



Clerk Ann Lee
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DRAFT MINUTES -updated

**Fontmell Parish Council Meeting held at the Village Hall,
Fontmell Magna on Tuesday 16 January 2024 at 6.30pm**

Welcome from the Chair: The meeting started at 6.40. Cllr Lister welcomed everyone to the meeting and thanked residents for attending. She reminded everyone that the new loop hearing system was in place and that Cllrs would use microphones to facilitate this facility. She explained that during the Open Session, those wishing to ask questions would be asked to use the microphones to ensure that everyone could hear. She also indicated that the PC would be using Powerpoint slides to share the agenda items.

1. Apologies for Absence:

Present: Laura Kurton, Hannah Lister, Christine Scott, Laura Scott Walby; Jay Roberts-Davies. Cllr Main arrived in the chamber at 18.46.

In Attendance: Cllr Jane Somper, Ann Lee Parish Clerk and 42 residents.

- 2. Declarations of interest** (Members were reminded of their obligation to declare any Pecuniary or prejudicial interests they may have under the Localism Act 2011 and the Council's Code of Conduct). **Cllr Laura Scott Walby declared prejudicial interest in item planning application P/HOU/2023/07253 as she is a neighbour in this vicinity and explained that she would leave the chamber when this item was discussed.**
- 3. To approve as a correct record the minutes of the previous meeting held on 21st of November 2023. Cllr Lister acknowledged correspondence that she had received from a resident and indicated the matters raised would be discussed at the next meeting once an investigation was complete. Cllrs RESOLVED to approve as a correct record the minutes of the previous meeting held on the 21 November 2023. Proposed Cllr Kurton, seconded by Cllr Lister, unanimously carried.** The minutes were signed and dated by Cllr Lister.
- 4. To discuss any actions and matters arising from the previous minutes.**
Cllr Lister stated that the following matters would be discussed, lighting where each item would be debated in the relevant sections of the agenda.

4.1 Progress with Neighbourhood plan. Agenda item 6 (a) and (b)

4.2 Budget and Precept 24/25 Agenda items 7 (f) and (g)

4.3 Play Park costs Agenda item 8.1

4.4 School drop off Agenda item 8.2

4.5 Defibrillator progress Agenda item 8.3

4.6 Right of Way application Agenda item 8.4

5. Reports

a) To receive any police matters. None received.

b) To receive County and District Councillor reports (Cllr Somper)

Cllr Jane Somper stated that Dorset Council Organisational Revenue Support Fund for Culture has awarded £486,000 to 28 organisations for the next three years. A total of 41 applications were received from arts and heritage organisations and accredited museums. A total of £217,000 has been awarded to arts and heritage and



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£269,000 to accredited museums. This funding has been spread across the Dorset Council area to ensure residents and communities have cultural benefit around the county. All the organisations awarded with this money are based in and deliver their programmes within the council's boundaries.

Cllr Somper also stated that she had arranged a visit from the NHS Deputy Directors of NHS Pay to a meeting. Concerns about GP access and GP visits were discussed in depth and further work continues to address these challenges.

Cllr Somper explained that Dorset Council are working on a project entitled Thriving Communities which is a project that works with the voluntary community sector. The project lead will be coming in February to visit volunteers at the Village Hall, the retail hub and services they provide.

Cllr Somper verified that the housing strategy passed through the full Council in December 2023. She reported that this went through many iterations and now the focus is on its delivery so that work can begin in earnest.

Finally, Cllr Somper outlined Dorset's budget reporting that it is robust and not facing bankruptcy. She stressed that Adult Services which account for 48% of the budget are in a good position and been able to retain a position of strength operationally through transformation and efficiency savings despite the challenges of operating in a rural county. Cllr Somper summarised by stating that overall, the Council has been prudent and have strong reserves.

Open Meeting Commenced at 18.48

A petition is in progress against the development proposed by Charleston homes. This can be found at the local shop and is also being circulated by various clubs and organisations throughout the village.

The Open Meeting finished at 18.51.

6. Planning

a) To Receive an update on the Neighbourhood Plan Grant Application Cllr Scott Walby

Cllr Scott Walby announced that the NP Grant Application had been submitted on the 8th of January. She noted that this included Consultant fees, provision for a dedicated website to facilitate the publication of key documents, links for consultation surveys which will be carried out throughout a designated six-week review period. She also stated that there will be a dedicated NP email for residents to use to express their views. It is hoped that plans will also be made available at various locations for residents to view. Similarly, paper copies of the survey will also be available if people prefer this method of engagement. Leaflet dispensers will be sited across the village using new verge A4 marker boards and dispensers directing people where they can go for information and engagement.

a) To Receive an update on the Neighbourhood plan Cllr Scott Walby

Cllr Lister reported that the call for volunteer support was encouraging, and she encouraged as many people as possible to come forward.



