

Iwerne Courtney & Stepleton Parish Council Meeting Minutes

Date: 24 January 2018 **Venue:** Shroton Village Hall

Present: Cllr Hewitt, Cllr Mower, Cllr Gibson Fleming, Cllr Milmer and Cllr Morris

In attendance: Mr J Macintosh

Agenda item	Discussion points	Action
1. Apologies	County Councillor Croney.	
2. Minutes of Previous Meeting	The Minutes of the meeting held on 20 December 2017 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Mower and seconded by Cllr Milmer.	
3. Declaration of Interests	Cllr Gibson Fleming at Item 10 – Planning application 2/2017/1913/CPE – Mobile Home, Ranston Farm, Main Street, Shroton DT11 8PL – Application for a Certificate of Lawfulness to continue using the land to station a residential mobile home.	
4. Matters Arising	<p>a. Defibrillator Awareness Sessions - Clerk requires additional names (of interested residents) from Cllr Mower and Cllr Milmer to gauge anticipated training requirements. Clerk pursuing option for a session in St Mary's Church (young mums and dads group) and the village coffee morning.</p> <p>b. Handrail at St Mary's Church – Clerk instructed to contact DCC Highways and determine a way forward for the church officers concerning the pavement to the church path and the difficulty being experienced with this access issue. Clerk instructed to advise Church Warden of St Mary's Church Warden of this action.</p>	<p>Cllr Mower and Cllr Milmer</p> <p>Clerk</p>
5. Democratic Period with DCC & NDDC news	<p>a. The full January 2018 report from County Councillor Croney was circulated prior to the meeting.</p> <p>b. The Chairman invited Mr J Macintosh to talk to the council about the planning applications for and the developments at 'Littleport', Main Street, Shroton. Mr Macintosh explained that on pre-application advice (given after an earlier planning refusal) the current plans for development included a rear single storey extension, a replacement en-suite bathroom and a two bay carport with one garage. Mr Macintosh advised the council that his immediate neighbours were supportive of his proposed plans particularly the proposals for the garage and conservatory and assured the council that there would be no obvious change to the front of the listed thatched cottage. He also took the opportunity to advise the council of the comments from the NDDC Conservation Officer concerning the overall scale of the proposed developments and the perceived needs of a young family. The Chairman thanked Mr Macintosh for attending the meeting and invited him to stay to hear the applications tabled at planning matters.</p>	

6. Correspondence	<p>a. NDDC Consultation – Dog Control Order – the council determined no further action to be taken with the proposed option for the council to police local dog control.</p> <p>b. Revision of the Data Protection Act and impact on local councils - latest Freedom of Information Act 2000 and Data Protection Act 1998 and their relevance to the work that Clerks may have to do on behalf of their council if the public ever apply for some information from the parish Council. Legal briefings are being produced to assist Parish Councils and Clerks in understanding the changes that are going to put in place on the 25th May 2018 relating to Freedom of Information and Data Protection. The General Data Protection Regulation (GDPR) represents the most fundamental shake-up of data protection law for over 20 years. GDPR affects any organisation where you process personal data and establishes data protection as a fundamental right for individuals. If you are dealing with personal data your responsibilities and obligations will significantly change and there is substantial work required to prepare.</p>	Parish Clerk to training session
7. Parish Council Representatives	<p>a. Play Area – Cllr Milmer - reported that dog fouling was happening in the play area and asked the council to consider purchasing dog signs for this area. Cllr Gibson Fleming offered to provide assistance with the protective coating used on play area surfaces. Cllr Milmer and Cllr Hewitt to determine date for Annual Play Inspection.</p> <p>b. Footpaths & Bridleways - Cllr Mower – advised the council that residents informed her of their muddy walks.</p> <p>c. The Glebe – Cllr Morris – advised the council that moles were no longer sighted on the Glebe. Chairman reminded the council of the 5 yearly tree inspection was due in 2019.</p> <p>d. DAPTC (North) news – as distributed electronically by the Clerk.</p> <p>e. Parish Website and Homewatch News – no report from Mr Bird.</p> <p>f. Village Hall – Cllr Mower advised the council that the heating system for the village hall was under review, the Christmas Pantomime made £1,800 after expenses and that the January 2018 Burns Night is being cancelled.</p> <p>g. A350/C13 Stakeholders update – Clerk advised the council of the decision by Melbury Abbas to seek a judicial review into the decision by DCC to work with option No 6 for the C13 traffic management proposals.</p>	Cllr Gibson Fleming Cllr Milmer Cllr Hewitt
8. Parish Council Projects	<p>Neighbourhood Development Plan (NDP) – The Chairman raised the matter of the NDP and asked District Councillor Jespersen to advise the council on the current impetus and potential impact this village might experience if such a document was not considered let alone produced. Councillor Jespersen advised the council to think extremely carefully about such a document and positively identify, just what, the Parish needed to address in a plan and whether the council were aware of planning or development issues. Any involvement in producing such a plan would ultimately require concerted and whole community support of evidenced based and genuine local needs.</p> <ol style="list-style-type: none"> 1. This matter can be revisited at any time, and the council are minded of the work being done by larger villages and towns in North Dorset. The Iwerne Courtney & Stepleton Parish Council has taken the decision <u>not</u> to "join" Iwerne Minster in this venture; Minute 8 (21st October 2015) page 590 refers. 2. Iwerne Minster Parish Council has applied to North Dorset District Council for designation of a neighbourhood area under The Neighbourhood Planning (General) Regulations 2012 (as amended). The proposed area, to be known as the Iwerne Minster Neighbourhood Area, covers the whole of the parished area of Iwerne Minster. https://www.dorsetforyou.com/article/422515/Iwerne-Minster <p>Stiles to Gates Project – Cllr Hewitt awaiting the re-installation of the galvanised kissing gate and relocation of the wooden kissing gate on land at E11/5</p> <p>Traffic Calming Project Parish Council – 1. Clerk further instructed to re-send the statistics to DCC Highways Authority</p>	Clerk to DCC Ranger again for February 2018

