MAIDEN NEWTON PARISH COUNCIL

MINUTES OF MEETING HELD ON

THURSDAY 7 NOVEMBER 2013

**IN THE COMMUNAL ROOM WEBBERS PIECE**

**CHAIR:** Cllr.Alan Goff(AG) **PRESENT:** Cllr. Cherri Dyke (CD)

Cllr. Sally Falkingham (SF) Cllr. Neville Higman (NHi)

Cllr. Norman House (NHo)

Cllr. Diana Padfield (DP)

Cllr. Paul Valinski (PV)

John Ball (Clerk) (JB)

There were three members of the public at the meeting.

* Anne Clements said that there did not seem to be a sign where footpath 2 began - at The Quarr in Cattistock Road. JB agreed to investigate.
* Anne also asked where the parish was with their Neighbourhood Plan. NHi responded that he, AG and Darlene Ford currently formed the initial working group and they had been hoping that DCC would be in a position to help them produce maps to be used as a starting point. As DCC were now saying that they would not be able to help until the new year, he would be looking into using the Parish Online package purchased earlier in the year. The whole process was likely to take a minimum of two years during which time the whole community would be able to get involved. There were obvious links with the work being done by the Community Land Trust.
* Anne then asked whether the parish council had ever considered producing a Welcome Pack for people new to the village. SF replied that this was discussed about 10 years ago but not pursued because of a lack of funding. DP said that the village website had this sort of information but JB felt that this was not comprehensive and was not kept up to date. NHi said that he recalled a list of village organisations/groups being published in the Herald. CD said that this used to happen but that the list became out of date and was no longer kept - she had an old copy. It was agreed that this was a subject worth pursuing and that it would be put on the December agenda. CD agreed to circulate her old list of organisations. Anne offered to help keep a list up to date.
* CD mentioned that there had been further problems with dog fouling in Chilfrome Lane, near the school. This was, of course, outside Maiden Newton parish, but a discussion on this issue ensued as it seemed that every year when the clocks went back it came to the fore. JB had spoken to the WDDC dog warden and got some signs but it was generally felt that there was little more which could be done.
* SF reported that she had had a phone call from the police to say that a shed had been broken into in Pound Piece the previous night. A similar incident had also taken place earlier in the week at Jess Carver’s yard in The Drift.

AG declared the meeting open at 7.20 p.m.

