



# Buckhorn Weston and Kington Magna Parish Council

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Responsible Financial Officer and Parish Clerk: Mrs Sandra Mackintosh

## FULL PARISH COUNCIL MEETING MINUTES

Held on Monday 8<sup>th</sup> January 2018 at 7.30pm in Kington Magna Village Hall

Item	Parish Councillors Present: Nigel Osborne (NO) Chairman), Roger Gosney (RG) Vice-Chairman), Mrs Eunice Dale (ED), Tim Wilton (TW), Ms Phillippa Chapman (PC), Matthew Hoskins (MH), Simon Stranger (SS) District County Councillor Present: 0 County Councillor Present: 1 Members of the public: There were 32 members of the public present Members of the press: There were no members of the press present In attendance: Parish Clerk: Sandra Mackintosh (SM), Rights of Way Liaison Officer: Martin Hibbert (MHT), Internal Auditor: Pat Read (PR)	Action
	<p><b>Public Session:</b> Several Kington Magna residents raised concerns regarding the article in Hear Here about housing plans for Back Lane. NO confirmed there are no plans for a development on this site. MH advised the discussion which took place at the last Parish Council meeting was in response to an update received from NDDC regarding a shortfall in North Dorset's Five-Year Housing Supply with the seeking of potential sites and that it would have been remiss of the council to not apply due diligence. He reiterated that the land has not been put forward for planning and noted that the parcel of land has been written into the conservation area. RG confirmed that the Parish Council is not pushing this point and that were it minded to, there would be direct consultation with the villagers, as is the case with the Conservation Area. A resident advised that an archaeologist had confirmed the plot as a Special Site of Scientific Interest and that any building on the land was unlikely. NO confirmed again that there are no plans for development on this site. The accuracy of the minutes was queried. RG and a KM resident who attended the last meeting confirmed the minutes of that meeting were a correct record.</p> <p>A complaint was raised regarding the damage to grass verges at No. 2 and No. 3 Back Lane, due to cattle being driven down the lane, and if the farmer can return to put right said damage. It was noted that the maintenance of verges is the responsibility of DCC Highways but that the farmer in question will be approached and a request made to make repairs.</p> <p><b>Action: To approach farmer and request repairs are made.</b></p> <p>A further complaint was raised regarding the recycling bins at the top of Pill Meadow which have become an eyesore and are no longer in use, the adjacent bus shelter being overgrown and obsolete and the attending refuse vehicle, which reverses down the lane mounting the pavement and spewing mud. The resident requested the Council address this issue with suggested solutions including the digging up of the grass verge and re-tarring, the refuse vehicle reversing up the lane rather than down and demolition of the bus shelter, reinstating the former bank or installing a lay by. The Parish Council deemed that the site required further investigation and consideration before any action but would report the refuse lorry to DCC in the meantime.</p> <p><b>Action: Report the refuse vehicle to DCC.</b></p>	<p></p> <p><b>MH</b></p> <p><b>RG</b></p>

