

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Full Parish Council Meeting
Tuesday 14 March 2023 at 7.00 pm in the Parish Pavilion

Present: Chair Cllr Mark Needham (MN), Vice Chair Cllr Mick Ames (MA), Cllr John Baker (JB), Cllr Chris Osmond (CO), Cllr Lin Townsend (LT), Cllr Andy Foot (AF), Cllr Sheila Crouch (SC), Cllr Christina Manny (CM), Cllr John Simpson (JS)

Twelve Parishioners

Cllr Jill Haynes

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
	Cllr Needham welcomed everyone to the meeting.	
	<p>Period of Public Questions</p> <ul style="list-style-type: none"> • Parishioner advised that they had done their own analysis on identification of key themes from responses from the parish plan questionnaire and did not agree with the Parish Council percentage analysis and wanted to know why some issues (particularly environmental) had been ignored. <p>Cllr Crouch explained that all responses had been collated and a working party of councillors had reviewed them. Consideration of what was in the remit of the Parish Council, or what the Parish Council had control over was carried out and put in a draft plan. Councillors held a working group meeting to review and discuss draft parish plan. Councillors felt that environment issues have been represented in the plan. Review and adoption of plan is an agenda item.</p> <ul style="list-style-type: none"> • Parishioners raised concerns and objections (in person and via emails) to the building of a multi-use games area on land that has been recently purchased by the Parish Council. They did not want to see habitat destroyed and felt that a multi-use games area was not needed. They accused the Parish Council of not being transparent and not consulting the parish. <p>Cllrs explained that the decision to purchase the land had come about following comments received in the public consultation of 2012 concerning lack of sports facilities and things for young people to do. It was decided with agreement of the landowner to allocate a parcel of land west of the Parish Field for the potential use of a multi-use games area in the draft neighbourhood plan. The neighbourhood plan went through public consultations in 2014 and 2015, a referendum in 2017 and was adopted as part of the West Dorset, Weymouth and Portland Local Plan in 2017.</p> <p>As a condition of the purchase, the Parish Council has to have a post and rail fence erected on the western side within the next few weeks to demarcate the boundary. Most of the fence will be across open pasture, however the last few metres will be within scrubland, this will be left until later in the year as the bird nesting season is underway. There is also a legal obligation to repair/refence the northern boundary, this will also be left to later in the year.</p> <p>Councillors agreed that the land would be a great asset for the community and is Council is already engaged with the Dorset Farming and Wildlife Group who will be evaluating the habitat and putting together a plan for future management of the site. The Parish Council does not have any plans to start construction of a multi-use games area at this time.</p>	
2023/3-1	To Receive Apologies for Absence and to approve the reason given	

