



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 5th November 2018 at 7.30pm in Buckhorn Weston Village Hall

Item		Action
	<p>Parish Councillors Present: Nigel Osborne (NO) Chairman), Roger Gosney (RG) Vice-Chairman), Kevin Aldred (KA), Tim Wilton (TW), Ms Philippa Chapman (PC), Matthew Hoskins (MH), Mrs Valerie Standing (VS), Philip Talbot (PT)</p> <p>District County Councillor Present: 0</p> <p>County Councillor Present: 0</p> <p>Members of the public: There were 6 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), Rowlo: Martin Hibbert (MHT)</p>	
	<p>Public Session: Members of the public raised the following:</p> <ul style="list-style-type: none">• A trailer full of hay parked under the railway bridge being a fire hazard as well as blocking the public footpath. It was considered that Network Rail should be notified. MHT will also look into the footpath aspect. As no further response has been received from the enforcement department regarding this area of land, an alternative route to push this forward will be sought via the District Councillor.• The speed of cars along Weston Street. This matter has been looked into several times in the past however, Dorset County Highways have now indicated that there may be movement towards a solution. The initial stage will require numeric evidence in conjunction with signatures from concerned residents followed by the submission of an application. As other villages drop out of the process, it is now reckoned to take approximately 5 years rather than the 10 previously quoted. RG will report back on this matter at the next meeting.• The last event held at Henstridge Airfield, a wedding, was much quieter and stopped at 11pm. Thanks were offered to NO who sits on the committee and may have been influential in reducing the noise.	
68/18	Apologies: Simon Stranger, Eunice Dale	
69/18	To approve the minutes of the Full Parish Council meeting held on 3rd September 2018: Cllr Gosney proposed that “the minutes of the Full Parish Council meeting held on the 3 rd September 2018 should be approved as a correct record of the meeting.” Cllr Ms Chapman seconded, the vote was unanimous. Resolved. The Chairman duly signed the minutes.	
70/18	Matters Arising from the previous minutes: None	
71/18	Declarations of interest: <i>Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.</i> None	
72/18	District County Councillor’s reports: Cllr Ridout did not attend the meeting but circulated her report prior to the meeting.	
73/18	County Councillor’s reports: No county councillors attended. No reports received.	
74/18	Police report: PCSO Mullens was unable to attend the meeting but submitted the following report:	

	<ul style="list-style-type: none"> • Walk in burglary at Woodhouse Cross. A man is helping with enquiries. • A large number of silage bales stolen from a farm in Kington Magna. • Break to a garage in East Stour. Power tools and equipment stolen. • Stolen construction vehicle abandoned in Kington Magna reported and is now returned to its owner. <p>With the early dark evenings upon us, the public are advised to ensure outbuildings are secured as petrol powered garden tools are particularly sought after by offenders. The public are advised to security mark equipment, consider shed alarms, CCTV and security lighting to protect their property.</p>	
75/18	<p>Chairman’s report: NO was unable to attend the recent DAPTC meeting however he did attend the Henstridge Airfield Consultative Committee which mostly centred on improvements to the airfield website. No further events are scheduled up to April next year and notification should be given if there are any changes. A regular Park Run will take place on Saturday mornings.</p>	
76/18	<p>Financial Reports; Responsible Financial Officer’s report: The RFO’s report and accounts were circulated prior to the meeting, copies are available on request from the clerk.</p>	
76/18.1	<p>To receive and approve the accounts and payments for the period of 1st September to 31st October 2018 including salaries and associated accounts: Cllr Osborne proposed to “approve the accounts and payments for the period of 1st September to 31st October 2018 including salaries and associated accounts.” Cllr Mrs Standing seconded, the vote was unanimous. Resolved.</p>	
76/18.2	<p>Bank Reconciliation: The current account balance is £10073.96. The NS&I account balance is £4896.99. Payments received to date are £9689.00. Total payments out so far this financial year are £6528.18.</p> <p>To receive updated actual spend against budget figures for the first half of the financial year 2018/19 and precept forecast in consideration of the next financial year including clerk’s salary: The actual spend against budget figures to date and precept forecast was circulated to the councillors for consideration prior to the meeting. The budget is on track and the proposed precept for next year is the same as this financial year’s. NO advised the council that the clerk’s hourly rate, based on the SCP21 salary scale, is announced on the 1st April of each new fiscal year and the clerk’s salary this financial year has been on the 2017/18 rate. Cllr Osborne proposed “to increase the clerk’s salary to the 2018/19 hourly rate, including arrears from 1st April 2018 of £29.87, with immediate effect and to align the pay rate with that to be announced on the 1st April 2019 for the fiscal year 2019/20”. Cllr Mrs Standing seconded, the vote was unanimous. Resolved.</p> <p>PC queried if further grant funding could be sought towards additional finger signs being repaired.</p> <p>Action: Investigate further finger sign repairs needed</p> <p>It was thought that Kington Magna have raised sufficient funds for their defibrillator and that no financial request needs to be built into the precept at this time but the cost of the replacement pads will most likely be required in 2 years. RG will get a full financial update. It was believed that Nyland may be considering obtaining a defibrillator.</p>	NO,MH
76/18.3	<p>Action: To obtain current financial status of Kington Magna defibrillator funding</p> <p>The clerk advised that parish council elections will take place next May. If the election is contested, the approximate cost to Buckhorn Weston and Kington Magna will be just under £500.00 per village which can be covered by the reserves. This figure has been calculated using the formula provided by the Democratic and Electoral Services.</p> <p>The annual grant requests have been received from Buckhorn Weston Village Community Trust and Kington Magna Parochial Church Committee. Thanks have been received from both groups for the annual grants towards costs incurred in maintaining their facilities in 2018/19.</p> <p>To further discuss and consider a request for financial help towards the Buckhorn Weston church clock restoration as per letter circulated 28th June and to consider redressing balance of capital grant funding awarded and proposal by NO to distribute the money equally between main Buckhorn Weston groups: A breakdown of the capital project grants awarded</p>	RG

