

Agenda 28th July 2022

WINTERBORNE ST MARTIN PARISH COUNCIL

Thursday 28th July 2022 -at 7.0pm- at Winterborne St Martin Church

Call for councillors to attend the June parish council meeting.

The Public and Press are cordially invited to attend.

Public period for comments on issues on the agenda – 3 minutes per speaker

- Tony Howden – Half Marathon (still to be confirmed)

Reports from Dorset Council Councillor and Police Liaison

28/7 - 1 To receive and accept apologies and declarations of interest.

28/7 – 2 To approve the draft minutes of the Parish Council meeting held on 23rd June 2022. (A).

28/7 -3 To discuss matters arising from the minutes not covered in this Agenda.

28/7 – 4 Election of Richard Eversden

28/7 – 5 To note the statement of expenditure to date and bank reconciliation (B) and to approve the schedule of payments since the last meeting. (C)

28/7 – 6 Finance to note and approve.

28/7 – 6.1 To approve payment to Mr R.I. Wigglesworth re Internal Audit £60

28/7 – 6.2 Change to bank signatories update. Clerk

28/7 - 6.3 Allotment contracts and fee

28/7 – 6.4 Garage fee

28/7 – 6.5 Churchyard parish burial site contribution request. Clerk

28/7 – 7 Highways and Rights of Way

28/7 – 7.1 To receive/report any other highways issues (Verbal)

28/7 – 7.2 SID Report and data-AD (verbal) AD

28/7 – 7.3 RoW report (Verbal) DR

28/7 – 7.4 Rew Lane Update (D) MP

28/7 – 8 Flood and Riverbanks

28/7 – 8.1 To note Flood report (E) KD

28/7 – 8.2 To note response to Wessex Water letter (F) KD

28/7 – 8.3 To approve the motion DF

Given the history of flooding in this village following periods of drought such as we are experiencing. The PC should authorise an immediate clearance of weed & growth in the stream & it's roadside banks & the disposal of the debris to reduce the risk to village homes.

28/7 – 9 Planning

28/7 -9.1 Discuss PC Standing statement MP

28/7 – 10 To receive and note training updates.

28.7 – 11 To consider the Briefing notes regarding the Management of the Village Green (G) MP

Proposal to Council relating to Briefing note appendix G:

- We accept the points at para 2b above as if they were part of the lease.
- We seek a volunteer Councillor (and perhaps deputy) to manage the process on our behalf.
- The Managing Councillor creates a policy for booking, to be approved and published by the Council, perhaps based on these simple stepsⁱⁱ:

Requests to use the Village Green are to be directed through the Clerk who will pass on the request to the Managing Councillor.

Following receipt of a request the Managing Councillor confirms:

- a. That the request is from a Village Organisation, is uncontroversial and is within the terms of the lease and proposal described above.*
- b. That the Church does not have any event booked that might require use of all or part of the Green.*
- c. That the organisation will indemnify us for any damage that occurs.*

then:

- d. Agrees the usage.*
- e. Publishes the agreement through a diary to be created on the Council's web page.*
- f. Briefs other Council Members either by email if it is a time sensitive request, or in a routine update at Council Meetings.*

[ii](#) I suggest that the formal proposal of method should come from the Managing Councillor, but it may be that we can debate, improve and confirm the process as part of this meeting.

28/7 - 12 Correspondence to be discussed and noted

- 28/7 – 12.1 To respond to complaint raised by Peter Newell MP
- 28/7- 12.2 To respond to complaint raised by Lee Scarth MP
- 28/7 – 12.4 Biodiversity enhancements Clerk
- 28/7 – 12.5 MAGNA residence concerns (Verbal) KD
- 28/7 12.6 Allotment, resignation of Ange Schulke Plot 1 (verbal) Clerk

28/7 -13 To reviewed and considered points raised in the village survey 2021 to take forward.

28/7 – 14 Neighbourhood plan update (H) MP

28/7 - 15 Action tracker progress (I) Clerk

28/7 – 15 To consider urgent matters to report from members and items for the next meeting. To include an open forum 10 minutes.

28/7 – 16 Date and venue of the next parish council meeting 25th August 2022 7pm Winterborne St Martin church.

Signed by The Clerk:

Website: www.winterbornestmartin-pc.gov.uk Email: clerk@winterbornestmartin-pc.gov.uk

Appendices

Appendix A - Draft Minutes 26.5.22

WINTERBORNE ST MARTIN PARISH COUNCIL

DRAFT Minutes

Thursday 23rd June 2022 -at 8.0pm- at Winterborne St Martin Village Hall

There were 5 members of the public present.

Councillors: Andy Daw (AD), Karen Delafield (KD), Dave Read (DR), Martin Usherwood (MU) and Roland Tarr.

The meeting was recorded to aid the Clerk with minute taking.

To appoint a chairman.

A letter from Cllr. Mark Pemberton regarding his willingness to stand as Chairman was read out by Cllr. Karen Delafield. See attached. No further applicants for Chairman have come forward.