 **ACTION**

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| **1** | **Apologies for absence** had been received from County & District Cllr. Jill Haynes (JH).  |  |
| **2** | **Declarations of interest** in respect ofthe Neil’s View planning application were declared by NHi and SF who were board members of the Upper Frome Valley Community Land Trust**.**  |  |
| **3** | **The minutes of the meeting held on 3 October 2013** were agreed and signed.  |  |
| **4** | **Clerk’s report on points arising/action points not covered elsewhere on the agenda:-** * JB had arranged with Jill Exton (DCC Rights of Way) for the necessary raw materials to be supplied to repair the problem area on footpath 1. Chris Slade had offered to co-ordinate the work and JB would supply him with contact details for Karin Chandler-Wilson and Sue Hinchley who had agreed to help.
* JB had contacted Highways about the paving slabs around the Market Cross which were deteriorating. They had examined them but had said that they would monitor the situation as they were not yet bad enough to require remedial work.
* NHo had dealt with the weeds around the war memorial.
* The three drains which had been reported as blocked at the previous meeting had been cleared.
* As agreed with Richard Stubbs from DCC Traffic Engineering, the white line had been drawn in the road outside 74 Dorchester Road. The chevron sign to be put on the corner of the house was still awaited.
* The VAT refund of £3,296 from Revenue & Customs had now been received.
* On Drift Road, the planings under the bridge looked to have bedded down quite well but the mixed planings and recycled material on the far side had not fared well in the recent rain.
* Following JB’s supportive letter to Richard Pearson concerning the water levels in the Mill leat, Lily Foster (owner of The Mill) had seen a copy of the letter and had e-mailed JB to ask whether there were any issues she could help with as she had not received any complaints from the Parish Council. It was agreed that JB would send a reply thanking her for her offer and reiterating the problems which low water levels could cause. AG added that, in conversation with the Environment Agency, it had been suggested that the Flood Wardens should have control of the sluice gate keys.
* SF reminded councillors that the annual Remembrance Day service at the War Memorial would be taking place on Monday 11 November from 10.50 a.m. and that it should really have been discussed at the October meeting. Nevertheless, all the arrangements were in hand and the wreath had been received. JB agreed to put notices up on the boards and give one to the garage and each of the three main shops.
 | JB  JBJB |
|  **5** | **Reports on meetings attended by councillors:-*** NHi reported on a further meeting of the Community Land Trust to discuss what clauses they would be requesting in the Section 106 agreement for Neil’s View Phase 2.
* DP mentioned that she had been asked and accepted an invitation to sit on the Pre-School Committee.
* SF had been to the Community Rail Working Party meeting on 18 October which the new First Great Western (FGW) General Manager had attended. FGW had now been given a three year extension to their franchise until September 2016. They would like to introduce an hourly service on the line but did not have the rolling stock to do it. There was a threat to the existence of the working group as Somerset County Council was considering withdrawing their annual funding - this was being widely fought against. SF asked JB to write to Catherine Phillips (Chair of the working group) as it was possible that there could be grant funding available to renew the poster at the station
* SF had also been to a DORBAG meeting. Good numbers were now tuning in to the new Dorset Radio service where it was available. The BBC now had an office in Dorchester and SF encouraged people to notify them of local events etc.
* SF had attended the DAPTC AGM on 2 November. As the two motions to be debated had not arrived until the day after the parish council’s October meeting, it had not been possible for them to be discussed by councillors. Following the AGM there had been a presentation on community safety and one of the speakers had been Bill Sivewright, Chief Executive of the Somerset and Dorset Air Ambulance. He had asked if any parish councils who owned sports fields could write to him confirming that it would be alright for an air ambulance to land there should the need arise. This would obviate the need to get permission at the time. It was agreed that this was an excellent idea and JB would write an appropriate letter.
* SF informed the meeting that she intended to go to the DCC cabinet meeting on 4 December at which bus services would be discussed. There had been 19,000 responses to the recent consultation.
* AG had attended DCC’s Dorset Local Flood Risk Consultation drop-in session and had spoken to Malcolm Munro about the changing shape of the River Frome by the Mill.
 | JBJB |
| **6** | **Finance – budget report at 31 October:-*** JB had circulated a spreadsheet showing expenditure and income as at the end of October against the budget (see attached). He had also provided an explanation of the main variances (see attached). He took councillors through these and said that he would be producing further figures so that a budget for 2014/15 together with a precept figure could be agreed at the December meeting. No letter had yet been received from WDDC requesting the precept figure and it was not therefore known when the information was required.
 | JB |
|  **7** | **Grass cutting contract:-*** JB had produced a note (see attached) giving the background to the annual process of agreeing a contract for the coming year. It was agreed that Jess Carver would be asked to quote.
 | JB |
|  **8** | **Allotment Grazing contracts:-*** JB’s note also covered allotment grazing contracts. After discussing the situation and whether a modest increase was justified, AG proposed that the two amounts (£600 for the pony field and £250 for the sheep field) should be kept the same. CD seconded this and all agreed. JB would write to the tenants accordingly.
 | JB |
|  **9** | **Annual Review of risk assessments:-*** The required annual review of risk assessments was also covered in JB’s note. After some discussion, it was agreed that the only item which needed to be added was the Rock Pit Farm car park once our purchase had gone through.

  | JB |
| **10** | **Purchase of Rock Pit Farm car park:-*** JB had received the final transfer documents for the purchase of WDDC’s Rock Pit Farm car park from Porter Dodson. AG and NHo signed them and JB witnessed the signatures.
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|  **11** | **Planning Applications:-**The following application had been refused:-* 1/D/13/000775 – Hog Cliffe Bottom, Long Ash Lane – building of agricultural barn for the storage of small tractor, hay, straw and feeds.

A Grant of Non Material Amendment had been approved for the following application:-* NMA/13/00049- Land at rear of Cromwell Hall – replacement of requirement for roof lights to be in ‘white painted timber’ with roof lights to be in traditional black ‘conversation style’.

JB had written to The Planning Inspectorate making further comments on the appeal against refusal of the following application:-* 1/D/13/00509 – 14 Hill View – construction of two 2 bedroom dwellings.

The following application had been received after the deadline for comment, although it was agreed that no comment would have been made:-* CA/13/00273 – The Dairy House, 2 Station Road – fell one cypress tree.

JB read out the comments he had sent to WDDC (following circulation) about the following application:- * 1/D/13/001338 – Neil’s View – erect 14 new dwellings. A revised set of plans had been received that week but on investigation it transpired that there were very few amendments. Highways apparently had some objections and JB said he would look at these on the website.

