

BUCKLAND NEWTON PARISH COUNCIL

Minutes of Annual Parish Council Meeting

Tuesday 15 May 2019 at 8.00 pm in the Village Hall

Present: Vice Chair – Cllr Jane Collins (JC), Vice Chair - Cllr Mark Needham (MN), Cllr Chris Osmond (CO), Cllr John Baker (JB), Cllr Andy Foot, (AF)

Clerk - Sarah Mitchell (SM)

Item	Detail	Action																																								
	Cllr Collins welcomed everyone to the meeting. Housekeeping – Fire exits were indicated and a request for mobile phone to be switched off or turned to silent.																																									
1	Election of Officers and signing of Declarations of Acceptance																																									
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2	Co-option – There is one seat left on the Parish Council. As Chris Osmond would have stood for re-election but was unfortunately at the time of registering in hospital, the Parish Council were unanimous in co-opting him back onto the Parish Council.																																									
3	Declarations of Acceptance were signed by all Councillors present.																																									
2	Period of Public Questions																																									
1	PSCO – Alison Donnison – forwarded a report which stated that no crimes had been reported between 10/4/19 and 13/5/19.																																									
2	The Parish Council have received an email informing them of a collision that was narrowly avoided at the junction of Hylands Farm leading up Locketts Lane. As there have also been several other comments regarding visibility issues, it was agreed that a letter should be written asking for the hedge to be trimmed back.	SM																																								
3	Apologies: Cllr Nicki Barker (NB) – prior appointment Cllr Lin Townsend (LT) – prior meeting Cllr Roy Godwin (RG) – working Cllr Sam Sowerby (SS) - working Dorset Councillor – Chalk Valley – Jill Haynes – prior meeting																																									
4	Declarations of Interest and grants of dispensations 17.4 – Parish Room – relation to builder																																									
5	Minutes of the last Annual Parish Meeting held Tuesday 8 May 2018, were Passed, Agreed and Signed. <i>Proposed Cllr Needham, Seconded Cllr Foot, AIF</i>																																									
6	Matters Arising None																																									
7	Chairman’s Report Chair Cllr Nicki Barker circulated the ‘Chairman’s Report For Last Year’ prior to the meeting. The Parish Council thanked Cllr Nicki Barker for preparing a thorough and informative report. The report is attached.																																									
8	Dorset Councillors Report – Chalk Valley Councillor Jill Haynes Councillor Jill Haynes has been elected as Councillor for Chalk Valley.																																									

<p>9 1</p>	<p>Financial Report The Parish Clerk gave the financial report. The end of year accounts show a figure of £ 68481.14 to be carried forward, this includes the loan from Dorset Council to cover the costs of the Parish Room and Parish Field refurbishment.</p> <p>Bank Accounts Reconciled 31.3.19 Nat west Current = £ 1938.42 Nat west Deposit = £ 617.60 (Sir William Aykroyd's legacy) Nat West Project Fund = £ 66009.12</p> <p>The internal audit for year ending 31.3.19 has been completed. All Transparency criteria had been met and relevant risk assessments had been done. The Internal Audit was reviewed and approved.</p> <p>Parish Council asked that a letter of thanks be sent to the internal auditor.</p> <p>The Annual Accounts were approved. <i>Proposed Cllr Foot, Seconded Cllr Osmond, AIF</i></p>	
<p>2</p>	<p>Approve Section 1 of the Annual Return 2018-19 – Annual Governance Statement was approved and signed. <i>Proposed Cllr Needham, Seconded Cllr Baker, AIF</i></p>	
<p>3</p>	<p>Approve Section 2 of the Annual Return 2018-19 – Accounting Statements were approved and signed. <i>Proposed Cllr Baker, Seconded Cllr Foot, AIF</i></p>	
<p>4</p>	<p>Approve Annual Return for External Audit – as the gross income was over £ 25,000 the accounts are required to have an external audit. <i>Proposed Cllr Foot, Seconded Cllr Osmond, AIF</i></p>	
<p>10 1</p>	<p>To resolve to reaffirm the BNPC Standing Orders, Financial regulations and Code of Conduct The Standing Orders were amended and adopted in March 2019. There were no changes/amendments to the financial regulations and code of conduct so they were reaffirmed. <i>Proposed Cllr Andy Foot, Seconded Cllr Needham AIF</i></p>	
<p>Annual Parish Meeting</p>	<p>Signed Date</p>	
<p>11</p>	<p>To approve the Minutes of the last Parish Council Meeting 10 April 2018 Were Passed, Agreed and Signed. <i>Proposed Cllr Needham , Seconded Cllr Chris Osmond, AIF</i></p>	
<p>12 1</p>	<p>Matters Arising Sand for Sand Store – Cllr Baker to organise re-fill of the store.</p>	<p>JB</p>
<p>2</p>	<p>Community Speedwatch – The Parish Council have been informed that Dorset may be successful in getting some external funding to help smaller parishes replace their Pocket Radars and have been advised to wait and see whether this happens.</p>	<p>SM</p>
<p>3</p>	<p>Signage around the village – Cllr Baker has met with representative from Highways and discussed ideas of signs for the village. He now needs to send an exact specification and plan to Highways. This will be circulated to Councillors for approval. After discussion it was agreed that signage to be dark green with white lettering so that it stood out, especially at night.</p>	<p>JB</p>
<p>4</p>	<p>Lanscombe Lane has been repaired. The Parish Council would like to thank Dorset Highways for providing scalplings and also Buckland Newton Hire who supplied a vibrating roller free of charge. Parish Clerk to write letters of thanks and put an acknowledgement in the LVN.</p>	<p>SM</p>
	<p>Risk Assessment of tree on the pound – Parish Clerk to obtain two more quotes for the risk</p>	

