

# **LOWER WINTERBORNE PARISH COUNCIL**

**Minutes of the meeting held on Tuesday 18th October, 2016 at Winterborne Kingston Village Hall, commencing 7.30pm**

**Present:** Cllrs M Leaper, R Jessopp, D Knapp, S Jacobs, J Jenkins, H Andrews, R Sorrell, R Allcock

**Chair:** Cllr D Lewis

**Clerk** Mrs A Crocker

**Also present:** 5 members of the public.

## **1. Public Participation**

16.93 Pat Shears - there is notice in the kiosk to say that, as the telephone is not being used, there will be a consultation as to the future need for the telephone box. Survey forms had been put in the box and, once the application is received from BT, we can then consider whether the Parish Council would like to take on the responsibility for the box.

Rita Burden asked if the bungalow known, as Redwoods, on the A35 has ever submitted a planning application as it appears to be making putting in another entrance. As far as the Parish Council is aware, no application has ever been received but this will be confirmed. **ACTION: CLERK**

## **2. Declaration of Interests**

16.94 No interests were declared and no dispensation requests had been received.

## **3. Apologies**

16.95 Apologies have been received from District Cllrs Emma Parker and Jane Somper and Cllr Graham Nash.

## **4. Minutes of Last Meetings**

16.96 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Andrews proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Knapp and agreed unanimously.

## **5. Matters arising from those minutes for report only**

16.97 Traffic calming - meeting date has yet to be organised. Cllr Andrews has drafted a petition regarding the proposal for traffic calming at White Post Junction. The draft was considered and some amendments made. Cllr Andrews will check some figures regarding accidents, etc. and redraw the petition. It will then be e-mailed to Councillors who are asked to pass any amendments back to Cllr Andrews by the 25th October. The petition will then be put in local businesses and Councillors will be allocated areas of the village from which to obtain signatures. It was suggested that the petition could also be put out in surrounding villages and it is not just Kingston residents that are affected by the junction.

30mph sign at Kingston - has now been cleared.

Grass cutting map - Cllr Jessopp has begun to produce the map for Winterborne Kingston and the grass cutting allocations have been shown. Eventually, the map will also show land owned by the

Parish Council and the location of assets. The map fee was £100 which gives us the licence for mapping the village of Kingston. Alterations will be made to the existing map regarding the grass cutting allocations and we will then review the current contract. Cllrs Leaper, Knapp and the Chair will review the situation and report back to the November meeting.

**ACTION: CLLRS LEAPER, KNAPP & LEWIS**

## **6. County & District Councillors' Reports**

16.98 No District or County Councillors were present but Cllr Parker had left a message to say that the Licence hearing from Teddy Rocks will be held on the 26th October at 10am. She will be attending the hearing and will notify us of the outcome in due course. *Post meeting note: The licence has now been granted.*

## **7. Finance**

### **16.99.1 To confirm payment of accounts**

The following payments had been requested:

BT	Fire Alarm – November 2016	101367	32.64
J Carr	Kingston ground maintenance	101368	400.00
DAPTC	Clerks' Seminar – 1/3 <sup>rd</sup>	101369	13.00
Pestwright	Pest control 1/10 – 31/12/16	101370	62.50
Mrs A Crocker	Wages – September + expenses	101371	485.34
HMRC	PAYE	101372	9.40
C Maunder	2 x wreaths	101373	40.00

The total amount requested from the Precept is £1,042.88.

Cllr Leaper proposed the payments are made. This was seconded by Cllr Allcock and agreed unanimously. The cheques were signed by two councillors in the presence of the meeting.

**ACTION: CLERK**

### **16.99.2 To confirm the reconciliation of accounts and position against budget**

A copy of the reports had been issued to all members prior to the start of the meeting. No queries were raised. Cllr Knapp proposed they were accepted. This was seconded by Cllr Sorrell and agreed unanimously.

### **16.99.3 To receive an update on the change of signatories progress**

The final application form has now been signed. The Clerk will send all the information to the bank and, it is hoped, the new signatories should be in place soon.

**ACTION: CLERK**

### **16.99.4 To approve the setting up of a Finance Working Party and arrange a meeting date**

At present, the budget is considered and set during a normal Parish Council meeting. It was generally felt that this took up too much of the meeting and prevented more in-depth discussion and investigation. It was suggested that the Parish Council would be better served if a Financial Working Party was set up to review the budget and then bring a draft to the meeting. The group would consist of the Chair, Vice Chair and Cllrs Sorrell and Allcock, together with the Clerk. Cllr Jessopp proposed the group is set up and this was seconded by Cllr Andrews and agreed unanimously. The Finance Working Party will meet on the 23<sup>rd</sup> November, prior to which the Clerk will issue a draft set of accounts as a starting point.

**ACTION: CLERK**

## **8. To consider future building allocations in Winterborne Kingston**

16.100 A letter has been received from Mr PDH Chichester regarding the inclusion of three sites within Kingston in the NDDC Local Plan. This forms part of the NDDC Local Plan review to identify sites that may have potential for development over the next 15 years. Mr Chichester proposed putting three sites forward – the corner of Bagwood Lane and Bere Road; a pasture field on the eastern side of the village on Abbotts Courts Lane; and a 4 acre site almost opposite next to the Thorpe Farm poultry unit. It was noted that the latter two sites are already in the SHLAA and both are prone to flooding. Cllr Jenkins proposed that we would be happy for the sites to be submitted. This was seconded by Cllr Leaper. Upon a show of hands, 6 were in favour and there were 2 abstentions. A letter will be sent to Mr Chichester saying that, whilst we have no objection to the sites being put forward for the SHLAA, this does not mean that we would automatically agree with any planning application that is submitted in the future and would consider each application on its own merit. In the meantime, the map showing the proposed sites will be put on the Parish Council web site.

