

VALE OF ALLEN PARISH COUNCIL

MINUTES

of the ANNUAL PARISH COUNCIL MEETING, held at 7.30 pm in Hinton Martell Village Hall on Tuesday 14th May 2019

Present:

Cllr J. Campbell - Chairman

Cllr S Wathen – Vice Chairman

Cllr S Tong, Cllr S Bushell, Cllr K Mitchell, Cllr D White, Cllr M Cook, Cllr T Read, Cllr D Burford-May

Also present were the Locum Clerk Mrs K Bradbury and 4 members of the public

19.001 APOLOGIES

Cllr S Hanstead, Mrs M Bushell and Ian Hanstead.

19.002 APPOINTMENT OF CHAIRMAN FOR 2019/20

- a) There being no other nominations it was unanimously resolved to appoint Cllr Jamie Campbell as Chairman of the Vale of Allen Parish Council for the year 2019/20. Proposed by Cllr S Wathen and seconded by Cllr M Cook.
- b) Cllr J. Campbell read out and signed his Declaration of the Acceptance of the Office of Chairman in the presence of the Locum Clerk.

19.003 WITCHAMPTON DEVELOPMENT – RURAL EXCEPTION SCHEME

Simon Peck and Donna Collier representing Savills attended the meeting to make a presentation updating the Parish Council on the progress of the scheme to provide affordable housing in Witchampton.

The only way forward was through Exception Sites, as there is no provision for development sites made in the local plan for Witchampton. A housing needs survey carried out in Witchampton and the surrounding area showed that there was a greater need than expected. It is proposed that two sites of ten dwellings each will be required in the long term. One site has been identified to include 4 x 2bed units and 4 x 3bed units to be offered at affordable rents and 2 x 4bed dwellings for sale on the open market to help cover the development costs of the scheme and to ensure its viability.

Maps showing details of the available sites were distributed to members.

Map 1) Sites were rated as to suitability for development e.g. proximity to facilities in the village, ease of access, impact on neighbours etc.

Map 2) Rated sites in order of preference. Site 1, adjacent to Mount Pleasant was identified and although it is on a slope it was considered that there are technical solutions to overcome the impact of a development on this site.

Savills did consider scattering smaller numbers of dwellings over five sites in the surrounding area. However, it was considered that the disruption caused by work on five sites and the extra costs involved made such a proposal untenable.

Map 3) Showed a projected plan of the proposed development. It was stressed that this was not the final proposal and the Parish Council will be fully informed regarding future decisions on the design.

Regarding the rental structure and future management, it has been decided not to go down the housing association route and ownership will be retained by the Crichel Estate. Estate employees and families with strong local connections will be given priority. One aim of the scheme is to allow more freedom for estate workers to move to smaller units when families have grown up and left home freeing up larger units for young families. Affordable rents will be charged at about 70% of the local average.

There is an ongoing refurbishment programme of existing properties due to changes in building regulations and compliance requirements so there will be continuing movements as properties become available

There were some questions put by members of the Parish Council:

Survey forms were available from the village shop. There was concern that households could take and fill in several forms thus skewing the results. Survey forms were posted to about half the households in the village though many households withheld their address from the public register of electors. About 200 forms were hand delivered to houses in Witchampton and the surrounding area. There were 52 replies. Some were replies from homeowners with families who expressed an interest in returning to Witchampton to live.

The need was calculated at 30 dwellings. How was this figure arrived at? The figure included 19 units needed by the whole Crichel Estate, 4 units identified from the Housing Register and another 4 for the wider Vale of Allen area.

Why was Witchampton chosen? It was identified as having plots of land suitable for an exemption site. Other Vale of Allen sites were ruled out as unsuitable. The local Plan is out of date and the recent housing needs survey gives a more up to date picture of the need.