Clerk's minutes from
September 2017
Item 8c (676)

and invite DCC contacts to discuss the findings at either a council meeting or working meeting. It is anticipated; that the responses will guide the Parish Council to what (if any) traffic calming measures might be implemented in the village.

2. The implementation of any proposed traffic calming measures within the village is, and always has been subject to approval from the DCC Highways Authority. The Chairman advised the meeting of the Clerk's consideration for the three parish councillors (the current Parish Council), charged with the responsibility of introducing approved traffic calming measures in the village. The Clerk explained that her concerns, whilst in no way reflected on the competency and commitment of the existing council, but was, a observation on the lack of parish councillors currently available to make a well represented and democratic decision on this important matter and ultimately the use of the Parish Precept and local government funding.

3. White gateways at the four entrances to the village are being resourced as one of the traffic calming options determined after the recent village consultation. Funding for a part cost of these gateways is anticipated from the DCC Highways A350 Corridor Fund. The Clerk has been instructed to ensure this village is considered and included as a beneficiary of the A350 Corridor Fund as the installation of gateways formed one of most supported options for traffic calming into the village.

4. Parish Council to consider response to DCC Highways email (21 Nov 2017) regarding the number of gateways to be obtained by the council, the contribution on offer from the DCC Highways A350 Corridor Fund, signage and location of the proposed gateways. Clerk instructed to advise the residents of Farrington of the impending installation of village gateways.

5. The Parish council is minded to purchase 2 gateways from DCC Highways (approx. £2,200 inc. VAT) and take up the offer of a further 2 gateways to be obtained from the DCC A350 Corridor Fund. Council to ratify this decision in January 2018 for Clerk action and co-ordination. The Parish Council wishes to install a white village gateway at the four road entrances into the village. These gateways will be situated:

1. From the A350 onto Frog Lane before the bridge (into the Watermeadow).
2. From the A350 into Main Street (the Ranston Estate entrance) before Ranston Mill House.
3. In Bessells Lane (above Snowdrop Cottage).
4. In Newfield Lane (before the houses on the right hand side of the road coming from Child Okeford. DCC Highways have funded two of these gates with an element of the A350 Corridor Fund. 'SLOW' road markings will be painted on the road before each of these gateways once DCC Highways have installed the four gateways. Residents living close to the proposed gateway locations will be advised by members of the Parish Council as to when particular site installation is due.

6. The council ratified the purchase of 4 gateways from DCC Highways and to take up the option of two gateways from the A350 Corridor Fund. From the A350 onto Frog Lane – 2 gateways - before the bridge (into the Watermeadow). From the A350 into Main Street (the Ranston Estate entrance) - 2 gateways - before Ranston Mill House. In Bessells Lane (above Snowdrop Cottage) - 1 gateway. In Newfield Lane (before the houses on the right hand side of the road coming from Child Okeford – 1 gateway. 'SLOW' road markings will be painted on the road before each of these gateways once DCC Highways have installed the six gateways. Residents living close to the proposed gateway locations will be advised by the Parish Council as to when particular site installation is due.