The nomination of Cllr. Mark Pemberton was proposed by Cllr. Martin Usherwood and seconded by Cllr. Dave Read. Vote at meeting was 4/4 with a written agreement from Cllr. Deborah Follett.

Cllr. Mark Pemberton was duly elected as the Parish Council Chairman.

As Cllr. Pemberton was absent at the meeting the meeting was chaired by the Vice chair Cllr. Karen Delafield.

Public period for comments on issues on the agenda – 3 minutes per speaker

None

Reports from Dorset Council Councillor and Police Liaison

Cllr Tarr reported that;

- the flooding remedial work has now been completed the Stinsford roundabout; the flooding problem was due to an underlying layer of clay below the chalk.
- Monkeys Jump roundabout is awaiting planting when the weather improves.
- Issue relating to parking on the verges near the entrance of McDonalds will be looked at as soil banks have already been put in place, a possible solution may be to place wooden posts with rocks behind.
- Highways England are aware that Dorset Council have planted wildflower on verges that is more environmentally friendly and saves money. They are now looking at trialling a similar procedure.

23/6 - 1 To receive and accept apologies and declarations of interest.

Apologies from Cllr. Follett and Cllr. Pemberton received and approved.

Declarations of interest (as near neighbours) received from Cllr. Delafield and Cllr. Daw regarding planning application P/HOU/2022/02470

23/6 – 2 To approve the draft minutes of the Parish Council meeting held on 26th May 2022. (A).

Approved with one amendment to 20/05-03, name change from Deborah Wiltshire to Debbie Wiltshire.

Approved 4/4

23/6 -3 To discuss matters arising from the minutes not covered in this Agenda.

23/6 - 3.1 To discuss voting numbers, outlined in Councillors Tarr letter.

The voting papers were tallied, and the votes listed in Cllr. Tarr letter were found to be in error as were the votes in the earlier minutes. Cllr Daw produced the original voting slips which were counted by the Chair. The correct votes were read out by the chairman and are as follows.

Gerald Duke 3

Richard Eversden 0

Noel Marsh 4

Mark Pemberton 7

Agreed 4/4

23/6 - 3.2 Clarification of “Brown field sites” it was agreed that while there was no list of potential brown field site in the parish there were several easily identifiable brown field sites, i.e., sites that had been previously developed

23/6 – 3.3 Wessex Water Whilst the Wessex Water verbal presentation made it clear that there were undesirably regular overflows from the Martinstown Pump House. The follow-up letter from WW did not make this clear. Action Clerk/KD to place the Wessex Water presentation and letter on the website.

23/6 – 4 To note the statement of expenditure to date and bank reconciliation (B) and to approve the schedule of payments since the last meeting. (C)

Noted. Proposed Cllr. Daw and seconded Cllr. Read

23/6 – 5 Finance to note and approve.

23/6 – 5.1 To retrospectively approve payment to Dorset Council regarding Dragon’s teeth and 1234 slow lines. £3,060.00

Proposed Cllr. Delafield

Seconded Cllr. Daw

Approved 4/4

23/6 – 5.2 Payment of outstanding Insurance invoice £478.01

Approved last meeting

Payment of outstanding Bookkeeping fees £119

Approved last meeting

Additional expenditure

Clerks salary 26.5.22 to 26.5.22 £444.32

Approved 4/4

23/6 – 5.3 Change to bank signatories

Currently Cllr Daw and Usherwood are cheque and on-line banking signatories. Cllr. Read is a cheque signatory.

Action - remove Cllr Wiltshire from the signatories list and add the Clerk Tessa Safadi as new signatory with authorisation to raise payments.

23/6 – 6 Highways and Rights of Way

23/6 – 6.1 To receive/report any other highways issues (Verbal)

Resurfacing of cycle way to start in July. Still awaiting a formal start date.

Dragons teeth and 1234 slow lines completed. It had been decided the PC would not request red tarmac painting based on DC feedback regarding effectiveness of this approach and cost.

23/6 – 6.2 SID Report and data-DW (verbal)

To be postponed to July

Cllr. Usherwood requested SID data to assess the performance of dragons teeth and 1234 slow lines recently installed.

Action: Send SID data to Cllr Usherwood.

23/6 – 6.3 RoW report (D)

Noted

23/6 -6.4 Cllr Tarr mentioned that Dorset Council is still looking at making all villages 20 miles per hour. Action Cllr Tarr to let us know any changes.

23/6 – 7 Flood report update noted (E)

23/6 – 7.1 To discuss Sewage connection work at Old Cottage.

This was discussed in 23/6-8

23/6 - 7.2 To discuss a draft response to Wessex Water letter (F)

The draft response appendix F needs to be expanded to include evidence for sewage overflow, photographs, incident numbers etc and to propose possible solutions to deal with sewage overflow issues such as planting reed beds at the pump station prior to issue

No current flood report - no change from report given in May. Cllr Delafield reminded Cllr Tarr we were still looking forward to his intervention with DC officials to resolve DCs riparian responsibilities.

