

**DRAFT MINUTES OF A MEETING OF BOURTON PARISH COUNCIL**  
**HELD IN THE VILLAGE HALL AT 7PM ON MONDAY 28<sup>TH</sup> JANUARY 2013**

**PRESENT:** S Firbank, M Withers, P Williams, G Miller, D Lawes, C Price, A Miller, H Baker  
**APOLOGIES:** L Jones, A Cattaway, M Howard  
**ATTENDING:** H Ransley (The Clerk), 20 members of the public

**12.172 OPEN FORUM**

Bourton Mill: A Sturt asked whether Bourton Mill would be an open agenda item. SF advised that no it wouldn't. The understanding is that any paperwork logged against the previous planning application would still stand unless it was thought that it needed to be updated. AS asked whether there would be a public meeting. SF said that no meetings were expected until around mid March.

Travel: Ruth Hounsell said that it looked as if comments made at previous meetings had been taken into account. She will be attending 2 of the 3 upcoming meetings in Blandford which will cover Parish timetables and medical transport. If anyone has any specific areas they would like raised then please contact Ruth. GM asked RH whether she was aware of any plans to take away concessionary travel. RH was not aware.

Village Hall: H Palmer asked for confirmation as to whether the new Village Hall was included on the Bourton Mill site. SF said that it wasn't included and that he had that in writing from John Hammond. HP requested that there be a public consultation on the application. SF said he would try to get someone to attend.

Neighbourhood Development Plan Questionnaire: A Palmer said he was embarrassed to see that there were questions that he should have known the answers to but didn't, such as the origins of the settlement boundary. He felt that information relating to context on such issues would have been helpful within the questionnaire. He asked what the next step would be and what form a consultation would take. He would be happy to take part. MW replied that the questionnaire was just one of a set of tools to be used for information gathering. It was a starting point and the team intended to set up meetings with groups within the village. With the exception of two linked questions where there was potential for some confusion, the team was happy with the questionnaire and an Addendum had been issued to clarify the matter. The team would be consulting with the village once the questionnaire data had been analysed. No policies would come forward from the plan without consultation. It had been queried that perhaps the questionnaire should have dealt with the new Village Hall and the Bourton Mill Site. MW said that these items were not included as they were already in progress with NDDC and the new Village Hall group. This intention had been stated in November 2012 and had not been contradicted. AP requested a timetable for the consultations and a list of the groups to be consulted. MW replied that the team is made up of volunteers who were giving up their free time to analyse the questionnaire data at present. Therefore it would be very difficult to pinpoint exact dates for the group consultations. **MW** can provide a list of the groups to be consulted. AP was happy with that.

Website: Nick Hall said that there had been a meeting with DesignJam regarding the development of the new website. He had begun to put together a menu structure. He and HR would be meeting later in the week to compare notes and another meeting with DesignJam would follow.

Neighbourhood Development Plan Questionnaire: D Watkins said that he shared APs concerns.

Parking at Breach Close: S Haskell said that residents at the bottom of BC are parking on the road which could possibly cause accidents. There are allocated spaces nearby. **HR** to contact Spectrum Housing.

Adcroft House Planning Permission: SF declared that this would be an open agenda item.

**12.173 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 (neighbour).  
Geoff Miller declared a personal and pecuniary interest in the wind turbines at Holly Home.  
Alan Miller declared a personal interest in the wind turbines at Holly Home (neighbour).

**12.174 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting of 17<sup>th</sup> December 2012 were agreed and signed as a true record.

**12.175 ACTIONS ARISING FROM THE MINUTES**

All actions arising were covered by agenda items.

**12.176 REPORT BY THE DISTRICT COUNCILLOR**

GM reported on the issue of council tax and that the District Council budget has to be reduced dramatically. Approximately £121k has been saved this year by Dorset Waste Partnership. Further savings are expected with the introduction of the new waste bin/recycling scheme. Government is proposing a new homes bonus on all new homes built and occupied.

