

WINTERBORNE ST MARTIN PARISH COUNCIL

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

Clarks 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 Completed, 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 included 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 3/4 with 1 councillor (Cllr Pemberton) voting to object to this application by email and Cllr Follett recording her comments 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 | |

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 Hall 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 |

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| 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 | |

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| 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.