23/6 – 8 Planning

23/6 -8.1 Morrish Homes P/OUT/2022/02496, update and to note response to planning application (G) and email from Moorish homes following the presentation at the meeting on the 26.5.22 (H)

Noted. No further correspondence at this time.

23/6 -8.2 To note and approve a response to new planning application P/HOU/2022/02470 Erect single-story extension and porch to existing garden studio to provide guest accommodation in connection with the main house the old Cottage Church Farm Access Road Martinstown Dorset DT2 9LB

Note: Two councillors declared an interest in this application and have abstained from any vote, but the Parish Council did decide they did not need to leave the room and could comment on the application as private individuals.

The Parish Council had several concerns relating to this application.

The build would put further pressure on an already unrobust sewage system although it was noted from a resident with relation to the previous application that the applicant had told them Wessex Water refused an application for a new septic tank and insisted that the applicant connects to the sewage system.

There was also concern raised over damage already to the stream bank and concern over disruption to traffic and blockage of lanes by contractors' vehicles. Concerns about the loss of trees etc.

The Parish Council voted to object to this application 4/4 with 2 councillors (Cllr Pemberton and Follett) voting to object to this application by email. There were two declarations of interest at the meeting excluding Cllrs Daw and Delafield from participating in the vote.

Grounds for objection:

- A conservation/AONB mitigation was put in place for the last application at this address P/HOU/2021/02515 required that trees were retained to shield a modern extension, currently under construction, from view. This latest application P/HOU/2022/02470 appears to remove the trees cited as providing screening. Removal of the trees will considerably affect the view from the road and bridle path as well as impact on the views for occupiers of nearby properties. This proposal proposes a further loss of two trees from this small site; since 2018 the loss of trees would total 10 should this planning application be approved.
- The loss of mature trees is always to be regretted, and in this case the Council do not agree with the Design and Access Statement that these are in poor condition (see attached photo from the Bridle Path) - the Trees are on the right. The loss of these trees will considerably affect the view South/South West for those using the road or bridle-path, and for occupiers of nearby properties.



- The serial parking design for four cars does not allow for any manoeuvrability and does not allow for ingress or egress of vehicles in a traditional manner. It is believed that the proposed current parking for four cars would cause an issue for road users of a narrow lane.
- The applicants must be made aware that "their contractors cannot just close the road in front of this property boundary with "road closed" signage without a prior approved application from DC to do so"
- This new dwelling is not in a sustainable location. Winterborne St Martin has a long history of sewage and waste water overflow issues; the waste water infrastructure in the valley is inadequate and hence the location cannot be considered a "sustainable" location in planning terms. Further development of new sewage producing dwellings must be resisted until the Parish can be considered a "sustainable" location in planning terms with a functioning waste water system that does not pollute resident's homes or the local water courses which lead into the Poole Harbour Catchment.

It was noted from Cllr. Tarr that he believed all planning applications in the area were on hold due to the Pool Harbour pollution issue regarding phosphate and nitrate levels. To be confirmed.

23/6 – 9 To receive and note training updates.

The council was congratulated from DAPTC with a single star award on continuing to support the development and training of both elected members and employees. The clerk has encouraged all councillors to look at the DAPTC site to see if there is any training they would like to attend. Please contact the clerk to arrange bookings.

236/ - 10 Councillor Activities and responsibilities to note

Winterborne St Martin Parish Council
Proposed Councillor activities and responsibilities

Councillor	Ongoing responsibility and representation	Project
Andy Daw	Phone Box (via Green Martinstown)	Neighbourhood plan feasibility review
	SID Rep	Half Marathon
Karen Delafield	Flood Volunteer representative	
	Vice chair	
	Budget Group	
	Winterborne Valley Community Fund	
	Website	
Deborah Follett	Communication in conjunction with the Clerk	
	Verges and Riverbanks	
	Facebook	
Dave Read	Allotments	
	Footpath officer Rights of Way	
Mark Pemberton	Neighbourhood plan	Neighbourhood plan feasibility review
	Budget Group	
	Chair	
Martin Underwood	Village Hall	Highways Improvement
Clerk	DAPTC contact and representative Budget group, RFO	

To be confirmed

Staff working Group - Chairman (Martin Pemberton), Vice chairman (Karen Delafield) plus 1 (to be confirmed)

Community speed watch (CSW) – (to be confirmed)

These outstanding posts will be filled after the election/co-option of new councillors.

23/6 – 11 To approve and adopt the new Equal Opportunities policy (I)

Approved and adopted. Proposed Cllr. Daw and seconded Cllr. Delafield

23/6 – 12 Correspondence to be discussed and noted

23/6 – 12.1 To respond to complaint raised by Peter Newell (verbal)

23/6 -12.2 To respond to complaint raised by Julia Scarth (Verbal)

The clerk assured the complaints that the issues relating to their complaints would be reviewed and a formal response given in the July meeting. The PC apologised for their delay in responding to these issues.

Action Clerk to review and respond to complaints raised.

Points raised in the village survey 2021 will be reviewed and considered at the July meeting. Noted.

23/6 – 13 To consider urgent matters to report from members and items for the next meeting. To include an open forum 10 minutes.

