

**MINUTES OF THE MEETING OF THE LOWER WINTERBORNE PARISH COUNCIL HELD  
ON TUESDAY 15TH MARCH 2016 AT WINTERBORNE KINGSTON VILLAGE HALL,  
COMMENCING 7.30PM**

**Present:** Cllrs H Andrews, M Leaper, R Sorrell, J Jenkins, G Nash, R Jessop

**Chair:** Cllr D Lewis

**Clerk:** Mrs A Crocker

**Also present:** 4 members of the public

**1. Public Participation**

2015/11/183 Mrs Shears - A few years ago the parish council planted a mountain ash alongside the river bank. The tree has now been blown down and gone. Cllr Nash offered to replace the tree, free of charge, with a similar type of tree. It was agreed that he go ahead and organise this.

**ACTION: CLLR NASH**

Rita Burden has the application forms for the Best Kept Village on behalf of the Parish Council. However, one of the areas highlighted is that around the village hall and war memorial, but the bus shelter is letting the application down. Cllr Leaper said, once the weather improves, he intends painting a frame effect on it to smarten it up. There is £130 in the budget for this. Cllr Leaper will speak to Ken Crabb to get an idea of the cost and will then confirm with the Clerk the cost of the Perspex.

Noah Henville Corner - at last month's meeting, it was noted that Highways were not inclined to repair road as there was an alternative route - the path between the two bridges. Residents felt that the suggested route is most unsuitable for pushing buggies, etc and is not very good for those less able-bodied people. Cllr Leaper suggested that if he and Cllr Jessop attended the site with a spirit level, they might be able to prove that some of the pot holes were deeper than the 40mm required before any repairs would be considered. They will take some photographs and will send the information to the Clerk for forwarding to Highways.

**ACTION: CLLRS LEAPER/JESSOP**

Cllr Nash - regarding the footpath from Broad Close to the Greyhound - would it be possible to get some gravel on it as it gets very muddy. Cllr Jenkins reported it some time ago but nothing was ever been done about it. The path is the responsibility of Rights of Way. However, the Clerk suggested contacting Highways and asking their advice on how they would like the path made up. If they wished to object to any work being carried out, they could do so. Or, more likely, were we to suggest assisting paying for the work, they may be more helpful.

**ACTION: CLLR JENKINS**

**2. Declaration of Disclosable Pecuniary Interests and to consider any requests for dispensations**

2015/11/184 No interests were declared.

**3. Apologies**

2015/11/185 Apologies for absence had been received from Cllr R Allcock, District Cllrs Emma Parker (training event) and Cllr Jane Somper (family illness) and County Cllr Hilary Cox (prior meeting).

**4. To confirm the Minutes of the meeting held on 16th February 2016**

2015/11/186 A copy of the minutes had been issued to all members prior to the start of the meeting. Cllr Leaper proposed them to be a true and accurate representation of the meeting. This was seconded by Cllr Nash and agreed unanimously. The minutes were then signed by the Chairman in the presence of the meeting.

**5. Matters arising from the minutes - for report only**

2015/11/187 A letter was sent to Mr & Mrs Fox regarding the use of the Recreation Ground for the Open Gardens Day.

Dog bins - Cllr Andrews asked if it would be possible to relocate one of the bins but it was felt that this would not really be of use. The Clerk reported that the four bins have been ordered and should be here within the next 4 or 5 days.

Cllr Andrews reported that one of her Speed Watch people saw over 20 people drive passed the SID doing more than 30 and ignoring the fact that it was flashing their speed. The Speed Watch team do not think that the purchase of a device would be worth the expense. The team, standing on the corner, recording numbers seems to be the best deterrent.

**6. To consider the Co-option of 2 Parish Councillors**

2015/11/188 Unfortunately the advert did not go into the Red Post last month but will go in this month. This item will be moved to the April meeting. **ACTION: CLERK**

**7. County and District Councillors' Reports**

2015/11/189 No County or District Councillors were able to attend and no reports had been submitted.

**8. To consider the Finances**

2015/11/190 To confirm the payment of accounts

The following payments had been requested:

DAPTC	Essential Finance	101364	11.50
BWBSL	Cemetery& YB 26/8/15-16/2/16	101365	22.15
Secure Alarms	Install fire alarm	101366	300.00
DAPTC	Annual conference	200122	60.00
Mrs A Crocker	February Wages + expenses	200123	480.92

These amounted to £874.57 of the Precept.