	Daniel von Scheven presented the draft construction traffic management and HGV signage and routing plan for Brains Farm. Full details under planning (92/17b).	
82/17	<b>Apologies:</b> Kevin Aldred, Mrs Valerie Standing	
83/17	<b>To approve the minutes of the Full Parish Council meeting held on 4<sup>th</sup> September:</b> Cllr Mr Gosney proposed that “the minutes of the Full Parish Council meeting held on 6 <sup>th</sup> November 2017 should be approved as a correct record of the meeting.” Cllr Dale seconded, the vote was unanimous. <b>Resolved.</b> The Chairman duly signed the minutes.	
84/17	<b>Matters Arising from the previous minutes:</b> None	
85/17	<b>Declarations of interest:</b> <i>Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.</i> None	
86/17	<b>District County Councillors report:</b> No councillors were in attendance. No reports submitted.	
87/17	<b>County Councillor’s report:</b> Cllr Cattaway reported that the budget is closed for next year and to be prepared for a council tax increase of between 4.9% and 5.9% which is due to the government allowing extra %’s for referendum principles and social care.	
88/17	<b>Police report:</b> PCSO Levy did not attend the meeting but submitted a report which stated that no crimes have been reported in Buckhorn Weston or Kington Magna since the last meeting.	
89/17	<b>Chairman’s report:</b> NO advised that Buckhorn Weston’s Former Cross’s Garage site planning application was recommended for refusal by the planning case officer Mr Lytton-Travers (PCO). In response NO submitted an email to the PCO, on behalf of the Parish Council, supporting the application, rebutting the main points identified by the PCO in his recommendation for the rejection, reiterating the Council’s preference for real stone facing to the dwellings and that the installation of traffic calming measures be a condition for granting the application. Furthermore NO has requested the application be heard by committee, a decision which remains outstanding. Cllr Cattaway advised the Parish Council continue to pursue the PCO for updates and offered to speak to another councillor who may be able to shed further light on this case. With regards to the Brains Farm application for an anaerobic digester, NO requested that the Parish Council be consulted, along with other villages affected, in order to minimise impacts to the villages and address concerns for the safety of parishioners and their property. Cllr Cattaway advised that liaising with DCC Highways would be through him. A full copy of the report is available on request from the Parish Clerk.	
90/17	<b>Financial Reports:</b> <b>Responsible Financial Officer’s report:</b> The RFO’s report and accounts were circulated prior to the meeting. Copies are available on request from the Parish Clerk. Thanks were received from BWVCT for the reimbursement of the replacement defibrillator pads. £571.30 VAT has been reclaimed and deposited in the current account. The £500.00 KMPA loan has been repaid to the NS&I account. a) <b>To approve the accounts and payments for the period of 1<sup>st</sup> November to 31<sup>st</sup> December 2017 including salaries and associated accounts:</b> Cllr Osborne proposed to “approve the accounts and payments for the period of 1 <sup>st</sup> November to 31 <sup>st</sup> December 2017 including salaries and associated accounts.” Cllr Mrs Dale seconded, the vote was unanimous. <b>Resolved.</b> b) <b>Bank Reconciliation:</b> The current account balance is £8416.82. The NS&I account balance is £4875.07. Payments received to date are £13068.80 (inclusive of the £800.00 grant from the CPRE). Total payments out so far this financial year are £10920.27. c) <b>To receive and approve the proposed budget and precept request for 2018/19:</b> A copy of the proposed budget, precept forecast and summary was issued to all councillors prior to the meeting. The precept request amount for 2018/19 remains as per this financial year at £9489.00. Cllr Osborne proposed to “approve the proposed budget and precept request for 2018/19”. Cllr Ms Chapman seconded, the vote was unanimous. <b>Resolved.</b>	
91/17	<b>Clerk’s Report:</b> Nothing to report.	
92/17	<b>Planning:</b> a) <b>To receive decision notices from North Dorset District Council:</b> Old Manor Dairy Farm, Nyland Lane, Nyland, erect single storey rear extension = approved ( <i>ref: 2/2017/1626/HOUSE</i> ) b) <b>To receive a presentation from Daniel von Scheven regarding 17/03257/CPO Brains Farm:</b> Mr Daniel von Scheven advised that planning is now at the discharge of condition stage of which	

