

Minutes of a meeting of the Puddletown Area Parish Council held at 7.00pm on  
Tuesday 11<sup>th</sup> December 2018 at Tolpuddle Village Hall

**Present:** Cllrs A. Sheppard (Vice Chairman), P. Walton (Vice Chairman), J. Johnstone, M. Cooke, P. Drake, S. Langdon

**Chairman:** Cllr S. Baynard

**Locum Clerk:** Mr C. Hampton

**In Attendance:** 4 members of the public, DCC Cllr N. Ireland (left meeting at 7.30pm)

**Public Participation Time**

1. Mrs. Francis raised 2 issues: -
  - a. Planning application WD/D/18/002360 – conversion of farm buildings to 4 dwellings. Expressed surprise that approval had been given the second time the application was submitted, when there had been no apparent changes made to the first application. To be further discussed later in the meeting.
  - b. Southover Farm slurry movements. A meeting was held with Highways 10<sup>th</sup> December to discuss an increase in slurry traffic movements requested by the Cobbs. It was felt that the planning case officer was minded to approve the increase subject to Highways' report, which would result in the number of traffic movements increasing throughout the year. It was suggested that if approved a committee should be set up with representatives from all the affected Parishes and the Cobbs to liaise over traffic concerns. DCC Cllr Ireland said he will be attending a meeting being held in Briantspuddle to discuss the issues 12<sup>th</sup> December.
2. Paul Langdon asked about the progress of a query he had raised in August 2018 (at the suggestion of the PNP consultant, Feria Urbanism) regarding the process for councils to obtain community benefit from developers. The Clerk replied that he had contacted other Parish Councils to canvass their views and received a variety of replies which had been passed to Mr. Churchill, who at the time was dealing with this subject. It was proposed that a process for approaching developers should be developed for consideration by PAPC Members at the January meeting.

**Action: Clerk**

<b>Minute Number</b>	<b>Comments</b>
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18/194	<b>Apologies for absence</b>
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It was noted that no apologies for absence had been received from Cllrs P. Cooke and A Thorne. The Chairman took the opportunity to formally announce, with much regret, the resignations of Cllr Peter Churchill and Cllr Janet Ranger, following the decision by the PAPC at the November meeting to support the planning application at 3 Lanes Way, Puddletown, which they felt they could not support. He thanked both for their significant contributions to the council and wider community.

18/195	<b>Confirmation of minutes of PAPC Meeting held 13<sup>th</sup> November 2018</b>
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**RESOLVED** that the minutes for the PAPC Meeting held 13<sup>th</sup> November 2018 be approved and signed in the presence of the meeting.

18/196	<b>Matters arising from the minutes of the 13<sup>th</sup> November 2018 PAPC Meeting</b>
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None not already covered by the agenda.

18/197	<b>To receive Declarations of Interest</b> in accordance with S94 of the LGA1972 and consider any dispensations requested.
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Cllr M. Cooke declared an interest in agenda item 8.1 as he is a neighbour of the applicant. Cllr Walton declared an interest in item 13 as a trustee of Tolpuddle Village Hall.

18/198	<b>County Councillor's report</b>
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Cllr Ireland reported on the following: -

- Matt Prosser has left the Tri-Partnership and now working full time for the Shadow Council in preparation for 1st April Chief Executive role. Pay is £165k.
- Dorset Council Tier 2 Officers – recruitment process complete – I was a member of the panel for the Child Services Director. New appointments to be announced this week in time for the full Shadow Council Thursday 13th. Pay is likely to be £135k but still under negotiation.
- Shadow Exec approved a similar mutual redundancy option for all 11 exiting Tier 2 officers across the six councils of Dorset Council. All four roles have been filled by external candidates. Bournemouth, Christchurch & Poole have filled all internally without any external recruitment apparently.
- Planning. Mentioned last month the suggestion to have three area planning committees. This proposal has been firmed up and it is planned that they will have twelve members each and meet monthly. The suggested boundaries place Puddletown etc in the middle/Northern area which will have 26 councillors and approx. 98k electors.
- Met with DCC Highways at the Coombe. They made several suggestions for changes. Difficult to decide whether to drop the petition for now. Whatever the Parish Council resolves, I'll support.
- Slurry lagoon at Southover. Concerns regarding changes to the original suggested traffic movements. Contacted Charlotte Rushmere today to get the full story. Basically, she will be proposing recommendation. The intention of the lagoon is to improve the current situation and she believes it will. Highways have no objection and there's nothing above the constraints she's proposing to justify rejection.

