

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Full Parish Council Meeting
Tuesday 12 March 2024 at 7.00 pm in the Parish Pavilion

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

Cllr Jill Haynes

Three members of the public

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
	<p>Cllr Foot welcomed everyone to the meeting.</p> <p>Housekeeping - Fire Exits were indicated and a request for mobile phones to be switched off or turned to silent. If anyone intended to record the meeting, they were asked to make the meeting aware.</p> <p>Cllr Foot read the following statement at the start of the meeting:</p> <p>Before we commence tonight’s meeting of council I would like to remind all those attending how contributions to our meetings can be made by both Councillors, employees of council and members of the public.</p> <p>Councillors and employees of council are bound by the Nolan Principles for standards in public life. We should demonstrate our compliance with these principles when interacting with members of the public and I believe we do just that. In return we ask that members of the public too, are respectful and civil in their dealings and communications with us. Should members of the public have any concerns with how council or its employees are functioning, there are appropriate channels to raise these concerns for both councillors or employees. This can be done through me as Chair. Personal attacks or disrespectful comments in public meetings aren’t helpful or required. We encourage you to take part in these meetings because we really want to hear what you think about matters in the community – let’s just do it in a civil and respectful way please.</p>	
	<p>Period of Public Questions</p> <ul style="list-style-type: none"> • A representative from FBNS outlined ideas for the School Fair that they would like to hold on the Parish Field. <p><u>Action:</u> To be discussed later in the meeting and Clerk to advise of Council’s decision.</p>	SM
2024/3-1	<p>To Receive Apologies for Absence/Non Attendance and to consider/approve the reason given</p> <p>None</p>	
2024/3-2	<p>To Receive Declarations of Personal or Pecuniary Interests or Grants of Dispensation</p> <p>None</p>	
2024/3-3	<p>To approve and sign as a correct record the Minutes of the Full Council Meeting held on Tuesday 14 November 2023 and Tuesday 9 January 2024.</p> <ul style="list-style-type: none"> • Minutes from Tuesday 14 November 2023 – the signing of these minutes were deferred from the last meeting as there was a request from a member of the public for them to be changed. As this has never happened before the Parish Council took 	

	<p>advice on the matter. After discussion Councillors decided that the minutes should remain as they were. – Approved, AIF</p> <ul style="list-style-type: none"> Minutes from Tuesday 9 January 2024 – Approved, AIF 	
<p>2024/3-4 1</p>	<p>Clerk’s Report/Update on actions</p> <p>Highways, Rights of Way and Transport</p> <ul style="list-style-type: none"> Parking issues around school area/Traffic safety concerns – Cllr Ames met with Head teacher (20.2.24) Cllr Ames appraised him of the Highways feedback on the Dragons teeth, speed limit signage, painted zig zags outside the school and the visibility from overgrown plants at the cross roads. Other items discussed were Highways feedback on the request for double yellow lines around the cross roads and the general parking drop off issues and ways forward. The Head teacher agreed that a notice would be put into the school letter to parents, asking them to consider car sharing and to be considerate when parking. The Head teacher will also look at the current mini bus and the route it takes in relation to locations of current families at the school and if there is an improved route to enable more students to use the bus rather than being driven in, or an additional mini bus required. Lastly, the experimental One Way System was discussed. The Head would like to trial the idea and will put a copy of Cllr Ames letter to all parents to gauge the general feeling. Cllr Ames will do letter drops to the homes in the immediate area and place a copy in the LVN, to make as many people aware as possible. It was agreed that the best time to trail the system would be after the Easter break starting 15th April. This would give everyone plenty of notice and time to raise any concerns they may have. Electric Charging Points – article was put in the LVN, a couple of responses of interest have been received. 	
<p>2</p>	<p>Parish Matters</p> <ul style="list-style-type: none"> Parish Pavilion – Electricity meter has been replaced with a smart meter (22.1.24) Buckland Newton Footpath Improvement Scheme – Seven gateways have been completed. Thanks has been expressed to the PC for help with the project. They stated that the gates are an improvement and definitely make access easier. They hope to continue with the project and get permission to replace another 7 gates in the new financial year. They have asked whether the PC would continue to manage the money for the next round of funding. Dorset Council has replaced the trees that were destroyed on the verge by B3143. They are all crab apple trees. Litter Pick has been organised for Saturday 9 March 2024 Parish Paddock works commenced 19 February; this involved removal of some scrub, hedge laying and pollarding. Some new hedges were planted with the help of parishioners. FWAG has suggested that some mulching should be done around the new hedge using 2 year old wood chippings. FWAG has also been in touch with the school about children producing some content for the information boards Planters - Thank you letters have been sent to parishioners for looking after the planters Roundabout – Cllr Ames has made a start on repairing the roundabout – new parts have been ordered. Metal Estate fencing has been completed around the play area, with a new metal self-closing gate fitted. Replacement and repairs were also carried out on the metal fence running from the junction to the bus shelter. Wessex Internet – awaiting paperwork to be sent through, as we have to apply for a voucher/grant. Bark – play area. Bark has been delivered and was due to be spread in play area on Friday 1 March. 	