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

2015/11/191 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. Cllr Sorrell proposed that the accounts are accepted. This was seconded by Cllr Andrews and agreed unanimously.

2015/11/192 To confirm the Financial Regulations

Following the revisions made at last month's meeting, the Financial Regulations had been updated and reissued to all members prior to the start of the meeting.

It was proposed by Cllr Leaper, seconded by Cllr Jessop and agreed unanimously that the amended Regulations are accepted. These will now be posted to the web site. **ACTION: CLERK**

2015/11/193 To consider adopting the Grant Criteria and Application

A draft had been issued to all members prior to the start of the meeting. Cllr Andrews proposed that the Grant Criteria is accepted. This was seconded by Cllr Jessop and agreed unanimously.

**9. To receive an update on the Community Speed Watch**

2015/11/194 Cllr Andrews reported that she has put up posters around the village asking for volunteers and has had one response. Cllr Leaper asked if it was possible to have some feedback regarding numbers of drivers receiving first and second letters from the Police and how many end in prosecutions. The scheme has been going for 11 months and is felt to be very successful. Our thanks are extended to those volunteers who give up their time to keep this going and to Cllr Andrews for co-ordinating the initiative.

**10. To receive an update on the WK Youth Building**

2015/11/195 To approve the Fire Risk Assessment

A meeting was held on the 25th February and there are a few items that need updating. Cllr Lewis felt that the Village Meeting must be used as an opportunity for residents to decide what they want to do with the building. The receipt of the recent rates bill showed that the building was still being recorded as a "Youth Club and Nursery" and was currently being shown as empty. This has led to a bill for £3,031.70 for the coming year, with £1,002.43 outstanding from the current year. Following lengthy conversations with the Rating Office, the description has been amended to "Parish Building" and the use amended. This has enabled the cost to be reduced and a new invoice is awaited.

Cllr Andrews reported that she has received an e-mail from a company asking if we had anywhere they could use for the storage of musical instruments. In addition, another company were looking for 2 offices for a driving theory test but would need disabled access, internet access, etc. Cllr Lewis suggested making an initial response to the driving group to see if they are still interested. Cllr Leaper suggested waiting on the musical storage group for the time being. Cllr Andrews will follow up the driving company and report back to the next meeting. **ACTION: CLLR ANDREWS**

Cllr Jessop offered to speak to some agents to see if they would look at the building and see what it is worth and whether or not it could be rented out. Cllr Lewis asked him to go ahead and speak to some agents. The Clerk asked Cllr Jessop if he could also look at getting a valuation on the building for insurance purposes. **ACTION: CLLR JESSOP**

Cllr Lewis and Cllr Leaper carried out a Fire Risk Assessment. There are a few points that need to be followed up with regular users. Cllr Nash proposed we accept the revised Fire Risk Assessment. This was seconded by Cllr Leaper and agreed unanimously.

The Youth Club have arranged to have all the electrical equipment that they use in the building to be PAT tested by Derek Andrews within the next week.

The committee are meeting on Thursday 24th March and will consider all options for a way forward with the building.

## **11. To consider and approve the Parish Council Standing Orders**

2015/11/196 A copy of the current Orders had been issued to all members prior to the start of the meeting. The Clerk highlighted some areas that needed amending. In particular:

Item 3.l - Photographing, recording, etc at meetings. This needed amending to take into account legislation from 2014 whereby parish councils were asked to adopt a policy of openness and transparency. The wording of this item will be amended to read:

"Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is governed by the Openness of Local Government Bodies Regulations 2014 and can be found in the Parish Council's Policy and Protocol on recording, photography and use of social media at meetings of the Council."

The Clerk will draft out a Policy & Protocol for consideration at the April meeting.

**ACTION: CLERK**

Item 3.w - "whenever possible" to be added to the end of the sentence.

Item 5.c - Time to be amended to 7.30pm.

Item 15.b - This will be amended to show that agendas are delivered by e-mail.

Item 22 - The Parish Council does not have a common seal, so all reference to it will be removed.

The Clerk will make the amendments and reissue the Orders for confirmation at the April meeting.

**ACTION:CLERK**

## **12. To consider items for the Village Meetings**

2015/11/197 Kingston 26th April - Youth Club / WI / School / Village Hall / Pop In / Craft Group/ Speed Watch/ Flower Club/ Post Office - all to be invited to attend.

Items on the agenda: Future of the Youth Building  
90th Birthday Celebration  
NeighbourCar Driving Scheme

Zelston ( this will take place prior to the monthly Parish Council meeting) - 19th - Church / Village Hall - 6.30pm start.