	None	
2023/3-2	To Receive Declarations of Personal or Pecuniary Interests or Grants of Dispensation Cllr Ames – 2023/3-10 - Parish Matters – Youth Club Cllr Ames – 2023/7-4 – Land at rear of Duntish Chapel	
2023/3-3	To approve and sign as a correct record the Minutes of the Full Council Meeting held on Tuesday 10 January 2023. The minutes were signed as a true and accurate record. <i>Proposed Cllr Crouch, Seconded Cllr Townsend, AIF</i>	
2023/3-4	<p>Clerk’s Report/Update on actions</p> <p>Highways & Rights of Way</p> <ul style="list-style-type: none"> • Highways Community Liaison Officer has confirmed that they continually monitor the humps and bumps on B3143 past Lydden Meadow. Road signs have been placed on road as a warning. The engineers are looking into it, but think it is to do with being on clay. Action may be to level out humps, but this would not happen until new financial year. 9.2.22 Parish Council have been advised that due to work load the investigation holes have not yet been done. • Highways Community Liaison Officer has checked and it looks like parishioner hedge that had been raised previously has been trimmed back. • Refresh of coloured tarmac at crossroads – Highways Community Liaison Officer advised that the crossroads has been analysed by an independent company and the skid resistance level is fine, therefore there will be no plans to resurface. • Highways Community Liaison Officer advised that a root cutter has been put down some drains within the Parish, which cut roots and then drag them back out. • Parishioner has emailed their thoughts on flooding around the village and near their property, which has been collated with other responses for FWAG. Clerk advised that email will be discussed at PC meeting in March and raised one of his observations of an overflowing drain with highways. • Flooding – Clerk has recirculated maps to parishioners who attended the flooding meeting, asking for them to note problem areas and return. <p>Planning</p> <ul style="list-style-type: none"> • Barnes Lane – passed on parishioner concerns to enforcement ref: DFY479208033. 8.2.23 email from enforcement confirming that a case has been opened under reference EN/2023/00055. Once significant progress is made then the case officer will be in touch. <p>Parish Matters</p> <ul style="list-style-type: none"> • Humphries Kirk have confirmed that the purchase of land has been completed. The deeds have been submitted to Land Registry. They have advised that Land Registry are taking a long time to deal with applications and that some are taking more than 12 months to complete. • All-weather track – Cllrs have removed large stones, swept, laid a dumpy bag of (0-4) washed limestone sand and rolled it on a section of the track as a test piece to see how it weathers. • SSE electricity contract – Clerk has accepted the contract. If we do not pay by DD 0.5p will be added to the price • Environment Group – Clerk has emailed interested parishioners, detailing the two options for setting up a group and asking for feedback on which option they prefer and what areas they are interested in working on. <p>Correspondence</p> <ul style="list-style-type: none"> • The Pension Regulator – Re-declaration was completed on 16 February 2023 • Chris Loder MP letter advised that he would be unable to attend the annual parish meeting as he will be at parliament; generally he has to be at the House between 	

