



Buckhorn Weston and Kington Magna Parish Council

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Responsible Financial Officer and Parish Clerk: Mrs Sandra Mackintosh

FULL COUNCIL MINUTES

Held on Monday 9th January 2017 at 7.30pm in Kington Magna Village Hall

Item	<p>Parish Councillors Present: Nigel Osborne (Chairman (NO), Roger Gosney (RG), Ms Phillippa Chapman (PC), Matthew Hoskins (MH), Mrs Eunice Dale (ED), Tim Wilton (TW), Kevin Aldred (KA)</p> <p>District County Councillor Present: None</p> <p>County Councillor Present: None</p> <p>Members of the public: There were 2 members of the public present</p> <p>Members of the press: There were no members of the press present</p> <p>In attendance: Parish Clerk: Sandra Mackintosh (SM), Rights of Way Liaison Officer: Martin Hibbert (MHT)</p>	Action
	<p>Apologies: Mrs Valerie Standing, Cllr Mrs B Ridout, Cllr D Walsh</p>	
79/16	<p>To approve the minutes of the Full Council meeting held on 7th November 2016: Cllr Aldred proposed that “the minutes of the previous Full Council meeting held on 7th November 2016 should be approved as a correct record of the meeting.” Cllr Wilton seconded and the vote was unanimous. Resolved. The Chairman duly signed the minutes.</p>	
80/16	<p>Declarations of interest: <i>Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests</i> There were no disclosable pecuniary interests declared.</p>	
81/16	<p>Matters Arising from the previous minutes: None</p>	
82/16	<p>District County Councillors report: Although unable to attend, Cllr Walsh submitted a report which was circulated prior to the meeting. The main point covered Local Government Reorganisation. The results of the public consultation showed that the public are unanimously in favour of the 9 councils reducing to 2 Unitaries made up of Bournemouth, Poole and Christchurch in one and the remaining 6 in the other. A copy of the full report is available on request from the Parish Clerk.</p>	
83/16	<p>County Councillors report: Cllr Cattaway did not attend the meeting. No report submitted.</p>	
84/16	<p>Police report: PCSO Vicky Levy stated that no incidents have been reported in either village since the last meeting of 7th November. A recent spate of car break ins have been reported in Gillingham and members of the public are advised not to leave any valuables, coats or bags in unattended cars and that should you be the victim of crime, to report the incident so that any recovered property can be returned to the rightful owner. Dorset Police also provide a service to assist and support victims of crime. MHT queried if a number of finger posts having been sawn off/disappeared should be reported. PCSO Levy requested all criminal activity be reported for police awareness and increased police presence in the affected area(s). As cold weather is forecast, PCSO Levy advised all members of the public to drive with care, particularly on un-gritted lanes.</p>	
85/16	<p>Public Session: A member of the public informed the council that a representative from cyber-crime will be addressing the ladies group and that partners are invited.</p>	