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Cllr Scott Walby reassured everyone that technical knowledge relating to planning was not required and that roles included supporting the consultation phase of the plan and proceeded to detail the scope of modifications which ran to 39 pages which have been supported by Jo Witherden. She shared the table of modification areas and the modification statement which is in accordance with National Planning Policy Guidelines. Dorset Council are aware of the progress made. The next phase will include submission Consultation to run for six weeks. It is hoped that providing the grant application is approved that the Consultation Phase will run from the 12th of February to the 31st March 2024. During this period the public and all statutory consultees including Dorset Highways, the Conservation Officer, Cranborne Chase and West Wilshire Downs National Landscape which was previously the AONB as well as the Environmental Agency. In April the results will be analysed.

Cllr Scott Walby proposed that the PC sign off the modification and be able to start the consultation process. This was Seconded by Cllr Lister, unanimously carried.

Cllr Lister thanked everyone who has already come forward to help and encouraged others to join, directing them to the sheets at the back of the hall where they could leave their contact details.

In April the results will be analysed, and suggestions incorporated into the new NP.

b) To consider the following Planning Applications: Cllr Scott Walby

Since the last meeting on 21 November 2023, Cllr Scott Walby reported that the PC has received 4 applications.

In keeping with Cllr Scott Walby’s declaration of interest she left the room for the first application and was invited back to the chamber for the second application.

Application number	Proposal	Location Details
P/HOU/2023/07253	Erect single storey extension	Mrs and Mrs Ashford 20 St Andrews View, Fontmell Magna SP70QY
Cllr Lister proposed to support the application. She explained that the application is simply for a single storey extension to increase the size of the kitchen. Cllrs concluded that the extension blends in with the rest of the house and is not oversized and tucks in neatly next to the porch and is unintrusive. Cllr Scott seconded and this was unanimously carried.		
P/HOU/2023/07097 and LBC 07098	Erect single storey rear extension	Rose Cottage, West Street, Fontmell Magna, SP070PF
Cllr Scott Walby stated that this was a single-story extension for the purpose of a Victorian style garden room mainly in glass with a suitable frame. The Conservation Officer approves the size and is satisfied that this is in keeping with the original structure. Cllr Scott Walby proposed to support the application. Cllr Lister seconded. This was unanimously carried		



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P/PAAC/2023/06854	Retain agricultural shed for the storage of machinery, fodder and accommodation for livestock	Mr and Mrs Cox Land adjacent to Guppies Farm, Hartgrove, Shaftesbury.
<p>Cllr Scott Walby stated that this was a retrospective planning application to retain an agricultural shed for the storage of machinery, fodder, and accommodation for livestock. She explained that it had already been built without the benefit of planning permission and that when it had come to the attention of Dorset Council the applicant had been asked to forward an application to regularise.</p> <p>The application has been granted by Dorset Planning on the 16 January 2024.</p>		
P/OUT/2023/06625	Charleston Bespoke Homes Outline planning to determine access	Land at E386450 NI 16625 Old Crown Road
<p>Unanimous Objection The deadline for comments 17/11/2023 The proposal is for 23 homes, nine of which would be affordable housing with the rest at market value, The development is sites on an area previously used as a service area for the development that is now Spring Meadows. The previous Neighbourhood plan envisaged that there would be a link between Spring Meadows Site and Blandfords Farm. The proposal includes opportunities for:</p> <ul style="list-style-type: none"> • Affordable Housing. This provision is much needed in Dorset. • Development access out is through Old Crown Road straight onto the A350, not accessed through West Street. This includes construction traffic as well. • S106 contributions possible for infrastructure improvements and potential for improvements to the Spring Meadows junction such as speed cameras and speed limits. • Footways and cycleways network with links between Spring Meadows and Blandfords Farm. • Reduced flooding risk from surface water with attenuation basin. <p>However, the following aspects are identified as concerns:</p> <ul style="list-style-type: none"> • It is outside the settlement boundary. • Perceived harm to the conservation area. The conservation area comprises of open fields and this development would impact on wildlife and be considered extra urbanisation. • It would erode the gap of landscape between Fontmell Magna and Sutton Waldron. • There is no guarantee that residents on the site would use the Blandfords Farm Road and the village could end up with traffic exiting onto West Street causing additional traffic at both ends of the village. • Another development exiting onto the A350 which could impact on Highway safety. • There is no evidence that further housing is needed with other properties remaining for sale in Spring Meadow. <p>Cllr Lister put forward a proposal to OBJECT to the application. This was seconded by Cllr Kurton, Cllr Scott Walby abstained, and the proposal was unanimously carried.</p>		

c)To note the outcome of previous planning applications Cllr Scott Walby.