**ACTION: CLERK**

## **9. Speed Watch (HA) - update**

16.101 Two new volunteers have come forward and they are currently being DBS checked. Cllr Andrews reported that she had been approached by a resident concerned about speeding along Sackville Street and in front of the school and would like to get up a petition for a 20mph limit in this area. Cllr Andrews attended the site and saw hardly any cars and felt inclined not to support a reduction in the speed limit. She suggested giving all the children a high viz jacket and will liaise with the school and local businesses to see if this could be sponsored.

**ACTION: CLLR ANDREWS**

## **10. WK Youth Building - to consider the Working Group Terms of Reference**

16.102 The draft Terms of Reference had been circulated to all members prior to the start of the meeting. Cllr Allcock suggested that, rather than approval being sought for all costs from the Parish Council, a figure in the region of £250 should be set. In addition, rather than three members of the Parish Council sitting on the committee, only two members would be necessary. The Clerk pointed out that, whilst the Group was under the umbrella of the Parish Council, it would be governed by our Standing Orders and Financial Regulations. Under the current Financial Regulations, Section 4.1 – ‘the Clerk, in conjunction with ... the Chairman of the appropriate committee...’ can authorise expenditure up to £500.00. This is to be subsequently minuted.

Cllr Leaper proposed that the document stays in place until the end of March 2017, after which the Community Building Committee will be in a better position to take on responsibility for the running of the site. This was seconded by Cllr Knapp and agreed unanimously. The Clerk will make the necessary amendments to the Terms of Reference and re-issue.

**ACTION: CLERK**

It is understood that approximately £2,004 was handed over to DCA when the Youth Group closed and this will remain with them until a new constitution is set up. At which point the money will be handed over.

## **11. To consider setting up a Winter Maintenance Plan**

16.103 A copy of the Bere Regis Winter plan was issued to all members as an example. Cllr Lewis reported that a local farmer from Zelston was registered with Highways to have a snow plough and to clear snow along the A31 to Bere Regis. Cllr Jenkins offered to try to find out where the snow plough might be. Cllr Lewis will look at the example plan and bring this back to the next meeting.

**ACTION: CLLRS LEWIS & JENKINS**

## **12. To consider a response to the Unitary Authority consultation**

16.104 Considerable discussion took place regarding this consultation. It was felt that very little information was available regarding the various proposals and what effect each one is likely to have on the work of the Parish Councils. Members and residents were encouraged to complete the on-line consultation before the closing date of the 25<sup>th</sup> October, 2016.

## **13. To consider a response to the Local Government Finance Settlement for 2017/18**

16.105 When read in conjunction with the previous consultation, this could have a significant effect on the work of the parish councils. At present, we are not capped and not subject to the rules of the referendum. Were this to happen, it would significantly hinder the work we are able to carry out. It was agreed that the Parish Council would object to the consultation and the Clerk would send a suitable reply. **ACTION: CLERK**

## **14. Planning Applications & Tree Work Proposals**

### 16.106.1 To consider planning applications

2/2016/1340/FUL Winterhaze, West St, WK - Raise roof of chalet bungalow to create 2 storey dwelling. Replace car port roof with pitched roof (demolish existing conservatory)

No objections.

### 16.106.2 To consider tree work proposals

2/2016/1514/CATREE Alveston House, The Lane, Zelston -T1 Cedar, T2 Leylandii, T3 Cypress – fell

No objections.

## **15. WK Playground**

16.107 Cllr Allcock will check the play area over the weekend. The work on the rubber surface has yet to be carried out. **ACTION: CLERK**

## **16. Home Watch/Flood Watch**

### 16.108.1 Home Watch

Nothing to report as the Home Watch no longer exists in its original format.

### 16.108.2 Flood Watch

Riparian Owners – the letters have been issued to all the Riparian Owners and it was noted that Lawrence Burgess has already played his section of the river. The key stretch is that covered by the Environment Agency (EA) but the Charborough Estate also need to carry out the work along their section. The EA have employed a firm of engineers who are in the process of checking all the hot spots in Dorset for flooding. Once complete, they will send a copy of the report to Graham Hyde – this should be at the end of November.

Zelston Flood Watch – Rita Burden reported that they have plenty of sand bags and she will liaise with Graham Hyde regarding the sand. The village held its river clearance recently and the majority of the work has now been completed.

## **17. Parish Councillors' Reports**

16.109 Cllr Jessopp - would like to consider Neighbourhood Planning on the agenda.

Cllr Allcock – would like members to consider starting parish council meetings at 7pm rather than 7.30pm - agenda for next meeting.

Cllr Jenkins – an application had been received for the diversion of the public path E30/2. Lawrence Burgess, the landowner has already agreed to this alteration as the County Council is paying for the area to be kept clear. A response will be issued by the Parish Council accordingly.

Cllr Andrews – reported that work has now commenced on the old Scats site. It is understood that the site has been acquired by White Homes. Agenda for November - road improvements.

Cllr Sorrell – The solar energy plant at Mapperton is back on the agenda. The site is on the edge of Zelston so we should be notified. James Brighton from East Dorset will be contacted in the first instance. Comment was made at the last application and this needs following up.

Cllr Lewis - the splays on the Zelston verges have been cut along the A31. How often should they be cut? The sign in the hedge has also rusted and needs replacing. The provisional dates for 2017 were passed to members and these will be confirmed at the November meeting.

## **18. Correspondence receive since the agenda was set**

16.110 Nothing to add.

## **19. Items for the November agenda**

- Neighbourhood Planning
- Road improvements in front of the old Scats site
- Amended start times
- Meeting dates for 2017

There being no further business, the meeting closed at 21:10pm