

## Iwerne Courtney & Stepleton Parish Council Meeting Minutes

**Date:** 15 June 2022

**Venue:** Shroton Village Hall

**Present:** Cllr Sullivan, Cllr Hewitt, Cllr Gibson Fleming, Cllr Gredley and Cllr Barrett

**In attendance:** Mr Simon Parker Dorset Council (Community Led Housing Enabler) and Mrs Helen Christmas (parishioner)

Agenda Item	Discussion Points	Council Action
1. Apologies	Dorset Councillor Somper	
2. Minutes of Previous Meeting	The Minutes of the Annual Parish Council Meeting held on 18 May 2022 having been previously circulated, were agreed and duly signed by the presiding Chairman, proposed by Cllr Gredley and seconded by Cllr Hewitt.	
3. Chairman's announcements	Cllr Sullivan took this opportunity to thank Cllr Hewitt on stepping down from the Chairmanship of the Parish Council and welcomed her further support and involvement in the work of the Parish Council in the future.	
4. Declaration of Interests	Cllr Gibson Fleming – Item 7 C – Application for definitive map Modification Order T705 Cllr Gredley – Item 11 C & D – Planning Applications P/VOC/P/LBC/2022/03149 and P/LBC/2022/03107	
5. Matters Arising	<p>a. Council has reviewed, approved and adopted the reviews of Parish Council statutory papers*. Clerk to amend Standing orders for Cllr Gredley comment. Financial Regulations and Standing Orders will be taken for discussion at the July 2022 meeting on amendment of points raised by Cllr Sullivan (Financial Regulations) in March 2022 and Cllr Gredley.(Standing Orders)June 2022.</p> <p>b. Cllr Sullivan advised the council that the Clerk vacancy preparations, Employment Contract, Job Description were in hand and the advert for the DAPTC website was displayed. Currently no enquiries for the position of Parish Clerk received. Cllr Hewitt asked if the Parish Clerk from Iwerne Minster could be approached to 'mind' the council by taking the minutes.</p> <p>c. Cllr Barrett discussed the potential location and size of a community orchard. This matter to be taken at July 2022 meeting after the council members have had time to consider a location, the opportunities and management of a community orchard.</p>	<p>*Council papers; Code of Conduct, Glebe Tree Policy, Glebe Users Guide and Council's Risk Assessment.</p> <p>Cllr Barrett July 2022 agenda</p>

<p><b>6. Democratic Period:</b>  a. Dorset Councillor Somper  b. Public &amp; Parish Council  <b>Clerk's note:</b>  <b>Community Land Trust (CLT) are:</b>  Not-for-private-profit organisation that develops and stewards affordable housing, community gardens, commercial spaces and other community assets on behalf of a community. Must benefit a defined community. Local people living and/or working in the community must have the opportunity to join the CLT as members. Members control the CLT (usually through an elected board). There are various legal formats available to CLTs.</p>	<p><b>a. Dorset Councillor</b> – No report for this meeting</p> <p><b>b. Public Participation</b> - Chairman introduced <b>Mr. Simon Parker (SP)</b>, the Dorset Council Community Led Housing Enabler. SP explained his role and work with Community Land Trusts (CLTs) in the Dorset Council area to enable affordable housing in rural areas. Community led housing initiatives could be shaped, controlled and sometimes actually developed by local community organisations. These initiatives could allow local communities to develop new housing, bring existing unused buildings back into use or transfer control of existing housing to in-situ residents. This could be done by involving a local authority, a housing association or any existing community organisation. The local community is integrally involved throughout the process in key decisions, such as what is provided, where, and for whom, although they don't necessarily have to initiate and manage the development process, or build homes themselves. <b>Cllr Sullivan</b> thanked Simon Parker for his overview. Council to consider options including the completion of a housing needs survey for the Parish, a public meeting to determine whether there is enough interest and support for a potential scheme that could provide affordable rural housing and identify local people to champion the initiative. Cllr Sullivan invited the council to submit their thoughts, supplementary questions and comments regarding this initiative to him for the July 2022 meeting to determine a council response</p> <p><b>c.</b> The Chairman thanked <b>Mrs. Helen Christmas</b> for her constructive and informative letter of interest and for volunteering to become a co-opted member of the Parish Council. Proposed by Cllr Barrett, seconded by Cllr Hewitt and agreed unanimously by council. Cllr Sullivan invited Cllr Christmas to join the council meeting.</p> <p><b>d. Parish Councillors:</b> <b>Cllr Gredley</b> provided the council with a description of the revised planning schedule for internal alterations for P/LBC/2022/03107 &amp; P/VOC/2022/013149. <b>Cllr Hewitt</b> advised the council of complaints regarding the recent power outage caused by Wessex Internet. <b>Cllr Gibson Fleming</b> advised the council that an apology for the loss of power and subsequent local disruption had been forthcoming and sent to residents immediately after the power outage incident.</p>	<p>Council to respond to Cllr Sullivan for July 2022</p> <p>Clerk Acceptance of Office and Register of Interests</p> <p>Cllr Gibson Fleming – the lost email action</p>
<p><b>7. Correspondence</b></p>	<p><b>Emails received by the Clerk for statutory matters and council business are sent onto the Council by the Clerk and itemised for discussion at the next council meeting.</b></p> <p><b>a.</b> Clerk's email round ups sent between 19 May – 15 June 2022 acknowledged by council members at this meeting</p> <p><b>b.</b> Letter from Mrs Helen Christmas volunteering to join the Parish Council acknowledged.</p> <p><b>c.</b> Wildlife and Countryside Act 1981 – Application for Definitive Map Modification Order – T705.</p> <p><b>d.</b> Dorset Council Local Plan &amp; Planning Transformation – Survey – Cllr Hewitt completed this survey.</p> <p><b>e.</b> Dorset Council Temporary Traffic Management Notice for the Glebe &amp; Rectory Gardens 30 June – 8 August 2022. Cllr Gredley to contact Community Highways Officer to discuss the length of time for this seemingly lengthy road maintenance.</p>	<p>Cllr Gibson Fleming to advise council on outcome</p> <p>Cllr Gredley July 2022 agenda</p>

