

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes

**Date:** 21 March 2018      **Venue:** Shroton Village Hall

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

**In attendance:** Mr Guy Herbert and County Councillor Croney

Agenda item	Discussion points	Action
1. Apologies	None taken.	
2. Minutes of Previous Meeting	The Minutes of the meeting held on 21 February 2018 having been previously circulated, were agreed; the presiding Chairman duly signed the minutes. Proposed by Cllr Morris and seconded by Cllr Mower	
3. Declaration of Interests	Cllr Gibson Fleming at Item 10 a.	
4. Matters Arising	<ul style="list-style-type: none"> <li>a. Defibrillator Awareness Sessions proposed for 3 &amp; 5 April 2018 well supported by the village residents.</li> <li>b. Stiles to Gates Project - installation of a galvanised kissing gate in Bessells Lane and the relocation of the wooden kissing gate on land at E11/5 are now completed.</li> <li>c. Tesco 'Bags of Help' to be considered, Chairman asked the council to identify project opportunities for discussion at April 2018 meeting.</li> <li>d. Paul Watters Construction Company – Church Farm DT11 8QB. The Clerk has had no response from the Watters Construction Company to her earlier emails. A council member placed the scaffolding poles on the Church Farm site as they had collapsed in the wintery weather; the advertising/contact sign has not been seen since the signage collapsed.</li> </ul>	Parish Council - SL
5. Democratic Period with DCC & NDDC news	<ul style="list-style-type: none"> <li>a. The full February 2018 report from <b>District Councillor Jespersen</b> was circulated prior to the meeting. County Councillor Croney provided the council with a verbal update on the work in hand regarding the perceived changes to the regional local councils and the formation of the Dorset unitary authorities. Clerk to provide CC Croney with the emails from DCC Highways – current A350 work schedules, Democratic and Electoral Services – charges for administering Parish By-Elections and details of the village defibrillator training due in April 2018.</li> </ul>	Clerk
6. Correspondence	<ul style="list-style-type: none"> <li>a. Dorset Youth Association – request for financial assistance. To be tabled with requests from Blandford Town Council and Blandford Youth and Community Leisure Centre in April 2018</li> </ul>	Clerk for April 2018

<p>7. Parish Council Representatives</p>	<p>a. <b>Play Area – Cllr Milmer</b> – experiencing difficulty in purchasing appropriate dog signs for this area. Cllr Hewitt to approach the DCC Ranger Team for a dog sign. Cllr Gibson Fleming provided protective coating for use on play area surfaces. Chairman encouraged submission of an invoice to meet the costs of this protective material for use on play area equipment.</p> <p>b. <b>Footpaths &amp; Bridleways - Cllr Mower</b> – No report at this meeting.</p> <p>c. <b>The Glebe – Parish Clerk</b> – Clerk’s review of Glebe documents to be readied for circulation within the council for April 2018.</p> <p>d. <b>DAPTC (North) news</b> – as distributed electronically by the Clerk.</p> <p>e. <b>Parish Website and Homewatch News</b> – no report from Mr Bird.</p> <p>f. <b>Village Hall – Cllr Mower</b> advised the council that £5,000 was the estimated costs of the refurbishment for the village hall heating system.</p> <p>g. <b>A350/C13 Stakeholders update – Clerk</b> – no update available as the 19 March 2018 meeting was cancelled. Clerk to email updated A350/C13 works schedule to the council.</p>	<p>Cllr Hewitt Cllr Gibson Fleming</p> <p>Clerk</p> <p>Clerk</p>
<p>8. Parish Council Projects</p> <p>Clerk’s minutes from September 2017 Item 8c (676)</p>	<p><b>Neighbourhood Development Plan (NDP)</b> – 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"> <li>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 &amp; 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.</li> <li>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 <b>Iwerne Minster Neighbourhood Area</b>, covers the whole of the parished area of Iwerne Minster. <a href="https://www.dorsetforyou.com/article/422515/Iwerne-Minster">https://www.dorsetforyou.com/article/422515/Iwerne-Minster</a></li> </ol> <p><b>Stiles to Gates Project</b> – Parish Council was advised that the galvanised metal kissing gate was now in place and that the wooden kissing gate had been re-installed on E11/5. Clerk to acknowledge DCC Rangers Team long-term effort in completing this project. Clerk to advise landowners of the change of gateway material and position on E11/5.</p> <p><b>Traffic Calming Project Parish Council</b> – <b>1.</b> Clerk further instructed to re-send the statistics to DCC Highways Authority 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. <b>2.</b> 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</p>	<p>Clerk Clerk</p>

