caveat regarding the re-positioning of the parking spaces.

Proposer: IM, Seconder: MM, Abstention: PW and MW, agreed by all other councillors' present. MW to draft a reply for the clerk to send to NDDC as soon as possible.

19.15.2 Bourton Mill

JM reported that, finally, the plans for the safety barrier had been signed off, pending a few minor alterations to the drawings. This is not stopping the necessary work going ahead to produce the barriers. JM said she would be checking on Thursday 29th November and would be keeping Councillor Cattaway informed so that he could speed up the Dorset County Council if or when necessary. JM said that the footpath cannot be opened until the road is opened. JM also said that the compensation basin hadn't had the topsoil on it yet. The basin is still the responsibility of C.Field and MW explained that the piece of land is due to be given to the PC under a Section 106 agreement, but it would be down to the PC whether to accept it due to the continued upkeep. Until the agreement is signed the land is still the responsibility of C.Field. JM said that the footpath/pavement is in a terrible state and that she would be speaking to Hannah Smith at NDDC. A MoP asked if the basin is at the correct level as he hadn't heard anything re the height of the land – is there a timescale that anyone is working to? JM said Hannah Smith is aware of peoples concerns re the basin and enforcement are also on the case regarding the pavement. MW said the PC would write to NDDC about these concerns and would ask for a response. PW reported that 4 houses have been sold with one property due to being occupied by mid-December.

19.16 FINANCE

19.16.1 Accounts to be paid

E Wynn	November wages: £403.62 (net) £20.50 (expenses)	£424.12
PM Cowell		
Village Hall	Hire of hall August/September/October	£70.00
St George's School	Grass Cutting	£373.00
Major Simon Firbank	Engraving on the salver plate	£15.10
The Royal British Legion	Remembrance Day Poppy Wreath	£30.00

19.16.2 Accounts received

North Dorset District Council	Precept	£9520.00
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Proposer: PW, Seconder: AM, agreed by all Councillors present.

19.16.3 Grants and Donation Applications

A request was made by the treasurer of St George's Church LCC for a cheque to be raised to pay the grant amount of £400 as agreed on 26th February 2018 under minute item number 18.68.3.

Proposer: PW, Seconder: IM, agreed by all Councillors present.

19.17 WILDLIFE AND HABITATS

BS gave an update and informed the council that he had been in contact with the Rights of Way Ranger at NDDC about replacing stiles with wooden kissing gates. The RoW ranger said if there were about 10+ stiles to be replaced then looking for external funding would be best. He explained that many PC's apply to the DCC community Fund for this kind of thing. If it is less than 10 then DCC may be able to get LTP funding if a contribution from the PC or from the landowner can be agreed. The RoW Ranger went on to say that once they were in place the gates are then the property of the landowners, so they have to be happy with having them installed. The wooden ones are not always the best at self-closing, metal ones rarely fail in this regard. AG advised BS that permission must but be sought from the landowner before any works took place. BS said he felt this should be undertaken by the PC Rights of Way Liaison Officer and since TH had resigned there wasn't actually anyone in post to do those sort of negotiations.

19.18 HIGHWAYS

AG reported that he had started looking at collecting further evidence to put Bourton in a better position in the future for considering a reduction in the speed limit. He had contacted Zeals PC and had also contacted Avon and Somerset police on how they went about enforcing the speed limit through Bayford. He outlined a number of other steps he would take and also mentioned National Government Policy which was clear that 30mph should be the norm in villages. AC explained that since 2000 he had been working on reducing the speed limit through Bourton. He said the road through Bayford was narrower and had more cars parked along it than the road through Bourton. AC said the residents of Zeals were very strongly divided on the speed measurements in place. AC said there was a long list of villages in Dorset

wanting a reduction in the speed limits with some of these villages having fatalities on their roads, but they were still struggling to get anything done. AG acknowledged AC's points but felt it was still worth pursuing, he said that he had also obtained a copy of the Traffic Regulation Order which covered Bayford and part of Wincanton restricting vehicles to 7.5 tonnes except for access, this could also be considered.

19.19 FOOTPATHS

MC reported that about 80% of the necessary works had been completed on Footpath 11, with some works still to be done.

19.20 COMMUNITY SAFETY

SW said there was nothing further to report other than that they are soldiering on.

19.21 CORRESPONDENCE

19.21.1 Freedom of Information Request received – **dealt with and acknowledged by applicant.**

19.21.2 Letter of complaint received against the Parish Council regarding its decision on the New Village Hall – **letter of reply sent by clerk and acknowledged by complainant. To be discussed further in the December Parish Council Meeting.**

19.21.3 Complaint received from owners of Sandways Cottage re dogs running around their garden rather than being on the line of Footpath 11 – **acknowledged by clerk and information re responsible use has been placed in the December/January edition of the Parish Magazine.**

19.21.4 Notice from the Land Registry of an application for Registration of a Person in Adverse Possession re land adjoining 16, New Close, Bourton – **Clerk and Councillor Gillett to research and draft a reply.**

19.22 PARISH COUNCIL IT EQUIPMENT

19.22.1 BPC Laptop/IT equipment

At the last meeting the Clerk reported that the PC should have its own lap top for use by the clerk. At present there is only a monitor and printer (not in use) and the clerk has been using her own lap top with all documents being stored on a memory stick. Further consultation with David Wynn (director at Computer World in Bristol) had taken place and it was suggested that for a budget not exceeding £500 it would be possible to purchase a Dell Inspiron 13 5000 laptop which would be more than adequate for the necessary office applications and web browsing needed for the clerk to carry out all relevant BPC work. It was also recommended that the Council purchase 1 x Office 365 personal subscription at a cost of £59.99 per year. Once the lap top was set up DW advised the PC to purchase a domain name for the parish and to migrate the Hotmail email away from Hotmail and into a new ".org" account.

Proposal: to purchase a lap-top for the clerks use at a budget of £500. Proposer: MW, Seconder: MC, approved by all Councillors present.

19.23 ANY OTHER BUSINESS

19.23.1 Permanent WW1 memorial

MM said that at the last meeting it was agreed to keep the Silent Soldiers insitu until 27th June 2019. MM said that some neighbouring villages had installed a permanent memorial, such as a tree or bench with a plaque that would be in place for some years to come. AG said that a row of trees would look very nice in the village. MC said that if the village can have a large rock celebrating the opening of the bypass then we should most definitely support MM's suggestion for a WW1 memorial. It was agreed that MM would investigate this and report back with some suggestions at a future meeting. MW thanked the MoP who had cleaned up the war memorial in preparation for the Remembrance Day service. The clerk reported that there was a loose step on the memorial and it was agreed that she ask PM Cowell to repair it

19.23.2 Asset Register

PW reported that he had retrieved the monitor and printer from Major Simon Firbank and had offered the items to St George's School who were extremely grateful to accept them.

19.23.3 Defibrillator

AG asked who was responsible for the defibrillator as the postcode written on it was quite faded. The clerk explained that it belonged to South West Ambulance service. The question was also asked who checks the defib and it was suggested that this should be done by the clerk. EW said she would do the monthly checks when she puts the agenda in the display boards.

DATE OF THE NEXT MEETING

Monday 17th December at 7.00pm in the Village Hall.

MW closed the meeting at 8.26 pm

Chairman:

Date: 26th November 2018

Note: The minutes will be reviewed and formally ratified by the BPC on 17th December 2018