18/199 **District Councillor's Report**

None received.

18/200 **Police and Community Issues**

None received.

Cllr. Langdon enquired how the PCSO reports and other appendices to the Minute Book could be seen by members of the public and Councillors unable to attend the meeting at which the appendices were presented. The Clerk responded that copies could be requested from him and where appropriate reports would be published on the website.

Mr Langdon suggested that for some people the phrase "appendix A of the Minute Book" would be meaningless and a more accessible method should be employed. The Clerk felt this was fair comment and would consider other ways of presenting reports without including them in the body of the Minutes which would make them lengthy to display, particularly on noticeboards.

**Action: Clerk**

18/201 **Planning Applications**

- WD/D/18/001424 Notification of amended plan/description  
Proposal: Loft conversion involving the realignment and raising of the roof, the installation of dormers, the construction of a two storey rear extension, the construction of a porch and chimney, re location of oil tank, the construction of a single storey side extension to the existing workshop and the construction of an extension from the workshop to form an annexe.

Location: 8 TRENT CLOSE, TOLPUDDLE, DORCHESTER, DT2 7HAWD/D/18/001124

**RESOLVED** that the Parish Council has no objection to this application

- **Application Approved:** WD/D/18/002360

Proposal: Conversion of redundant former agricultural buildings to 4 No. dwelling houses

Location: WEST FARM, MAIN ROAD, TOLPUDDLE

Cllr Johnstone considered the approval of this application inexplicable following the rejection of the first application by the Conservation officer. With little change being made in this second application the same Officer has now approved it when none of the conservation concerns have been addressed. The Clerk has been tasked with enquiring about the rationale behind the decision.

**Action: Clerk**

- **Application Approved:** WD/D/18/002347

Proposal: Outline planning application for a rural worker's dwelling.

Location: MANOR BUILDINGS, MANOR FARM, WATERSTON LANE, LOWER WATERSTON

**Noted.**

## 18/202 Neighbourhood Plan

The Chairman explained that the Neighbourhood Plan Group (NPG) members have resigned en-masse and passed responsibility for the Neighbourhood Plan (NP) back to the Parish Council. The reason given by the NPG for the resignations was that they felt the PASC was not supportive of the NP. He had spoken to the Acting Chairman of the group, Mr. Churchill, and it was agreed to hold a meeting with Cllr Baynard and the Clerk to discuss the situation further. At the meeting Cllr Baynard assured the group that the PASC was fully supportive of the NP but failed to persuade the group to withdraw their resignations. It was agreed that the NP would be put into hibernation until after the May elections and then review the situation. Assessments currently being produced by consultants will be completed and sent to the Clerk, who will be the point of contact for all matters relating to the NP until further notice. The Chairman went on to explain that he very much appreciated the work of the NPG but stood by his decision to support the 3 Ways Lane application. The Chairman undertook to ensure the resignation letter from the NPG and Minutes from the NPG/Chairman meeting are circulated to all Members. **Action: Clerk**

Cllr Walton queried the continuing financial support of the NP. It was explained that there would be further costs involved in allowing consultants to finish ongoing work and get the NP to a state where it can be put on hold.

Cllr Drake said he understood the NPG's position and felt the way the vote to support the planning application had split was regrettable.