23/6 -13.1 Elections – There are three councillor posts for election.

Two of the vacancies will be filled by election - Nomination papers must be hand delivered to the Returning Officer, Dorset Council, County Hall, Colliton Park, Dorchester, Dorset, DT1 1XJ between 9.30am and 4pm on any working day but no later than 4pm on Friday 1 July 2022.

Please make an appointment to deliver your nomination papers by telephoning Electoral Services on 01305 838299 or emailing elections@dorsetcouncil.gov.uk. If contested i.e. more than two applicants apply then there will be an election on the 28th July 2022.

Applications to register to vote must reach the Electoral Registration Officer by 12 midnight on Tuesday, 12 July 2022. Applications can be made online: <https://www.gov.uk/register-to-vote>.

The third place will be filled by co-option – if no request for an election is requested by the 4th of July. Then the vacancy will be filled by Co-option at the 28th of July Parish Council meeting. If you wish to apply for co-option please contact the Clerk for details.

Please note: Councillors elected by either process have equal weighting and rights. All councillors will be up for re Election in 2024.

Residents raised the following issues:

23/6 -13.2 North Rew Lane needs surfacing – the parish council have looked into this issue previously and as it's status is a byway open to all traffic Dorset Council highways will not carry out any work. There is little more the Parish Council can do at this time and there are residents who do not wish to see the lane surfaced.

23/6 – 13.3 Why is there only a speed control device at Mallards Green and no monitoring at Upwey and Winterborne Steepleton entrances to the village.

Cllr Usherwood responded that a much earlier assessment for a SID at Mallards Green showed the requirements for a SID could be met at that location and hence the PC invested in this site. Further analysis in other village locations did not show the Highways requirement for a SID would be met as traffic often slowed naturally due to the curves in the road.

Actions:

Clerk to invite Tony Howden, regarding the Half Marathon, to the July or August meeting.

Clerk to review agreement and bill send allotment users

Clerk to review the grass cutting contract

Clerk to ensure the issue of information boards is added to the next agenda

23/6 – 14 Date and venue of the next parish council meeting

Parish Council meetings will now take place in the Church and will start at 7pm (still to be confirmed)

Dates:

28th July 2022

25th August 2022

22nd September 2022 (if held)

27th October 2022

24th November 2022

No December meeting

Signed by The Clerk:

Website: www.winterbornestmartin-pc.gov.uk Email: clerk@winterbornestmartin-pc.gov.uk

Actions and progress arising from minutes

Action	Person/Group	Proposed completion date	Agenda Item number
Follow up with the Electoral Services Officer the procedure to appoint 3 councilors.	Clerk	June 2022 Completed	22-5-03
Ensure all policies are updated	Clerk	August 2022	22-5-07
To publish minutes of 24 March on web site	KD	By June 2022 Completed	22.5.09
Investigate and report back on Reading Room ownership and use	AD	Update July 2022 Postponed	22-05-13
Send off AGAR exemption certificate 2020-2021 Audit	Clerk	By 30 th June 2022 Completed	22.5.15
Post Public Notice on website and notice boards and AGAR sections 1 and 2 on website.	KD	By 30 th June Completed	22.5.15
Report progress on bridle way closure	DR	Update June 2022 Ongoing	22-5-16
Road marking. Report on progress	MU	Update June 2022 Completed	22-5-16
Follow up on Wessex Water letter	AD	Update June 2022 See further action below	22-05-18
Look at feasibility of setting up a local plan and forming a committee of residents and parish councilors.	MP	Update July Meeting	22/05-19
To provide 22-23 meeting schedule at next meeting	Clerk	Update June meeting Completed	22-05-21
Investigate and report back on Reading Room historical search	AD/Clerk	Update July 2022	22-05-13
Investigate and report back on historical search east side plot of land leading to Washing Pool.	Clerk	Update July 2022	22-05-22
Clerk to review agreement and bill allotment users	Clerk	Update July	

Clerk to review the grass cutting contract	Clerk	Update July	
Clerk to ensure the issue of information boards is added to the next agenda	Clerk	July	
Clerk to remove Cllr Wiltshire from the signatories list and add the Clerk Tessa Safadi as new signatory with authorization to raise payments.	Clerk	Update July	
Clerk/Karen to draft an updated flood letter and to contact residence who reported sewage issue last November to provide evidence.	KD and Clerk	Update July	
Send SID data to Cllr Usherwood.	Clerk	Update July	
Clerk to review and respond to complaints raised to date	Clerk	July	
Clerk to invite Tony Howden to the July/August PC meeting to discuss the proposed half Marathon with residents	Clerk	July	
Action Clerk to put the Wessex Water presentation and letter on the website.	Clerk and KD	July	
Cllr Tarr to let us know any changes to Dorset councils move to 20mph through villages	Cllr. Tarr	Ongoing	

Appendix – to appoint a Chairman letter

In the event that no-one is prepared to stand: I have been persuaded, by informal discussion, advice and research, that the Council would be weaker and less effective without a Chair; given this rationale, and despite my lack of experience, I would be prepared to take on the role subject to the following provisions:

- I will only accept the appointment if that is the unanimous wish of existing Councillors. Any existing councillor not present would have to be approached by the Clerk and their view recorded and counted equally. I believe that this unanimity is

necessary in order to overcome existing tensions and work towards a successful future.