3	<p>Financial</p> <ul style="list-style-type: none"> • Precept request form was submitted and confirmation of receipt received. 																
4	<p>Other</p> <ul style="list-style-type: none"> • Elections - Confirmation received that Election Notice has gone on the Community Facebook page (8.2.24) Reports have gone in LVN, Jan, Feb and March • Biodiversity Report – DAPTC has forwarded some information. • Parish Plan has been updated with actions carried out to-date. 																
5	<p>Outstanding Actions</p> <ul style="list-style-type: none"> • Obtain quotes for lighting at the Sand Store – Action Cllr Baker • Fingerpost letters – quotes received, to be discussed later in agenda • Water Fountain – Clerk unable to access Dorset Council grants, but new round starts late spring/summer. Wessex Water grants – the community fund is closed and the environment fund states it does not fund water fill-up points. Clerk to look at small lottery fund. • Survey/Report about the dam – Clerk contacted Cllr Haynes about receiving a copy of this. At the time of asking the report was not available. 11.3.24 – Clerk has been advised that the report will not be shared while it is part of an ongoing enforcement case as this could compromise the enforcement. Cllr Haynes has advised that officers have said ‘the survey results do show that the lake area has not been formed in accordance with the plans and we will be contacting the owner regarding this. The results are less clear in relation to the flood alleviation and we may have to return to site to conduct further measurements. I need to consult with colleagues on this aspect’ <u>Action:</u> Clerk to respond to parishioner, who requested sight of the survey 	SM															
2024/3-5 1	<p>To receive reports from: Cllr Jill Haynes – Chalk Valley Ward, Dorset Council</p> <ul style="list-style-type: none"> • Cllr Haynes supplied a report prior to the meeting which was circulated to Councillors and a copy is available on the website. • Update on local plan – in 2021 the local plan went out to consultation; 9000 public comments were received. It was clear that the merger of district plans was not adequate. The new plan has been held back by nutrient concerns, a full flood risk evaluation of Weymouth and permanent and temporary Gypsy sites. It is hoped that the new plan will be reviewed by the Inspector in 2026 and be in place for spring 2027. The consultation for the new plan will be digital, as there are not enough staff to cope with paper correspondence. There will be help and workshops available to help members of the public who do not have access to digital platform. • There is not enough electric available to run from the grid. Better infrastructure is required to access electricity generated from other sources such as solar and wind. 																
2	<p>PCSO Alison Donnison 6500</p> <ul style="list-style-type: none"> • January – No reports made for Buckland Newton 																
2024/3-6 1	<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>Reimbursement Cllr Baker fingerpost paint</td> <td>£ 24.99</td> <td>E43 - 4.1.24</td> </tr> <tr> <td>J H Ralph Contractor – Play area hedge</td> <td>£ 195.00</td> <td>E44 – 4.1.24</td> </tr> <tr> <td>ICO registration</td> <td>£ 35.00</td> <td>E45 – 19.1.24</td> </tr> <tr> <td>Josh Foot – Hedge cutting</td> <td>£ 120.00</td> <td>E46 – 22.1.24</td> </tr> <tr> <td>Dorset Council – Tree works</td> <td>£ 570.00</td> <td>E47 – 22.1.24</td> </tr> </table>	Reimbursement Cllr Baker fingerpost paint	£ 24.99	E43 - 4.1.24	J H Ralph Contractor – Play area hedge	£ 195.00	E44 – 4.1.24	ICO registration	£ 35.00	E45 – 19.1.24	Josh Foot – Hedge cutting	£ 120.00	E46 – 22.1.24	Dorset Council – Tree works	£ 570.00	E47 – 22.1.24	
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	County Town – Play Bark	£ 282.00	E48 – 22.1.24
	Reimbursement Cllr Baker (The Fusion workshop)	£ 25.00	E49 – 22.1.24
	DAPTC – New Councillor Training – Cllr Simpson	£ 54.00	E50 – 22.1.24
	Play area fund transfer	£ 50.00	E51 – 29.1.24
	HMRC – Employers National Insurance Contribution	£ 3.34	E52 – 7.2.24
	Clerks Wages + WFH + overtime + Exps (Dec)	£ 854.75	E53 – 7.2.24
	Buckland Newton VH – Contribution to Post Office	£ 150.00	E55 – 8.2.24
	Play area fund transfer	£ 50.00	E56 – 29.1.24
	Dorset Council – Play area gate	£ 290.00	E-PF6 – 8.2.24
	Piers Closier – Play area fence	£ 4566.00	E –PF7 – 16.2.24
	Perrett Fencing – Rights of way Improvement	£ 3601.20	R-E2 – 7.2.24
	<u>Paid under delegated powers</u>		
2	Clerks Wages + WFH + overtime + Exps (Jan)	£ 775.52	E54 – 7.2.24
	<u>Invoices to be approved</u>		
3	DAPTC – FOI Training Clerk	£ 32.00	LGA 1972 s175
	Clerks Wages + WFH + overtime + Exps (Feb)	£ 823.07	LGA 1972 S112
	Clerks Wages + WFH + overtime + Exps (Mar)	£ 770.12	LGA 1972 S112
	Dorset Council – Grounds Maintenance	£ 1034.93	Open Spaces Act 1906
	<u>Monies Received</u>		
4	Dorset Council – Grant Rights of Way Improvement	£2049.60	
	Dorset Council – Grant Rights of Way Improvement	£ 3601.20	
	Mr & Mrs Higgs – rent Hountwell Pump	£ 1.00	
	Hire of Pavilion – Dennehy	£ 10.00	
	Interest (Jan)	£ 11.10	
	Interest (Feb)	£ 7.98	
	<u>Reconciled Accounts to 31 January 2024</u>		
5	Number 1 Account – Precept Funds		£ 8840.47
	Number 2 Account - The Aykroyd Legacy and Project Support Fund.		£ 8105.61
	Number 3 Account - Project and Maintenance Fund		£ 10016.41
	<u>Reconciled Accounts to 29 February 2024</u>		
6	Number 1 Account – Precept Funds		£ 7016.86
	Number 2 Account - The Aykroyd Legacy and Project Support Fund.		£ 6561.99
	Number 3 Account - Project and Maintenance Fund		£ 6762.01
7	Financial reports were circulated prior to the meeting. Clerk confirmed allocation of monies held in the project fund account. Councillors wanted to make sure that payments for this financial year were paid by end of March. Clerk advised that for the period January 2024 to-date 15 hrs overtime were owed. Cllrs agreed that Clerk would speak to both Chair and vice-chair for approval of final figure to be paid prior to 31 March 2024. AIF		
8	To approve budget for 2024/25 – amended budget was approved. <i>Proposed Cllr Needham, Seconded Cllr Townsend, AIF</i>		
9	To appoint internal auditor – it was agreed that the current internal auditor should be asked whether they are able to audit the accounts again this year. <i>Proposed Cllr Baker, Seconded Cllr Townsend, AIF</i>		