5	<p>Monday and Thursday when the House is sitting. He could attend if the meeting was on a Friday.</p> <ul style="list-style-type: none"> Funding request from Life Education – Clerk spoke to the school about the request, they did not know anything about it. They apologised as they would not have contacted the Parish Council about this sort of funding. They were going to speak directly to the company about it <p>Parishioner Questions/Issues Raised</p> <ul style="list-style-type: none"> Parishioner asking who is responsible for gates/stiles on land that is leased – is it the landowner or the person renting the land. Checked with senior ranger at Dorset Council, his response was ‘<i>all gates on rights of way are the responsibility of the land owner. If the land is leased it will depend on what the lease agreement says but contacting the owner of the lane would be good start</i>’ Parishioner raising concerns over the clearing of scrubland on the recently bought land. Clerk has acknowledged email and circulated to Cllrs as requested - maintenance and fencing of land is an agenda item. Parishioner has raised concerns about the damage to the verge by the Pavilion by cars parking on it – this is an agenda item 																												
<p>2023/3-5 1</p> <p>2</p>	<p>To receive reports from: Cllr Jill Haynes – Chalk Valley Ward, Dorset Council</p> <ul style="list-style-type: none"> Report for January received – available on website. Report for February received – available on website. <p>Government has awarded Dorset Council 1.3 million for three grants for digital innovation. Dorset Council is looking to help providers find appropriate places for digital infrastructure like masts. The council aiming to get a list of buildings where a mast would be allowed. Some representatives from Columbia are visiting to see how digital works in rural areas, as they have similar issues with connectivity and need better service, Dorset Council being held up as an exemplar in this area. A full report on this area will be in the March Dorset Councillor report.</p> <p>PCSO Alison Donnison 6500</p> <ul style="list-style-type: none"> January – no crimes reported February – no crimes reported <p>Cllrs concerned that we are not getting any presence from the police in the village or at meetings. <u>Action:</u> Cllr Ames to make contact as he is liaison representative.</p>	MA																											
<p>2023/3-6 1</p> <p>2</p>	<p>To approve the Financial Statement and agree any actions in relation to Financial Matters</p> <p><u>Invoices Paid</u></p> <table border="0"> <tr> <td>ICO</td> <td>£ 35.00</td> <td>E49 – DD 19.1.23</td> </tr> <tr> <td>Clerks Wages + Exps (Dec)</td> <td>£ 377.60</td> <td>E48 – BACS 11.1.23</td> </tr> <tr> <td>Dorset Council – Mowing Parish Field</td> <td>£ 1009.68</td> <td>E46 - BACS 11.1.23</td> </tr> <tr> <td>Humphries Kirk – completion statement</td> <td>£ 7537.71</td> <td>E-PF4 – BACS 11.1.23</td> </tr> <tr> <td>Clerks Wages + Exps (Jan)</td> <td>£ 789.17</td> <td>E51 - BACS 9.2.23</td> </tr> <tr> <td>Srewfix batteries for alarms</td> <td>£ 8.99</td> <td>E47 – BACS 11.1.23</td> </tr> <tr> <td>Sturminster Newton Building supplies</td> <td>£ 56.40</td> <td>E53 - BACS 6.2.23</td> </tr> <tr> <td>Transfer to Project Fund</td> <td>£ 50.00</td> <td>E50 - BACS 27.1.23</td> </tr> <tr> <td>Transfer to Project Fund</td> <td>£ 50.00</td> <td>E52 - BACS 27.2.23</td> </tr> </table> <p><u>Paid under delegated powers</u></p>	ICO	£ 35.00	E49 – DD 19.1.23	Clerks Wages + Exps (Dec)	£ 377.60	E48 – BACS 11.1.23	Dorset Council – Mowing Parish Field	£ 1009.68	E46 - BACS 11.1.23	Humphries Kirk – completion statement	£ 7537.71	E-PF4 – BACS 11.1.23	Clerks Wages + Exps (Jan)	£ 789.17	E51 - BACS 9.2.23	Srewfix batteries for alarms	£ 8.99	E47 – BACS 11.1.23	Sturminster Newton Building supplies	£ 56.40	E53 - BACS 6.2.23	Transfer to Project Fund	£ 50.00	E50 - BACS 27.1.23	Transfer to Project Fund	£ 50.00	E52 - BACS 27.2.23	
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	SSE – 25.11.22 to 16.2.23 Clerks Wages + Exps (Feb)	£ 40.90 £ 435.56	E43 – BACS 8.3.23 BACS 8.3.23	
3	<u>Invoices to be approved</u> Paints 4 Trade – paint for telephone box Clerks Wages + Exps (Mar) Donation for Village Hall for Post Office Half cost Social Media Training <i>Proposed Cllr Osmond, Seconded Cllr Townsend, AIF</i>	£ 74.97 £ 519.22 £ 150.00 £ 15.00	LGA 1972 s137 LGA 1972 s112 LGA 1972 s137 LGA 1972 s175	
4	<u>Monies Received</u> Interest – October £ 3.26 Interest – November £ 5.76 Interest – December £ 6.59 Interest – January £ 7.03 Interest – February £ 6.92 Hountwell Annual Rent £ 1.00			
5	<u>Reconciled Accounts to 28 February 2023</u> Nat West Current Nat West Deposit - The Aykroyd Legacy and Project Support Fund. Project and Maintenance Fund		£5,106.82 £10,036.94 £ 9,668.41	
	Financial reports and bank reconciliations were circulated prior to the meeting. These were reviewed and approved. <i>Proposed Cllr Townsend, Seconded Cllr Foot, AIF</i>			SM
6	To appoint an internal auditor – Cllr agreed to continue using present auditor. <u>Action:</u> Clerk to ascertain whether they are happy to continue and confirm charges.			SM
7	SSE – to consider whether to pay by DD – if the Parish Council does not pay by DD then 0.5p/kWh will be added to the contract price. This means the price per unit will increase from 41.468 p/kWh to 41.968 p/kWh. After discussion it was agreed to not pay by DD as this gives more control over the money leaving the account – <i>Proposed Cllr Baker, Seconded Cllr Foot, AIF.</i> <u>Action:</u> Clerk to continue to take monthly meter readings.			SM
8	To consider increase of Email storage – DAPTC has advised that it will cost £ 45.00 per year to increase email storage to 5GB. Clerk advised that regular deleting of unwanted emails takes place, but has had two warnings over the past month that mailbox is reaching maximum storage. Cllrs agreed that an increase in storage was required to maintain service and keep existing required emails. <i>Proposed Cllr Townsend, Seconded Cllr Manny, AIF</i> <u>Action:</u> Clerk to advise DAPTC			
2023/3-7	Planning Matters <u>Applications for discussion</u> NATTRAN/SW/S247/5359 – PROPOSED STOPPING UP OF HIGHWAYS AT THE OLD CHAPEL, FACTORY LANE, DUNTISH, DT2 7DR <i>Comments by 5 April 2023 – Agreed that there was no comment for the Parish Council to submit as this was highways land and there is now an agreement in place, there has been no objections to access and the ground is registered to them.</i>			
1				
2	<u>Responses made under delegated powers</u> P/FUL/2022/07664 – MILL HOUSE, TILEY KNAP, MIDDLEMARSH, DT9 5QW Form new vehicular access and driveway (close existing access)			