- Notwithstanding Para 15 of the Local Government Act 1972, I would accept the appointment only until our October meeting, prior to or at which a 360 degree review will determine whether the then Councillors wish me to continue, and equally whether I wish to continue.

- There is absolute understanding that I am new to the role and do not necessarily understand the Law or Regulations as they apply, let alone our practices and precedents, or indeed the history of some ongoing issues that need bringing to closure. I will therefore expect your support, evidence based wherever possible, to ensure that I meet all requirements legally, fairly, and impartially whilst I learn.

- All Councillors reaffirm their commitment to acting in accordance with the Councillor Code of Conduct 2020 adopted by the Parish Council 29th July 2021. We may disagree ferociously about issues; indeed it is only healthy that we do, but we must act, behave and relate with each other in accordance with this Code.

- That this letter be appended to any minute appointing me.

Appendix B - Bank reconciliation

Winterborne St Martin Parish Council

Bank Reconciliation (£)

Prepared by ----- Date -----

Approved by ----- Date -----

	Bank reconciliation to 12.7.22		23,130.34
	Cash in hand 1.5.22		27,466.98
	ADD Receipts 1.5.22 to 12.7.22		67.12
	SUBTRACT Payments 1.5.22 to 12.7.22		4,403.76

A	Cash in hand 12.7.22 (as per cash book)		23,130.34
B	Cash in hand per bank statements		
	Petty cash 12/7/22	0.00	
	Instant access Lloyds reserve 12/7/22	10,000.41	
	Lloyds Bank 12/7/22	23,130.34	
	Adjusted bank balance 12.7.22		33,130.75

Appendix C - Scheduled payments 1st May 2022 to 12th July 2022

Presented Payments:

Date	Description	Type	Money (£) in	Amount (£) Out
13.5.22	ICO	DD	35.00	
17.5.22	HMRC	Electronic		67.12
28.6.22	June Clerks Pay	000370	444.32	
29.6.22	Zurich Insurance	000372	478.01	
5.7.22	M. Harding	000374	119.00	
8.7.22	Dorset Council - road markings	000371	3,060.00	
12.7.22	DAPTC subscription	000369	267.43	

Unpresented payments:

Mr Wigglesworth £60

Clerk wages 27th June to 26th July 2022 £310.40

Appendix D – Rew Lane letter from Dorset council

On Tue, Jul 12, 2022 at 7:26 AM David Ackerley <david.ackerley@dorsetcouncil.gov.uk> wrote:

Hi Mark

Dorset council is responsible for the maintenance of the surface of Rew lane North but we do not own the land over which the route runs. Rew Lane North is not an adopted highway so the surface dose not have to be up to the same standard has a adopted carriageway, But it does have to fit for purpose. I have recently got a quote to fill some of the pot holes along the lane, finding the funding to carry out these works is an issue. I will be chasing the funding to get the works done from my end.

Works can be done on self-help basis but I would need to know what works are taking place before they happen. In my opinion and this is open to question, we do not what to make the surface to good because this will encourage the lane to be used has rat run to get to the A35. Please call if you think this would help.

Yours

David Ackerley

Senior Ranger (Central)

Place Services

Dorset Council

01305 224630

dorsetcouncil.gov.uk

From: Mark Pemberton <mvpcowleaze@gmail.com> **Sent:** 11 July 2022 14:35 **To:** David Ackerley <david.ackerley@dorsetcouncil.gov.uk> **Cc:** Winterborne St Martin <clerk@winterbornestmartin-pc.gov.uk> **Subject:** Maintenance of BOAT - North Rew Lane
Hello David,

I am Chair of the Winterborne St Martin Parish Council. We have just had a new Councillor elected and within minutes of my welcoming chat he was on to his favoured subject: the state of the surface of North Rew Lane (off which he and several other Parishioners live). As I do not want to spend all the PC's time on this subject I have attempted, through the good offices of Google, to seek definitive guidance on both the law and Dorset Council Policies with regard to maintenance of a BOAT generally. My interpretation is that someone, 'though I'm not clear who (Owner? DC?), should be maintaining the surface to some standard, but I read somewhere else that this need not be to vehicle standards. I note that North Rew lane is not on the Highway's Maintainable at Public Expense map, and therefore wonder if the policy is as shown at <https://www.dorsetcouncil.gov.uk/countryside-coast-parks/rights-of-way/public-rights-of-way-maintenance> and indeed whether the example stated is that which applies here.

"Surface

Dorset Council is responsible for the maintenance of the surface of rights of way according to the status of the path; for example a footpath will be maintained up to footpath standard even if it may also be used by private vehicles."

I'd appreciate any additional evidenced guidance you can give me, together with an opinion on the rights of those living off North Rew Lane to conduct self help works.