<p><b>8. Parish Council Representatives</b></p> <p><b>Clerk note:</b> Gates on farmland are the responsibility of the landowner.</p>	<p><b>Parish Council Representatives</b> – Councillors to advise on areas of representation as appropriate or discuss matters pertinent to representative role:</p> <p><b>Play Area Report</b></p> <ul style="list-style-type: none"> <li>• Cllr Hewitt – refurbishment project signage – costs for notices to be taken July 2022</li> <li>• Cllr Hewitt – Playground inspection date for annual inspection 2022 has been booked but a date has not been identified by the inspection company.</li> </ul> <p><b>Parish Footpaths and Bridleways</b></p> <ul style="list-style-type: none"> <li>• Cllr Hewitt advised the council about land gates being left open after a local farmer contacted her about the thoughtless behaviour of walkers leaving a gate open and livestock escaping. Clerk requested clarification of the gate in question and explained that the self-closing gate above Oyles Mill was in a state of disrepair and closure of such was becoming increasingly difficult. Council to liaise with local farmers.</li> </ul> <p><b>Parish Council Website Development –</b></p> <ul style="list-style-type: none"> <li>• Cllr Barrett advised the council that the Aubergine offer from DAPTC was good value and provided enough web pages for this community and is compliant, with the legal full accessibility requirement. Cllr Barrett offered to take on the existing Parish website <a href="http://www.shroton.org">www.shroton.org</a> from Mr. Jim Bird in October 2022 as a temporary measure until the new Clerk could potentially lead with this community facility..</li> </ul> <p><b>Dorset Council Highways</b></p> <ul style="list-style-type: none"> <li>• Cllr Gredley advised the council that the schedule for re-surfacing work within the village and surrounding roads did not exist. It is estimated that Newfield Road will be surface dressed sometime in 2024.</li> <li>• Cllr Gredley informed the council that a site agent had been appointed to coordinate the drainage work (at the North Lodge, Lower Main Street area) to divert excess surface water away from the Ranston Estate wall.</li> <li>• Cllr Gredley actively engaged with Dorset Highways regarding the length of time for micro-asphalt surface treatment works of the Glebe between 30 June – 8 August 2022.</li> </ul> <p><b>The Glebe matters &amp; Glebe trees (inc. Parish Trees)</b></p> <ul style="list-style-type: none"> <li>• Cllr Sullivan confirmed local inspection of Glebe trees in June 2022.</li> <li>• Clerk reminded the council of the quotation for removing all the large deadwood and clearing the base of the Lombardy Poplar trees. These trees were inspected 22 March 2022, where substantial deadwood was identified. A full inspection at the base of one tree was hampered by brambles/vegetation.</li> </ul> <p><b>A350/C13 Community Action Group (CAG)</b></p> <ul style="list-style-type: none"> <li>• Cllr Sullivan to attend meeting with CAG 22 June 2022 in Stourpaine.</li> </ul> <p><b>DAPTC</b></p> <ul style="list-style-type: none"> <li>• Clerk advised the council of the additional dates for New Councillor training in email roundups sent up to the date of the meeting. Clerk to book training course for new Chairman, identify dates for Planning training (Cllr Hewitt).</li> </ul>	<p>Cllr Hewitt</p> <p>Cllr Hewitt July 2022 agenda</p> <p>Cllr Barrett July 2022 agenda</p> <p>Cllr Gredley July 2022 agenda</p> <p>Cllr Sullivan July 2022 agenda</p> <p>Council members -training dates to Clerk</p>
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	<ul style="list-style-type: none"> <li>Clerk advised the council that she had not received an invoice for the upgrade of the recommended the email address <a href="mailto:iwernecourtney@dorset-aptc.gov.uk">iwernecourtney@dorset-aptc.gov.uk</a></li> </ul>	Clerk - DAPTC requirement for larger storage option