Cllr Scott Walby agreed to present these at the next PC meeting in March.



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7. Finance

To note the 2023-24 budget against expenditure to date: The Clerk noted that the total funds available in the Lloyds Accounts totalled £13,084.43. This was made up from a balance of £11,991.82 in the BUS BANK INSTANT Account and a Balance of £1,092.61 in the TREASURERS Account.

She stated that the balance after payments will amount to £11,703.21 and reported that this does not include the s106 funding amounting to £3,000 that Andrew Galpin from Dorset Council is in the process of arranging for a PC bench.

a) To approve the cashbook and bank reconciliation to 31st December 2023. Approval proposed by Cllr Lister, seconded by Cllr Kurton. Unanimously carried. The consolidated accounts were signed by Cllr Lister.

b) To approve payments made since the last meeting.

The Clerk reported that transactions since the last meeting amounted to £1,846.95

Salaries July-Nov	£1,675
Travel expenses	£98.95
Village Hall Hire fees	£23.00
LandworX	£50.00
Total	£1,846.95

c) To approve transfer of funds between PC accounts (£1,000) to accommodate payments.

Proposed Cllr Lister, Seconded Cllr Kurton. Cllrs unanimously agreed to this transfer.

d) To approve the following accounts for payment to be paid via internet banking.

Salaries Dec – Jan 2023	£671.72
Travel expenses	£43.30
DM Payroll Services Ltd	£60.00 Invoice 3192
LandworX	£50.00 Invoice 000110
HMRC	£496.20
Welcome Parks	£30.00
Total	£1,351.22

All receipts were checked by Cllr Lister. **Cllr Lister proposed the payments, this was seconded by Cllr Kurton and unanimously carried. Cllr Lister counter signed all receipts.**

e) To receive the draft budget for 24/25

The clerk reported that the total available funds at the start of 23/24 were £18,116. The precept allocation from Dorset Council equated to £11,848. Expenditure in year amounts to £6,912. This amounted to 58.34% of the precept, leaving £4,936 unspent (41.66%). Under expenditure related to the Clerks salary, grass cutting and legals under expenditure.

Cllrs reviewed year-to-date expenditure lines and considered anticipated expenditure for the last two months of the fiscal year. The estimated bank balance year end position was



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c£11,205 (not including the anticipated grant of £3000 from Dorset Council for the s106 bench).

The Clerk presented a draft budget of £12,525. She emphasised that this did not include all the legal costs associated with lease requirements. The allocation being £1800. Cllr Scott Walby stated that costs associated with this could be significant as it wouldn't be a simple assignment of a lease, it would be a variation of the lease so that could be higher than the £1800 as changes to the lease in 2005 had cost £2875. In addition, she stated that quotes for registration of the land had been provided and amounted to between £1000 and over £1200 plus VAT and neither party have included costs for easements across the land including the footpath and provision for car parking that can be enforced when the title is registered, which we know are important to the Village Hall.

Cllr Lister stated that the PC hadn't yet met with the Village Hall Committee to go over the issues, stating that the outcome of discussions remains unknown and that increasing the budget at this stage was premature, and that the PC had reserves to use for this purpose if required.

f) 24/25 Precept uplift

The Clerk reported that Dorset Council is preparing its budget for 2024/2025. Parish Councils have been asked to complete their precept returns by the 31 January. Following on from the budget discussions the Clerk presented an uplift to the precept of 5.71% (£12,525). The Clerk illustrated comparative precept allocations as detailed in the table below.

Year	Precept Allocation	Amount	% Change
2021 – 2022	£9750	-	-
2022 – 2023	£10768	1018	10.44%
2023 – 2024	£11848	1080	10.03%
2024 – 2025	£12,525	677	5.71 %

Discussions relating to road safety took place, but Cllr Robert-Davies concluded that it was too premature to budget for speed restrictions within the forthcoming financial year.

Cllr Lister proposed the uplift of 5.71% to the precept. Seconded by Cllr Main, Cllr Kurton abstained. Unanimously carried forward. ACTION Clerk to submit the form to DC.

8. Council Matters

8.1 Application for Play Park costs from Village Hall Cllr Lister



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The PC had received a grant application from the Village Hall for a contribution towards the cost of the play park for £892.69. **Cllr Lister proposed to approve this application. Seconded by Cllr Kurton. Unanimously carried.**

8.2 School parking and drop off Cllr Lister

Cllr Lister reported that the Legal transfer of the drop off area has now been completed so we can proceed to resurfacing the footpath and installing the lighting. We are hoping to launch the area at the start of the summer term.

