



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 9th May 2022 at 7.30pm at Kington Magna Village Hall

Item		Action
	<p>Parish Councillors Present: Ms Phillippa Chapman (Chairman (PCN)), Roger Gosney (Vice-Chairman (RG)), Tim Wilton (TW), Mrs Linda Munster (LM), Simon Stranger (SS), Mrs Anna Grant (AG)</p> <p>Dorset Councillor(s) Present: 1</p> <p>Members of the public: There were 2 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: Nothing to report</p>	
1/22	<p>Election for the continuation of the Chairman of the Parish Council: Cllr Gosney proposed PCN continue for the second year as Chairman. Cllr Mrs Munster seconded, unanimously agreed. Resolved. The acceptance form was signed.</p>	
2/22	<p>Election for the continuation of the Vice-Chairman of the Parish Council: Cllr Ms Chapman proposed RG continue for the second year as Chairman. Cllr Wilton seconded, unanimously agreed. Resolved. The acceptance form was signed.</p>	
3/22	<p>To receive apologies for absence: Fred Shotter, Kevin Aldred, Tom Riall, Cllr Val Potheary, Cllr David Walsh</p>	
4/22	<p>To approve and adopt the minutes of the last Full Council meeting held on 7th March 2022: Cllr Gosney proposed "the minutes of the Full Council meeting held on the above date should be approved as a correct record of the meeting." Cllr Mrs Munster seconded, unanimously agreed. Resolved. The Chairman duly signed the minutes.</p>	
5/22	<p>Matters arising from the previous minutes: None</p>	
6/22	<p>Declarations of interest: <i>Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests:</i> None</p>	
7/22	<p>Planning:</p> <p>To approve the minutes of the planning meeting held on 25th April 2022: Cllr Wilton proposed "the minutes of the planning meeting held on the above date should be approved as a correct record of the meeting." Cllr Mrs Munster seconded, unanimously agreed. Resolved. The Chairman duly signed the minutes.</p> <p>To receive decision notices from Dorset Council:</p> <p>P/FUL/2021/05128, Littlebrook Farm Hartmoor Hill Buckhorn Weston, Siting of a temporary agricultural workers dwelling: granted.</p> <p>P/HOU/2021/05683, Nyland Farm Templecombe Lane Buckhorn Weston, Erect rear single storey extensions (demolish existing). Erect 2 storey rear extension. Remove existing 2nd floor and raise first floor to allow for higher ceiling heights. Carry out alterations to fenestration of the main house. Erect carport: granted.</p> <p>P/HOU/2022/01068, Pill Orchard Church Street Kington Magna, Erect extension linking garage & dwelling: granted.</p> <p>P/HOU/2022/01280, Barton Elm Barton Hill Kington Magna, Erect 2 storey extension and installation of dormers: granted.</p>	

<p>iii</p> <p>iv</p>	<p>P/HOU/2022/01485, The Ravelin 9 Shepherds Hill Buckhorn Weston, Erect single storey rear extension and a loft conversion with a flat roof dormer: granted. Cllr Ridout will chase up application P/HOU/2022/01325, Little Kington Bungalow Bourton Road Kington Magna and report back.</p> <p>Update regarding Cross' Garage application being sent to committee (Cllr Ridout): Ward councillors are being consulted on whether they want this application to be delegated or go to committee. Cllr Ridout has requested it go to committee but the decision has to be agreed by others. The PC have requested notification should it go to committee as they will wish to make representation at Sturminster Newton. The timeframe is possibly June or July.</p> <p>Raise concerns regarding class Q ongoing application to convert the large green barn on what was the stud farm at Sandley: The case number is P/PAAC/2022/01688. DC notifications have been very hit and miss with the PC being challenged on this matter but unaware. A request was submitted for planning officers to notify the PC.</p>	
<p>8/22</p>	<p>Dorset Councillor's report: Cllr Ridout – Love your verge is a campaign to celebrate Dorset's roadside verges as havens for biodiversity and wildlife. Changes to verge management include 'cut and collect' mowing and a reduction of cutting from twice a year to once where it is safe to do so. Residents with a disability will receive more support to get into work and expand their horizons with a new three-year partnership between the council and national disability employment specialists, the aim being to help 50 people. Newly installed solar panels at two of Dorset's waste depots are creating a combined saving of around 48 tonnes of CO2 emissions annually. Schools, libraries and other publicly owned buildings are also getting similar panels. If you run a business or community sector organisation, Low Carbon Dorset may be able to help with energy efficiency. The Dorset Together network is coordinating and facilitating support for Ukraine refugees across the county. Combe House, formerly St Mary's Shaftesbury, will open soon with the first 50 special needs pupils expected. Total capacity is 280. The £16m annual road maintenance programme will see approximately 1.4 million square meters of road repaired using different treatment options including the re-use policy. A full copy of the report is available on request from the Clerk.</p>	
<p>9/22</p>	<p>Chairman's report: Councillors have discussed the need to provide the Clerk with extra archive storage for emails/documents and agreed to pay the extra cost involved, see agenda item 10/22 vi. It represents how much work is involved with being the Clerk. An acceptable level of responses to the Neighbourhood Plan questionnaire were received and efforts can now continue in identifying the need/viability of a plan. A more detailed update will be provided by LM later. PCN noted that members are looking forward to hearing the result of FS's query to Cllr Ridout regarding the use of JCB's Pothole Pro, which is said to fix lots more potholes in much less time. Perhaps Highways will consider this option. Whilst another invitation from Dorset Council was appreciated, this time to invite councillors to a planning update meeting, it is unfortunate that the meeting is taking place in Dorchester on a weekday afternoon. Petrol and time constraints come into play for those of us in North Dorset!</p>	
<p>10/22</p> <p>i</p>	<p>Clerk & RFO Financial reports: The report, accounting statement and bank reconciliation were circulated prior to the meeting.</p> <p>Bank Reconciliation: As at 30th April, the current account balance was £24,440.20 (including the Neighbourhood Plan grant of £6,715.00). The Nationwide account balance was £5,020.99. Payments received to date are £11,459.50. Total payments out so far this financial year are £1,044.24. A total of £796.08 VAT was reclaimed for the financial year ending 31st March 2022. The insurance renewal with a premium of £292.60 has been received. This is the third year of the 3 year LTA as agreed in July 2020.</p> <p>To receive and approve accounts and payments for the period 1st March to 30th April 2022, including salaries and associated accounts: Cllr Gosney proposed "the PC approve the accounts and payments for the period, including salaries and associated accounts." Cllr Mrs Grant seconded, unanimously agreed. Resolved. RG suggested using/moving the surplus funds however, it was noted that some of the monies are ring fenced until October this year at which time there will be a better understanding of what future expenditure is required and available funds. The completed AGAR for year ending 31st March was circulated prior to the meeting.</p>	