	<p>to village groups from 2015 to 2017 was circulated to the councillors prior to the meeting and showed an imbalance of money gifted with Kington Magna projects receiving £2000.00 more than Buckhorn Weston's. NO suggested a redress of the imbalance by offering a further £2000.00 of available reserves to Buckhorn Weston groups. (A discussion on distribution can be dealt with as a separate topic if necessary.) There is already a request from the church for funds towards the church clock restoration but it was agreed that all worthy causes/groups should be contacted and informed of the additional funds available. The application criteria would need to be set and a time limit for submission of bids although a time limit on the issue of the grants was not considered to be a priority. Cllr Ms Chapman proposed that "the Parish Council redress the imbalance of funds awarded by offering a further £2,000.00 to Buckhorn Weston projects". Cllr Hoskins seconded, the vote was unanimous. Resolved.</p> <p>Action: Formulate application criteria</p>	NO
77/18	<p>Clerk's Report: The clerk's report was circulated prior to the meeting, a copy is available on request from the clerk.</p>	
78/18 78/18.1	<p>Planning:</p> <p>To receive decision notices from North Dorset District Council:</p> <ul style="list-style-type: none"> • Windyridge, Church Hill, Buckhorn Weston, erect detached double garage = approved (ref: 2/2018/0916/HOUSE) • Land at E374895 N124308 Access to Culzean Farm, erect single storey extension and lean-to extension on existing building to house livestock = approved (ref: 2/2018/0971/FUL) • Land opposite Barton Elm, Barton Hill, erect general purpose agricultural building = approved (ref: 2/2018/1145/FUL) • Apple Tree Cottage, Broadmead Lane, Kington Magna, erect two storey side extension and single storey rear extension (demolish existing single storey extension) = approved (ref: 2/2018/1234/HOUSE) • Weston House, Weston Street, Buckhorn Weston, erect entrance and pedestrian gates (and carry out associated external works) = approved (ref: 2/2018/0773/HOUSE and 2/2018/1356/LBC) 	
78/18.2	<p>To consider and formulate a response to appeal 2/2017/1572/FUL - Cross's Garage Templecombe Lane To Hartmoor Hill Buckhorn Weston SP8 5HF: A representation letter reiterating the council's support for the development was circulated prior to the meeting. Comments from the councillors have been received and the letter has been amended accordingly. NO was commended for having composed such a detailed response. KA will attempt to clear more of the site.</p> <p>Action: To re-circulate the amended representation letter and submit to the Planning Inspectorate by 14th November 2018.</p>	NO & Clerk
78/18.3	<p>To consider application 2/2018/1487/HOUSE Erect two storey side extension at 1 Manor Cottages, Weston Street, Buckhorn Weston, SP8 5HH: The applicant considered the house to look unfinished in its current state and by adding in the corner extension, the new elevation will tidy up the roof line while adding 2 bathrooms and a utility room. Cllr Osborne proposed that "the Parish Council have no objection to this application." Cllr Chapman seconded, the majority were in favour with one abstention. Resolved.</p> <p>Action: Submit consultee comment to NDDC planning supporting the application</p>	Clerk
79/18 79/18.1	<p>Other Reports:</p> <p>Highways: RG advised the council of the following:</p> <ul style="list-style-type: none"> • A new road narrow signs has been installed on the lower part of Church Hill in Buckhorn Weston. • Slow markings have been painted further up the same hill. • Road markings have been re-painted on Weston Hill at the junction of Wayclose Lane and Shutes Lane • DCC are being pushed to install a low maintenance planting scheme at the A30 crossroads to ensure unimpaired visibility throughout the year. DCC have promised to carry this out. 	