Cllr Walton observed that the process of producing an NP was long and tortuous. He also felt that the problems around planning were not due to a lack of an NP but the District Council's failure to provide the government's target for housing land supply and consequent rush by developers to capitalise on the absence of an enforceable Local Plan.

Paul Langdon asked the council whether the Area Parish could deliver the Puddletown Neighbourhood Plan following comments from the Chairman at the recent NP meeting and previously. The Chairman denied making the comments. Mr. Langdon also stated that the decision on the NPG was unanimous and supported by their consultant Feria.

## 18/203 Puddletown Matters

- Extension of the 30mph zone on the Coombe – Cllr Langdon reported on a site meeting she attended with representatives from Highways, DCC Cllr Ireland and the Clerk on the 7<sup>th</sup> December. Highways were unwilling to extend the 30mph zone to the top of the hill as had been suggested and supported by a village petition. They did agree to install a 'Pedestrians in Road' sign at the point where the road is intersected on both sides by a bridleway and to move the School sign to the same position. They also suggested a speed survey be undertaken.

**RESOLVED** that the Pedestrian and School signs be installed as discussed, but not to have a speed survey done at this time. It was also agreed that the petition should still be submitted. **Action: Clerk**

- Volunteers needed to take over Parish Newsletter, Butt Close play area improvements and Public Transport initiative – it was suggested that the Parish Newsletter could be professionally produced, the Clerk to investigate. Cllr Sheppard said that Butt Close will come under the umbrella of the Play Park. The Chairman undertook to contact Mr. Churchill to ask if he would consider continuing with the Newsletter and the Public Transport initiative. **Action: Chairman/Cllr Sheppard/Clerk**

- Catmead open space – email from Keith Mason, Director of the Catmead Management Company Ltd – email 21<sup>st</sup> November.

The contents of Mr. Mason's letter were noted by the council and it was recognized that the open grassed area at Catmead is not a public open space but owned and managed by the Catmead Management Company Ltd for the benefit of homeowners at Catmead.

- Queries from Mr Cox regarding Skate Park and MUGA – email 2<sup>nd</sup> December. It was agreed that Cllrs Sheppard and Drake will provide information to the Clerk on the Skate Park and MUGA, in order for the Clerk to send an informed reply to Mr. Cox. **Action: Cllr Sheppard/Cllr Drake/Clerk**
- Cllr Drake reported the Mr. Bishop has provided Cllr P. Cooke with information regarding the situation at The Old Hairdresser's on The Green. It had been hoped that Cllr Cooke would be able to update the meeting on the planning enforcement action being taken.
- Cllr Drake informed the meeting that the ECB is intending to make a grant to the Cricket Club, but it will not be available until late next year. He asked for support from the council to extend the cricket

pitch at the recreation ground to allow for additional grass pitches alongside the artificial pitch.  
**RESOLVED** to allow the cricket pitch at the recreation ground to be extended.

#### 18/204 **Tolpuddle Matters**

- Central Farm Lane provision of adequate street illumination and provision of a gritting facility – Cllr Johnstone enquired if the council would support the provision of street lighting and a grit bin at Central Farm Lane? It was agreed that the Clerk should enquire after both with County. **Action: Clerk**
- Cllr M. Cooke reported that he has just received the play park inspection reports from K. Hussey, but not had time to review the results. He has forwarded Butt Close and Puddletown Recreation Ground reports to Cllrs Sheppard and Drake. The reports will be reviewed at the January PAPC meeting. *(Post meeting note: due to Cllr. Cooke's unavailability this review will be conducted at the February meeting).*
- Cllr M. Cooke also announced that an Orchard Meadow community consultation event will take place on Saturday the 19<sup>th</sup> January, 11am to 2pm in the village hall, Tolpuddle.
- Cllr Walton informed Members that the poor condition of oak trees on a development in Tolpuddle needed to be brought to the developer's attention as their maintenance formed part of the planning approval conditions. He will provide details to the Clerk. **Action: Cllr Walton/Clerk**

#### 18/205 **Noticeboards**

It was agreed that new noticeboards need to be provided throughout the PAPC area. Cllr. Johnstone provided some quotations for consideration and a mid-priced board at £899 + VAT was chosen as the best solution. Cllr. Johnstone to provide details for the Clerk to order three.