Many thanks.

Mark

Mark Pemberton

Appendix E Flood report and update to be completed

Appendix F – Proposed response to Wessex Water to be completed

Appendix G - Briefing note regarding the Management of the Village Green

Dear Mr Duke,

Following our recent discussion, I intend to make the following proposition to the Parish Council managing Village Green bookings. I would welcome any comments you might have before I make this proposal.

Proposal to Codify the Management of Village Green Bookings

1. By my reading the lease does not impose any duties on us apart from:

- Not sub-letting it.
- Maintaining adequate third party and public liability insurance.
- Indemnifying the Landlord for any damage to it or surrounding properties.
- Not permitting illegal or immoral activities.
- Looking after it.

noting that Mr Duke, as Lord of the Manor, reserves the right to hold a fair and to charge tolls.

2. However, Mr Duke's proposal to lease the land included a number of conditions including:

- Free access for the Church and Bellringers.
- Free access for youngsters of the village.
- At our discretion free access for Village Organisations, with the specific requirement for an immediate response to any request.
- Our right to charge outside organisations provided any income is used for the benefit of the village.

and I believe that we should honour these as if they were codicils.

3. Mr Duke has confirmed to me that he "I do not need to be consulted. If anyone wants to use the green they ask the PC. They do not need to consult me".

4. Given the above, I do not believe that we need extensive debate when an organisation from within the Parish requests use of the green and instead propose that:

Proposal:

- We seek a volunteer Councillor and deputy to manage the process on our behalf.
- We adopt the following process:

Following receipt of a request the Managing Councillor confirms:

- a. That the Church does not have any event booked that might require use of the Green.

b. That the organisation will indemnify us against any damage.

then:

c. Agrees the usage

d. Publishes the agreement through a diary to be created on the Council's web page

e. Briefs other Council Members either by email or in an update at Council Meetings.

Standing By

Mark

Mark Pemberton

Chair

BRIEFING NOTE - PROPOSAL TO SIMPLIFY THE MANAGEMENT OF VILLAGE GREEN BOOKINGS

Purpose

1. The purpose of this note is to propose a simpler method of managing requests to use the Village Green¹ and bring it to a vote by the Council.

Background

2. I was amazed by the degree of debate required between Councillors following the recent request by the team organising the Village Fete. I therefore researched the background:

a. **Lease** - By my reading the lease does not impose any duties on us apart from:

- Not sub-letting it.
- Maintaining adequate third party and public liability insurance.
- Indemnifying the Landlord for any damage to it or surrounding properties.
- Not permitting dodgy activities².
- Looking after it.

Noting that Mr Duke, as Lord of the Manor, reserves the right to hold a fair at Martinmas and to charge tolls.

b **Original Proposal** - Mr Duke's proposal to lease the land included a number of conditions including:

- Free access for the Church and Bellringers.
- Free access for youngsters of the village.
- At our discretion free access for Village Organisations, with the specific requirement for an immediate response to any request.
- Our right to charge outside organisations provided any income is used for the benefit of the village.

c. **Discussion with Mr Duke** - Mr Duke has confirmed to me in writing that that my interpretation of the lease is accurate. Additionally, he stated "I do not need to be consulted. If anyone wants to use the Green they ask the PC. They do not need to consult me". He further confirmed that free access for Parishioners is a condition of it being registered as a Village Green.

Deduction and Proposal

3. **Deduction** Given the above, I do not believe that we need extensive debate when an organisation from within the Parish requests use of the Village Green.

4. Proposal to Council:

- We accept the points at para 2b above as if they were part of the lease.
- We seek a volunteer Councillor (and perhaps deputy) to manage the process on our behalf.
- The Managing Councillor creates a policy for booking, to be approved and published by the Council,

perhaps based on these simple steps:

Requests to use the Village Green are to be directed through the Clerk who will pass on the request to the Managing Councillor.

Following receipt of a request the Managing Councillor confirms:

a. That the request is from a Village Organisation, is uncontroversial and is within the terms of the lease and proposal described above.

b. That the Church does not have any event booked that might require use of all or part of the Green.

c. That the organisation will indemnify us for any damage that occurs.

then:

d. Agrees the usage.

e. Publishes the agreement through a diary to be created on the Council's web page.

f. Briefs other Council Members either by email if it is a time sensitive request, or in a routine

update at Council Meetings.

Mark

Mark Pemberton

Chair

Appendix I – Neighbourhood plan outline

Neighbourhood Plan

Version 1 as at 0220720

(A living discussion document drafted by Cllr Pemberton – suggestions or contributions very welcome: mvpcowleaze@gmail.com)

Comments – please add comments in an obviously different colour (black, a blue and a red are in use) so that I can absorb these into the master copy. To aid my process the contributor may thereafter be highlighted by initials (or email address if external to the Council).

Drafting Method: Throughout this paper my text, comments, understandings or beliefs, are italicised whereas researched passages are not. Outstanding Actions, to be read as suggestions for the way ahead, are highlighted in red and repeated in a group at the end. I welcome challenges to my interpretations and would love these to be referenced.