DP mentioned that she had heard that the application to extend the Surestart building next to the Youth & Community Centre to accommodate the Playschool (in Frome Vauchurch Parish) had been approved.There had been no further communication about the planning enforcement issue which had arisen concerning the garage at 14b Cattistock Road, although Simon Ludgate (WDDC Principal Planning Officer) had confirmed that he would be visiting the site during November. JB had circulated a sheet produced by WDDC’s Planning Department listing material and non-material considerations when making comments on applications. Some discussion ensued and all felt that the list would be useful to refer to when commenting in the future. | JB |
| **12** | **Allotments:-*** JB reported that he still had two tenancy renewals outstanding. He would chase them with a more strongly worded letter.
* The one vacant half allotment in the main area together with the two in the new area which had been given up last month, had all been re-let.
* An e-mail had been received from a mini plot holder (David Charman) about problems with rabbits this year. He had suggested that the rabbit proofing of the fence between the sheep field and the allotments had exacerbated the problem rather than helping to solve it. After some discussion, JB agreed to reply making the point that the council had a long term plan to rid the allotments of rabbits and that this was only the first part. AG suggested that a meeting should be held with the Allotments Association to discuss the way forward with the fencing plan for the railway side. SF added that Network Rail were at one time going to do some work on this area but that, in the end, finances had not allowed. NHi wondered whether it might be worth applying to WDDC’s Conservation and Community Planning Grant Scheme to see if further funding might be available.
 | JBJBJBJB |
| **13** | **Play Area:-** * CD was still talking to Sutcliffe Play about the degradation of some of the wetpour surfaces and a meeting was scheduled for 19 November.
* CD mentioned that there remained some £3,000 in the Friends’ account and replacement goalposts and a picnic table were being considered.
* It might be possible to get Signpost to supply some play equipment for Neil’s View but it needed a resident to apply. AG agreed to speak to his daughter, Claire.
* SF had spoken to the GP practice about the need for adult fitness equipment and the Practice Manager was going to contact JB.
* On behalf of the Village Hall, CD had received a letter from the Dorset Waste Partnership about the changes in collection arrangements in 2014. There were implications for the waste collected from the Play Area bin. The letter suggested that this was due to happen in March but October was what we had been told previously. CD would let JB have a copy of the letter to investigate.
 | CDJB |
| **14** | **Playing field and MUGA:-*** PV thanked AG for laying the concrete base for the Junior Football Club’s shed. Unfortunately the shed had only been partly constructed by the night of the heavy winds and rain and the shed had sustained quite a lot of storm damage. They were discussing obtaining some replacement parts with the manufacturers. The insurance company had confirmed that the damage would not be covered.
* Jess Carver had carried out the repair work required on the edges of the MUGA.
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| **15** | **Accounts for payment:-*** John Ball – salary for November at new rate agreed at closed meeting on October 3 plus one month’s backdating to 1 October – £361.60 (020)
* Post Office – PAYE November - £90.40 (021)
* Susan Higgins – reimbursement of cost of framing of children’s jubilee pictures into collage - £180 (022)
* Royal British Legion poppy appeal – wreath - £40 (023)
* Jess Carver – grass cutting (October) - £300 (024)
* Magna Housing Association – room hire for November - £12.00 (025)
* Dorset County Council – work on The Drift - £2,373.60 (026)
* JB asked if the McAfee annual security protection on the parish laptop could be renewed at a cost of £34.99. He had received an e-mail with this offer which saved £20 on the normal price. This was agreed.

  | JB |
| **16** | **Risk Assessment monthly condition reports:-**The inspection checking sheets had been completed for each property risk. There were no issues arising.  |  |
| **17** | **Any Other Correspondence:-*** DAPTC – e-mail re Dorset Local Flood Risk Consultation and drop-in sessions - circulated.
* Woolbridge Motor Club - Letter re event on 17 November – circulated.
* DAPTC – Public Health Update Bulletin October 13 – circulated.
* Dorset Community Action – Invitation to join Board of Trustees - circulated.
* Dorset Community Action – e-bulletin – circulated.
* Carne Associates – re dog fouling stickers – circulated.
* WDDC - e-mail re Conservation and Community Planning Grant Scheme – circulated.
* DAPTC – e-mail re position on council tax support grant – circulated.
* Planning Aid England – October e-bulletin re Neighbourhood Planning – circulated.
* DAPTC – nomination form for election to NALC Smaller Councils Committee – circulated.
* Dorset Community Action – e-mail re survey on spending European money – circulated.
* DAPTC – Chief Executive’s circular 8/13 – circulated.
* DAPTC – e-mail reminder re training events – circulated.
* War Memorials Trust – letter re preservation of memorials – circulated.
* Clerks & Councils magazine for November – circulated.
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|  | JB mentioned that the January 2014 meeting would currently be on 2 January and asked whether it should be postponed until the 9th. This was considered sensible and agreed. Meeting closed at 9:05 p.m. Date of next meeting 5 December 2013 at 7 p.m. |  |