10	To consider new electricity contract – Councillors agreed the contract for the next 12 months. Quarterly charge £ 59.08, all units 23.693 p/kWh <i>Proposed Cllr Osmond, Seconded Cllr Crouch, AIF</i>	
2024/3-7	<p>Planning Matters</p> <p>P/FUL/2024/00661 - BROOKFIELD CRANES MEADOW TO B3143 CROSSROADS BUCKLAND NEWTON, DORSET, DT2 7BY</p> <p>Erect 1 no. dwelling with cycle and bin storage facilities. Create new vehicular access and erect car port (demolish existing barn and garage) <i>Comments by 5 March 2024 (extension granted to PC until the 14th)</i> - The Parish Council is supportive of a house in this location as the proposal conforms with the Buckland Newton Neighbourhood Plan Policy H1, as it is situated within the defined development boundary. It similarly conforms with Policy H2, being for a 3 bedroom property.</p> <p>However, the Parish Council has concerns regarding the design of the property and its compliance with Policy H4 of the Neighbourhood Plan, specifically regarding the use of building materials seen locally, typical window styles, and local roof forms.</p> <p>The Council is concerned with the brick plinth to the height of the bottom of the ground floor windows as this is a feature not seen locally. A brick plinth to dpc level would be appropriate, but should be in a brick similar to that traditionally used in the village, e.g. at the school opposite or the nearby Parish Pavilion.</p> <p>The window detail is not normally seen in the locale, and a simpler design would be more appropriate.</p> <p>Again the roof design is unusual with such a short ridge and is not seen in the vicinity. It would be aesthetically better to have gable ends, perhaps with small half-hips. This would also be advantageous for the future installation of solar panels on the east and west elevations.</p> <p>2 <u>Response made under delegated powers</u> P/HOU/2024/00333 - FIR TREES, BUCKLAND NEWTON, DT2 7BY Erect outbuilding comprising home office over gym and pool with link to main house. <i>Comments by 14 February 2024 – Support - The Parish Council has no objection to this application. Whilst the proposed extension appears to be large in relation to the existing house, the appearance from the road will remain unchanged from the existing planning permission. The extended ground floor area will be at the back of the proposal and thus will not directly affect any neighbours</i></p> <p>3 For information purposes only P/TRT/2024/01167 – LAND BETWEEN ROSSLARE & ALLOTMENTS AT BUCKLAND NEWTON Various tree works as per submitted application form.</p>	
2024/3-8	<p>To consider and agree any actions in relation to Highways and Rights of Way</p> <p>1 Public Electric Vehicle Charging Infrastructure – Responses of interest were received from the village hall and the Gaggles of Geese. The site belonging to Magna was also suggested. <u>Action:</u> Clerk to respond to Dorset Council, advising of sites and stating that the preferred option would be the village hall, as it is not on private property.</p> <p>2 Buckland Newton Footpath Improvement – Councillors agreed to facilitate the money for the next round of replacement footpath gates.</p> <p>3</p>	SM

