



# 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 24<sup>th</sup> May 2021 at 7.30pm at Kington Magna Village Hall

Item		Action
	<p><b>Parish Councillors Present:</b> Ms Phillippa Chapman (Chairman (PC), Roger Gosney (Vice-Chairman (RG), Kevin Aldred (KA), Tim Wilton (TW), Fred Shotter (FS), Matthew Hoskins (MH), Mrs Linda Munster (LM), Tom Riall (TR), Mrs Anna Grant (AG)</p> <p><b>Dorset Councillors Present: 0</b></p> <p><b>Members of the public:</b> There was 5 member of the public present</p> <p><b>Members of the press:</b> There were no members of the press present</p> <p><b>In attendance:</b> Parish Clerk: Sandra Mackintosh (SM)</p>	
	<p><b>Public Session:</b> A resident thanked the clerk for chasing for a resolution to enforcement issues on the land next to the railway line in Buckhorn Weston (BW) and requested the Parish Council continue to pursue the matter due to the risk of abuse of agricultural land. (See agenda item 17/21.i.) A query was raised as to why the Hopkins Land next door to Bridge Cottage has been cleared. It was noted that the clearing is to help prevent a rat problem and also so the plot is not mistaken as a designated wildlife area.</p>	
1/21	<p><b>Election of the Chairman of the Parish Council:</b> Cllr Aldred nominated PC as Chairman. Cllr Gosney seconded, all in favour. There were no other nominations. PC duly signed the declaration of acceptance.</p>	
2/21	<p><b>Election of the Vice Chairman of the Parish Council:</b> Cllr Aldred nominated RG as Vice-Chairman. Cllr Hoskins seconded, all in favour. There were no other nominations. RG duly signed the declaration of acceptance.</p>	
3/21	<p><b>To co-opt new councillors onto the Parish Council:</b> One casual vacancy was available for each parish and interest was received from two residents. Cllr Mrs Munster proposed “the Parish Council co-opt Mrs Anna Grant to be a representative member for Buckhorn Weston”. Cllr Aldred seconded, all in favour. <b>Resolved.</b> Cllr Gosney proposed “the Parish Council co-opt Mr Tom Riall to be a representative member for Kington Magna”. Cllr Hoskins seconded, all in favour. <b>Resolved.</b> AG and TR duly signed the declarations of acceptance.</p> <p><b>Action: Forward signed acceptance forms (including items 1/21 and 2/21) and declarations of interest to Dorset Council and instruct councillor details be updated on the website.</b></p>	Clerk
4/21	<p><b>Apologies:</b> Simon Stranger</p>	
5/21	<p><b>To ratify decisions made during lockdown:</b> The following key decisions were taken by the Parish Council during the lockdown period on a ‘reply all’ electronic basis as per the exceptional circumstances emergency procedure addendum to standing orders adopted on 26/3/2020.</p> <p>i. Subscribe to Zoom for 5 months (31/12/20)</p> <p>ii. Nigel Osborne to continue administering the website (16/3/21)</p> <p>Motions were proposed by Cllrs Osborne (i) and Gosney (ii), seconded by Cllr Mrs Munster (i) and Cllr Ms Chapman (ii) and member votes were recorded by the clerk. <b>Resolved.</b></p> <p>Having stepped down as councillor in March, it was considered that a corporate expression of thanks be sent to Nigel Osborne for his many years of service to the community and for continuing to manage the website.</p> <p><b>Action: Compose and send letter.</b></p>	Clerk

