

## **DRAFT MINUTES OF A MEETING OF BOURTON PARISH COUNCIL HELD VIA ZOOM AT 6.00PM ON MONDAY, 28<sup>TH</sup> MAY 2020**

**PRESENT:** Bourton Parish Councillors: Andrew Cattaway (Chairman), Peter Williams (Vice Chairman), Kevan Barton, Ian Cooper, Paul Curry, Simon Firbank, Fran Gillett, Roger Moores, Andrew Sturt.  
Dorset Councillors:  
Parish Clerk: Eve Wynn

**APOLOGIES:** None.

**ATTENDING:** 5 members of the public.

### **20.8 INTRODUCTION**

The Chairman welcomed everyone to the meeting. Chairman went through the procedures of the meeting and asked if the Clerk had a list of all questions submitted. EW confirmed that all questions had been forwarded to the councillors and were all connected to planning issues. AC said another member of the public had asked to submit a question but the Clerk confirmed that she had heard nothing further from them.

### **20.9 OPEN FORUM**

The Chairman deferred the relevant questions to each individual agenda item that they referred to. The Vice chairman unmuted all the members of the public so that they could ask their questions but only one of the 3 MoPs said that she had a question for agenda item 8.

### **20.9 DECLARATIONS OF INTEREST**

None.

### **20.10 MINUTES OF THE PREVIOUS MEETING**

KB asked if the recording of the previous meeting worked well and PW confirmed that he had recorded it. AC said the Clerk was very pleased with the outcome of the recording. AS clarified that in the last meeting VS had not wanted to cause the Clerk any distress but was simply seeking to understand why there was no mention of the Bourton Community Support Group in the Parish Councils contribution to the parish magazine. AC thanked AS for his comments. AC reported that AS had drafted 2 letters to Clubligh/ Developments and C.Field Construction which had been sent by the Clerk. The Clerk confirmed that as yet no replies had been received. AC thanked the Clerk for arranging the dog waste bins to be emptied and for placing the signs on each bin which requested dog owners to take their dogs waste home to be disposed in their blue bins. KB and the Clerk confirmed that the bins were not filling up or overflowing.

### **20.11 ACTIONS ARISING FROM THE APRIL MINUTES**

- Chairman to contact P. Cowell to clarify works had been completed on redefining the pavements. FG said these works were on a rotation every 4 years.
- FG to draft letter to Dorset Council regarding the poor state of the hedge on the West Bourton Road side of the school field.
- Extension on planning application 2/2020/0506/FUL – done.
- PW to write to Mrs Hindley-Maggs re land at Millers Lane – done.

At this point of the meeting AC raised the issue with the school fence and asked the Clerk to clarify the position on the quotes and she confirmed that the Parish Council's Financial Regulations state the requirement of 3 quotes for any works over £1000. The Clerk suggested that she sought another quote from a contractor known via her work with Somerset County Council and that she draft a tender that specifies exactly what the contractors are quoting for. **ACTION: Clerk to report these at the June meeting.**

### **20.12 REPORTS FROM DORSET COUNCILLORS**

BR had submitted a report prior to the meeting: There continue to be many press releases and updates coming out every day from Dorset Council as we progress through the COVID-19 crisis including the government's 50 page document OUR PLAN TO REBUILD: The UK Government's COVID-19 recovery strategy is currently being digested to understand what this new guidance will mean for Dorset.

#### **Virtual Meetings**

Cabinet held its first virtual meeting on 5<sup>th</sup> May.

The first virtual Local Plan Executive Advisory Panel (EAP) was held on Wednesday, 20<sup>th</sup> May.

The virtual Climate & Ecological EAP meeting scheduled for Friday, 22<sup>nd</sup> May, was unfortunately cancelled. Meeting to be re-arranged within a couple of weeks.

**Council employees** continue to work from home where possible. Frontline workers will carry on as they are with social distancing measures and PPE as appropriate to the role. Plans are being developed for future working arrangements for employees, observing social distancing.

**Community Shield** – On 1<sup>st</sup> May, the Government released data on a further 800+ vulnerable residents whom the Government/NHS weren't able to contact, so now working to put support in place for these people.

**Foster care** - A significant number of Dorset foster carers are shielding (15%) which affects fostering capacity. For more information visit: [FosterinDorset.com](http://FosterinDorset.com)

**Off street Car parks** – car parking charges have been reinstated at all of Dorset Council's open car parks following a gradual easing of travel restrictions by the government but to reduce physical contact with ticket machines, will only accept cashless payment methods until further notice.

**Schools** – Children's Services working very closely with early years providers and schools to plan for the potential return of pupils in certain year groups from 1<sup>st</sup> June, at the earliest.

**Transport Team** – is working with colleagues in Children's services to look at arrangements for when pupils may start returning to school, alongside transport for adult social care service users to take them to medical appointments, etc.