19.004 APPOINTMENT OF VICE-CHAIRMAN FOR 2019/20

- a) There being no other nominations it was unanimously resolved to appoint Cllr Steve Wathen as Vice-Chairman of the Vale of Allen Parish Council for the year 2019/20. Proposed by Cllr D White and seconded by Cllr M Cook.
- b) Cllr S Wathen read out and signed his Declaration of the Acceptance of the Office of Vice-Chairman in the presence of the Locum Clerk

19.005 DECLARATIONS OF ACCEPTANCE OF OFFICE FOR UNCONTESTED COUNCILLORS

Cllr J Campbell, Cllr S Wathen, Cllr K Mitchell, Cllr D White and Cllr M Cook all read out and signed their Declarations of Acceptance of Office in the presence of the Locum Parish Clerk.

19.006 APPLICATIONS FOR CO-OPTION

- a) Applications for Co-option to the Vale of Allen Parish Council were received from: S Tong for Crichel Ward, S Bushell for Gussage All Saints Ward, Denise Burford-May for Witchampton Ward and Timothy Read for Witchampton Ward. It was unanimously resolved to Co-opt the above-mentioned applicants onto the Vale of Allen Parish Council. Proposed by Cllr M Cook and seconded by Cllr D White.
- b) The Co-opted Councillors all read out and signed their Declarations of Acceptance of Office in the presence of the Locum Clerk.
- c) Chris Bailey, Michelle Bushell and Jeffrey Van Etten have expressed an interest in being co-opted onto the Council and their applications will be considered at the next meeting.

19.007 COMPLETION OF THE FOLLOWING ITEMS:

- a) **Registration of Pecuniary Interests:** Councillors completed and signed their registers of Pecuniary Interests and hand them in to the Clerk for delivery to Dorset County.
- b) **Application for Dispensation to participate in a Meeting (up to 2024):** Applications for Dispensation were completed and handed in to the Clerk.
- c) **GDPR Security Checklist:** Councillors completed and signed their Security Checklists and handed them in to the Clerk.
- d) **Representatives and Leads:** Councillors were reminded that the revision of the remainder of the list of Representatives and Leads would be considered at the next Parish Council meeting.

19.008 FINANCE WORKING GROUP

- a) **Group make up:** Cllr J Campbell (Crichel), Cllr S Bushell (Gussage All Saints), Cllr K Mitchell (Gussage St Michael) Cllr S Wathen (Hinton) and Cllr T Read (Witchampton) agreed to serve on the Finance working group
- b) **Terms of Reference:** It was unanimously agreed to accept the Terms of Reference for the conduct of the Finance Working Group. Proposed by Cllr T Read and seconded by Cllr S Wathen.
- c) **Cheques and BACS Signatories:** Cllr J Campbell (Crichel) and Cllr S Wathen (Hinton) agreed to continue as bank signatories. Cllr S Bushell (Gussage All Saints), Cllr K Mitchell (Gussage St Michael) and Cllr T Read (Witchampton) agreed to act as cheque signatories.

19.009. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

There were no declarations of interest to report.

19.010 REQUESTS FOR DISPENSATIONS TO PARTICIPATE IN A MEETING

There were no requests for dispensations to report.

19.011 PUBLIC PARTICIPATION SESSION

There was nothing to report

19.012 MINUTES OF THE PARISH COUNCIL MEETING HELD ON – Tuesday 16th April 2019

The Minutes of the Parish Council Meeting held on Tuesday 16 April 2019 (pages 1323 - 1328) were approved and signed as a true record.

19.013. MATTERS ARISING FROM THE MINUTES

Minute 18.195 Parish Clerk's Report: Due to unforeseen circumstances, Cllr D. White was unable to have a discussion with the Village Hall Committee this month about creating a new access via the Village Hall Car Park. She will report back next month.

19.014 DORSET COUNTY COUNCILLOR'S REPORTS

None, it was suggested that the Clerk might contact the Councillors inviting them to present a report at the next meeting

19.015 PARISH CLERK'S REPORT

- a. Website (future dates) – members were reminded to send details of events including artwork to the Clerk via email

19.016 PLANNING APPLICATIONS FOR CONSIDERATION

Application No:	Location	Proposal	Decision
None			

19.017 DISTRICT COUNCIL PLANNING DECISIONS NOTED

Application No:	Location	Proposal	Decisions by EDDC
3/19/0325	11, Five Ash Cottages, Witchampton	Single storey rear extension	Granted
3/19/0709	2 Crows Nest Bungalows, More Crichel	Single storey side and rear extension to bungalow and internal alterations	Granted

