

# **Fontmell Magna Parish Council**

## **Minutes of The Annual Parish Council meeting held on Monday 21<sup>st</sup> May 2018 at St Andrews Primary School, Fontmell Magna immediately following the Annual Parish Meeting**

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**Present:** Cllr H Horstead (Chairman), Cllrs M Ayre, C Bellers, M Humphreys, H Lister and L Williams

**In attendance:** Catherine Langham – District Councillor, Robin East Highways representative and 28 members of the public.

### **Public Questions:**

#### **Land South of Home Farm**

There was a short presentation by Pennyfarthing Homes outlining the amendments to the plans to the development on the land by the A350 south of the village. The plans had been revised to include a right turn lane at the entrance to the site and the bus stops had been removed. The removal of the bus stops would reduce the amount of highway infrastructure at the entrance to the site and improve safety. Contributions would be made to the resurfacing of the footpath leading into West Street thus improving and encouraging the use of this route to the centre of the village. The proposed play area has been removed from the plan and a contribution could be made to support the existing one in the village. The Design and Access Statement submitted as part of the application has also been updated. In response to a question by one of the residents Pennyfarthing Homes confirmed that the Planning Officer would be contacting the Parish Council direct to discuss S.106 contributions to clubs and societies in the village. DCC Highways were working on their own traffic calming measures and the plans have been adapted so that there is no conflict with those measures. There would not be a roundabout on the A350. Robin East confirmed that there was an on-going dialogue with DCC Highways as to how to reduce speed on the A350.

One of the residents asked about drainage on the site. Pennyfarthing Homes confirmed that the indicative site plan showed a pump house which would house a pump if necessary. A drainage survey had been submitted to NDDC but as yet no boreholes had been sunk. They are not proposing that there would be any soak-aways but there would probably be an attenuation pond to ensure that drainage is at the same rate as it would be if there was no development.

Cllr. Humphreys commented that it should be acknowledged that Pennyfarthing Homes had adapted the scheme to fit in with the comments made by the Parish Council.

#### **Middle Farm**

There was then a short presentation by Diccon Carpendale from Brimble Lea & Partners agents for the proposed development at Middle Farm. Mr Carpendale confirmed that revised plans had been put up on the website on 11<sup>th</sup> May 2018. The plans had been revised to take into account the comments made by the conservation officer and the proposed 3 and 4 bedroom properties which had been a 2 storey cottage style development had been changed to a 1.5 storey design with brick elevations and green sandstone. There was then a discussion as to whether the conservation officer was happy with the revised plans. The revised plans used vernacular materials and there would be additional hedges planted to reduce overlooking. The track to the A350 would be blocked and the site would just use the track through Collyers Rise. A garage would be built on the unkempt land at the rear of the development. This was needed so that there were structures in place for bats following the bat survey. There were bats on the site that were rare. A resident commented that there were two main problems with the development: 1. That the garage was outside the settlement boundary and was creeping into open countryside and this encroachment should be resisted, as this was a sensitive setting. The plans described this as a conversion of a building but the building in question was a semi permanent structure. 2. Collyers Rise was built as a cul de sac and the fact that all of the cars from the site would go through Collyers Rise was a road safety issue. The top of Collyers Rise was intended to be a turning space for vehicles. Mr Carpendale confirmed that the plan did not suggest the garage was a conversion of an existing building. The area needed attention and would effectively become part of the garden. One of the residents commented that the plans were incorrect in that the houses were much nearer the houses on Collyers Rise than was being suggested, as the plans did not show the extension. The resident confirmed that the agents could visit his property. Another resident questioned whether a proper drainage survey had been undertaken. He commented that the survey he had seen said

there would be mains sewage. There was no mains sewage on the site. If there was going to be block paving or tarmac this would increase the run off which was already a problem for the cottages on the site. Mr Carpendale confirmed that additional work would need to be done on the drainage plan. Cllr. Humphreys confirmed that he anticipated that the Parish Council would object to the development, as it was not aligned to the major policies within the Neighbourhood Plan.

There were no other public questions.

**21/05/01 Apologies for Absence.** Apologies for absence had been received from Cllr. Graham Carr-Jones – County Councillor.