6/21	<b>To approve and adopt the minutes of the last Extraordinary Parish Council meeting held on 12<sup>th</sup> April 2021:</b> Cllr Aldred proposed that “the minutes of the Extraordinary Parish Council meeting held virtually on the 12 <sup>th</sup> April 2021 should be approved as a correct record of the meeting.” Cllr Mrs Munster seconded, the vote was unanimous. <b>Resolved.</b> The Chairman duly signed the minutes.	
7/21	<b>Matters Arising from the previous minutes:</b> None	
8/21	<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	
9/21	<b>Dorset Councillor’s report:</b> Cllr Ridout was unable to attend the meeting but submitted the following report: Covid rates remain low in the Dorset area and free rapid lateral flow test kits are available from pharmacies in Gillingham. Shielding ended on 1 <sup>st</sup> April but support from Dorset Council (DC) is still available to those in need. A new NEET service to support and re-engage young people is being formed to replace ‘Ansbury Guidance’ who close on 31 <sup>st</sup> July. This year’s ‘Summer in Dorset’ will be much larger with a 6 week programme of activities and meals on offer. DC staff working methods will shift towards hybrid working with service and customer needs remaining a priority. DC website users are required for basic testing of the website. Fostering Fortnight took place from 10 <sup>th</sup> to 23 <sup>rd</sup> May. The first building of Defence Battlelab, a project designed for the MOD to work with others to develop new products and technologies has been completed. A new coastal landslide monitoring system has been announced and South Western Railway will be increasing the number of services in line with the easing of Covid-19 restrictions. A copy of the full report can be obtained on request from the clerk. No other reports were received. <b>Action: Send copy of Cllr Ridout report to newly co-opted members.</b>	<b>Clerk</b>
10/21	<b>Police report:</b> PCSO Mullens submitted the following report: Nothing further than that already released is available regarding the tragic events at Langham Lane. Other reports of crime are low across the county but there is an increase in traffic with easing of restrictions. A current spate of catalytic converter thefts is occurring across Dorset, particularly to Honda cars Jazz and CRV models so be alert and consider where you park your car, preferably in well-lit spaces or a garage, and report any suspicious activity. Also consider marking your catalytic converter to make it identifiable and theft prevention devices are available to purchase. KA reported a break in to the garage of a resident and the theft of an expensive bike on Monday in BW.	
11/21	<b>Chairman’s report:</b> PC had nothing to report. RG gave a brief update regarding highways and the neighbourhood plan, both of which are detailed below. The two newly co-opted members were welcomed to the Parish Council and were invited to consider where they think they might wish to make an input.	
12/21	<b>Clerk &amp; Responsible Financial Officer’s report:</b> The report, accounting statement and bank reconciliation were circulated prior to the meeting, copies are available on request from the clerk. A cheque for £100 and BACS payment of £250 were received as donations towards the upkeep of KMPA and have been added to that budget. The year end expenditure/budget report was circulated to members. <b>Bank Reconciliation:</b> As at 30 <sup>th</sup> April 2021, the current account balance was £15185.99. The Nationwide account balance was £5010.57. Payments received to date are £5095.32. Total payments out so far this financial year are £408.73. The first half of the three annual grants have been paid out since the reconciliation was produced. i. <b>To receive and approve the accounts and payments for the period of 1<sup>st</sup> March to 30<sup>th</sup> April 2021 including salaries and associated accounts:</b> Cllr Aldred proposed “the Parish Council approve the accounts and payments for the period of 1 <sup>st</sup> March to 30 <sup>th</sup> April 2021 including salaries and associated accounts.” Cllr Hoskins seconded, the vote was unanimous. <b>Resolved.</b> ii. <b>To receive the Internal Auditor’s report for the financial year ending March 31<sup>st</sup> 2021:</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. iii. <b>To receive and approve the Annual Governance Statement for the financial year ending March 31<sup>st</sup> 2021:</b> The annual governance statement was circulated prior to the meeting. Cllr Aldred proposed ‘the Parish Council approve the Annual Governance Statement for the financial year 2020/2021’. Cllr Wilton seconded, the vote was unanimous. <b>Resolved.</b>	