	<p><i>Comments by 10 February 2023 – Buckland Newton Parish Council has no objection to this application. The new placement of drive will be safer as visibility will be improved.</i></p> <p>P/FUL/2022/07979 – BUCKLAND NEWTON PLACE, BUCKLAND NEWTON, DORSET, DT2 7BX Erect greenhouse</p> <p><i>Comments by 1 February 2023 – Buckland Newton Parish Council has no objection, but would like to ensure that the other planning permission that was granted for original greenhouse isn't built on, as specified in the application.</i></p>	
3	<p>Update on Neighbourhood Plan – The current Neighbourhood Plan was made 5 years ago; under the existing framework it is considered to be out of date after 2 years, therefore the parish could be vulnerable for speculative planning applications, especially if Dorset Council are not meeting their housing targets. There is a proposal to increase the out of date period from two to five years, but the present draft local plan is not due to be examined until April 2025. The options available are to renew the current plan, update the current plan, or do nothing. To update the plan would be time consuming and cost in the region of £ 8000, although a grant would be available. Councillors agreed that all options needed to be considered.</p> <p><u>Action:</u> Clerk to ask Cllr Haynes for an update on figures for housing targets. <u>Action:</u> Cllr Baker to seek advice from Jo Witherden, Planning Consultant <u>Action:</u> Clerk to ask DAPTC how many Councils have either renewed or updated their plans.</p>	SM JB SM
4	<p><u>Land at rear of Duntish Chapel</u> – Parish Council has received correspondence from parishioners who are concerned that surveyors have been seen in the field behind the old chapel and noted that the post and rail fencing marking the boundary to the public footpath has been removed. Parishioners are seeking confirmation from Dorset Council that vehicular access has not be granted. They have also approached Dorset Council with a proposal to leasing some of the land with a view to rewilding it for use within the community. Dorset Council has advised that they would not be opposed to this as rewilding this parcel of land would assist in their carbon off setting.</p>	
2023/3-8	To consider and agree any actions in relation to Highways and Rights of Way	
1	<p>Flooding Report/Update – Clerk has been collating parishioner correspondence and forwarding to FWAG. Nicola Hopkin from FWAG has advised that she is attending a meeting on 14 March to discuss the findings so far, as well as the potential for projects in the catchment. She has also provided a brief for the Dorset Council Farms engagement around the downstream conveyance and flood risk reduction.</p>	
2	<p>Parishioner correspondence has been received highlighting that any future planning need to consider how surface water will be dealt with.</p>	
3	<p>Councillors noted that a lot of work has been done by highways on clearing ditches and drains within the parish.</p>	
2023/3-9	To appoint a new Trustee to the United Charities of Buckland Newton	
	<p>After reviewing who else is a trustee, Councillors thought it would be appropriate to have a female trustee. Councillors to propose names for consideration at the next meeting.</p>	
2023/3-10	Parish Matters	
1	<p>Land Purchase</p> <ul style="list-style-type: none"> • Humphries Kirk have confirmed that the purchase of land has been completed and that the deeds have been submitted to Land Registry • As a condition of the purchase, the boundary on the Western side has to be fenced with post and rails within the next few weeks to demarcate the boundary between the plot purchased and the vendors retained land. Most of the fence will be across open pasture, however, the last few metres will be within scrubland of brambles and 	