Introduction:

At my first Council Meeting I agreed to investigate the concept of a Neighbourhood Plan in order that the Council might determine if this is a route that we wish to follow. I really was starting with a blank canvas (and mind) and of course the Google search engine.

Based on my research I already believe that our key consideration as a Council must be:

Having a neighbourhood plan is predicated on development occurring whereas there is a presumption against development in an AONB.

And an early find was a warning to Enthusiasts:

<https://www.theplanner.co.uk/features/the-good-the-bad-and-the-ugly-of-neighbourhood-plans>

... as Reading University's Professor Gavin Parker and colleagues established, groups "underestimated the scale, complexity and time needed to produce their neighbourhood plans". In Winchcombe, a small edge-of-Cotswolds town, we are in year five of the process. Pity the volunteers taking on this burden, and pity residents trying to make sense of jargon, rules and regulations.

While policy looks cut and dried on paper, it is anything but when talking with residents about potential development. It becomes highly personal, drawing out NIMBY, and even venomous, reactions from otherwise reasonable people. These include accusations of neighbourhood planning groups accepting 'backhanders' and personalised attacks.

However, for a balanced approach: <https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/> I would recommend that everyone reads Part A and B of the pdf at the bottom of this webpage, and perhaps considers the first steps in Part C. Some tasters:

Any group of people considering taking on a neighbourhood plan will need to weigh the opportunities against the resource implications and other considerations and come to a balanced view.

A neighbourhood plan should not promote less development than that identified in the local plan for the local area (such as new housing allocations).

Neighbourhood forums or parish and town councils preparing neighbourhood plans have the opportunity to engage with the wider community right from the beginning of the plan-preparation process, to make sure it genuinely represents the range of wants and needs in the local area.

(All Councillors) Begin to identify methods of engaging with the wider community should we decide to proceed.

Note: We need not include the whole Parish area in any Plan, but as a PC it would seem odd not to. We might also consider whether we might wish to include any adjoining areas, for example Winterborne Steepleton, but to do so would involve "strangers" and might dilute any effect we can achieve for Martinstown.

(All Councillors) Begin to consider the area we are considering – the whole Parish, additions or subtractions.

Additionally skimming <https://neighbourhoodplanning.org/> might provide other leads – including possible funding support and more about the application process.

(All Councillors) – gain sufficient understanding of the benefits and disbenefits to vote on whether we should proceed.

And from Central Government sites:

+ve

Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area.

A neighbourhood plan attains the same legal status as a local plan (and other documents that form part of the statutory development plan) once it has been approved at a referendum.

However:

-ve

Neighbourhood planning provides a powerful set of tools for local people to plan for the types of development to meet their community's needs (*my emphasis*) **and where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area.**

A neighbourhood plan has to conform with the Local Plan (*the Dorset Council local plan is at their consideration phase, with consultation having closed – We need to confirm the status*) therefore I believe that the extant situation is:

West Dorset and Weymouth & Portland prepared a joint local plan that forms the main basis for making decisions on planning applications and development in the area until 2031. It was adopted by Weymouth & Portland Borough Council on 15 October 2015 and by West Dorset District Council on 22 October 2015.

<https://www.dorsetcouncil.gov.uk/documents/35024/327480/West+Dorset%2C+Weymouth+%26+Portland+Local+Plan+2015.pdf/e6f329e7-ec5b-52fc-7364-4a8726877184>

A few directly relevant extractions:

1.1.1 The planning system governs the use and development of land. It controls which new buildings will be built and where they should go. Nationally there is a presumption in favour of sustainable development and local councils are expected to plan positively for the needs of their area.

1.1.2 The local plan is the main basis for making decisions on planning applications. Planning decisions must be made in accordance with the local plan, unless material considerations indicate otherwise. And it gives local communities, developers and investors greater certainty about the types of applications that are likely to be approved. The local plan sits alongside the National Planning Policy Framework, which must also be taken into account in making decisions on planning applications and in the preparation of local and neighbourhood development plans.

1.1.3 Neighbourhood development plans, when adopted, will form part of the development plan. These are prepared by the local community (such as the parish or town council, or elsewhere a neighbourhood forum). These can be as simple, or as detailed, as local people want, provided that they are in line with national planning policy, and the strategic policies of the local plan. Where they are in conflict the policies contained in the neighbourhood development plan will effectively replace the non-strategic policies in the local plan for that neighbourhood. Where this plan or any development plan documents are adopted after a neighbourhood plan has been adopted, the council will issue a statement of conformity to clarify whether any policies in the neighbourhood plan are superseded.

From 1.3.1. Strategic Objectives

- Meet local housing needs for all as far as is possible
- Protect and enhance the outstanding natural and built environment, including its landscape, biodiversity and geodiversity, and the local distinctiveness of places within the area – this will be the over-riding objective in those areas of the plan which are particularly sensitive to change

From strategic Approach pp 14

HOUSING A continuing supply of housing land is needed to help meet the changing demographic and social needs of the area, and to help reduce the need to travel and promote economic growth and social inclusion. The type, size and mix of housing will be expected to reflect local needs as far as possible and result in balanced communities.