19.018 OTHER PLANNING MATTERS

Application No:	Location	Proposal	Decision
None			

19.019. FINANCIAL MATTERS

a). It was reported that the first half of the Precept for 2019/20 was received on 1 May 2019

b). The following items were approved for payment – cheques signed by Cllrs S Wathen and J Campbell

	Details	Amount (£)	V.A.T	Total	Cheque No:	Or BACS
1	Ian Hanstead – May salary	357.15	0	357.15		Yes
2	C McKay (HM fountain 2017/18)	160.00	0	160.00	998	No
3	C McKay (HM fountain 2018/19)	160.00	0	160.00	999	No
4	DAPTC (conference)	140.00	0	140.00		Yes
5	C T Mee (bus shelters, R&BTseat, burial ground)	114.00	0	114.00		Yes
6	DAPTC (annual subs balance)	196.25	0	196.25		Yes
	Total	1127.40	0.00	1127.40		

c). Payments received

	Details	Amount (£)
1	Interment ashes + cross	167.00

e). Payments over £100 had been issued:

	Details	Amount (£)	V.A.T	Total	Cheque No:	Or BACS
1	Ian Hanstead – Clerk's salary Apr + qtr 4 expenses	561.75	0	561.75		Yes
2	CT Mee – Bus shelters, burial ground, seat	111.00	0	111.00		Yes
3	Mrs K Mitchell (GSM wind-up work)	100.00	0	100.00	997	

19.020 BURIAL APPLICATIONS

Type	Ref	Details for consideration	Decision
Interment of:			
None			

19.021 BURIAL GROUND EXTENSION

It was reported that the Parish Council has been offered a small paddock adjacent to the Burial ground as an extension for future use. Discussions are continuing with Savill's solicitors as to the exact terms of reference of the gift. The family is requesting that thirty plots be reserved for their exclusive use and the location of the plots and other obligations such as maintenance of fencing and other expectations need to be determined before an agreement can be approved. Cllr D. White is discussing the possibility of creating an improved access to the burial ground via the Village Hall car park. It was noted that location No: 4 on Savill's map of preferred sites for affordable housing development appeared to be on the paddock currently being offered to the Parish Council. The Clerk was requested to query this with Savill's.

19.022 CORRESPONDENCE

- a). **Speed Limit Request:** a request for a 40mph speed restriction on the B3078 between Honeybrook Farm and the turn off to Hinton Parva has been requested by Mrs Candida Davies of Stanbridge House. There have been two incidents of vehicles skidding off the road because of going too fast on this very winding road. It was agreed to support Mrs Davies request for a speed restriction and the clerk was asked to inform Dorset County and Mrs Davies.
- b). **Safety at High Lea Junction:** Cllr M Cook reported that she has received a letter complaining about the danger of pulling out from the Witchampton junction at High Lea. Speeds are very high on the B3078 approaching the junction from the north, visibility to the left is restricted. Members requested that the clerk arrange a meeting with a highways engineer from Dorset County to discuss in detail what measures might be taken to improve safety at High Lea.
- c). **DAPTC letter from the Chairman:** great changes are afoot with the new Unitary Council now in place. The DAPTC has requested that Parish and Town Councils complete a form giving details of the various functions they undertake on behalf of their communities. **Refer to the next Parish Council meeting.**

19.023 MATTERS OF INFORMATION

- a) Cllr M Cook - Reported that Mr Mills who maintains the Club Bus Shelter in the centre of Witchampton is very ill and will be unable to continue with his contract. Cllr Cook was requested to ask Mrs Mills to write a note to the Clerk with details of how much is still owing to Mr Mills. Refer to the next meeting to discuss a replacement.
- b) Cllr T Read - informed members that he would be attending an induction session for new councillors on 29 June. The Clerk will circulate the DAPTC Training Calendar to all members.
- c) Witchampton Open Gardens is taking place on the 15 and 16 June – a date for the website
- d) Crichel house Gardens will be open to the public on the 22 and 23 June

Meeting closed at 9.45 pm

Signed.....

Date 11 June 2019

Chairman