2	<p>blackthorn, which will be left until later in the year, as the bird nesting season is underway.</p> <ul style="list-style-type: none"> • The Council is also under legal obligation to repair or replace the fence on the northern boundary. This will take place later in the year after the bird nesting season. • Cllr Baker is meeting with the site manager on Friday 25 March to mark out the exact boundaries. • Cllr Needham and Cllr Ames, met with representative from FWAG to discuss evaluation of habitat, with a view to produce a plan for future management. • Cllr Needham suggested that the land could be called the Parish Paddock. • <u>Action:</u> Cllr Baker to obtain quotes for stock fencing with one rail on top. Councillors would prefer creosoted posts and rails to be used. • <u>Action:</u> Cllr Baker to liaise with Rights of way liaison officer regarding footpath and access to it. • <u>Action:</u> Clerk to put an article about the purchase of the land in the LVN • <u>Action:</u> Clerk to add to asset list and inform insurance company. 	<p>JB JB SM SM</p>
3	<p>Play Area</p> <ul style="list-style-type: none"> • Cllr Osmond has completed regular checks • Bark/chippings have been raked • Roundabout – repairs have been postponed until the Spring • Cllr Osmond has made the open culvert in the hedge line 9 meters below the play area safe by covering with paving slabs. • Annual inspection has been booked. 	
4	<p>Parish Pavilion</p> <ul style="list-style-type: none"> • <u>Action:</u> Clerk to note in the LVN that the Pavilion is available for parishioners to use and that the toilet is open 24/7. 	<p>SM</p>
5	<p>Parish Field</p> <ul style="list-style-type: none"> • All-weather track - Councillors have had positive feedback from parishioners and the school regarding the test piece that has been laid. It was noted that a few stones were coming through, but it was thought this was because not all of them had been removed completely before laying of trial surface. <p><u>Action:</u> Cllr Needham to get prices to resurface the whole track with (0-4) washed limestone sand. <i>Proposed Cllr Osmond, Seconded Cllr Foot, AIF</i></p> <p>Wildflower Strip - Cllr Needham and Cllr Ames met with FWAG regarding Wild flower strip, who suggested that plugs would be the best way forward.</p> <p><u>Action:</u> Cllr Needham to see if funding/assistance can be secured.</p>	<p>MN MN</p>
6	<p>Parish Pound</p> <ul style="list-style-type: none"> • <u>Action:</u> Clerk to obtain a price to see how much it would cost to mow the pound at the same time as the Parish Field. 	<p>SM</p>
7	<p>Hountwell Pump</p> <ul style="list-style-type: none"> • <u>Action:</u> Cllr Simpson to carry out risk assessment of Hountwell Pump. 	<p>JS</p>
	<p>Parish Plan/Parish Action Plan</p> <ul style="list-style-type: none"> • Councillors held a working group meeting to discuss which issues were in the remit of the council and could be included in the plan. The draft plan was updated and circulated prior to the meeting. Cllr Needham thanked Cllrs Crouch, Baker and Manny for their work on updating the Parish Plan. <i>The new Parish Plan was adopted – AIF</i> <p><u>Action:</u> Parish Plan to be produced and made available on website.</p> <ul style="list-style-type: none"> • Environment Group – Responses have been received regarding how to run the environment group. The responses were split between the two options of being 	<p>JB/SC</p>