<p>4</p> <p>5</p> <p>6</p> <p>7</p>	<p>To consider approval of A License to Plant – Parishioner contacted Parish Council regarding vehicles parking on the verge outside their house and concerns about vehicles blocking the entrance to Bels Court. Clerk referred parishioner to Highways Department who has advised that bollards with reflectors would be the preferred option rather than the stones that are currently being used. Highways wish to grant A License to Plant; the Parish Council has no objection to this.</p> <p><u>Action:</u> Clerk to respond to Highways</p> <p>Traffic safety concerns – Cllr Ames has met with the head teacher (2024/3-4 (1)) Cllr Ames has hand delivered 33 letters to parishioners regarding the proposed one way system through the village. A letter will also go in the LVN. To-date Cllr Ames has received 13 objections to it and one for it.</p> <p>Dragon’s Teeth – The Parish Council has considered all comments, both for and against the dragon’s teeth, have re-consulted with Highways and provided their answer in response to a formal request. As correct procedure was followed and Highways have confirmed that they have no safety concerns regarding the dragon’s teeth, no further action will be taken.</p> <p>Councillors noted that the edge of the road is breaking up at the bottom of the Parish Field.</p> <p><u>Action:</u> Clerk to report</p> <p>Lanscombe Lane is becoming impassable due to large floods.</p> <p><u>Action:</u> Ask FWAG to look into it as part of the Buckland Newton Scheme.</p>	<p>SM</p> <p>SM</p> <p>SM</p>
<p>2024/3-9</p> <p>1</p> <p>2</p> <p>3</p>	<p>Parish Matters</p> <p>Parish Paddock</p> <ul style="list-style-type: none"> • Work has been carried out on the Parish Paddock – new hedges planted, areas cleared, pollarding and coppicing. <p><u>Action:</u> Clerk to write to FWAG for their work on this project</p> <p><u>Action:</u> Clerk to thank the environment group for their help at short notice.</p> <ul style="list-style-type: none"> • FWAG has suggested that it would be advantageous to mulch the new hedge with two year old chipped bark. Councillors agreed that this would be beneficial, <i>AIF</i> <p><u>Action:</u> Clerk to organise</p> <ul style="list-style-type: none"> • FWAG are liaising with the school to get children to help with designing the information boards. <p><u>Action:</u> Clerk to check who is pricing the board</p> <ul style="list-style-type: none"> • Boundary Fence – Councillors discussed the quote for the boundary fence. It was agreed that the best fence would be Clipex with three strands of plain wire (£ 1305) as it will be less intrusive. <p><u>Action:</u> Clerk to accept quote, but ask for the work to be done in September.</p> <ul style="list-style-type: none"> • <u>Action:</u> Cllr Foot to obtain prices to replace the gate between Parish Field and Parish Paddock <p>Play Area</p> <ul style="list-style-type: none"> • New bark has been spread in the play area. To be reviewed in April as more bark may be required. <p><u>Action:</u> Clerk to thank BNH for their help in delivering and spreading the bark.</p> <ul style="list-style-type: none"> • Piers Closier have completed the metal estate fencing. • Weekly risk assessments have been carried out – no action required. • Roundabout – Cllr Ames is currently carrying out repairs to the roundabout. Invoice of £ 58.75 for replacement parts has been approved for payment. <i>AIF</i> 	<p>SM</p> <p>SM</p> <p>SM</p> <p>SM</p> <p>SM</p> <p>AF</p> <p>SM</p>