8.3 Defibrillator Cllr Scott

Cllr Scott stated that funding was in place and now invested and provision for the site is in hand. Cllr Scott called for people across the village to come forward for defibrillation and CPR training and will be identifying dates. Cllr Kurton indicated that this would be publicised and requested that individual come forward.

Cllr Scott announced that the litter pick was postponed in the autumn due to bad weather and another opportunity to undertake this important work will occur in March/April. Dates will be publicised soon.

8.4 Right of Way application from Village Hall to Surgery Cllr Main

Cllr Main explained that at the last meeting, the Village Hall Committee formally asked the PC to get DMMO which is a Definitive Map Modification Order to try to preserve the path in front of the surgery carpark prior to the site going for sale and redevelopment. However, Cllr Main stated that upon enquiry Dorset Council stated that this was not a priority and would take several years to apply for.

Cllr Main proposed that a potential solution might be to ask the current owners to 'Dedicate' a path at the front of the site stating that if this was not forthcoming, FMPC could insist upon a dedicated right of way as part of any future planning agreements. There is a covenant on the land that expires in 2024.

8.5 Road Safety Group update Cllr Roberts Davies

Cllr Roberts Davies indicated that the new Road Safety group has successfully been formed as a sub committee with a purpose to recommend and act upon the wishes and decisions made by the Parish Council. The group are meeting as a team of 6 every two weeks and the working really hard and focussing on the very urgent need for road safety on the A350. The group are working on data collection and analysis, formulating options to overcome the issues. An action plan will be forthcoming soon, but not until all the facts are assimilated. Communication will be stepped up to ensure key messages are publicised. He emphasised the importance of reporting near miss events.

Cllr Robert Davies went on to explain that “20s Plenty for Us” can be very effective in raising awareness and changing driver behaviour.

However, he stated that everyone needs to be aware of the following advice from 20s Plenty campaign, regarding use of their posters:

- Use the 20s Plenty hearts and not roundels
- Put them on private land and not the highway
- The posters are primarily designed for bins which go out once a week

He reminded everyone to check the website.



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8.6 Road Repair Concerns (Potholes, drains, manholes) Cllr Roberts Davies

Cllr Robert Davies reported that the PC had received several communications and reports on potholes. He explained that everyone can report potholes and any other issues on Dorset Councils website. The link to this is on the PC website. We have asked Dorset Council to repair the potholes reported. Cllr Jane Somper reported that she had met with Community Highways Officer on the 16th January here in the Village to discuss the local problem and has immediately put-up signs and will be resolving these potholes as a priority. The holes are wet now, so temporary solutions are being applied until they can be properly repaired. A technical advisor will be involved to resolve problems with water that are adding to the problem. Wessex Water have been contacted to address the management of the manhole problem.

8.7 CIL s106 suggestions Cllr Scott Walby

Cllr Scott Walby explained that IF the Charleston Homes development gets passed by Dorset Council and goes ahead, we will be receiving a S106 grant from this development to enable changes in the community for the benefit of all parishioners and what the benefits would be to the wider community. She emphasised that NO decisions have been made regarding the Charleston Homes development.

Cllrs HAVE to submit suggestions regardless of what anyone might think or feel about the potential development soon. She asked residents to give their ideas about what they wanted, why it was important and how it was relevant to the development by the 20th of January.

The Clerk reported that the Village Hall had asked for funding to refurbish the tennis court and installation of a second court.

8.8 Bedchester vacant land Cllr Kurton

Cllr Kurton reported that she had been approached by a parishioner had indicated that a very small part of unclaimed land existed within the parish which could be claimed on behalf of the community. At this stage the PC would like to understand the process of claiming land, the budget requirements for undertaking this process and whether the pros out weight the cons of doing so. This topic will be deferred to a future meeting when the Clerk has had time to look into this matter in more detail and bring more definitive information for the PC to vote upon. **ACTION Clerk**

8.9 To consider the appointment of a new councillor to the current casual vacancy

Cllr Lister. Cllr Lister explained that the PC had been continuing to seek a new Cllrs for a while. She was delighted to announce that an experienced Ex Cllr has offered to rejoin the Parish Council.

Cllr Lister proposed Jeremy Long to join the PC. This was seconded by Cllr Scott Walby and unanimously carried.

8.10 Adoption LGA Councillors Code of Conduct 2020 Clerk

The Clerk presented the recommended Code of Conduct that is approved by the Monitoring Officer for consideration by Cllrs. **Cllr Lister proposed the adoption. Cllr Kurton seconded, unanimously carried.**

Date of next meeting: **March 2023** at 6.30 in the Village Hall

Cllr Lister thanked everyone for attending.



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All items for inclusion on the agenda and all items to be listed under issues arising from the previous meetings must be received by the Clerk at 9.00am on 1 MARCH 2024.

**Ann Lee Parish Clerk
19.1.24**