**21/05/02 Election of Chairman of the Parish council for the year 2018/19** – Cllr. Horstead stood down as Chairman and Cllr. Humphreys stood down as Vice- Chairman. Cllr. Horstead confirmed that he was willing to act as the Chairman for 2018/19 but that he would not be standing for election in May 2019. Cllr. Horstead was nominated by Cllr. Williams and that nomination was seconded by Cllr. Ayre. There being no other nominations Cllr. Horstead was duly elected as the Chairman of the Parish Council for 2018/19.

**21/05/03 Election of Vice-Chairman of the Parish Council for the year 2018/19** – Cllr. Bellers nominated Cllr. Humphreys and this nomination was seconded by Cllr. Horstead. There being no other nominations Cllr. Humphreys was duly elected as Vice-Chairman of the Parish Council for the year 2018/19.

**21/05/04 Declarations of Acceptance of Office** – The Clerk confirmed she would circulate these.

**21/05/05 Appointment of Parish Officers** – Marianne Wheatley would continue as the Clerk and Responsible Finance Officer.

**21/05/06 To confirm Councillor responsibilities for 2018/19** – it was agreed as follows:

Howard Horstead (Chairman)	Development Control
Robin East	Highways (non-Councillor)
Michael Humphreys (Vice –Chairman)	Neighbourhood Plan
Chris Bellers	Footpaths
Hannah Lister	Tree Works
Leo Williams	Flood Warden

Although Robin East was no longer a Councillor he agreed to continue to be responsible for Highways.

**21/05/07 Declarations of Interest.** There were no declarations of interest.

**21/05/08 Resignation and Co-option** – Cllr. Ayre confirmed her resignation with effect from the end of the meeting. The Chairman thanked her for her service over the previous year. Hannah Lister confirmed she wished to become a member of the Parish Council. Her appointment was proposed by the Chairman and seconded by Cllr. Humphreys. The Parish Council unanimously approved her appointment.

**21/05/09 Minutes of the Meeting on 12<sup>th</sup> March 2018.** Cllr. Bellers had sent some comments through to the Clerk which the Clerk had incorporated into the draft minutes. The minutes were approved without further amendment.

**21/05/010 Matters Arising from the Minutes of the Meeting.** Michael Humphreys confirmed that he had chased the Dorset Youth Association for information regarding how many residents within the village were involved in the association but to date had received no response.

**21/05/011 County Councillor and District Councillor reports.** Reports from the District and County Councillor had been circulated. Cllr. Langham confirmed as per her May report:

**Local Government Reorganisation is continuing with the proposed Ward boundaries currently under discussion.** The aim is for each ward to have approximately 3000 constituents but for the groupings to respect community similarities. Boundaries will be based on transport links, shared interests, and identifiable boundaries such as roads and rivers. The

final recommendations will be published on 23<sup>rd</sup> October 2018 but in the meantime, the Electoral Review can be tracked on [consultation@lgbce.org.uk](mailto:consultation@lgbce.org.uk) although information on Dorset does not yet seem to be available. Some of the rural wards will have a large area so it is unlikely that the Councillor will be able to attend every Parish Council meeting but they will probably hold area meetings on a regular basis, with speakers from Highways and DWP (for example) available to answer questions. There will be a first meeting of the Shadow Authority for all existing Councillors in Dorchester on either 18<sup>th</sup>, 19<sup>th</sup>, or 20<sup>th</sup> June. There has been a challenge to Sajjid Javid's authority to allow the Unitary Authority from Christchurch Borough Council and DCC & NDDC await further information on how this is likely to affect the reorganisation.

This is the last year for North Dorset District Council and Cllr. Langham's last year as the Councillor for Beacon Ward. Prospective Councillors for the Unitary Authority will be selected in the autumn through a series of interviews. This will be quite a competitive process because there will be approximately 1/3 of the current number of councillor's (District and County) in the future. Cllr. Langham confirmed she was no longer on the Planning Committee but had moved to Overview and Scrutiny for the final year. She will however continue in her role as District Council liaison for Compton Abbas Airfield and the Cranbourne Chase AONB. This last year has seen the closure of Norden and whilst digital communication with the Council is increasing, it is still possible to have a face-to-face meeting with Officers at the ne Norden Hub in Blandford. Cllr. Humphreys asked how the new Unitary Authority would be structured and how the Parish Council would be consulted on matters. Cllr. Langham confirmed that this was a difficult question but she hoped that there would be local area boards which would include representatives from the Parishes. This was the working assumption but it was very vague at the moment. Cllr. Langham had also circulated the last report on the Local government Reorganisation which could be found on the Dorset for You website.

