



# 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 6<sup>th</sup> July 2020 at 7.30pm in Buckhorn Weston Village Hall

Item	Parish Councillors Present: Roger Gosney (Chairman (RG), Nigel Osborne (Vice-Chairman (NO), Kevin Aldred (KA), Tim Wilton (TW), Matthew Hoskins (MH), Ms Phillippa Chapman(PC), Fred Shotter (FS), Dorset Councillors Present: 2 Members of the public: There was 1 member of the public present Members of the press: There were no members of the press present In attendance: Parish Clerk: Sandra Mackintosh (SM), IA: Pat Read (PR), Rowlo: Martin Hibbert (MHT)	Action
	<b>Public Session:</b> The following was raised: <ul style="list-style-type: none"> <li>Clearing of detritus on Church Hill in Buckhorn Weston.</li> </ul> <b>Action: Chase up when the DC Highways Officer is back at work.</b>	<b>RG</b>
1/20	<b>Apologies:</b> Linda Munster, Simon Stranger	
2/20	<b>To approve the minutes of the last Full Parish Council meeting held on 2<sup>nd</sup> March 2020:</b> Cllr Aldred proposed that “the minutes of the Full Parish Council meeting held on the 2 <sup>nd</sup> March 2020 should be approved as a correct record of the meeting.” Cllr Hoskins seconded, the vote was unanimous. <b>Resolved.</b> The Chairman duly signed the minutes.	
3/20	<b>Matters Arising from the previous minutes:</b> None	
4/20	<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> SS re; agenda item 7/20.9 and KA re: agenda item 10/20.3	
5/20	<b>Dorset Councillor’s report: Cllr Ridout:</b> Dorset Council members have held virtual meetings to discuss planning matters. Climate change virtual meetings have also been held with this matter moving forward and a strategic document due for public consultation in the autumn. During the pandemic, updates have been frequent. It is unlikely that DC members will hold a full council meeting before the autumn. <b>Cllr Walsh:</b> Dorset Council planning staff, working from home, have used technology where practical. The department has found alternative methods to continue with planning and enforcement however, in some cases decisions have had to be delayed. Applications triggered to go to committee have done so. Enforcement has concentrated on critical/urgent matters only and site visits have been suspended. The result is a backlog of cases which they are working hard to clear. A recruitment drive for planning and enforcement officers is ongoing. Cllr Walsh requested the public be patient while the backlog is cleared. With the Government’s clear intention that planning should positively support business recovery, DC have prepared a guidance note which will be published. Copies of the full reports are available on request from the clerk.	
6/20	<b>Police report:</b> No PCSO in attendance, no report received.	
7/20	<b>To ratify Parish Council decisions during Covid-19 lockdown:</b> The following key decisions were taken by the Parish Council during the lockdown period on a ‘reply all’ electronic basis:	
7/20.1	Adoption of ‘exceptional circumstances’ emergency procedure addendum to Standing Orders (26/03/20) – <b>approved</b>	
7/20.2	Expenditure of £150.00 plus additional £50.00 for Covid-19 special edition of Hear Here distributed in Buckhorn Weston and Kington Magna (20/03/20 & 31/03/20) – <b>approved</b>	