<p>iv.</p> <p>v.</p> <p>vi</p>	<p><b>To receive and approve the Accounting Statements for the financial year ending March 31<sup>st</sup> 2021:</b> The accounting statement for the financial year was circulated prior to the meeting. Cllr Aldred proposed 'the Parish Council approve the Accounting Statements for the financial year ended 31<sup>st</sup> March 2021'. Cllr Wilton seconded, the vote was unanimous. <b>Resolved.</b></p> <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 2021, Cllr Aldred proposed 'the Parish Council certify itself as exempt from a limited assurance review'. Cllr Wilton seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>Action: Submit exemption certificate and new Chairman details to external auditors.</b></p> <p><b>To approve changes to signatories for current and saving accounts:</b> In order to keep the list of signatories up to date on both accounts, a variation of mandate is required. In addition, the Nationwide account currently requires three signatories to authorise all transactions. In the event of one signatory being unavailable, it was suggested that an instruction be sent to Nationwide to reduce this number to two so there is always one back up signatory on file in the event of the absence of another. Cllr Aldred proposed 'the Parish Council approve the variations to both account mandates and to instruct Nationwide to reduce the number of signatories required to authorise transactions from three to two'. Cllr Wilton seconded, all in favour. <b>Resolved.</b></p> <p><b>Action: Complete both account mandate forms and forward with instruction letter to Nationwide.</b></p>	<p>Clerk</p> <p>Clerk</p>
<p>13/21</p> <p>i.</p> <p>ii.</p> <p>iii.</p> <p>iv.</p> <p>v.</p>	<p><b>Planning:</b></p> <p><b>To approve and adopt the minutes of the planning meeting held on 30<sup>th</sup> March 2021:</b> Cllr Shotter proposed "the minutes of the planning meeting held on the 30<sup>th</sup> March 2021 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.</p> <p><b>To receive decision notices from Dorset Council:</b> Old Rectory Farm, Back Lane, Kington Magna. Erect two no. single storey front and side extensions and erect garage, garden store and workshop with small guest annexe within the roof space (demolish conservatory and garage) = approved (P/HOUSE/2020/00323) &amp; (P/LBC/2020/00324)</p> <p><b>To consider applications P/FUL/2021/00718 &amp; P/FUL/2021/00606 Little Kington Farm, Bourton Road, Kington Magna, SP8 5EF Construction of agricultural building to cover existing open feed yards:</b> The proposal was considered to be standard practise in the farming industry and beneficial to the business. Cllr Aldred proposed the "Parish Council support this application based on the considerations stated." Cllr Ms Chapman seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>To consider application P/VOC/2021/00320 Weston Fields Symphony Farm to Quarr Cross – Lane Buckhorn Weston SP8 5PB Demolish existing agricultural barns currently approved for the change of use to residential and erect 1 No. dwelling with garage. Retain 4 No. parking spaces. (Variation of condition No. 2 of Planning Permission No. 2/2019/1220/FUL to substitute the approved plans with amended plans showing revised fenestration):</b> The application was deemed an acceptable proposal provided the design and materials remain in keeping with the dwelling. Concerns were raised that the property may not have been erected on the footprint of the agricultural barns and to highlight this point in the comments returned. Cllr Aldred proposed "the Parish Council have no objection to the changes to the revised fenestration provided the new positioning does not impact on surrounding neighbours, that the window design/materials are in keeping with the overall design of the property and that concerns regarding the dwelling's position possibly varying from the original agricultural barns footprint be checked by DC to ensure it is where it should be." Cllr Ms Chapman seconded, the vote was unanimous. <b>Resolved.</b></p> <p><b>Action: Submit comments to DC planning portal</b></p> <p><b>Neighbourhood Plan meeting update and consider whether to purchase 1 month's Zoom subscription:</b> The councillors, having agreed to proceed with the proposal for a neighbourhood plan, have set a date for the public meeting of 25<sup>th</sup> June at Buckhorn Weston Village Hall. Cllr David Walsh will be in attendance along with other representatives. Flyers and the distribution of the same is being arranged. In order to allow as many attendees as possible, the new BW village hall conference system can be used so residents can join via Zoom. Cllr Ms Chapman proposed "the Parish Council resume the monthly Zoom contract for one month to cover the public meeting". Cllr Gosney</p>	<p>Clerk</p>

vi.	<p>seconded, the vote was unanimous. <b>Resolved.</b> A parish plan and request to designate the neighbourhood area will be submitted to DC this week.  <b>Action: Resume zoom contract for one month to cover the public meeting and submit request to designate neighbourhood area.</b></p> <p><b>Discuss concerns raised regarding the use of a mobile home on land in Quarr:</b> Complaints have been received over the placing of a mobile home on the site and the use of a loud generator late at night and very early in the morning. These complaints have also been forwarded to the District Councillors. Now that an error regarding the site's address has been corrected, residents may be able to approach environmental health again with recordings of noise levels. The Parish Council, having had confirmation from the case officer that planning approval is required for a mobile home, are not aware of any application for the mobile unit and will report this to DC.  <b>Action: Report the siting of a mobile home to the case officer and copy in DC councillors.</b></p>	<p>Clerk</p> <p>Clerk</p>
14/21 i.	<p><b>Other reports:</b>  <b>Highways (RG):</b></p> <ul style="list-style-type: none"> <li>• Roundel road markings emphasising the speed limit signs have been installed in both villages.</li> <li>• Assessment of the need for speed limits between Sandley and Quarr is in progress. A traffic survey has been undertaken and Highways are assessing. Results are expected in June.</li> <li>• Further skid warning signs at the S bend on Harpitts Lane at Bowden have been installed.</li> <li>• A permanent solution to the flooding of the road at Filley Brook has been agreed with DC and should be implemented this summer.</li> <li>• A solution to contain the amount of storm water running down Green Lane by installing a further gully at Magna Cottage has been agreed with DC and should be installed shortly.</li> <li>• A site visit to look into what is needed to minimise the risk of accidents at the right angle bend on the feeder road between the A30 and Nyland has been carried out, but Highways do not believe signage or markings are necessary.</li> </ul> <p>ii. <b>Public Footpaths (MHT):</b> MHT was unable to attend the meeting but submitted the following report:</p> <ul style="list-style-type: none"> <li>• Two separate issues with trees overhanging the footpath on land owned by Sovereign Housing behind Pill Meadow, KM; (1) the limb of an ash tree is overhanging the power lines and footpath which has been asked to be removed, (2) two elm trees which are rocking in the wind and lifting the footpath. These are being dealt with by a tree services company although Sovereign will still need to approve the work.</li> <li>• Trees need to be cleared around power lines at the footpath from West Street and Juan's Lane, KM and should be done in the next few weeks. It is not anticipated the footpath will need to be closed, although there may be a short wait to gain access.</li> <li>• The Millennium Path between Church Hill and Barton Hill, KM has been fenced in with barbed wire and security fencing. Although the fenced path is 2 metres wide there is a concern about the safety of the barbed wire. Dorset Council are investigating and will be contacting the landowners.</li> <li>• The adopt-a-path scheme is expected to restart after June 21st.</li> </ul> <p>Volunteer work continues on a regular basis with the catching up of a backlog of stile repairs etc. There are no other significant new issues to report.</p>	
15/21	<p><b>Nyland (FS):</b> There was nothing specific to report on Nyland itself however, FS has persisted with correspondence to South Somerset District Council with the aim of resolving the ongoing issue of light pollution from Henstridge. The outcome has been generally disappointing but SSDC will be sending officers to some of the sites with a view to try to reduce the amount of light in the night sky.</p>	
16/21	<p><b>Kington Magna update:</b> Two further donations have been received towards the ongoing maintenance of the existing play equipment and thanks were expressed to Hear Here for helping with that. Grant applications have been oversubscribed and unsuccessful. RG has continued to carry out minor repairs and considers there is still quite a bit of residual life with that in place but that it will require attention from time to time. A separate meeting with RG, MH and SS will be held on site to discuss the ROSPA report.</p>	