Although the total projected need for affordable housing is not expected to be met in the plan period, opportunities will be taken to secure affordable homes to meet local needs.

This will include ensuring all new open market housing sites make a contribution (through

providing new affordable homes or, where this is not possible, making a financial contribution), and through a range of flexible policies that encourage affordable housing to come forward where there are suitable opportunities.

From Protecting and enhancing our Natural Environment

2.2.2 From the rolling chalk downland to the more secluded clay vales, much of the countryside is designated as an Area of Outstanding Natural Beauty (AONB). The designation gives statutory recognition to the national importance of the landscape. A strategic framework for management of the Dorset AONB is set out in the policies of the Dorset AONB Management Plan

Note: In our part of the AONB only Chickerell has an extant plan, and only Chesil bank, which appears to incorporate Portesham and Abbotsbury, despite them having separate PCs on the interactive map, has one in planning. Clearly it would be worth understanding their motivation.

Action (MVP): Contact Chickerell and Chesil Bank in order to understand their motivation towards having a Neighbourhood Plan.

Supporting Information:

<https://www.dorsetaonb.org.uk/the-dorset-aonb/management-plan/>

Development will only be permitted where it makes provision to avoid or mitigate any adverse effects of nutrient loading on the ecological integrity of the protected Poole Harbour sites, either as part of the development or through a contribution towards mitigation measures elsewhere.

Flood risk is covered but needs links to Env Agency to see what risk we are at.

Proposed Next Steps (to be considered in Council):

(All Councillors) – begin to gain sufficient understanding of the benefits and disbenefits to form opinions on whether we should proceed, and whether it is appropriate for the Council to lead. I would recommend that everyone reads Part A and B of the pdf at the bottom of this webpage, and perhaps considers the first steps in Part C.

<https://neighbourhoodplanning.org/toolkits-and-guidance/create-neighbourhood-plan-step-by-step-roadmap-guide/>

Confirm the status of the Dorset Council Plan (via Cllr Tarr? Or Clerk to enquire?)

(MVP): Contact Chickerell and Chesil Bank in order to understand their motivation.

(All Councillors) Begin to consider the area we are considering – the whole Parish, additions or subtractions.

(All Councillors) Begin to identify methods of engaging with the wider community should we decide to proceed.

Whilst not from the review I would hope that all Councillors will provide some feedback prior to the next iteration of this note and from that we can develop a timeline for decision. I would also welcome feedback from anyone else interested in either the process or the Council's decision.

Ends.

Appendix H – Action tracker Update

Actions and progress arising from minutes

Action	Person/Group	Proposed completion date	Agenda Item number
Follow up with the Electoral Services Officer the procedure to appoint 3 councilors.	Clerk	June 2022 Completed	22-5-03
Ensure all policies are updated	Clerk	August 2022	22-5-07
To publish minutes of 24 March on web site	KD	By June 2022 Completed	22.5.09
Investigate and report back on Reading Room ownership and use	AD	Update July 2022 Postponed	22-05-13
Send off AGAR exemption certificate 2020-2021 Audit	Clerk	By 30 th June 2022 Completed	22.5.15
Post Public Notice on website and notice boards and AGAR sections 1 and 2 on website.	KD	By 30 th June Completed	22.5.15
Report progress on bridle way closure	DR	Update June 2022 Ongoing	22-5-16
Road marking. Report on progress	MU	Update June 2022 Completed	22-5-16
Follow up on Wessex Water letter	AD	Update June 2022 See further action below	22-05-18
Look at feasibility of setting up a local plan and forming a committee of residents and parish councilors.	MP	Update July Meeting	22/05-19
To provide 22-23 meeting schedule at next meeting	Clerk	Update June meeting Completed	22-05-21
Investigate and report back on Reading Room historical search	AD/Clerk	Update July 2022 Postponed	22-05-13
Investigate and report back on historical search east side plot	Clerk	Update July 2022	22-05-22

of land leading to Washing Pool.			
Clerk to review agreement and bill allotment users	Clerk	Update July	
Clerk to review the grass cutting contract	Clerk	Update July	
Clerk to ensure the issue of information boards is added to the next agenda	Clerk	July postponed to August	
Clerk to remove Cllr Wiltshire from the signatories list and add the Clerk Tessa Safadi as new signatory with authorization to raise payments.	Clerk	Update July	
Clerk/Karen to draft an updated flood letter and to contact residence who reported sewage issue last November to provide evidence.	KD and Clerk	Update July	
Send SID data to Cllr Usherwood.	Clerk	Update July Sent.	
Clerk to review and respond to complaints raised to date	Chairman/Clerk	July	
Clerk to invite Tony Howden to the July/August PC meeting to discuss the proposed half Marathon with residents	Clerk	July Done	
Action Clerk to put the Wessex Water presentation and letter on the website.	KD	July Done	
Cllr Tarr to let us know any changes	Cllr. Tarr	Ongoing	

to Dorset councils move to 20mph through villages			
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