ii	To receive the Internal Auditor's report for the financial year ending March 31st 2022: 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	To receive and approve the Annual Governance Statement for the financial year ending March 31st 2022: Cllr Wilton proposed 'the Parish Council approve the Annual Governance Statement for the financial year ending March 31 st 2022'. Cllr Gosney seconded, unanimously agreed. Resolved	
iv	To receive and approve the Accounting Statements for the financial year ending March 31st 2022: Cllr Wilton proposed 'the Parish Council approve the Accounting Statements for the financial year ending March 31 st 2022'. Cllr Gosney seconded, unanimously agreed. Resolved	
v	To certify the authority as exempt from a limited assurance review: As neither the gross income or gross expenditure exceeded £25,000 in the financial year ended 31 st March 2022, Cllr Wilton proposed 'the Parish Council certify itself as exempt from a limited assurance review'. Cllr Gosney seconded, unanimously agreed. Resolved Action: Publish accounts for exercise of public rights and submit exemption certificate to auditors.	Clerk
vi	To consider increasing the email storage provided by the DAPTC to 5GB at an annual cost of £39.00: Due to an earlier deadline, the following decision was taken by the Parish Council on a 'reply all' electronic basis and ratified at this meeting with the motion proposed by Cllr Ms Chapman and seconded by Cllr Grant. A majority of 6 votes in favour was recorded by the clerk. Resolved.	
11/22	Consider potential options for the Horticultural show moving forward and a community event to support projects and bring communities together (MH): As per that agreed at the last meeting, agenda item 124/21, this item will be removed from the agenda.	
12/22	To discuss possibility of an emergency plan: Concerns raised at the APM in March have been mitigated as the resident has since been advised of a Kington Magna WhatsApp group, the details of which are being circulated.	
13/22	Neighbourhood plan update (LM): The survey results have been analysed. The views on housing and development show 47% strongly agree and 37% slightly agree in BW and 35% strongly agree and 38% slightly agree in KM. There was a 21.3% return rate of surveys; 38 from BW, 31 from KM and 1 from Sandley. None from Quarr or Nyland. It was noted that the £10,000 grant available is altogether, not per year. A grant has been received already this year but may not cover some costs such as hall hire, photocopying, etc. There are 6 volunteers from BW, plus one other agreeing to be clerk, and one definite volunteer from KM with possibly 2 others. Philip Reese has confirmed that if any form of building is wanted, there will be a need to reinstate settlement boundaries with modifications and boundaries in some areas, where outside the old boundaries, may not be able to be changed. DC are still very aware of limiting housing in the countryside however, this is considered a possible chance to get the smaller dwellings wanted provided the need can be evidenced. RG suggested the objective 'secure new housing to meet the need of parish residents' should read 'secure a small amount of new housing' and that a 6 th objective should be included 'to improve the outdoor recreation provision by extending the KMPA area and increasing the facilities'. It was noted that the PC do not own the land but if considered, RG would be tasked with collating the evidence to prove the need. A query was raised regarding objective 2, the existing settlement character and who decides this. It was confirmed that new designs would need to be in harmony with the existing character. Due to the lack of volunteers from KM, it was thought the draft terms of reference may need to change a little with BW having to cover KM if there is not enough support from there.	
i	Consider extra funding from the Parish Council to cover possible shortfall in grant monies: Cllr Ms Chapman proposed that "the Parish Council give due consideration to this matter at such a time should extra funding be required". Cllr Gosney seconded, unanimously agreed. Resolved	
ii	Consider number of members in Steering Group and election of Chairman/Vice Chairman: The Chairman must be elected from PC members and the Vice Chairman will be elected by the Steering Group. RG raised concerns about the lack of representation from KM at this meeting and suggested	