**RESOLVED** to purchase three noticeboards at a cost of £899 + VAT. **Action: Cllr Johnstone/Clerk**

#### 18/206 **Budget & Precept 2019-20**

The Finance Committee's proposed draft budget had been circulated to Members prior to the meeting. There was widespread support for the proposals but there were also some counter proposals from Councillors.

There was a lengthy discussion on grass cutting and the possible benefits of combining all areas with one contractor responsible.

Cllr. Langdon suggested that the precept ought to rise in line with inflation. The Chairman gave a detailed response as to why it was felt that this year was exceptional, with an above normal Council Tax rise as a result of harmonisation within the Unitary Authority and a healthy general reserve as a result of underspends in some budget lines. It had also been felt that more earmarked reserve funds could be set up from the general reserve to boost some of the budget lines which may look underfunded.

Cllr Sheppard said he supported the idea of combining maintenance of assets and did not think there was a need for an inflationary rise this year.

Cllr Walton suggested there should be no inflationary rise this year because of the anticipated above average rise in Council Tax.

It was generally agreed that in future years there would be a rise in the precept at least in line with inflation. There was also agreement that the presentation of the budget should be changed to show a more coherent area approach to budgeting. **Action: Clerk**

**RESOLVED** by 5 votes in favour and one abstention to adopt the draft budget for 2019-20.

#### 18/207 **Grant Application Process**

Cllr Walton presented the Finance Committee's proposals for the adoption of a Grant giving process and application form under Section 137 of the Local Government Act 1972 rules.

Cllr. Langdon suggested there should be just one budget line for grants with an overall budget for all grants. She could not understand why there was a separate S137 line in addition to the organisations usually supported.

Cllr. Walton explained that it was felt important to ensure Community Infrastructure assets were identified and supported accordingly. He went on to say that there should be a routine of assessing the financial need of organisations regularly supported and this will form part of the budget setting in November of each year.

Cllr. Langdon also expressed concern that the application form could be seen as discriminating against small scale applications for a grant. The Clerk responded that was not the intention and that any element of the form which did not apply to an applicant could be left blank.  
**RESOLVED** to adopt the draft proposals for a Grant Application process.

18/208 **Rights of Way, Drains, Hedges and Roads**

Nothing to report.

18/209 **PAPC Website**

Whilst still a Councillor, Mr. Churchill had made enquiries with Vision ICT as to the cost of providing and maintaining a professional website for the Council. The Clerk has now taken on the responsibility for the website and proposed that ICT Vision be contracted to build, host and maintain a website for PAPC at an initial cost of £750 for the first year and an annual fee of £180 thereafter.

Cllr. M. Cooke said that he felt the quotation was good value for money and having looked at their sample websites he thought they were of a high standard.

**RESOLVED** to approve the Clerk's proposal for a new website.

**Action: Clerk**

18/210 **To consider any correspondence received since the agenda was set for discussion and possible inclusion on the agenda for the next meeting**

None received.

18/211 **Accounts**

To authorise payment of accounts – the payments requested schedule for December was circulated to Members prior to the meeting and appear as Appendix A of the Minute Book.

**RESOLVED** to approve payments totalling £1461.64 in accordance with the schedules of payments requested.

18/212 **Items for Next Agenda**

To be sent to the Clerk, deadline for submissions midday Wednesday 2<sup>nd</sup> January 2019.

18/213 **Date of Next Meeting**

Tuesday 8<sup>th</sup> January 2019, 7.00 pm at Puddletown Village Hall

Meeting closed at 9.30pm

**SIGNED ON ORIGINAL**

.....Chairman

Date: 8<sup>th</sup> January 2019

Stephen Baynard