	<p>there are two parts, construction and operational periods, and that a first draft of the construction traffic management plan has been produced. It is assumed construction will take 9 months during which large lorries approaching from the south on the A30 will be instructed, by signage, to continue west to the Henstridge crossroads and use the A357 approach to Wincanton. It was suggested that further signage be considered for Common Lane at Five Bridges, the top of the hill through Sandley and at the Templecombe access to Templecombe Lane with the wording on the signage being kept short and clear. It was noted that the signs are advisory. Daniel will take advice over a dedicated route plan being written into supplier's contracts as a legal requirement with the time, date and number plate of drivers who deviate through the villages being reported to the site manager at Brains Farm where a full log of all deliveries will be kept. Mr Jon Pearson, a transport and highway consultant, explained that drivers will take the most straightforward route to their destination which allows for deviances in the event of hold ups. In response the DCC can take action under the condition and possibly stop work on site but this is unlikely. Having discussed the matter with DCC Highways, he stated they have suggested prohibited routes (all routes other than the defined route shown and stipulated in the contract) being the best option and far easier to police as the use of any prohibited route would be a breach of contract. Cllr Cattaway stated that advisory routes allow for alternatives to be used whereas prohibited routes allow for any routes other than them to be used and advised that it is for SCC and DCC Highways to put the documents and facts in place and that any conversation between the applicant and SCC must be discussed with DCC Highways. Cllr Cattaway also stated that he is the point of liaison between the Parish Council and DCC Highways. A few local tractors and trailers are currently supplying the plant and will continue as they already do. Further discussion on this matter may be expected later this week or next. NO thanked Daniel for attending the meeting.</p> <p>c) <b>To receive and consider an update on planning application 2/2017/1572/FUL to erect 8 no. dwellings, form new vehicular and pedestrian access and create 15 no. parking spaces at Cross's Garage, Templecombe Lane to Hartmoor Hill, Buckhorn Weston SO8 5HF:</b> The Parish Council, in response to a formal request submitted to the planning case officer for the application to be heard by committee, awaits a decision (see further details in Chairman's report (89/17).</p> <p>d) <b>To receive and consider planning application 2/2017/1811/HOUSE, Glenfield, Breach Lane, Kington Magna, SP8 5EJ, erect side two storey extension and install 2 no. roof lights, form loft conversion for further living accommodation and install 3 no. dormers. Erect side lean to covered area. Erect front porch. Erect garden shed and play barn on and adjacent to existing concrete shed bases:</b> The planned works were deemed to be fairly substantial but not out of character. The loft conversion would not increase the existing house height but the proposed extension may be more than 50% of the footprint. A query was raised if the increase is in line with Planning Policy 28 and if the Parish Council were setting a precedent by not objecting. As the house is quite small and sits on a very large plot, it was considered the NDDC planning department be reminded of Policy 28 and leave them to make a determination on this matter. Cllr Osborne proposed that "the Parish Council support this application but would comment that NDDC planning consider the percentage increase in overall size of the proposed property to ensure consistency by its being in line with North Dorset Local Plan part 1 policy 28". Cllr Ms Chapman seconded, the vote was unanimous. <b>Resolved.</b>  <b>Action: Submit comments to NDDC planning portal.</b></p>	
93/17 a)	<p><b>Other Reports:</b></p> <p><b>Highways:</b> RG advised the council on the status of the following:</p> <ul style="list-style-type: none"> <li>• The advisory HGV signs 'unsuitable for HGV's to A303' have been installed.</li> <li>• The request to have Church Hill/Weston Hill cleared of compacted mud by Dorset Waste Partnership is being chased.</li> <li>• A temporary repair has been made to the subsidence at the end of Field Lane. A more permanent repair is scheduled to take place during patch repair work to the whole lane ahead of surface dressing there and at Chapel Hill in the summer.</li> </ul>	Clerk