<b>9. Parish Council Projects</b>	<p><b>Village Projects</b></p> <p><b>a. HM Queen Platinum Jubilee updates</b>  <b>Cllr Hewitt</b> – Absolutely brilliant events and a fantastic opportunity for the community to come together.  <b>Cllr Barrett</b> – reported that the Glebe flower display was much admired on the Glebe.  <b>Clerk</b> – advised that the St Mary’s Church flower team, 2 village ladies and village children created beautiful arrangements which drew many visitors to the Church.</p> <p><b>b. Community recycling matters update</b> –Not taken at this meeting</p> <p><b>c. Village Traffic Calming Project</b> - Not taken at this meeting.</p>	<p>Cllr Barrett - receipts for expenditure July 2022 agenda</p> <p>Clerk invoices to PCC</p>
<b>10. Finance Matters</b>	<p><b>a.</b> Council to note Certificate of Employers’ Liability Insurance on council noticeboard and Parish website.</p> <p><b>b.</b> Council approved payment to Iwerne Valley Lawn Maintenance for Glebe grass cutting 6 &amp; 15 May 2022 <b>£90</b></p> <p><b>c.</b> Council to note cancellation of cheque No. 642 by Bank of Scotland for payment to Iwerne Valley Lawn Maintenance for Glebe grass cutting. Cheque was not dated by the Clerk. Reissue of cheque for grass cutting on 30 March and 21 April 2022 approved <b>£90</b>.</p> <p><b>d.</b> Council approved payment to Pestwright for treatment to the Glebe for mole infestation <b>£60</b></p> <p><b>e.</b> Record of expenditure to 15 June 2022 to be signed by Chairman for RFO retention.</p>	Clerk – 3 cheques dispatch
<b>11. Planning Matters</b>	<p><b>a. P/NMA/2022/03066 - 25 Shroton Cross Shroton Blandford Forum DT11 8QG</b> Notice: Non-material amendment to planning permission 2/2020/0827/HOUSE to allow the addition of roof lights &amp; replacement of window with French doors on south elevation. Parish Council has no further comment or observations for this application.</p> <p><b>b. P/VOL/2022/03067 - 25 Shroton Cross Shroton Blandford Forum DT11 8QG -</b> Proposal: Erect rear and side single storey extension, reinstate window and erect open porch and carry out all internal and external alterations in association with this (with variation of condition 2 of listed building consent 2/2020/0947/LBC to allow creation of two roof-lights &amp; replacement of window with French door on south elevation). Parish Council has no further comment or observations for this application.</p> <p><b>c. P/VOC/2022/03149 Littleport, Main Street, Shroton DT11 8QD</b> Proposal: Erect single storey rear extension, single storey lean-to extension and detached garage (demolish existing conservatory) (without compliance with condition 2 of planning permission 2/2019/1287/HOUSE - to amend the approved plans and retain the</p>	Clerk responses to Planning North Dorset x 4

	<p>extensions as built). Parish Council has no further comment or observations for the application.</p> <p>d. <b>P/LBC/2022/03107 - Littleport Main Street Shroton DT11 8QD</b> Proposal: Demolish existing conservatory. Erect single storey rear extension, single storey lean-to extension, detached garage and carry out associated internal and external alterations. Parish Council has no further comments or observations for this application.</p>	
<b>12. Other Matters for July 2022 meeting</b>	<p>a. Chairman asked the council for their thoughts on the Community Led Housing initiative discussed at the Democratic Period with Mr Simon Parker.</p> <p>b. Council invited to submit supplementary questions and observations to him for further discussion of the options open to the council.</p>	Clerk – July 2022 agenda

The presiding Chairman declared the meeting closed at 8:15 pm

Presiding Chairman .....  
Iwerne Courtney & Stepleton Parish Council

Date.....

LK 16/06/22

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