#### **21/05/012 To consider Development Control Matters**

**a. Land South of Little Orchard** – Cllr. Humphreys commented that he would have liked to question one of the residents about his objections. In particular he had questions about the comments made regarding the plot ratios and the height of the proposed property. Cllr. Williams confirmed he also had questions regarding the ratios and the heights stated. In general however he did not think the design was right for the village. One of the residents commented that this development also seemed to be encroaching into open countryside and therefore the Parish Council should object to the same to be consistent. It was further commented that the application did not take into account the policies set out in the Neighbourhood Plan and did not contribute to the character of the village. The house was too bulky for the street and was out of character with the Conservation Area. Cllr. Humphreys proposed that the Parish council should object to this application on the basis that the house was too big and not in keeping with the character of the village. Cllr. Bellers seconded this proposal. It was agreed that the Clerk would draft and submit an appropriate objection.

**b. Penn Hill Farm** – the Chairman confirmed he had visited the property which was between Fontmell and Bedchester. He was surprised by what had previously been done on the site. A family had now purchased the land and house and he felt that what was being proposed including moving the entrance was much better than what was there at present. It was agreed that the Parish Council would not object to this application.

**c. Middle Farm** – It was agreed that the Clerk would ask Jo Witherden the Planning Consultant to up date the previous objections which she had drafted. Cllr. Langham confirmed that if the Planning Officer approved the application she would ask for this application to go to the Planning Committee.

The Clerk confirmed that since the agenda had been finalised there had been two more applications one by Little Orchard in Bedchester to erect a garage and one by The White Cottage in Fontmell to add an extension. The Chairman confirmed he would review both applications and report back to the Clerk who would report back to the Parish Council.

**21/05/013 To consider report from the RFO and to approve the End of Year Accounts and audit Statements.** The End of Year Accounts had been circulated. The Internal Auditor had audited the accounts and there was nothing material to report. The Clerk read out the statements in S1 of the Audit Statement item by item and the Parish Council confirmed that they had taken the

appropriate steps. The Accounts for the Year Ending 31<sup>st</sup> March 2018 and S1 & 2 of the Audit Statement were unanimously approved and it was confirmed that the Chairman should sign the Certificate of Exemption and that this should be sent to the External Auditors.

**21/05/014 To resolve to pay Bills presented and to renew Insurance.** It was agreed that the following bills should be paid as per the schedule circulated by the Clerk:

- SLCC Renewal - £55.24
- DAPTC training - £80.00
- Vale Garden Services – March & April invoices - £75.00
- Dorset Planning Consultant - £323.40
- Groundwork UK – Grant repayment - £187.50
- Vision ICT – website renewal - £156.00

The Clerk confirmed that she and Cllr. Williams had been discussing the rebuild costs of the bus shelter, the war memorial and the pump house and the Insurance values were very similar to those estimated by Cllr. Williams. The Clerk also confirmed that she had spoken to the Insurers who had confirmed that the values within the insurance schedule were based on the figures in the Asset register which had been given to them in 2009 and had been index linked over the years. It was therefore confirmed that the insurance should be renewed and that the premium in the sum of £718.80 should be paid.

**21/05/015 Data Protection Regulations – approval of new Data protection and Freedom of Information Policy and Data Protection Audit Documentation.** The Clerk had reviewed the new Data Protection regulations and had met with the Clerk from Chesil Bank Parish Council who had briefed her on the recent DAPTC seminar. She had drafted and circulated an Information Audit, a new Privacy Policy and Freedom of Information Policy and a Privacy Notice for Councillors and any staff and a General Privacy Notice. Cllr. Humphreys had also done an information audit in relation to the Neighbourhood Plan Working Group. The Parish Council did not hold a lot of personal data and the data it did hold was held in order to provide a service i.e. mainly to inform the parish residents about matters arising within the Parish. Robin East had compiled a database for this purpose and when he had compiled this database had ensured that all members were aware that they could unsubscribe at any time. The Parish Council unanimously approved the documentation circulated by the Clerk.