86/16	<p>Chairman's report: NO highlighted the success of the capital project funding over the last two years and although reserves are not available to continue with funding on such a scale, it is proposed to utilise the village husbandry budget fully to maintain our environment and for the parish council to be actively looking to carry out works to prevent a decline in our villages at a time of Central Government funding reductions. NO confirmed that the precepts, which have been circulated to all councillors for approval, show little change to those from the past excepting the village husbandry budget and small increases to some of the annual donations. The aim has been to limit the impact to the precept by drawing down further on existing reserves which by year end 2018 should sit at approximately 50% of the precept, however a small rise will result in band D precept increases per household of 57p for Kington Magna and £3.41 for Buckhorn Weston. In general NO considered the prepared accounts to be correct and in a robust state moving forward and commended the RFO on her efforts in preparing said documents. NO expressed his thanks to Mr Ben Carver for his sterling efforts over many years as Tree Warden and War Memorial Co-ordinator. As no successor was available to continue as War Memorial Co-ordinator at the time of Mr Carver's departure, a request was submitted to the parish council to adopt this site. It was thought that the role of Tree Warden would remain open however Mr Simon Stranger, a tree surgeon by trade, has volunteered to take up the role whilst also expressing an interest in joining the parish council. A further casual vacancy remains for a Kington Magna representative and all applicants are welcome. A copy of the full report is available on request from the Parish Clerk.</p>	
87/16	<p>Financial:</p> <p>Responsible Financial Officers report: The RFO's report and accounts were circulated prior to the meeting. Copies are available on request from the Parish Clerk.</p> <p>a) To approve the accounts and payments for the period of 1st November to 31st December 2016 including salaries and associated accounts: Cllr Aldred proposed to "approve the accounts and payments for the period of 1st November to 31st December 2016 including salaries and associated accounts." Cllr Hoskins seconded and the vote was unanimous. Resolved.</p> <p>Bank Reconciliation: The current account balance is £7756.85. NS&I account balance is £4845.95. Total payments out so far this financial year are £16,927.68.</p> <p>b) To approve and appoint Mr Michael Ross as internal auditor for the financial year 2017/18: Cllr Hoskins proposed to "appoint Mr Michael Ross as internal auditor for the financial year 2017/18." Cllr Ms Chapman seconded and the vote was unanimous. Resolved.</p> <p>c) To receive and approve the draft precept request for 2017/18: The draft precept accounts were circulated to all councillors prior to the meeting. Further clarification on donations was requested and whether KMPA would be receiving a £1000.00 donation. It was explained that the former KMPA annual donation of £760.00, which covers the annual general maintenance cost, has now been merged into the village husbandry budget as the KMPA is a parish council asset and should be maintained as such. The £500.00 donation budgeted for Kington Magna is for churchyard maintenance and is the same amount donated to both BW Village Green and BW Church. RG requested £500.00 be added to the Kington Magna precept as a donation to KMPA to finance the completion of the capital project and advised that a shortfall in completion funds was due to the project incorporating the village green into the scheme. MH did not support any further drawdown of reserves beyond 2017/18 in order that capital project funding, having been successful, could be provided again in the future and that in forthcoming years the precept should be presented in September to allow councillors time to fully digest the figures and consider possible project funding. Cllr Aldred proposed to "approve the draft precept request for 2017/18". Cllr Gosney seconded and the vote was unanimous. Resolved. Cllr Hoskins proposed to "approve the £500.00 KMPA donation be added to the Kington Magna precept to complete the KMPA project". Cllr Mrs Dale seconded and the vote was unanimous. Resolved.</p> <p>Action: To complete and submit the precept request documentation to NDDC.</p> <p>d) To receive and adopt the War Memorial, maintenance and existing funds of £237.13 into the Parish Council account: The War Memorial was considered to be a vital asset to the community which must be maintained. With the loss of Ben Carver, concerns were raised</p>	RFO