**12.177 PLANNING MATTERS AND APPLICATIONS RECEIVED**

**12.177.1 Applications received**

2/2012/1591	Land at Adcroft House	Erect single storey dwelling
2/2013/0022	Land adjacent to Bridge St	Construction of sewage pumping station
2/2013/0058	2 Old Pound Court	Erect shed and tractor mower store

Adcroft House – Open Item: A Sturt, the applicant, spoke regarding his application. He had encouraged people to look at the plans and to visit the site and 6 Parish Councillors had been to site. County Highways had approved the access road for up to 5 dwellings. Nearby listed buildings, street scene and impact on neighbours had been considered. It will be a single storey stone building with natural clay tiled roof, dug about 3 feet below the level of West Bourton Road making it lower than the bungalows opposite. No windows on the road side and a 6ft stone wall separating it from Adcroft House. Regarding the impact on nearby listed building, conservation officers had not objected and plans had been approved by the historic building inspector.

SF asked for questions/feedback from others. P Withers suggested that looking ahead 50-100 years, should a listed building not keep a reasonable amount of land around it. AS replied that it was a judgement call and down to personal opinion.

AM asked for clarification of access points to Adcroft House and Adcroft Cottage. AS explained further using maps he had earlier distributed.

CP disagreed with the statement in the Design, Access and Planning Statement put together for the application which stated that on the side of the road where the proposed property is to be located there is "no particular building line". Referring to the drawings supplied with the application, she noted that properties as shown in the vicinity fall upon a ruler line taken from Bell House to The Parsonage. They all have large front gardens as they are set well back in the middle of their plots. This includes Adcroft House. 7.6 Village Design Statement Building Line states "new development should reflect or reinforce existing road frontage" and in 7.5 Trees and Open spaces "all gardens and other open spaces contribute to the special characteristics and appearance of an area". She also made reference to the scale of the development as the shared driveway to Adcroft Cottage and Adcroft House could never be built on and she considered it misleading to calculate it as part of the building plot.

AS replied that it was an informal building line and that the planning conservation officer felt that the preferred location was by the road. AS said that the Leylandii are to be replaced with native species hedging.

MW noted that the phrase "intimate setting" used in the planning application could be interpreted as crowded. Implications of cumulative change should be considered. Adcroft

House is already surrounded and will be further surrounded. We are stewards of listed buildings in terms of the setting of the buildings.

CP was concerned about the look of the timber cladding. AS said it would be a farmyard type finish.

*Proposed by HB and seconded by PW to approve the application. 4 in favour, 3 against, 1 abstention. Approved with reservations.*

**HR** to feedback to Gavyn Smyth, Planning Officer.

#### **12.177.2 Permissions received**

2/2012/1205 Queen Oak Croft, Fantley Lane Erect 2 storey rear extension, replacement front porch and new loggia to side elevation to replace existing conservatory - GRANTED

#### **12.177.3 Bourton Mill**

SF said it was his understanding that paperwork already submitted still stands. It was agreed that the letter sent to John Hammond on 7<sup>th</sup> March 2012 should be updated. Paragraph 5 to be changed to emphasise that the open ground, previously to be used for the new Village Hall, should be gifted to the village with the funds to take care of it. Paragraph 6 to be strengthened. Point (j) to be reworded to "six affordable housing units within the development or elsewhere within the parish".

**HR** to redraft and circulate.

#### **12.177.4 West Bourton Wind Turbines**

Nothing further to report at the present time.

### **12.178 FINANCE**

#### **12.178.1 Accounts to be paid**

NDDC	Maps for NDP	£131.15
Diane Davies	Printing of NDP questionnaire, envelopes (already paid to Gillingham Press)	£350.40
Diane Davies	NDP Printing (already paid to Copyshop)	£39.00

*Proposed by AM and seconded by CP it was resolved to pay the above accounts*

#### **12.178.2 Accounts received**

F Curtis & Son	Headstone	£38.55
----------------	-----------	--------

#### **12.178.3 Request for Funds – First Aid Course**

Rosalie Watkins is arranging a First Aid Course to be held in the Village Hall. The last one was held 3 years ago. The maximum number of attendees is 15. There may be a couple of spaces left and anyone interested in attending should contact Rosalie. The cost of hiring the village hall is £32. The trainer will not charge for his time but would request a donation to the Red Cross of £50. Request is for part or payment of the full £82.

*Proposed by MW and seconded by PW it was resolved to pay the full amount £82.*

### **12.179 NEW VILLAGE HALL**

Car parking is being reviewed.