**21/05/016 To consider other Parish Matters**

- a. **Neighbourhood Plan.** Cllr. Humphreys confirmed the Neighbourhood Plan had been put out for public consultation and towards the end of the period an Examiner would be appointed to exam the plan. The Parish Council would need to approve the appointment of the Examiner. The Neighbourhood Plan Working Group had applied for and been given another grant and Cllr. Humphreys hoped this would mean that no further costs would be incurred by the Parish Council. With regard to the Conservation Area Appraisal there had been a debate with DCC regarding the management section of the appraisal. The suggested wording had been circulated to the Parish Council and the Parish Council unanimously agreed the same. Cllr. Humphreys also confirmed that he had received a letter from Blue Cedar Homes asking if the Parish Council wanted to be directly involved in developing retirement dwelling in the village. He proposed that the Parish Council should agree that it did not want to be directly involved in future housing developments. This was agreed.
- b. **Highways** - Robin East confirmed that Melbury Abbas and Cann Parish Council had lost their Judicial Review of the decision of the cabinet regarding the one-way system on the C13/A350. Costs had been awarded against them and the costs were substantially more than the monies that had been raised through crowd funding. There was however a possibility that they would appeal the costs and the decision.

The work on the A350 was in its final stages. Highways and Mr East's definition of a gate differed but he was hopeful that gates as he consider they should be would be installed. The Traffic Management Scheme as approved some while ago had been implemented in part but not all of the elements had been implemented and Mr East was still following up outstanding matters. The new speed limits would be introduced shortly and Mr East was following up the enforcement of the same with the Dorset Speed Team. The A350 Community Group were

intending to have meetings with Shaftesbury and Blandford as it was important to look at the impact north of Shaftesbury and south of Blandford. The A350 Community Group had put in a response to the Department of Transport consultation on the proposals for the creation of a Major Road Network.

Mr East asked the Parish Council to confirm that it supported the A350 Community Group's mandate as set out at the head of its headed notepaper namely to lobby "on behalf of the residents and businesses on or near the A350 and C13 between Shaftesbury and Blandford Forum for improvements to the transport links, road infrastructure and safety in the north/south transport corridors of North Dorset". The A350 Community Group would report back to the Parish Councils but would not make any decisions on their behalf. The Parish Council unanimously agreed this mandate.

- b. **Bedchester Allotments** – The Clerk confirmed that she had been informed that DCC had been speaking with the allotment holders and for the time being had decided to retain the allotments.
- c. **Defibrillator** – The Clerk confirmed she had spoken to Farnfields Solicitors who had confirmed that they would be happy to donate a defibrillator to Fontmell Magna. The defibrillator would be installed and all the running costs would be paid for 4 years. At the end of the 4-year period the Parish Council would have to decide whether it wished to take over the costs. The Clerk confirmed that the next step would be to find a location for the defibrillator. It would need to be somewhere where there would be 24 hour a day access. Cllr. Humphreys confirmed he would speak to the pub about this. The Bedchester defibrillator had been installed and the volunteers had asked for a grant of £400.00 for the on-going costs. A breakdown had been supplied. It was pointed out that the Parish Council had been told when it had agreed to the defibrillator being put into the telephone box that there would be no on-going costs to the Parish Council. It was agreed that the Parish Council would give an initial grant of £200.00.
- d. **Maintenance of Bedchester Notice Board and Pump House – Other Matters arising from Correspondence.** The Clerk confirmed that she had received a quote from Perry & Sons regarding the refurbishment of the noticeboard and was waiting for another quote. It was agreed that this would be considered further at the next meeting.

**21/05/017 Other Matters arising from Correspondence**

a. **DAPTC** – The Clerk had drafted and circulated a response to the survey and Cllr. Humphreys had circulated his amendment to the same. It was agreed the Clerk should submit the survey as amended to DAPTC.

b. **Middle Farm – listing as “important local building”** – the Parish Council were being consulted as to whether Middle Farm should be listed as an important local building which would give it slightly more protection than it currently had. There was some discussion as to whether the listing should be applied to Middle Farm and it was agreed that the individual Councillors would visit the site and let the Clerk have their comments.

**21/05/018 Dates of Next Meeting** – the next meeting was on 9<sup>th</sup> July 2018 and it was anticipated that the Rural Crime Team would give a talk.

**21/05/019 A.O.B.** The Clerk confirmed she had been asked about siting a dog poo bin near the pub. It was agreed she would contact DWP to confirm that if another dog poo bin was sited in the village they would empty it. The Clerk also confirmed she had been approached about whether it was possible to have a footpath along the land from the path past Croft Farm to the verge by St. Andrew's View. The Clerk confirmed she would send the request through to Cllr. Bellers who would investigate this further.

There being no further business, the Chairman closed the meeting at 9.24pm.

Date

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Chairman, Fontmell Magna Parish Council