90th Birthday Celebration  
Flood Watch  
Parish Council Chairman's report

## **13. To consider events being held to celebrate the Queen's 90th birthday on both 21st April and 11th June**

2015/11/198 Cllr Lewis reported that on the 21st April, providing the 100m rule can be met, WZ will have a beacon lighting and bell ringing event between 7.30pm and 8pm. On June 11th, WZ will have a street party and Cllr Sorrell will be organising the road closure.

WK will be meeting next week to consider possible events.

There will be a tea party on Saturday 23rd April in the Village Hall, WK.

#### **14. To consider Planning Applications and Tree Work Proposals**

##### 2015/11/199 Planning Applications

2/2016/0026HOUSE - Hilltop Barn, Bushes Road, WZ  
Single storey rear extension to form conservatory & family room

Cllr Sorrell reported that it cannot be seen from the road and will be fully screened and can see no reason why it should be opposed. He would recommend that we support the application. This was seconded by Cllr Leaper and agreed - 4 in favour, 1 abstention.

6/2016/0259HOUSE - New Cottages, Marsh Lane, Anderson  
Erect 2 storey side and single storey rear extensions including detached garage.

Nearby properties have already carried out similar extensions, hence a precedent has already been set. Cllr Jessop recommended no object and this was agreed unanimously.

6/2015/0705 - Botany Bay Farm, Bloxworth Road  
To consider submitting a formal letter of complaint regarding the handling by officers of this application.

Cllr Sorrell felt we should have been consulted in the first place but were not. The points raised at the planning meeting were not answered. We had complained about the effect the application would have on the surrounding road network. The response was based on a traffic survey carried out in March which would give a false reading and the response was that it was done at this time as they did not want to carry out a survey at the busy times. They also claimed that, when it was used as a grain store, there would have been 70 movements a day. It was pointed out that 70 vehicles would have emptied the then existing store. An independent study was requested and they were told that this had already been done by Dorset Highways and Highways England. Cllr Jessop felt that a letter of complaint should be sent but made in the broadest terms. The Clerk will draft something and send to members for comment. **ACTION: CLERK**

##### 2015/11/200 Tree Work Proposals

There were no tree works to consider.

#### **15 WK Playground (GN)**

2015/11/201 The grass has now been cut. Cllr Nash cut the grass on the Recreation Ground last week.

#### **17 Home Watch/Flood Watch (GH)**

2015/11/202 Graham Hyde reported that Dorset Police have reorganised and renamed and Safer Neighbourhood Teams are now The Neighbourhood Policing Team and cover the towns and rural area. There are 7 officers involved with this and they are looking for 22 new volunteers across the county.

Home Watch: This will be changing in line with the Neighbourhood Policing and there will be a quarterly meeting in Blandford. Incidents in the last month - 2 in Zelston - theft of power tools from a shed and power tools from out buildings. The nearest crime of major note was an attempted dwelling burglary in Milborne St Andrew.

Flood Watch: The river got close to flooding but subsided. A list of the Riparian owners has been forwarded to the Clerk but there are 5 to be added as the new properties in Broad Close back onto the river. However, there is some question as the properties do not physically back on to the river as the boundary stops just before the banks. Graham will contact Synergy and find out what is intended.

## **18 Parish Councillors' Reports**

2015/11/203 Cllr Sorrell - nothing to report

Cllr Andrews - nothing to report

Cllr Leaper - a new alarm has been installed in the Youth Building but we are waiting for the telephone company to connect the system. There will be some bingo nights to raise money for the street party.

Cllr Lewis - The Botany Bay is now open again but will be closed on a Sunday evening and on a Monday. 3rd March attended the DAPTC annual conference at Kingston Maurward. The over-riding issues are - the devolution of services and power to the parish councils - in order to achieve this, there is a need to have a long term plan and how we are going to achieve what will be expected of parish councils in the future. She has already been asked by a Zelston resident why there has been such a big increase in the Precept this year. The Clerk will ensure the breakdown for the Precept will be put on the parish council web site.

Cllr Jenkins - reported a pot hole near the egg farm. It was filled in but is now back and considerably worse. She will report this again.

Cllr Nash - nothing to report

Cllr Jessop - nothing to report

## **19 Correspondence receive since the agenda was set**

2015/11/204 There was no additional correspondence received.

## **20 Items for the April agenda**

- Co-option of Parish Councillors
- Freedom of Information
- Policy & Protocol

There being no further business, the meeting closed at 9:13pm