	<p>and local government funding. <b>3.</b> 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. <b>4.</b> 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. <b>5.</b> 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. <b>6.</b> 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. <b>7.</b> Clerk dispatched DCC Invoice No 2800147453 (1 February 2018) with cheque for £3,964.92 to supply, erect and install 2 village gateways with village name sign and 2 gateways.</p> <p><b>Dog-Waste Bins</b> – New dog-waste bins have been received (Nov 2017) awaiting action from Dorset Waste Partnership for installation date and assistance. County Councillor Croney to follow this matter up with DWP.</p> <p><b>Defibrillator Awareness Sessions</b> – Clerk advised the council that the sessions on 3 and 5 April 2018 were now at capacity for the British Heart Foundation trainer and that she is identifying a suitable advice link for the Parish website for those residents unable to attend the programmed sessions.</p> <p><b>Telephone Kiosk</b> – no report or action on the refurbishment at this time.</p> <p><b>Village Flagpole</b> – To be revisited at the Annual Parish Meeting in May 2018.</p>	<p>CC Croney</p> <p>Clerk</p> <p>Clerk - May 2018</p>
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9. Finance Matters	<ul style="list-style-type: none"> <li>a. Council authorised payment of the village hall invoice – hire charges January 2018 – January 2019 <b>£110</b>. Clerk email 1 March 2018 on the re-instatement of an annual hire fee for the Parish Council.</li> <li>b. Council authorised payment to Mrs E Kingsbury for Clerks salary and costs 21/12/17 – 21/03/18 (3 months) <b>£584.61</b></li> <li>c. Council authorised payment to HMRC PAYE 21/12/17 – 21/03/18 <b>£137</b>.</li> <li>d. Record of anticipated expenditure up to 21 March 2018 signed by the Chairman for RFO retention.</li> </ul>	Clerk action at a - c
10. Planning Matters	<ul style="list-style-type: none"> <li>a. <b>2/2018/0278/MODPO Church Farm, Fairfield Road, Shroton DT11 8QB</b> - Request to vary the extent of area subject to management plan to exclude the areas shaded in yellow on the attached plan of an agreement dated 24 July 2009 under Section 106 of the Town and Country Planning Act 1990 relating to planning application 2/2008/0791. Clerk's emails 27 February and 12 March 2018 refer. Clerk apologised to the council for her lack of understanding/experience concerning the application being tabled. An explanation from CC Croney and input from Mr Guy Herbert (a potential purchaser of a unit) clarified the situation for the council. The Clerk returned the application - <b>The Parish Council understands that land for parking/gardens of a unit - as previously identified in the site wide management plan - will not be considered part of the communal area where the site wide management plan remains in place. The Parish Council has no further observations/comments regarding this application and the redefining of the managed area relating to this application.</b> <a href="http://planning.north-dorset.gov.uk/onlineapplications/">http://planning.north-dorset.gov.uk/onlineapplications/</a></li> </ul>	Clerk to Dev. Control to confirm
11. Other Matters to be taken at the next Parish Council meeting	<ul style="list-style-type: none"> <li>a. Tree at the Glebe footbridge off Main Street.</li> <li>b. Replenishment of the Parish grit bins with assistance from the Ranston Estate.</li> <li>c. Change of Use – planning application in Newfield Lane, Shroton.</li> <li>d. WW1 commemoration and any other thoughts on how this Parish mark the end of the campaign?</li> <li>e. Charges for administering Town and Parish By-Elections</li> </ul>	Clerk April 2018 SL Cllr Gibson Fleming Clerk NDDC question Clerk for April 2018 SL Clerk email to PC

The Presiding Chairman declared the meeting closed at 7:45 pm. The date of the next meeting: Wednesday 18 April 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)

Parish Clerk 22/03/18