



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 6th March 2017 at 7.30pm in Buckhorn Weston Village Hall

Item	<p>Parish Councillors Present: Nigel Osborne (Chairman (NO), Roger Gosney (RG), Matthew Hoskins (MH), Mrs Eunice Dale (ED), Tim Wilton (TW), Mrs Valerie Standing (VS), Kevin Aldred (KA), Simon Stranger (SS)</p> <p>District County Councillor Present: Cllr David Walsh</p> <p>County Councillor Present: Cllr Andrew Cattaway</p> <p>Members of the public: There were 4 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: Ms Phillippa Chapman, Cllr Mrs B Ridout</p>	
99/16	<p>To approve the minutes of the Full Council meeting held on 9th January 2017: Cllr Gosney proposed that “the minutes of the previous Full Council meeting held on 9th January 2017 should be approved as a correct record of the meeting.” Cllr Aldred seconded and the vote was unanimous. Resolved. The Chairman duly signed the minutes.</p>	
100/16	<p>Declarations of interest: <i>Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests</i></p> <p>NO declared a disclosable interest regarding point 11.2 on the agenda.</p>	
101/16	<p>To co-opt Mr Simon Stranger as a member of the Parish Council: Cllr Gosney proposed to “co-opt Mr Simon Stranger to be a member of the Parish Council”. Cllr Mrs Dale seconded and the vote was unanimous. Resolved. SS accepted the role of councillor and duly signed the declaration of acceptance.</p> <p>Action: Advise NDDC of new appointment and submit DPI form for publishing.</p>	Clerk
102/16	<p>Matters Arising from the previous minutes: None</p>	
103/16	<p>District County Councillors report: Cllr Walsh congratulated NO on his appointment as Chairman of the Parish Council. He advised that the Strategic Planning Forum has delivered to the Minister of State for Housing and Planning, a letter signed by all members of the forum representing the 9 authorities in Dorset stressing the importance of allowing Dorset to ascertain its own housing requirements based on its particular needs rather than a one policy fits all. 1,800 houses are required in Gillingham and Cllr Walsh is determined to seek guarantees and timescales for improved infrastructure first. £3.5m of funding has been secured for the district. There will be an increase to St Mary Virgin school then another primary school. Shaftesbury is looking for a site for an additional school. Medical, community and retail facilities will also be improved. A copy of the full reports are available on request from the Parish Clerk.</p>	
104/16	<p>County Councillors report: Cllr Cattaway confirmed that the £3.5m budget allocation, out of a county wide total of £19.5m, represents 18% of the funding and is unusually high. This is thanks to determined persistence in securing the amount and is a good step forward. Improvements will most certainly include roads. West Stour crossroads is soon to be resolved and a road closure is scheduled for Back Lane in Kington Magna.</p>	