	<p>independent or being a working group under the Parish Council. Therefore, it was suggested that interested parties have a meeting to decide how they want to proceed. <u>Action:</u> Clerk to ask permission for contact details to be shared, so that a meeting can be organised.</p>	
8	<p>Emergency Plan</p> <ul style="list-style-type: none"> • Updates to plan - Cllr Crouch proposed that Cllr Simpson be allocated to Henley sector and Cllr Needham be moved to the Pavilion. <i>AIF of these changes.</i> 	SM
9	<p>Youth Club</p> <ul style="list-style-type: none"> • The Youth Club would like to have a coffee/cake sale from the Pavilion on Sunday 14 May. Cllrs agreed that this would be ok and that the Parish Council would cover the cost of use. The Youth Club has confirmed that insurance is in place. <u>Action:</u> Clerk to advise that booking can go ahead and no donation would be required. 	SM
	<ul style="list-style-type: none"> • The Youth Club would like to have a family camp out and BBQ on Friday 14 July. It has been confirmed that the Youth Club insurance would cover this event. Cllrs are happy for this to go ahead providing there is adult supervision at all times and that there is no open fire. <u>Action:</u> Clerk to advise Youth Club of stipulations. 	SM
10	<p>Kings Coronation</p> <ul style="list-style-type: none"> • Parishioners would like to use the Parish Field and Pavilion of Sunday 7 May to hold a Big Lunch to celebrate the Coronation and asked whether the Parish Council insurance will cover this event. It was agreed that Cllr Ames would be part of the organising committee and that the event should be advertised ‘in conjunction with the Parish Council’ so that insurance criteria is met. <u>Action:</u> Clerk to confirm that the booking is ok, confirm that Cllr Ames will be on the committee and forward insurance special events and activities guidelines. 	SM
11	<p>Buckland Newton School</p> <ul style="list-style-type: none"> • Cllr Ames had a very productive meeting with the head teacher Mr Sales. The school is very pleased with the test section of the all-weather track. He has indicated that there may be some funding available next year to help with the cost. • They would like to see a 20mph limit past the school • The road in front of the school is not gritted and it is lethal during icy conditions <u>Action:</u> Clerk to speak to Community Highways Officer to see if the road could be added to the gritting schedule. • They would like to see the white line on the virtual pavement extended to Cranes Meadow. <u>Action:</u> Clerk to raise with Community Highways Officer • Cllr Ames proposed a voluntary one way system for vehicles at drop off and pick up times at the school. Cllrs thought this was a good idea. <u>Action:</u> Cllr Ames to speak to the road safety manager at Dorset Council. 	SM SM MA
12	<p>Netball post/hoops</p> <ul style="list-style-type: none"> • Netball post and hoops on the parish field can be put on hold as the netball team is hoping to have keyed access to the school 	
13	<p>Parking on the verge alongside the B3143</p> <ul style="list-style-type: none"> • Parish Council has received concerns about the damage to the verge. Cllrs discussed this with FWAG while discussing the wild flower strip. It was suggested that dragon teeth could be used. 	

	<u>Action:</u> Clerk to speak to community Highways Officer, to see whether the gully can be filled in, whether there is top soil available and whether there are any wooden dragon teeth posts available.	SM
2023/3-11	<p>To consider all Correspondence received for decision, consultation and information</p> <ul style="list-style-type: none"> Letter regarding Building Reinstatement Cost Assessment of Buildings <u>Action:</u> Cllr Baker and Clerk to check the value of Pavilion and current insurance value. FW: DAPTC Central Area Committee Councils - DAPTC Representative(s) <u>Action:</u> Information to be circulated prior to Annual meeting and be included on agenda Chris Loder MP advised that he can only attend meetings on a Friday, as he is in parliament during the week. <u>Action:</u> Clerk to contact him and arrange a date for June Tree Preservation Order was received today, 14 March. Not all the information is correct. <u>Action:</u> Clerk to review and respond Biodiversity Protocol, Dorset Council regarding purchased land <u>Action:</u> Clerk to respond, that purchase of land has only recently been completed and that the Parish Council are already in contact with FWAG. Wildlife Trust <u>Action:</u> Clerk to respond, that purchase of land has only recently been completed and that the Parish Council are already in contact with FWAG 	SM/JB SM SM SM SM
2023/3-12	<p>Other matters for information and agenda items for Next Meeting</p> <ul style="list-style-type: none"> Clerk has attended the social media training, which was very interesting and informative. 	
	<p>Date of next meeting Tuesday 9 May 2023 – Parish Pavilion – 7.00 pm – Annual Parish Council Meeting</p>	

The meeting concluded at 9.40 pm

Signed: _____

Date: _____