b)	<ul style="list-style-type: none"> <li>A recent concern was raised by Kington Magna residents of vehicles accessing Pill Meadow from Chapel Hill and West Street using the unmade track past the vicarage. It was considered that an additional 'Dead End' sign could prevent this from recurring. Cllr Gosney proposed that "the Parish Council supply and install a new 'Dead End' sign to be fixed to an existing pole at a cost of approximately £100.00". Cllr Osborne seconded, the vote was unanimous. <b>Resolved.</b></li> </ul> <p><b>Action: Manufacture and install new signage to existing post.</b></p> <ul style="list-style-type: none"> <li>A final quote was received for the repair/replacement of fingerpost signs at £1899.15. A condition of the CPRE grant is that all signs and posts are of traditional materials and the character of the fingers and posts be maintained therefore the repairs will include refurbishment of posts, brackets, caps, fixings, etc. The Buckhorn Weston village hall sign will be made in Oak and RG confirmed that it will stand out from the other fingers on the same post. Cllr Gosney proposed that "the Parish Council accept the final quote and proceed with the repair/replacement of the finger post signs" Cllr Osborne seconded, the vote was unanimous. <b>Resolved.</b></li> </ul> <p><b>Action: To confirm the order with Normtec.</b></p> <p>It was noted that the finger post trackside of the Jubilee path needs to be re-set. A member of public advised that earth, from a ditch which was dug some time ago, is still piled on the side of Harpitts Lane. RG to discuss this matter in more detail with the resident directly.</p> <p><b>Public Footpaths:</b> MHT reported that all paths are walkable although very wet. Cutting back has taken place at Church Hill and Barton Hill and land has been cleared around Glenfield. There is evidence that the paths are being used more although this makes them muddy and gravel may be needed. Volunteer work continues and will likely be expanded in the spring. The White Hart Link is doing well and some local routes are looking to be linked in. A donation box is currently in place at Waitrose for the White Hart Link so please donate where possible.</p>	RG  RG
94/17	<p><b>Nyland:</b> Concerns were raised at the number of vehicles and amount of rubbish being generated by the gypsies at Five Bridges lay-by. It is believed the police attended the site recently but no further information is available regarding this situation. It was suggested that Jane Westbrook at DCC be contacted for an update on the current status and intentions.</p> <p><b>Action: Request a status report from DCC.</b></p>	Clerk
95/17 a)  b)             c)	<p><b>Kington Magna:</b></p> <p><b>KMPA update:</b> The contractor recently engaged to cut the grass has left the area and a new contractor will need to be sought. The notice at the entrance requires updating. A simple template has been agreed and costs will be investigated.</p> <p><b>To receive and approve final draft of Kington Magna Conservation Area document to present for public consultation:</b> Following on from the original public consultation, RG has liaised with NDDC to address the concerns raised by residents and produce an amended draft document which has now removed the island sites and bungalows on West Street and included 5 other areas into the conservation boundary. Although most issues have been resolved, the trees impeding the view of the church, a legacy from previous residents, remains and steps are being made towards a resolution. Cllr Gosney proposed that "the Parish Council accept the amended draft conservation appraisal and move this forward to public consultation stage". Cllr Stranger seconded, the vote was unanimous. <b>Resolved.</b> The Parish Council are keen to approach the land owners to try to seek agreement for the willow trees to be maintained at a reasonable height in order to protect the view up to and down from the church and will contact them by way of a letter requesting the same. Cllr Gosney proposed that "the Parish Council write to the land owners to try and obtain agreement for the willow trees to be maintained at a reasonable height to protect the important view up to and down from the church". Cllr Osborne seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>Action: To confirm acceptance of the draft appraisal and seek a schedule for public consultation with NDDC. To draft a letter to the land owners of the willow trees.</b></p> <p><b>KM Horse Trough:</b> Further to a resident's request to reinstate the Horse Trough, initial attempts have resulted in the inflow to the water tank being freed however the water is not</p>	RG & Clerk

	<p>passing from the tank to the trough. Continuation of work has been halted due to the tank being on private property. As the Parish Council are custodians of the trough and wish to reinstate it to working order, they will seek co-operation and agreement from the owners of said land for access so further works can take place. Cllr Gosney proposed "the Parish Council write to the owners seeking permission for access, via their land, to continue the reinstatement works to the horse trough and tank". NO seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>Action: Draft letter to the owners for permission to access their land to continue with reinstatement works to the horse trough and tank.</b></p> <p>10 minute extension agreed.</p>	<b>RG &amp; Clerk</b>
96/17	<p><b>To receive an update on reported land next to the railway line in Buckhorn Weston:</b> The enforcement officer reported that a requisition of information is hoping to be served on the owners of the land shortly. The positioning of the agricultural building at Little Brook Farm has not yet been inspected and the Bedes Meadow hard surface track is no longer considered an issue by the Parish Council.</p>	
97/17	<p><b>Items for next agenda:</b>          Brains Farm          Cross's Garage planning application          Updates on reported land next to the railway line in Buckhorn Weston.</p>	
98/17	<p><b>Matters Pertinent:</b> None</p>	
99/17	<p><b>Special Business:</b> Mr Philip Talbot expressed an interest in joining the Parish Council and was introduced to the members. RG and NO considered it necessary to take prompt action on this matter. Cllr Gosney proposed to "co-opt Mr Philip Talbot to be a member of the Parish Council". Cllr Hoskins seconded and the vote was unanimous. <b>Resolved.</b></p>	
	<p><b>Date of next Meeting:</b>          Monday 5<sup>th</sup> March 2018 at Buckhorn Weston Village Hall:          Annual Parish Meeting 7.00pm          Full Council Meeting 7.30pm</p>	
	<p>Meeting closed at 21.40pm</p> <p><b>Signed</b> .....<b>Chairman</b> <b>Date</b> .....</p>	

**Appendices**

- A. Chairman's report
- B. Accounts and payments for the period of 1st November to 31<sup>st</sup> December 2017
- C. Bank reconciliation
- D. 2018/19 Precept forecast and summary
- E. RFO & report
- F. Draft construction traffic management and HGV signage and routing plan for Brains Farm
- G. Highways report

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