105/16	Police report: PCSO was not in attendance. No report submitted.	
106/16	Public Session: A member of the public stated that the new Gillingham newspaper was very informative and that he was impressed with the publication.	
107/16	<p>Chairman's report: NO welcomed SS as a member of the council and tree officer. NO recently attended the installation and licencing of Rev. Richard Priest as the new vicar of the Benefice of Stour Vales, the ceremony taking place in Christ Church, East Stour in front of a full congregation. The grant to assist creating a dedicated website to meet the Transparency Code for Smaller Authorities has been received. NO stated the next stage will be to seek the best hosting options before developing a theme and site structure for comment and approval from the council. The Standing Orders and Financial Regulations are currently being tailored to suit our Parish Council and will shortly be circulated to councillors for review in time for adoption at the next meeting in May. The latest version of the Code of Conduct has also been obtained and NO recommended that all councillors read the document again. A revised proposal for the land south of the railway bridge, Old Cross Garage, has been received and is thought to be worthy of serious consideration. A planning meeting will be arranged with Mr Matthew Kendrick in the near future for further discussion on this topic. Cllr Walsh asked to be notified of the date. NO advised that Michael Ross has tendered his resignation as Internal Auditor although he has kindly offered to sign off this financial year's accounts and annual return first. NO expressed his thanks for the sterling service and assistance which Michael has provided over the last twenty years and wished him well for the future. Cllr Gosney proposed that "a letter of thanks be sent to Michael from the Parish Council". Cllr Mrs Dale seconded and the vote was unanimous.</p> <p>Resolved A new internal auditor will now be required and suggestions are welcome. A copy of the full report is available on request from the Parish Clerk.</p> <p>Action: To produce and send a thank you letter to Michael Ross</p> <p>Action: To arrange a planning meeting with Mr Kendrick and advise Cllr Walsh of the date.</p>	NO Clerk
108/16	<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. Thanks have been received from Kington Magna PCC and Buckhorn Weston PCC for the annual grant awarded to each for the financial year 2017/18.</p> <p>a) To approve the accounts and payments for the period of 1st January to 28th February 2017 including salaries and associated accounts: Cllr Aldred proposed to "approve the accounts and payments for the period of 1st January to 28th February 2017 including salaries and associated accounts." Cllr Mrs Dale seconded and the vote was unanimous. Resolved.</p> <p>Bank Reconciliation: The current account balance is £6530.20. NS&I account balance is £4875.07. Total payments out so far this financial year are £17,891.46. Payments received are £29.12 interest added to the NS&I account, £358.28 transparency fund grant from DAPTC and £237.13 transfer from the War Memorial fund to the Parish Council account.</p> <p>b) To receive and consider a request from Buckhorn Weston Village Hall for Capital Grant funding towards replacement kitchen fire door (previously circulated): MH queried if a second quote had been obtained by the Village Hall committee. SM advised that an alternative quote was obtained and that a copy would be sought, circulated and kept on file in order for the Parish Council to demonstrate prudence in its spending. SM stated that the difference in cost between the two quotes was unsubstantial and that the committee, having discussed the options, had chosen ACF Windows Ltd as they have previous satisfactory experience of their products and workmanship, is a local business being easily available to contact if needed, will supply a door in keeping with the existing double doors and provide a higher specification product than the alternative. VS suggested the funding be split equally between the two applications therefore assisting but not covering the full cost of replacement.</p> <p>c) To receive and consider a request from Buckhorn Weston PCC for Capital Grant funding towards church clock repairs (previously circulated): SM queried if an additional quote would be required for the church clock repairs. It was thought that specialists would be required to carry out this work and therefore a second quote would be impractical. Cllr Mrs Dale proposed to "split the available funding equally between both applications, providing a grant of £500.00</p>	

	to BW Village Hall and a grant of £500.00 to BW PCC". Cllr Wilton seconded and the vote was unanimous. Resolved.	
109/16	Clerk's Report: The clerks report, covering general activities carried out, was circulated prior to the meeting. ED confirmed that the logo competition advert had appeared in the latest edition of Hear Here. A copy of the report is available on request from the Parish Clerk.	
110/16	<p>Planning:</p> <p>a) To receive decision notices from North Dorset District Council:</p> <ul style="list-style-type: none"> ● Weston House, Weston Street, Buckhorn Weston to erect stone piers and iron railings to north east elevation = approved (ref; 2/2016/1781/HOUSE) ● Weston House, Weston Street, Buckhorn Weston to erect stone piers and iron railings to north east elevation, convert existing workroom to kitchen and window to door, install 3no. windows and 2 no. doors and carry out associated internal and external works = approved (ref; 2/2016/1782/LBC) <p>b) To receive and consider planning applications received prior to this meeting: 2/2017/00220/FUL Blue Hills, Tunnel Head, Sandley to erect self-contained annexe (demolish existing garage) was received although no plans were available to view on the NDDC website. Action: To arrange a planning meeting for the above application.</p>	Clerk
111/16	<p>a) Other Reports:</p> <p>Highways: RG advised the council on the status of the following:</p> <ul style="list-style-type: none"> ● Ditch drainage and verge clearance has been carried out on major roads to both villages. ● The blocked gully at Oak Cottage in Buckhorn Weston has been cleared and the verge ditch leading to it reformed. ● Road pavement subsidence on Chapel Hill in Kington Magna is complete. ● The church lay-by in Kington Magna has been partly re-stoned. ● A road closure of Back Lane in Kington Magna is scheduled for 22nd March at which time the water hydrant leak will be mended. ● DCC are being chased for the advance junction warning sign for westbound traffic approaching Nyland. ● The A30 at Five Bridges is being resurfaced between the 5th and 27th March. A convoy system will be in place as well as night closures. Notification letters were issued to local residents. ● The installation of the flashing vehicle activated sign at A30 Stour Hill Crossroads has been installed and is operational. DCC have now purchased the land for the visibility splay. It is currently at the design stage and a suitable time for installation is being sought. <p>b) Public Footpaths: MHT reported that progress has been made and additional finger posts have been installed, including those damaged by hedge trimming. Two problem remain; the missing footbridge on the county border and the unusable footpaths at Pitt House Farm. Footbridge: Somerset CC do not have the funds to replace the footbridge so a diversion route will be signposted. Footpaths: Mr Kingston has agreed to clear the paths and with the intended sale of the farm in the next financial year, help has been requested from the county farm department to ensure paths are cleared before the sale. The Millennium Walk has been kept clear by MHT. A meeting with Mr & Mrs Pearce to discuss improvements is outstanding. An area requiring attention is immediately south of The Roost, probably needing a French drain. MHT enquired if the Parish Council would consider covering the costs or contributing. NO advised there is a limited budget for village husbandry and consideration could be given when the Parish Council knows what the funding gap is. MHT has two volunteers from Kington Magna but needs two more from Buckhorn Weston. A project announcement event is planned for after Easter regarding the White Hart Link with a plan to have the Stalbridge to Gillingham route waymarked and publicised in time for the Gillingham Walking Festival. MHT is working with other footpath officers to define circular walking routes and hopefully publish them on the new website. An issue with dog fouling on footpaths, particularly Juan's Lane and Church Field in</p>	