e)	<p>regarding its upkeep. Mr Ross advised the upkeep consists of general tidying which is done by a volunteer for free and given a Waitrose gift voucher in return and that two further volunteers have come forward, one to take on the November ceremony and the other to attend to the planting. The names of all three volunteers will be forwarded to the parish clerk who will be the point of contact regarding funds. Mr Ross also maintained that no significant expenditure will be required for five years when the lettering will need to be reapplied. Cllr Aldred proposed that ‘the Parish Council adopt the War Memorial as an asset, being responsible for its maintenance, and to merge the existing funds of £237.13 into the Parish Council account” Cllr Mrs Dale seconded and the vote was unanimous. Resolved.</p> <p>Action: To transfer existing funds into the PC current account.</p> <p>To receive and consider a request from KMPA to extend the deadline for capital project grant spending: RG informed the councillors that the KMPA has £1,400.00 remaining in their budget from capital project funding and donations received. To complete the KMPA project, it has been intended to install a climbing frame. In spite of a suppliers discount, the addition of the £500.00 donation and the committee installing the equipment themselves, the balance is not enough to cover the cost of the frame before the deadline of the 31st March 2017, at which point any unspent capital project funds revert back to the Parish Council. RG anticipates that extending the deadline to 31st March 2018 will allow KMPA the additional time required to raise further finance to complete the project. It was suggested KMPA look into the possibility of funding from the County Councillor’s annual gift fund. NO stated that any deadline extension must also apply to Buckhorn Weston. Cllr Ms Chapman proposed that “the Parish Council approve the request from KMPA to extend the deadline for capital project grant spending to 31st March 2018 provided that this extension is equitable to both villages”. Cllr Hoskins seconded and the vote was unanimous. Resolved.</p>	B. Carver
88/16	<p>Clerk’s Report: The clerks report, covering general activities carried out, was circulated prior to the meeting. Correspondence was issued to Mr Ben Carver, on behalf of the Parish Council, expressing their gratitude for all of his hard work and dedication as Tree Warden and War Memorial custodian over many years. A copy of the report is available on request from the Parish Clerk.</p>	
89/16 a) b)	<p>Planning:</p> <p>To approve and adopt the minutes from the planning meeting held on 31st October 2016: Cllr Wilton proposed that “the minutes of the previous planning meeting held on 31st October 2016 should be approved as a correct record of the meeting”. Cllr Gosney seconded and the vote was unanimous. Resolved. The Chairman duly signed the minutes.</p> <p>To receive decision notices from North Dorset District Council:</p> <ul style="list-style-type: none"> • Wayclose, Shave Hill, Buckhorn Weston, to erect two storey extension = appeal dismissed (<i>ref: 2/2016/0652/HOUSE</i>) • Dairy House Farm, Church Hill, Kington Magna, to erect single storey extension, install replacement windows and roof lights and convert barn to a home office / artist’s studio and carry out associated works = approved (<i>ref: 2/2016/0093/HOUSE & 2/2016/0094/LBC</i>) • Little Kington Farm, Bourton Road, Kington Magna, to erect agricultural building to form a replacement milking parlour facility, bulk feed hopper, water storage tank and form concrete apron = approved (<i>ref: 2/2016/1286/FUL</i>) • Little Kington Farm, Bourton Road, Kington Magna, to erect agricultural building to form a replacement collecting and treatment yard facility = approved (<i>ref: 2/2016/1290 FUL</i>) • Land south of Shutes Lane, Buckhorn Weston, to erect agricultural building to be used for milking parlour, milk storage and cheese making = approved (<i>ref: 2/2016/1441/FUL</i>) • Wayclose, Shave Hill, Buckhorn Weston, to erect two storey extension with single storey glazed link and open porch. Re-clad existing single storey extension = approved (<i>ref: 2/2016/1515/HOUSE</i>) • Westwood Cottage, Symphony Farm to Quarr Cross – Lane, Buckhorn Weston, to erect single storey and two storey extensions (demolish single storey extension) = refused (<i>ref: 2/2016/1567/HOUSE</i>) 	

	MHT considers that it may be better to suggest landowners trim close to the posts and then inform MHT who will clear the remaining by hand thereby managing by co-operation.	
91/16	Nyland: Nothing to report.	
92/16	To report back from the Kington Magna Conservation Area informal meeting: RG informed the council that further to the meeting, where progress appeared to be made regarding such issues as the island sites, willow trees and text revisions, Mr Kevin Morris has not carried out the actions as discussed and has since left DCC. RG has tried to contact his replacement, Ms Catherine Cartwright, but without success. NO suggested starting again from square one. RG will update the councillors as and when.	
93/16	To receive and adopt the new Parish Council logo design; NO explained his reason for producing the logo having stemmed from a need for branding the Parish Council, particularly in light of the imagery required for the impending website. MH suggested a competition to design the logo, open to all ages, be advertised in Hear Here and a Buckhorn Weston equivalent as a way of encouraging residents to engage with the Parish Council. Cllr Hoskins proposed that “the logo designed by NO continue for the interim and that the competition be set”. Cllr Ms Chapman seconded and vote was unanimous. Resolved. Action: To set up the competition and advertise in Hear Here, Buckhorn Weston Website and on notice boards.	NO & clerk
94/16	Matters Pertinent: Cllr Ms Chapman informed the Parish Council that the Buckhorn Weston Cricket Club were successful in their bid for a grant from Viridor under the Landfill Communities Tax scheme and will be receiving £30,000.00 to purchase a new refurbished artificial strip, new netting, a three unit trailed gang mower, a 3’ auto-roller and two mesh sight screens and that the BW Cricket Club wish to thank the Parish Council for their support in this matter.	
95/16	Items for next agenda: To co-opt Mr Simon Stranger To consider how best to arrange an enforcement department visit to the land adjacent to the railway line.	
	Date of next Meeting: Monday 6 th March 2017 at BW Village Hall: Annual Parish Meeting 7.00pm Full Council Meeting 7.30pm	
	Meeting closed at 21.15pm	
	Signed Chairman Date	

Appendices

- A: District Councillor’s report
- B: Chairman’s report
- C: Accounts and payments for the period of 1st November to 31st December 2016
- D: Bank reconciliation
- E: Draft Precepts
- F: RFO & Clerk’s report
- G: Highways report
- H: RoWLO report

Copies of the appendices can be obtained from the Parish Clerk.