**Children's Services** - Child protection works continues as usual. Currently no significant change in the number of children who need to come into Dorset's care.

**Parents and carers worried about how their child is coping during the Corona-varius pandemic: new helpline: 01305 228300, open Monday to Friday, 9am to 4.45pm**

**Adults & Housing** - the housing team has housed more than 120 homeless households in temporary accommodation and will support into permanent accommodation. Since the start of the outbreak, housing teams have helped 28 rough sleepers from across the county into accommodation.

**Day Services** – currently reviewing everyone who previously received a day service and thinking about what support they need in future. Also considering possible changes in people's desire to place loved ones in care homes in the future.

**Business Grants** – As at 4<sup>th</sup> May, Dorset Council has processed 6,756 grants to local businesses.

**Unnecessary journeys** – Dorset Council continuing to deal with the repercussions of the government's relaxing of travel restrictions and work is underway around the phased re-opening of car parks at tourist spots and country parks, based on concerns from Police and key town and parish councils. As well as getting as many public toilets open as possible by Saturday, 23<sup>rd</sup> May.

**Household Recycling Centres** since re-opening on Monday, 11<sup>th</sup> May, there has been a steady but manageable increase in the number of people visiting HRC's. Please note: **Only visit HRC's to dispose of waste that poses a risk of injury or harm to health.**

**Highways** – teams are doing resurfacing work and making the most of quieter roads to get work done quickly

**COVID-19 Testing** - new mass testing site for Dorset at Creekmoor Park and Ride site.

Two temporary mobile units will move between Blandford Marsh and Ham car park, Dorchester Fairfield Car Park, Bridport, West Bay car park and Weymouth, Mount Pleasant Park and Ride, spending a full day, 10am to 4pm at two of the four sites. All sites are a drive through facility.

**PPE** - No care provider in the Dorset council area should now be without PPE.

**Support for unpaid carers** – More people are registering as unpaid carers than ever before and people in those caring roles are finding it much harder to cope than usual. If someone you know is looking after someone who couldn't otherwise manage on their own, residents can contact Carer Support Dorset, a free specialist service, available all year round to carers of all ages, offering support and information on mental health, finance and respite. Call

0800 368 8349, email: [admin@carerssupportdorset.co.uk](mailto:admin@carerssupportdorset.co.uk) or visit: [www.carerssupportdorset.co.uk](http://www.carerssupportdorset.co.uk)

**Recovery Strategy** - DC working alongside colleagues in the Local Resilience forum (LRF), have produced the first draft of the Covid-19 Recovery Strategy, setting out how communities will be supported in getting things back to "normal" once the pandemic has passed.

**The Dorset Council website** is an invaluable tool for finding out the latest information and about essential services affecting the public. **For those residents not on line, who have important questions or concerns, call Dorset Council on 01305 221000, 8am to 8pm, 7 days a week or email: [communityresponse@dorsetcouncil.gov.uk](mailto:communityresponse@dorsetcouncil.gov.uk).**

**All agenda and minutes can be found on the Dorset Council website: <https://www.dorsetcouncil.gov.uk>**

## **20.13 BOURTON COMMUNITY SUPPORT GROUP**

AC said that AS had sent an email this afternoon but the Clerk confirmed that she had not had time to forward it to the councillors before the meeting. AC explained that this was in response to questions he had intercepted from members of the public and he had in turn sent these via an email to AS and of which the email from AS

had largely answered those questions. AC personally thanked the group for the work they were doing. AS reported that the group no longer sees an immediate or pressing need to form a CIC as DCA has enabled them to obtain the requisite Public Liability Insurance cover for its activities. AS reported that the group are continuing to provide a valuable service to 15 to 20% of the homes in the village, along with a daily collection of prescriptions for vulnerable people in Gillingham at the request of the town council. AS confirmed that updating of the web site to reflect the latest guidance and services available is in hand and will be ongoing as the lockdown restrictions are lessened. SF advised that Kilmington and Zeals are also making use of their services. PW suggested that it would be good if one of the organisers of the BCSG could join a BPC (Zoom) meeting so that we would be able to thank them in person for their sterling work. AS agreed to pass this point onto them

## **20.14 PLANNING**

### **20.14.1 Applications Received**

PW provided an update on extant Planning Applications:

1. **Land at Mill Lane:** Letter sent to Dorset Council on 28<sup>th</sup> May containing BPC's detailed objection to this proposal - content of which may be seen on relevant DC web page. PW encouraged those MoPs who might not have already sent in their objection to do so, since quantity does count when it comes to deliberations by Planning officers and committee members.
2. **East View Farm:** Decision still awaited
3. **Farcombe Hall (Stables):** Decision awaited.
4. **Farcombe Hall (Games Room):** Approved.
5. **Forge Garage:** Decision awaited.
6. **Land North of Old Pound Court:** Decision awaited. Unlikely to go before Planning Committee before July (at the earliest).
7. **Holly Cottage** (Telephone Exchange building): Approved
8. **Bourton Mill** (additional 4 x dwellings): Decision will not be forthcoming until contamination issues have been resolved to satisfaction of Dorset Council enforcement officers.
9. **Land West of Brixeyes** (Visitors centre, etc.): Decision awaited.