Dog-Waste Bins – Dog waste bins received; awaiting confirmation from Dorset Waste Partnership for installation date and assistance.

Defibrillator Awareness Sessions – Clerk awaiting additional names for awareness sessions from Cllr Mower and a contact details from Cllr Milmer. The Chairman of the village hall has advised Cllr Hewitt that the village hall may used for these proposed sessions at no cost to the Parish Council.

Telephone Kiosk – no report or action at this time.

Village Flagpole – to be revisited at the Annual Parish Meeting in May 2018.

Finger posts – Cllr Mower to contact Mr J Bird and retrieve bespoke lettering for use on future fingerpost projects.

Parish Council
Chairman for
February 2018

Cllr Mower, Cllr
Milmer & Clerk

Clerk for May 2018
Cllr Mower

9. Finance Matters	<p>a. Precept discussion No 2 – council referred to revised papers delivered in December 2017. Parish Council determined a precept of £6955 for the FY 2018/2019 – an increase of £388 (5.91%) from 2017/2018 precept. Clerk instructed to dispatch precept request and estimate to DCP.</p> <p>b. Council to authorise payment to Iwerne Valley Lawn Maintenance £45 for 1 cut 20 December 2017.</p> <p>c. Record of anticipated expenditure up to 20/12/17 and 24/01/18– signed by the Chairman for RFO retention.</p> <p>d. Approval for Clerks attendance at New External Auditor/New Limited Assurance Regime training session 30 January 2018 £15. This training cost will be invoiced on completion of training.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk February 2018</p>
10. Planning Matters	<p>a. 2/2017/1708/LBC and 2/2017/1709/LBC Littleport, Main Street, Shroton DT11 8QD – Proposal - Demolish existing conservatory and garage. Erect 2 single story extensions, glazed link and garage/carport. Remove cement render and replace with lime render and carry associated internal and external alterations. Cllr Mower and Cllr Morris for Parish Council observations and comments. The applicant spoke to the council in the democratic period at item 5b. The council discussed the application(s) and determined:</p> <ul style="list-style-type: none"> • a potential pedestrian hazard for users of the public foot bridge from the Glebe onto Main Street due to the proposed garage building abutting the foot bridge • The council has a query regarding land ownership regarding the Glebe Stream as illustrated on the diagram - Floor Plan Option A - and the proposal for an extension of a banked area. • DCC Engineering (for bridges and culverts) requires access to the south aspect of the footbridge - for periodic checks of its registered asset; deterioration in the bridge footings and frame has been identified. Clarification is required as to how the proposed garage building will impact on one of the bridge hand post rails currently installed on land owned by the applicant. • Confirmation from DCC Highways on access/egress with no obstruction onto the highway by the proposed garage and car bay area- 450 mm rule • Concerns regarding the size and visibility of the proposed development at the rear of the property from the Glebe (village green area) <p>b. 2/2017/1937/HOUSE – Vine House, Frog Lane, Shroton, DT 11 8QL – Proposal – to erect detached double garage and garden store. Cllr Hewitt and Cllr Milmer for Parish Council observations and comments. The Parish Council has no objections to, or additional comments to make concerning this planning consultation and its proposals.</p> <p>c. 2/2017/1913/CPE – Mobile Home, Ranston Farm, Main Street, Shroton DT11 8PL – Application for a Certificate of Lawfulness to continue using the land to station a residential mobile home. Parish Councillors J Hewitt, K Morris, D Mower and J Milmer discussed the application. The Parish Council has no further objections to, or additional comments to make concerning this planning consultation and the continued use proposals. Reference: NDDC Development Control: http://planning.north-dorset.gov.uk/onlineapplications/</p>	<p>Clerk to Dev. Control</p> <p>Clerk to Dev. Control</p> <p>Clerk to Dev. Control</p>
11. Other Matters to be taken at the next Parish Council meeting		

The Presiding Chairman declared the meeting closed at 8:15 pm. The date of the next meeting: Wednesday 21 February 2018 at 7:00 pm

Chairman Date.....

Iwerne Courtney & Stepleton Parish Council (To be signed and dated by the presiding Chairman after approval at the next Parish Council Meeting LK 26/01/18