17/21	<b>Update on enforcements:</b>	
i.	<b>Land next to railway line in Buckhorn Weston ENF/2011/0101:</b> DC enforcement advised they remain waiting for planning officer input and cannot move forward until received as an appraisal is central to the expediency by law. Further complaints were forwarded to DC enforcement whose response noted the landowners are continuing to build an agricultural building as per approved planning permission and that the scrap vehicles on site are immune to enforcement due to the 10 year immunity rule. A request for enforcement to recognise a distinction between the storage of vehicles on land compared to a working scrap yard was suggested. In order to try and resolve this issue, it was deemed that future correspondence be copied to the Dorset Councillors and failing any progress, to contact Simon Hoare.	
ii.	<b>Goat farm at Shutes Lane ENF/2019/0185:</b> No appeal decision to date.	
18/21	<b>Five Bridges Update:</b> Following on from Cllr Ridout's most recent comments regarding the legal process starting in May, there was no further update. FS noted that a couple of the vehicles have moved on.	
19/21	<b>Consider future of Horticultural show with regards to the recent communication received from the committee:</b> No interest was received from an article placed in Hear Here. It was thought the parish council could act as a temporary caretaker or perhaps combine the event with a church fete day. MH will contact the committee to discuss monies and cups and also Hear Here regarding the possible need to identify cup donors. Councillors are to consider potential routes forward for the next event in 2022 which will be discussed at the next meeting.	
20/21	<b>Consider date for KM APM:</b> The Annual Parish Meeting for KM has not yet been held due to Covid-19 restrictions. As the DAPTC advised there is no real consequence in putting back an Annual Parish Meeting, it was thought a suitable date to be before the next Full Council meeting held in KM by which time all restrictions should be lifted. MH proposed "the Parish Council hold their APM from 7pm on Monday 6 <sup>th</sup> September". Cllr Shotter seconded, the vote was unanimous. <b>Resolved.</b> Groups will be invited for coffee and biscuits from 6.30pm. <b>Action: To issue invitations to local KM groups nearer the time.</b>	<b>Clerk</b>
21/21	<b>Items for next agenda:</b> Potential options for the Horticultural show moving forward Neighbourhood plan update Surplus reserves for KMPA PC community event to raise funds to support projects and bring communities together Highways: <ul style="list-style-type: none"> <li>• The setting up of a Community Speedwatch Group</li> <li>• The installation of a SID on Weston Street, BW</li> </ul>	
22/21	<b>Matters Pertinent:</b> None	
23/21	<b>Date of next Meeting:</b> Monday 5 <sup>th</sup> July 2021, 7.30pm at Buckhorn Weston Village Hall	
	Meeting closed at 21.35pm	
	Signed.....Chairman	Date .....

## Appendices

- A. RFO & Clerks report
- B. Accounts and payments for the period 1<sup>st</sup> March to 30<sup>th</sup> April 2021
- C. Bank reconciliation
- D. 2020/21 Budget report
- E. 2020/21 AGAR and accompanying documents

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