	<p>having an extraordinary meeting which needs to be as soon as possible so that the steering group can begin work.</p> <p>Action: Arrange extraordinary meeting.</p>	Clerk
14/22	<p>Five Bridges update (PCM): A meeting was held including PCN, FS, SM, the West Stours Chairman & Clerk, together with Cllr Ridout and Roland Skeats from DC Highways, to discuss what could be done to discourage travellers from using the layby. The results were varied but established that it would be costly and difficult to close the road off with it being a public highway and it would also be dependent on adjacent landowners agreeing. A suggestion to narrow the access which Wessex Water required could be of some assistance, as would improving the area and clearing rubbish and overgrowth so as to encourage its use as a picnic area. Mr. Skeats emphasised the lack of budget for DC Highways and suggested volunteers do the work. Another suggestion was to place “surface dressings” in the layby but that would only be temporary and for a short time. DC’s Countryside Rangers could possibly provide some manpower for clearing the overgrowth. It was confirmed that BW & KM PC’s offer to assist with funding for possible legal fees would remain in place until October, as previously agreed, in case there is a need. FS reported that since the meeting, the general rubbish has been removed although the asbestos still remains, (as of 1st May). He noted the suggestion that the road to Wessex Water be narrowed by the extension of the Picnic Area and tidying/enhancing the area seemed to be a very positive solution however, it appears that a number of departments within DC and other bodies could be involved so it could take an extended period to achieve this result. The suggestion of tipping the 'surface dressing' in this area to deter vehicles did not happen as the layby on the north side of the A30 is currently closed with surface dressing deposited there.</p>	
15/22	<p>Other reports:</p> <p>i. Highways report (RG): Nothing to report.</p> <p>ii. Update on the community speed watch in Buckhorn Weston (AG): The process requires four people doing four different tasks. There are seven active members with another two being vetted however, the police are understaffed in this area and these volunteers are still waiting for training. The invoice for the equipment, the cost of which was previously agreed, has been received and paid and the items added to the asset register.</p> <p>iii. Public Footpaths (MHT): There are no major footpath problems to report although several, minor issues such as wobbly stiles. The two main items of concern are 1; the long term issue of vandalism to fingerposts at the Caggy Pole/Templecombe Lane junction and 2; the Millennium Walk from Church Hill to Barton Hill whereby fencing has been erected half way around the edge with barbed wire. Both are on DC’s to do list. It was also noted that the footpath at Sandley, which edges along the corner of the large barn currently with a class Q application, is not a disused footpath as before it was closed off it was in regular use by walkers. MHT confirmed he will be stepping down next month. SS and PCN will be liaison points for their respective villages however, if anyone is interested in volunteering, the role primarily consists of keeping an eye on footpaths, some volunteer work and reporting issues to DC. The PC thanked MHT for his sterling work over the years and wished him well in his endeavours.</p>	
16/22	<p>Nyland (FS): See under Five Bridges update agenda item 14/22.</p>	
17/22	<p>Kington Magna (RG): The KMPA area is in a good state and a ROSPA inspection is scheduled for this month.</p> <p>i. KMPA extension update: RG has managed to make contact with the diocese estate’s manager and negotiations continue. The main stumbling block is the rent but there will also be other costs such as fencing, cleaning, insurance and mowing which will probably require an increase in the precept.</p>	
18/22	<p>Update on enforcements:</p> <p>i. Land next to railway line in Buckhorn Weston ENF/2011/0101: The enforcement notice has been issued which gives two months for compliance from 25th March 2022 when it comes into effect if not appealed by the landowner.</p> <p>ii. Goat farm at Shutes Lane ENF/2019/0185: No update from Enforcement.</p> <p>iii. Land West of Symphony Farm to Quarr Cross - Lane Quarr EN/2021/00153: An application is currently being assessed by planning.</p>	

iv.	Greenane, Langham Lane, Gillingham - EN/2022/00132: The bungalow has been knocked down. Resolved.	
19/22	Items for next agenda: KMPA extension Neighbourhood plan update Five Bridges update Community speed watch update	
20/22	Matters pertinent to this meeting: None	
22/22	Date of next Meeting: Monday 18 th July at Buckhorn Weston Village Hall 7.30pm	
	Meeting closed at 21.27pm	
	SignedChairman	Date

Appendices (Copies of enclosures and reports can be obtained on request from the Parish Clerk)
RFO & Clerks report
Accounts and payments for the period 1st March to 30th April 2022
Bank reconciliation
AGAR 2021-22
Explanation of Variances

DRAFT