AS raised subject of the application for an additional dwelling on site of marketing suite. PW advised that according to information provided by Hannah Smith (Senior Planning Manager, DC) to Clerk on 31 Jan 2020 this application (2/2019/0566/FUL) was to be subject of Delegated Refusal as the site is land designated as IOWA in Local Plan and it would have an adverse impact on the adjacent open space and landscape. The DC website has yet to be updated to reflect this Refusal decision.

### **20.14.2 Bourton Mill**

AC advised that DC's senior planning manager, Mike Garrity and enforcement officer Mark Hitchcott had conducted a conference call (following visit to Bourton Mill by Mr Garrity) at which they reported positive outcome on soil testing. Figure of 0.004% for asbestos in spoil heap is now considered to be 0.001%. There is an area of chromium contamination which is probably going to require the removal of about 5-6 truckloads of soil. When DC have finished their deliberations, all relevant reports will be published on 'Dorset for you' planning website. Mike Garrity is aware of report written by AS in Dec 2019 and is mindful of requirement to maintain public safety in relation to Mill site and the need to move the development forwards. AS stressed the need for improved dissemination of information to members of the public, so that they are in a position to comment.

A MoP (LS) asked whether site office/ marketing suite was going to be moved to north side of site. PW advised that this was unlikely to take place until the future of the spoil heap has been resolved, any contaminated spoil removed, and remaining spoil landscaped.

### **20.14.3 Compensation Basin Working Group**

MoP (LS) asked if there was any feedback re completion of Compensation Basin. PW advised that the contractor is expecting to place 150mm of top soil on compensation basin once rogue material/ clinker, etc. has been screened and cleared from surface layer. Levels will need to be checked to ensure that completed basin is at correct elevation. AS stated that whole compensation basin area should have been checked for contaminated material/ soil; there is risk that this area has been overlooked by local authority.

MoP (BS) questioned whether the latest testing of spoil heap had revealed significant traces of lead and mercury, as revealed in original tests. Also, questioned whether any further testing of IOWA site has taken place and whether BPC has received any information on excavation depths for the IOWA/ compensation basin. MoP (KH)

commented that the limited depth of the testing of the spoil heap was restricted to the material removed from the river channel, hence questioned whether any testing of ground under the spoil heap had occurred. This view was supported by KB. AC assured members that he would raise all relevant points with planning/enforcement officers. AC advised members that Louise Shepherd has kindly volunteered to chair the Compensation Basin Working Group. MoP membership to comprise; LS, Keith Hallett & Martyn Westwell. PC members: AS and PW – to be formed immediately. Formation of WG supported by all BPC members. FG asked to be involved in WG deliberations on playgrounds, etc. on IOWA/ compensation basin – agreed by AC. LS invited to work on ToRs, etc. plus present any other proposals to June PC meeting and advise AC on specific points to be raised with Mark Hitchcott.

AS reiterated his thanks to LS for taking on role of Chair of WG.

## 20.15 FINANCE

### 20.15.1 – May Accounts to be Paid:

Mrs Eve Wynn (Clerk)	May wages	At agreed rate (SO)
Zurich Insurance	Year 3 of fixed term contract	£1111.04 (BACS)
Dorset Waste Partnership	Empty 7 x dog waste bins	£296.40 (BACS)
Bourton Village Hall	Hire of VH for council meetings	£220.00 (BACS)
P M Cowell	May Invoices	£396.00

Clerk advised that a credit note had been received from DWP in relation to over-payment for emptying of dog-waste bins – hence reduced charge for this service. Approval of payments proposed by FG, seconded by KB. Agreed by all.

### 20.15.2 – Accounts Received:

Dorset Council	Precept (1 <sup>st</sup> half of total amount £21450.68)	£10,725.34
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Approval of accounts received – proposed by FG, seconded by KB. Agreed by all.

### 20.15.3 – Grants and Donations:

Bourton Wildlife Group	For ongoing planting, footpath works etc	£400.00
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Approval of grant to Bourton Wildlife Group - proposed by FG, seconded by KB. Agreed by all.

NB. Payment approvals will need to be ratified once BPC is able to resume holding physical meetings.