79/18.2	<p>Public Footpaths: Volunteer work continues with the clearance of public rights of way. Ongoing issues include the missing stile at Bye farm, which has yet to be resolved, and regular tidying of the Millennium path hedge has been added to the work schedule. MHT has been unable to make contact with the Sandley House owners however the footpaths are in reasonable shape and useable but the suggestion of raising the crowns of the trees will be followed up. With regards to the land between Weston Hill and Sandley, all blockages have gone and there is now no livestock. MHT has spoken with the site manager about a possible diversion of the footpath and cost implications and will pursue the matter further. The path from the railway bridge is not really passable, due to being overgrown and having a broken stile, but will be addressed. Monthly walks continue although these cover quite a distance so MHT has signed up to be a walk leader for the Walking for Health programme. Initially these shorter distance walks will be in the Gillingham area with the intention, over next 12 months, of expanding the scheme into the villages. The White Hart link is doing work for prototype signage to be presented to the parish council with regard to the two signs in Kington Magna. In view of the additional Buckhorn Weston capital grant funding, MHT suggested the replacement of stiles with weatherproof gates, (approximate cost of a self-closing metal gate is £149 + VAT with installation by MHT not incurring further costs). NO advised that the council are currently looking at an under-spend of the village husbandry budget which could be considered. It was reported that some Buckhorn Weston stiles have barbed wire on them. MHT noted that there is a standard which must be adhered to and to inform him of any stiles which do not meet that standard. Thanks and appreciation were expressed to MHT for all of his hard work.</p>	
80/18	<p>Nyland: No issues to report.</p>	
81/18 81/18.1 81/18.2 81/18.3	<p>Kington Magna: Play Area - update: RG has received a quotation for fencing repairs/replacements from Bourton fencing. The cost includes replacing approximately 30 yards of fencing plus 8 new posts at £425.00 plus VAT. The current KMPA budget balance is £533.91 which will cover the expenditure. Cllr Gosney proposed that “the fencing repairs, as noted in ROSPA’s annual report, be carried out as soon as possible”. Cllr Hoskins seconded, the vote was unanimous. Resolved. Horse Trough – update: NO has not yet written to the owners of the land but will compose a letter shortly. Action: To compose a letter to the landowners confirming legal’s advice and forward to the clerk for issuing. War Memorial – update: It was noted that the War Memorial is looking beautiful and will be used on Sunday.</p>	NO
82/18	<p>Brains Farm update: Danial von Scheven confirmed, via email, that the construction of the bio-digester plant has been severely delayed due to financing but that they are determined to see it through. It is unlikely that traffic management matters will be dealt with before the New Year.</p>	
83/18	<p>To receive an update on reported land next to the railway line in Buckhorn Weston: SM advised that the enforcement officer has not responded to a request for an update. Action: Seek assistance in moving this forward through the District Councillor</p>	Clerk
84/18	<p>Update on IT progress regarding the PC website and Nextdoor: NO has been unsuccessful in trying to link the parish council website with Nextdoor. This will mean publishing messages separately on Nextdoor.</p>	
85/18	<p>To discuss programme and consider dates for the Annual Parish Meetings in 2019: It was agreed that there is a need to disconnect the annual parish meetings from the full parish council meetings. For Buckhorn Weston, the village hall has limited evening dates available so alternative suggestions included holding the APM on a Saturday or using the cricket pavilion as a venue. The possibility of a BBQ in Kington Magna, to encourage a younger audience, was put forward. Councillors were reminded that there is the need for some formality as minutes are taken at an APM and its purpose is for the council, community groups and any organisation that the parish council has funded during the year to report to the electorate on their activities of the preceding year. Invitations could be issued to the main village groups and adverts placed in Octavo and Hear Here to try and attract more attendees. An invitation to attend could be issued to a County Councillor. As the parish council is grouped, a single meeting for both villages</p>	

	<p>was suggested with venues alternating each year from village to village. Coffee, tea and cake could be served. As the parish council were unable to come to an agreement on a way forward at this time, it was agreed that the clerk should issue the meeting schedule for next year with the proviso that it is subject to change.</p> <p>Action: Issue 2019 meeting schedule and look into the legality of a single annual parish meeting to cover both villages</p>	<i>Clerk</i>
86/18	<p>Items for next agenda: Annual Parish Meeting Other items to be forwarded to the Clerk</p>	
87/18	<p>Matters Pertinent: None</p>	
88/18	<p>Date of next Meeting: Monday 7th January 2019 Kington Magna Village Hall</p>	
	<p>Meeting closed at 21.36pm</p> <p>SignedChairman Date</p>	

Appendices

- A. Accounts and payments for the period of 1st September to 31st October 2018
- B. Bank reconciliation
- C. Updated budget figures for the first half of the financial year 2018/19
- D. Precept forecast for 2019/20
- E. RFO & Clerk's report
- F. Highways report

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