4	<p>Parish Pavilion</p> <ul style="list-style-type: none"> Youth Club would like to use the Pavilion to serve refreshments at the plant sale and for some training for young leaders. <u>Action:</u> Clerk to advise that both events are fine and that the Parish Council would like to support by covering the cost of the hire. Internet connection – Parish Council has to apply and go through the voucher validation process. Currently waiting for paperwork. Pavilion Cleaning – Councillors approved cleaning hours for the period of September – February (7 ¼ = £ 92.08) for payment. 	SM
	<p>Parish Field</p> <ul style="list-style-type: none"> Councillors considered the request from FBNS to host the School summer spectacular on the Parish Field as they would like it to be more of a community event. It is being held on 12 July, between 4 – 6 pm. <u>Action:</u> Clerk to advise FBNS that it can be held on the Parish Field. The Council will allow the ice cream van and emergency vehicles on the field providing that it is dry enough and conditions allow. FBNS/School will be liable for any damage caused to the field or track. 	SM
5	<p>Parish Pound</p> <ul style="list-style-type: none"> No action required 	
6	<p>Fingerposts</p> <ul style="list-style-type: none"> Cllr Baker has refurbished one of the fingers from the signpost at the crossroads by the school. Councillors considered and agreed quote for fingerpost letters (300 letters = £ 321.00). It was also agreed that some plastic letters should be ordered, approx price £ 600.00. <i>AIF</i> <u>Action:</u> Cllr Baker to order fingerpost letters 	JB
7	<p>Notice Boards</p> <ul style="list-style-type: none"> <u>Action:</u> Clerk to speak to Dorset Locksmith about repairing lock on shop noticeboard. <u>Action:</u> Cllr Ames to put noticeboard inside the bus shelter. 	SM MA
8	<p>Biodiversity Plan</p> <ul style="list-style-type: none"> Deferred to next meeting. 	
9	<p>Parishioner correspondence - Issues/concerns/questions raised</p> <ul style="list-style-type: none"> Parishioner concerned about state of access road leading into the new development at Brookfields. They have contacted Sambec, but received no response. <u>Action:</u> Clerk to advise that Parish Council has no jurisdiction over this as it is a private road and Sambec has not appraised Parish Council of any plans. Parishioner asked whether a public meeting could be organised to discuss concerns about construction of dam within the village and whether Parish Council could ask to see insurance details. <u>Action:</u> Clerk to respond that both Cllr Haynes and enforcement feel that it is not appropriate to hold a public meeting at this time and the Parish Council believe that requesting details of insurance is outside the remit of the Council. 	SM
10	<p>Litter pick</p>	SM