7/20.3	Expenditure of £192.00 + VAT for supply and replacement of rotten post with new post at KMPA (06/04/20) – <b>approved</b>	
7/20.4	Consideration of new 3 year LTU Community Action Suffolk insurance policy with premium of £292.60 from quotes provided (06/05/20) – <b>approved</b>	
7/20.5	Planning application 2/2020/0445/FUL - Little Kington Farm, Bourton Road, Kington Magna, The construction of an agricultural building to be used to accommodate dairy young stock (21/04/20) – <b>supported</b>	
7/20.6	Planning application 2/2020/0451/HOUSE - Cross Cottage, Church Street, Kington Magna, Erection of two storey and single storey extensions (demolition of existing conservatory) (04/05/20) - <b>supported</b>	
7/20.7	Planning application 2/2020/0514/FUL - Land at Os7727, Templecombe Lane, Buckhorn Weston, Change of use and conversion of agricultural building into 1 no. dwelling (04/05/20) - <b>objected</b>	
7/20.8	Planning application 2/2020/0505/LBC - Dairy House Farm, Church Hill, Kington Magna, Repair and rebuild west wall on existing barn and carry out alterations associated with this (07/05/20) – <b>supported</b>	
7/20.9	Planning consultation 20/01433/FUL - Area of Land at Henstridge Airfield Camp, Camp Road Henstridge, Erection of a commercial building (29/05/20) – <b>supported</b>	
7/20.10	Planning consultation 2/2020/0658/FUL - Stour Cross Farm, Bourton Road, West Stour, Erect agricultural building to cover existing silage storage and cattle yard area (04/06/20) – <b>supported</b>	
7/20.11	Adoption of the new Parish Council logo (17/06/20) – <b>approved</b> All of the motions were proposed by Cllr Gosney, seconded by Cllr Osborne and member votes were recorded by the clerk. <b>Resolved.</b>	
8/20	<b>Chairman’s report:</b> RG acknowledged the challenging times that have been faced and thanks were expressed to the clerk for keeping the Parish Council up to speed with Government guidance and procedures. Thanks were also given to the Village Hall Committee for their efforts in ensuring the hall is Covid secure to enable the public meeting. Administration for the speed restrictions continue. The enforcement issue at Buckhorn Weston is moving forward although there is still some way to go. Co-operation is being received from the South Somerset enforcement officer regarding light pollution at Henstridge; he will be looking at all future applications and doing what he can retrospectively. The Parish Council were invited to comment on a new proposal for Cross’s Garage and have responded with their support. ROSPA have completed their inspection and minor repairs carried out. The accounts are in good order and thanks were given to the RFO and Pat Read. (Further details are recorded under the agenda items below).	
9/20	<b>Clerk &amp; Responsible Financial Officer’s report:</b> The report, accounting statement, bank reconciliation and quarterly budget/expenditure report were circulated prior to the meeting, copies are available on request from the clerk. <b>Bank Reconciliation:</b> The current account balance is £9892.72. The NS&I account balance is £4971.96. Payments received to date are £4794.50. Total payments out so far this financial year are £2645.46.	
9/20.1	<b>To receive and approve the accounts and payments for the period of 1<sup>st</sup> March to 30<sup>th</sup> June 2020 including salaries and associated accounts:</b> Cllr Aldred proposed to “approve the accounts and payments for the period of 1 <sup>st</sup> March to 30 <sup>th</sup> June 2020 including salaries and associated accounts.” Cllr Osborne seconded, the vote was unanimous. <b>Resolved.</b>	
9/20.2	<b>To receive the Internal Auditor’s report for the financial year 2019/2020:</b> The internal audit was completed with procedures and finances considered to be in good order and no matters requiring the attention of the parish council.	
9/20.3	<b>To receive and approve the Annual Governance Statement for the financial year 2019/2020:</b> The annual governance statement was circulated prior to the meeting. Cllr Aldred proposed to ‘approve the Annual Governance Statement for the financial year 2019/2020’. Cllr Shotter seconded, the vote was unanimous. <b>Resolved.</b>	
9/20.4	<b>To receive and approve the Accounting Statements for the financial year ending March 31<sup>st</sup> 2020:</b> The accounting statement for the financial year was circulated prior to the meeting. Cllr Aldred proposed to ‘approve the Accounting Statement for the financial year ended 31 <sup>st</sup> March 2020’. Cllr Shotter seconded, the vote was unanimous. <b>Resolved.</b>	