5	<p>assessment.</p> <p>The Parish Council thought it would be a good idea to put an update on the village facebook page once a month to let Parishioners know what has been done. Parish Clerk to action.</p>	SM																																																																								
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<p>14</p> <p>1</p>	<p>Planning</p> <p>WD/D/19/000518 LAND AT BROOKFIELD, CRANES MEADOW, BUCKLAND NEWTON, DORCHESTER, DT2 7BY</p> <p>Erection of 6 dwellings with access through Bels Court.</p> <p><i>Comments by 12 April 2019 –The application is in compliance with the site-specific Policy RES3 and Housing Policies H2 and H3 of the Buckland Newton Neighbourhood Plan, as made part of the development plan for the area by West Dorset District Council on 7th December 2017. The applicant has made several changes to the initial design and layout of the development to reduce the impact on existing residents of Bels Court, as suggested by the Parish Council following an initial consultation of the Council and parishioners made by the applicant in December 2018.</i></p>																																																																									

2	<p><i>The Parish Council feels it is imperative to see the Section 106 Agreement regarding the affordable housing drawn up to include all possible routes as outlined in the NPPF, so as to ensure the provision of the affordable homes to meet the needs of members of our community. It is hoped that there can be flexibility in who owns the homes as long as they meet a local need and remain affordable in perpetuity.</i></p> <p><i>It also considers it essential that a condition be attached that the open market housing must not be occupied until the affordable homes have been built, to ensure the delivery of the affordable homes to meet the objectives of the Neighbourhood Plan.</i></p> <p><i>The Parish Council also wishes to see that conditions will be attached to planning permission granted to restrict future extensions and alterations to these dwellings, in order to maintain the stock of smaller, more affordable homes, in accordance with the Neighbourhood Plan Policy H2: Type and Size of Housing.</i></p> <p><i>It is particularly concerned that, in accordance with Policy RES3, the eastern elevations of Plots 4, 5 and 6 overlooking the Parish Field should provide a positive frontage, which shouldn't be spoilt by inappropriate, mismatched additions in the future.</i></p> <p><i>The Parish Council would like to see bricks used that are more traditional to the area than those used in the existing Bels Court, e.g. to more closely match those used in the Parish Room and School.</i></p> <p>WD/D/19/000507 MARLAYS, BOOKHAM LANE, BUCKLAND NEWTON, DORCHESTER, DT2 7DL</p> <p>Use of the dwelling without compliance with agricultural occupancy condition included in planning approval OA/211/083M</p> <p><i>Comments by 21 April 2019 – Parish Council did not comment.</i></p>	
15	<p>Highways</p> <p>Triangle by church – Thank you to Cllr Godwin for planting this triangle. Parish Clerk to ask Cllr Godwin to trim the triangle (as he knows where everything is planted) so that it is not trimmed by Highways and everything is cut down.</p>	SM
16 1 2	<p>Correspondence</p> <p><u>Emails received</u></p> <ul style="list-style-type: none"> • Dorset Council newsletter – April 2019 • Travel and transport newsletter – May 2019 • Policy E-Briefing PC7-19 – consultation - closing date for responses 11 June 2019. • Bournemouth, Christchurch, Poole and Dorset Mineral Sites Plan Modifications Consultation - Advanced Notice <ul style="list-style-type: none"> • Letter from DAPTC Chairman requesting information from your council – <i>Parish Clerk to respond.</i> 	SM
17 1 2 3 3 4 5	<p>Other Parish Matters</p> <p><u>Hountwell Pump</u></p> <p>Risk Assessment to be carried out by Parish Clerk and Cllr Baker on Thursday 16 May.</p> <p><u>Fingerposts and Signs</u></p> <p>It was noted that many of the signs needed cleaning. Cllr Osmond has volunteered to do this.</p> <p><u>Play Area</u></p> <ul style="list-style-type: none"> • A weekly inspection is carried out and any issues are raised with the Parish Clerk. • The External safety inspection is due to be done in May. <p><u>Parish Field</u></p> <p>Work on the all-weather track is due to commence at the end of May.</p> <p><u>Parish Room</u></p> <p>The refurbishment of the Parish Room is on schedule and the Parish Council are delighted with how it looks so far.</p>	SM CO

6	<p><u>The Pound</u> The pound has been strimmed.</p> <p><u>Telephone Boxes</u></p> <ul style="list-style-type: none">• The telephone box by the Gaggle of Geese has been washed by Cllr Baker. The Parish Council has noted that it has also been brushed out. Thank you to the Parishioner who did this.• Strimming has been done around the telephone box at Henley.	
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Next Meeting - Wednesday 12 June – 8.00 pm – Village Hall
The meeting concluded at 9.15 pm.

Signed: _____ Date: _____