	<ul style="list-style-type: none"> There was a good turnout for the litter pick, which was very successful. The group split up and covered all roads within the parish. The next litter pick will be arranged in the autumn. <u>Action:</u> Clerk to put thank you LVN 	
2024/3-10	<p>To consider all Correspondence received for decision, consultation and information</p> <ul style="list-style-type: none"> Dorset & Wiltshire Fire and Rescue Authority - Public consultation on our draft Community Safety Plan 2024-28 – circulated 14.2.24, also info put on website and in LVN 	
2024/3-11 1	<p>Other matters for information and agenda items for Next Meeting</p> <p>Elections May 2024</p> <ul style="list-style-type: none"> DAPTC continues to send updated information relating to upcoming elections in May. Notices and information have been put in the Lydden Vales News (Jan, Feb & Mar), the PC website and on community Facebook page directing to website. DAPTC Extraordinary Meeting – Cllr Crouch explained that DAPTC want to change how they are set up and their voting system, so that members are not held responsible for decisions that are made. <u>Action:</u> Cllr Crouch to attend meeting and vote on behalf of the Council Dark Skies Initiative – Council has received a request to consider being part of the dark skies initiative. <u>Action:</u> Clerk to invite them to speak at the Annual Parish Meeting so that the parish can learn more about it. Community Hub – The Council has been advised that funding for a family hub has been secured for the parish. Monies will be spent on the hire of the village hall on a Wednesday for 50 weeks of the year for 2 years. This means that activities and events can be organised on this day as help and support for the community. Examples are health visitors calling into Toddler Group sessions, cooking lessons and after school clubs. The Parish Council has been asked if they would be part of the partnership. <u>Action:</u> Clerk to ask for more details regarding partnership commitments. 	SM SC SM SM
2024/3-12	<p>Date of next meeting</p> <p>Annual Full Parish Council meeting - Tuesday 14 May 2024 – Parish Pavilion – 7.00 pm</p>	

The meeting concluded at 9.00 pm

Signed: _____

Date: _____