9/20.5	<p><b>To certify the authority as exempt from a limited assurance review:</b> As neither the gross income or gross expenditure exceeded £25,000 in the financial year ended 31<sup>st</sup> March 2020, Cllr Aldred proposed 'that the Parish Council certify itself as exempt from a limited assurance review'. Cllr Shotter seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>Action: Post the exercise of public rights for 30 working days and submit the exemption certificate to the external auditors.</b></p>	RFO
<p>10/20 10/20.1</p> <p>10/20.2</p> <p>10/20.3</p>	<p><b>Planning:</b></p> <p><b>To receive decision notices from Dorset Council:</b></p> <ul style="list-style-type: none"> <li>• Land At E 376250 N 125235 Shepherds Hill, Buckhorn Weston: Change of use of land to station 1 no. shepherds hut, create 1 no. parking space and install treatment plant = approved (2/2019/1481/FUL re-consultation)</li> <li>• Little Kington Farm, Bourton Road, Kington Magna: The construction of an agricultural building to accommodate dairy young stock= approved (2/2020/0445/FUL)</li> <li>• Cross Cottage, Church Street, Kington Magna: Erection of two storey and single storey extensions (demolition of existing conservatory) = approved (2/2020/0451/HOUSE)</li> <li>• Land at Os7727, Templecombe Lane, Buckhorn Weston: Change of use and conversion of agricultural building into 1 no. dwelling = approved (2/2020/0514/FUL)</li> </ul> <p><b>To consider application 2/2019/0675/FUL, Land on the south side of Shutes Lane, Buckhorn Weston – erection of agricultural workers dwelling:</b> The proposal was considered to be very rudimentary and lacking in the detail required for proper scrutiny. From the basic drawings submitted, the proposal appears to be a very large house with a double garage and far in excess of the normal footprint required for an agricultural worker. It was noted that very little progress has been made with previously approved planning, e.g. the milking parlour, and as such the evidence to support a viable business is lacking. The Parish Council's request to inspect the financial case supporting the business was denied by DC however it is understood an independent assessment will be made. Cllr Aldred proposed the "Parish Council do not support the application". Cllr Osborne seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>Action: Compose comments for PC approval before submitting to Dorset Council. Copy comments to Cllrs Ridout and Walsh.</b></p> <p><b>To consider and comment on new pre-application proposal received for Cross's Garage:</b> The Parish Council were invited to comment on a new proposal for the Cross's Garage site which they considered to be an improvement on the previous design and are happy to support the application. The Chairman of BW Village Hall Committee reminded the councillors of the committee's concerns for sufficient parking to be provided so that the hall car park is not used as an overflow car park.</p>	Clerk
<p>11/20 11.20.1</p> <p>11.20.2</p>	<p><b>Other reports:</b></p> <p><b>Update on details for speed limit installation (RG):</b> Positive responses have been received from all of the primary consultees. The draft notice and Traffic Regulation Orders have been finalised and the plan is for the 30 mph Traffic Regulation Orders for both villages to be advertised in week commencing 20th July. A 3 week public consultation will follow, ending on 14<sup>th</sup> August, after which Dorset Council will update the Parish Council again.</p> <p><b>Highways (RG):</b></p> <ul style="list-style-type: none"> <li>• Church Hill, KM - Bubbling up of surface water at one of the gulleys has been chased up several times. The drain has been rodded and for a short time it seemed that the problem was solved. The water has since bubbled up again and DC has referred the matter to the contractor who installed the new pipes last November. The issue is less serious than it was but remains to be resolved. A further chase was sent to DC last week.</li> <li>• Vehicle Activated Sign, Stour Hill - The sign was put back into working order a few days after the March meeting.</li> <li>• A30 Stour Hill Crossroads - The overgrown greenery in the visibility splay has been cut back as have many on the minor roads.</li> <li>• Crossroads, Church Hill, KM - Gouging of the road surface at the Harpitts Lane side has been reported for urgent action due to the risk to cyclists and motor cyclists.</li> </ul> <p>The drain at the top of Church Hill in BW remains blocked. RG will add this to the list.</p>	

11/20.3	<b>Public Footpaths (MHT):</b> The long term issue with footpaths north of Barton Hill has been resolved with one objection to sleeper bridges and another being a bull in a field (which is confirmed as legal). The land by the railway line in BW is being re-fenced. A lot of ditching work is being done and hedge lines are being worked on. Concerns were raised regarding an overhanging tree at Pill Meadow which is now partially resolved with one stem still to be addressed. RG thanked MHT for his swift action in finding the owners. The repair of a fallen fence across the footpath behind Broad Close is being chased and the bridge by Culzean Farm has collapsed and is closed off with an agreement in place to walk along the hedge line. The hedges behind the KM village hall and towards the play area are being monitored and the blocked footpaths near the stud in BW will be attended to. MHT is continuing to monitor the Fifehead Solar Farm appeal and will report back with any update. Volunteer work resumed about 1 month ago and thanks were given to the volunteers. MHT is intending to re-launch the 'adopt a footpath' scheme and extend it to BW. Health walks and group activities will possibly resume with limited numbers.	
12/20	<b>Nyland (FS):</b> Nothing to report.	
13/20	<b>Kington Magna - Update on Kington Magna Play Area and ROSPA inspection report:</b> The ROSPA inspection has taken place and some minor repairs were noted which have been rectified by RG, SS and MH. The regular PC inspection has also been carried out in readiness for the reopening of the play area this week with Covid secure measures in place. RG informed the council that some of the play equipment is now 30 years old and tired and that funding/grants to replace the same needs to be considered. RG will present an action plan at the next meeting.	
14/20	<b>Update on land next to railway line in Buckhorn Weston ENF/2011/0101:</b> In response to a letter and evidence submitted to DC, the Parish Council are encouraged by the engagement of the enforcement officer who has circulated the correspondence to PROW and Protect. The clerk advised councillors of three further incident reports, one of which involved visitors seeking directions to the 'scrapyard' using the site's post code.	
15/20	<b>Items for next agenda:</b> KMPA action plan Neighbourhood plan	
16/20	<b>Matters Pertinent:</b> None	
17/20	<b>Date of next Meeting:</b> 7.30pm Monday 7 <sup>th</sup> September 2020 at Kington Magna Village Hall	
	Meeting closed at 21.00pm	
	<b>Signed</b> .....Chairman	<b>Date</b> .....

## Appendices

- A. RFO & Clerk's report
- B. Accounts and payments for the period 1<sup>st</sup> March to 30<sup>th</sup> June 2020
- C. Bank reconciliations
- D. AGAR Year End 31<sup>st</sup> March 2020, reconciliation and explanations of variances (previously circulated)

Copies of enclosures can be obtained on request from the Parish Clerk