Negotiations with the landowner are progressing.

### **12.180 NEIGHBOURHOOD DEVELOPMENT PLANNING**

PW re-iterated APs request for a list of key stakeholder groups to be consulted.

MW thanked all the volunteers who had delivered the questionnaires in the most appalling weather conditions. It is hoped that at least 70% will be returned.

## 12.181 WEBSITE & SUPERFAST BROADBAND

Website: HR re-iterated Nick Hall's comments given in the Open Forum.

SF formally thanked Jim Mann for all his hard work in setting up and maintaining the current Bourton website as well as doing an excellent job as Flood Warden.

Superfast Broadband: HB had attended a meeting at Dorchester. Dorset will be the 13<sup>th</sup> county in line for the roll-out. It is planned for 95% of Dorset to have access to 30mb speed by 2015. BT and Fujitsu are presenting tenders and the Government and local authority funding has been approved (being split 50/50). All are encouraged to register interest in Superfast Broadband on the dorsetforyou website. Flyers about the project are being printed and will be distributed in due course. In the meantime, HR had received A4 posters which will be put up on PC noticeboards.

## 12.182 2013-2014 PRECEPT

HR presented the figures for the new years precept.

*Proposed by PW and seconded by HB it was resolved to accept the proposed precept*

## 12.183 FOOTPATH 11

Further to John Williamsons' email of 1<sup>st</sup> November, the signage of footpath 11 was discussed.

*Proposed by DL and seconded by PW it was resolved to accept John Williamsons proposal to leave the footpath unsigned.*

HR to write to John Williamson.

## 12.184 GATES AT ENTRANCE TO VILLAGE

There are 4 entry points – the Somerset side, the Zeals side, the north side of the A303 bridge and West Bourton Road. DCC Highways may be able to help with funding of installation. **HB** to follow up on the costing of gates

## 12.185 PLANNING POLICY DOCUMENT UPDATE

Due to time constraints this was deferred to the next meeting.

## 12.186 CORRESPONDENCE

Please contact the clerk if you require any further information:

Date	From	Subject
12/12/12	PSMA	Confirmation of Ordnance Survey PSMA Membership (for NDP map printing)
17/12/12	DAPTC	DAPTC Training Calendar 2013
17/12/12	DCC	Localisation of Council Tax Support - template for letter to Eric Pickles - sent
17/12/12	Hannah Smith, NDCC	Confirmation that an Environmental Statement is required with any application to build wind turbines at West Bourton
17/12/12	DAPTC	Information about Vision ICT website offering for Parish Councils
19/12/12	J Mann	Flood Alert for Upper Stour
20/12/12	DAPTC	Chief Executives Circular 11/12
21/12/12	Roger Smith/John Hammond	Ownership of dam
28/12/12	Hazelbury Bryan Parish Council	Request for initial guidance on developing Neighbourhood Plan. MW responded.
03/01/13	John Hammond	Ownership of dam
08/01/13	DCC	Information regarding Flood Mitigation Measures & application form
09/01/13	Dorset Waste Partnership	New recycling and waste services
09/01/13	CPRE	Confirmation of email regarding action to improve Growth & Infrastructure Bill
10/01/13	DAPTC	Chief Executives Circular 1/13
10/01/13	DAPTC	Agenda for Northern Area DAPTC Meeting on 22nd Jan
15/01/13	DAPTC	Nominations for Royal Garden Party 2013
15/01/13	DAPTC	Review of current stage of Superfast Broadband - PC stakeholder group
16/01/13	John Hammond	Electronic Planning Consultation - pilot scheme

16/01/13	Gavyn Smith, Planning	Confirmation of agreement that PC can respond to Adcroft planning application on 29th Jan
12/01/13	Sharron McVie	Notice of broken High Street sign
14/01/13	Jane Frederick	Notice of letter from HMRC regarding fine for non filing of year end P35
15/01/13	Rosalie Watkins	Request for funding for First Aid Course in the Village Hall
17/01/13	NDDC Planning	Notice of Bourton Mill Planning Application. PC to respond by 1st Feb.
18/01/13	NDDC	Venues for New Waste Collection Services Roadshow
18/01/13	John Hammond	Bourton Mill Planning Application
19/01/13	Spinal Injuries Association	Requesting publicity of event The Great British Fish & Chip Supper on 17th May
21/01/13	DAPTC	Confirmation of attendees for Superfast Broadband - PC stakeholder group

## 12.187 A.O.B.

Grit Bins: There are 12 in the village: 5 strategic and 7 community bins. Strategic are filled by DCC and community are funded and filled by the Parish.