c)	<p>Kington Magna, has been raised. It was suggested to continue putting up additional signs in problem areas and to keep pressing the message home regarding responsible and respectful behaviour and the countryside code.</p> <p>To consider strategy for implementing an enforcement department visit to the land adjacent to the railway line: NO contacted the enforcement office to follow up on a report submitted on the 22nd January. NDDC have confirmed receipt of the report and that it is on their 'to do list' but not yet on their systems. KA advised that planning permission for agricultural buildings and stables was obtained some time ago and MHT confirmed that the buildings erected are in the correct positions according to the submitted plans. Mrs Janet Powis informed the council that she has a contact number for Mr Ealson if required. NDDC should respond to NO's report within 21 days. Cllr Walsh asked NO to email him and he will ensure this is done.</p>	
112/16	Nyland: ED reported that notification letters regarding road resurfacing at Five Bridges were not received in the Nyland area.	
113/16	To receive an update regarding the Kington Magna Conservation Area: RG informed the council that Katherine Cartwright is the new contact. A very rough draft of the A3 map showing the conservation area has been provided but is not suitable for circulation at this time as it is a first draft and lacking many elements. Ms Cartwright advised RG that work on the conservation area will be put on hold until the end of June due to their current staffing capacity. Cllr Walsh apologised for the delay explaining that Kevin Morris' job was not replaced and that existing staff have been stretched. He suggested RG contact Julie at Gillingham as they had a similar experience but found West Dorset to be very helpful. RG considered it appropriate for Cllr Walsh to contact Julie and keep him updated.	
114/16	Items for next agenda: Adoption of standing orders, planning procedures, financial regulations and code of conduct. Excessive notices throughout the village. Parking on pavement along Weston Street Buckhorn Weston. Finger posts at T junction of Templecombe Lane and road to Wincanton Direction signs for village hall at T junction by the White House in Buckhorn Weston.	
115/16	Matters Pertinent: None	
	Date of next Meeting: Monday 8 th May 2017 at Kington Magna Village Hall: Annual Parish Meeting 7.00pm Full Council Meeting 7.30pm	
	Meeting closed at 20.52pm	
	Signed Chairman Date	

Appendices

- A: District Councillor's report
- B: County Councillor's report
- C: Chairman's report
- D: Accounts and payments for the period of 1st January to 28th February 2017
- D: Bank reconciliation
- E: RFO & Clerk's report
- F: Highways report
- G: RoWLO report

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