## 20.16 ST GEORGES CHURCH LOCAL CHURCH COUNCIL

This item related to statement by AS at last PC meeting that St George's LCC was experiencing financial difficulties due to loss of revenue from church collections, etc. PW referred to letter from Chairman Diocesan Board of Finance (DBF) dated 1<sup>st</sup> May 2020 stating that if parishes anticipate having difficulties paying the Share this is 'perfectly understandable' and, in such circumstances, treasurers should make contact with DBF to discuss. Hence, recommended action, if Bourton LCC envisages difficulty paying its Share contribution, should be to discuss with Incumbent of Upper Stour benefice and then, if deemed appropriate, with DBF. Requesting financial support from Parish Council should be regarded as the last resort.

## 20.17 HIGHWAYS

Finger posts. PW updated in finger posts. All of our fingerpost panels are in Guys Marsh being worked on by inmates, however, due to complete lockdown 'inside' there is so no progress to report. IC suggested that letters could be manufactured using 3D printer. PW thanked IC for suggestion however, cast metal lettering is the approved system for DC fingerposts. Since BPC has already received a grant for refurbishment of fingerposts from CPRE and Guys Marsh will only be charging a token amount for labour, he advised that we should continue as planned.

Speed Reduction (to 30mph) – Update. FG recently held meeting with Roger Bell (DC Highways) to discuss possible introduction of 30mph limit through village. Options are as follows:

- A. Points-based system which looks at historic data for accidents on relevant highway(s), existence of pavements, proximity of housing to road(s), etc. RB has not carried out formal assessment by considers that Bourton would only score about 50 points on a scale, whereby 100 points are required to provide compelling case for speed reduction.

B. Adopt model followed successfully by Milton on Stour whereby a petition is initiated to obtain support from Bourton residents, then using evidence of traffic incidents ('near misses', etc) the PC makes an application for speed limit reduction. Costs to be borne by village (minimum £3,000).

AC suggested that FG contacts Ursula Goodridge for guidance on how Milton managed their campaign. He also suggested that Bourton village could run some fund-raising events to help subsidise process. PW felt that rather than fund-raising, this campaign would be appropriate use of Bourton's precept funding. (Milton had to fund-raise since residents' precept monies are paid directly to Gillingham TC, as Milton does not have its own PC).

IC asked when West Bourton Road was going to be resurfaced as this had been postponed whilst Ash Green dwellings were being constructed. AC agreed to raise this with Roger Bell.

#### **20.18 SCHOOL PLAY AREA FENCE**

Discussed under item 20.11

#### **20.19 WILDLIFE AND HABITATS**

BS reported that Sue Rankin was in receipt of a variety of trees all looking for homes within the parish. BS confirmed that he had a meeting set up with RB on Wed 3 June to discuss options for planting the trees alongside the highway.

#### **20.20 FOOTPATHS AND RIGHTS OF WAY**

IC gave a verbal report. He thanked BS and SS for clearing all the footpaths. FG said that a large branch had come down across Long Lane but she and her husband had cleared it. IC said the bridleway beyond Breach Close needed clearing. AC suggested IC contact Chris Woodhouse at Silton Parish for advice. **ACTION:** PW to send email address for Chris Woodhouse to IC

#### **20.21 COMMUNITY SAFETY**

Speedwatch remains suspended. PW confirmed that he continues to change the batteries for the SIDs and that they are still operational.

#### **20.22 CORRESPONDENCE**

20.22. A thank you letter has been received by the Chairman and the Clerk from St Georges LCC.

#### **20.23 ITEMS TO BE INCLUDED ON THE JUNE AGENDA**

- Tom Mitchell Salver: AC gave a brief explanation on the Tom Mitchell Salver and explained that all councillors should consider people or groups who are unsung and just quietly beaver away in the background for the good of the village. He said suggestions, which should be sent to him before the next meeting, should be for deeds carried out in the January-December calendar year for 2019. **ACTION.** All Councillors
- Single Living Accommodation: suggested by IC.

At this point of the meeting AS asked if there was any truth in a statement from one of the Village Hall Trustees to a member of the public who had since contacted AS that the land adjoining Sandways Farm had been sold and that the new owners are seeking more houses than provided for in the Neighbourhood Plan. AC proposed that the councillors be given a little time to explore AS question and that if anything urgent was discovered this would then be discussed prior to the next meeting. FG said a land registry search would show who owns the land. AS said he been copied a Companies Charge which shows details of the new owners. AC agreed that this should be an item on the June agenda.

KB gave an update on the 2020 panto and said two cheques for £1000 had been issued each for The Alzheimers Society and the Stroke Association.

The next Parish Council Meeting will be held on Monday 22<sup>nd</sup> June 2020 at 6.00 pm.

Chairman closed the meeting at 9.22 pm

Chairman:

Date: TBC

**Note: The minutes will be reviewed and formally ratified by the BPC at the next live meeting.**