Grassy Banks: Jim Mann had emailed a request to tidy up the bank from Bridge Street to Sandways on the north side of the main road. Phil Cowell has done a great job keeping the weeds down. It's too late to plant bulbs but sowing grass seed may help.

*Proposed by PW and seconded by AM it was resolved to sow additional seed.*

**HR** to speak to Phil Cowell.

Waste Bins: CP, DL and AM had attended a roadshow about the new rubbish bin system to be introduced in June. It is thought that the glass recycling bins at Silton Surgery will continue to be emptied for as long as they are used.

Christmas Tree: SF thanked the team for putting up the Christmas Tree – it was undoubtedly the best one around! The lights will need to be replaced this year. This can be partly/fully funded by monies paid for placing adverts on the garage noticeboard.

Dogs: HR had received a complaint about the amount of dog mess being left around the Silton road/Tan Lane area. **HR** and **CP** to look at posters.

Voscombe Farm: PW said that the plastic barriers had been there for a very long time. SF said that DCC needed to come and fix the pavement. **SF** to give contact name to HR. **HR** to write to DCC.

Village/School Fete: CP said that Jim Mann had asked about this years fete. It is believed that Jane is speaking with the Headmaster about this. It is suggested that Jim liaises.

Drainage at School Field: Water is running off the school field onto the road. It is thought that this is as a result of building work at the school and that the Headmaster is progressing. **HR** to speak to the school for an update.

## 12.188 DATE OF NEXT MEETING – MONDAY 25<sup>TH</sup> FEBRUARY AT 7PM

Chairman: .....

Date: .....

**Precept Planning 2013/14**

Item	2012/13 to date		2012/13 Est to YE	2013/14 Est Precept
	Receipts	Payments		
Precept	21,325			
Cemetery Loan		0	0	0
Clerk's Salary		2,722	3,165	3,165
Councillors Expenses		512	550	600
General		415	450	500
Cornhill Insurance		1,665	1,665	1,700
Office expenses		0	200	1,000
DAPTC Subs, Training & publications		400	450	500
Hire of Village Hall		236	240	300
Cemetery Maintenance	475	1,150	1,150	1,200
Miscellaneous	1,115	2,720	2,800	2,000
New Village Hall			3,500	5,000
Playground		1,200	1,200	1,500
New Cemetery		0	0	0
VDS / VP / N'HOOD PLAN		340	500	1,000
Grants & Donations		300	300	300
Planning Matters				5,000
CAB		350	350	500
Gillingham Leisure		0	5,023	0
VAT	6,784	600	700	700
Village Fete / Jubilee	1,058	2,620	2,620	500
S.137		350	350	350
<b>Total</b>	<b>30,757</b>	<b>15,580</b>	<b>25,213</b>	<b>25,815</b>

mileage etc to attend meetings, courses  
 adverts, internal/external audit, safe keeping fee  
 may need to add new play equipment  
 photocopying, stamps and stationery. New website development  
 may be additional training required next year  
 may need additional meetings for planning items  
 grass cutting.  
 general maintenance - verges, tent repairs  
 £3500 given but not allowed for in 2012/13 precept.  
 replacements/overhaul due to wear and tear

to include all grants other than S137 grants eg NORDCAT

contribution to 2013 village fete  
 Dorset Air Ambulance and other community activities

**2011/12**

Receipts (est)	30,757.00
Payments (est)	-25,213.00
Carry Forward	5,544.00

**2012/13**

Brought Forward(est)	5,544.00
Receipts	0.00
Est Precept	-25,815.00
Inflation 5%	-1,290.75
Contingency 10%	-2,710.58
Working Balance	-4,000.00

**Parish Precept**

**-28,272.33**

Parish Precept	28272.33
Government Grant	1010.00
Net Requirement	27262.33
Council Tax Base	380.10
<b>Amnt per band D equiv</b>	<b>£71.72</b>