

**WINTERBORNE ST MARTIN PARISH COUNCIL**

**25<sup>th</sup> January 2024 – 7:00pm – St Martins Church**

**DRAFT MINUTES**

**Present** – Chair Cllr Mark Pemberton (MP), Cllr David Hutchings (DH), Cllr David Read (DR), Cllr Andy Daw (AD), Clerk Victoria Badman  
7 members of public

**Preliminaries:**

**The Chair discusses the error made in the publication of the agenda. Suggested we follow the agenda which was published in good time and treat the second version as advisory notes. All agreed.**

**One garage tender received and opened. Cllrs review and all decline offer. Action for Clerk to email outcome. Clerk.**

**Public period for comments on issues on the agenda – 5 minutes per speaker**

1) A parishioner wants to discuss mud on road at the end of the village and excess water draining onto the road and into a property at the end of their land. They feel they are getting the blame for it as it has been suggested it is draining from their field. Although they accept they may be one of the contributors for the water flowing due to crops not going in until late November (should be October) due to extreme weather, they strongly disagree they are solely to blame. They have video evidence the water is coming from Hardys Monument and showing all ditches blocked up. Parishioner also suggests that the mud on the road is from contractors hauling out sewage. As for the property at the end of their land they believe this is flooding due to development at Dukes Close as a ditch that use to alleviate the problem of excess water has now been landscaped by the developers for the properties, thus leaving a ditch that has no-where to drain to.

Cllr MP advises that due to correspondence received on the matter a response from the PC is required. Cllr MP suggests that the Highways Authority are contacted (as DC do not appear to have a published policy for this) and asked how they enforce Section 137 and 149 of the Highways Act and ask how DC apply these acts. This was agreeable by the Parishioner and all Councillors.

2) A parishioner questions why there isn't a democratic period at the beginning of the agenda. Cllr MP advises this period has always been towards the end of the agenda but parishioner disagrees and is happy to look in to when this was changed. They express concerns that they wrote to Cllr Tarr 6 months ago about certain planning issues but had no response. Upon parishioner since meeting with Cllr Tarr it was suggested by Cllr Tarr that a telephone call between himself and Cllr MP (raising the concerns of the unanswered emails) is untrue and would contact Cllr MP to raise the issue. Cllr MP backs up this conversation happened and confirms he sent a note around to all Cllrs to inform them as such.

**Report from Dorset Council Councillor**

Not received. Cllr Tarr has tried to call Cllr MP and has sent apologies.

**Report from Police Liaison**

Received. Clerk to upload to website. One crime of Fly tipping reported by the Cricket Club. – Clerk.

## **25/1 – 1 To receive apologies for absence**

### **1.1 RR Attendance**

It has been raised that Cllr Rookes has not attended a meeting for 6 months. Under Section 85(1) of The Local Government Act 72 she therefore is automatically no longer a member. In line with this Cllr Rookes had also sent in her resignation.

Cllr MP suggests our own management/recording system of apologies needs to be reviewed as currently we do no more than 'note them', therefore this doesn't confirm we have 'approved' them. Advice from DAPTC is; once approved this doesn't count as one of the 6 months. Going forward Cllr MP proposes we make it clear within the minutes if apologies have been 'approved by the authority'.

Following on from this, apologies from Cllr Delafield have today been received and were approved by the authority.

This subject has flagged up Cllr Eversden as apologies have not been received or 'approved' since July 2023. After much debate all Cllrs agree that according to Section 85 as referenced above, absences have not been 'approved', therefore action for Clerk to email Cllr Eversden mentioning Section 85(1), to inform him he is no longer a Councillor. – **Clerk.**

## **25/1 – 2 To receive declarations of personal and pecuniary interests or grants of dispensation**

None received.

## **25/1 – 3 To approve the minutes of the Parish Council meeting held on 23/11/23**

All approve. Cllr AD Proposer, Cllr DH Secunder.

## **25/1 – 4 Matters arising from the minutes that are not covered on this Agenda**

None received.

## **25/1 – 5 Finance:**

5.1 To approve the schedule of payments and bank reconciliation.

Cllr MP has circulated. All approve. Cllr AD Proposer, Cllr DH Secunder.

5.2 To consider third quarter financial statements.

Cllr MP circulated on 1<sup>st</sup> January. No comments received. All Cllrs are happy to accept this is a true record. Due to a 'non-banker' not being present Cllr MP requests all Cllrs sign document.

5.3 Discuss progress of Clerk banking status.

Cllr AD will post Clerk relevant paperwork – **Cllr AD.**

## **25/1 – 6 Planning Consultations:**

6.1 Application No: P/TRT/2023/07161 Location: 11 Manor Grove, Martinstown, Dorset, DT2 9JD.

Proposal: T1 Conifer – Fell.

Cllr MP advises Clerk not to respond as this is usually down to the Tree Officer.

6.2 Application No: P/OUT/2022/02496 Location: Land Adjacent to Dukes Close, Martinstown, Dorset, DT2 9TU. Proposal: Erection of 18no. dwellings, vehicular and pedestrian access, open space with allotment gardens, infiltration basin and landscaping (Outline application to determine access only).

On receipt of KD's apologies, Cllr MP has put together document P OUT 2022 02496 to outline our objections. Document to be finessed by Cllr AD and submitted to DC and uploaded to our website. – **Cllr AD and Clerk**

6.3 Application No: P/LBC/2024/00176 Location: Westward Ho, Main Street, Martinstown, DT2 9LF.  
Proposal: Replacement of rear stable door.  
PC supports application. Clerk to submit response – **Clerk**

6.4 By exception – any planning applications submitted following publication of agenda.  
None.

### **25/1 – 7 Elections**

PC required to advertise Election. Agreed the usual avenues of advertising i.e. Bus Stop, Facebook, Website and V&V. Instruction for Clerk to upload DAPTC Toolkits and steer potential candidates to it as certain forms must be downloaded, two nominations required and to book an appointment at South Walks House. All must be done by April, last day for withdrawing an application is 5<sup>th</sup> April, Elections on 2<sup>nd</sup> May.

Cllr MP questions whether the Annual Parish Meeting should be held before or after Elections (must be held between April – June Cllr MP to check exact dates). All Cllrs agree post Elections is best, with the new council. Item for February Agenda to set date of APM. – **Clerk**

### **25/1 – 8 Garage Door Tenders**

Cllr AD has received one official quotation of £1115 to replace door. A verbal quotation from a second company of £186 to replace handle and mechanism. Third company has yet to respond. Cllr AD's opinion is to repaint door (Green) and replace handle but will chase for an official second tender. £1500 already voted across in November 2023 meeting. A parishioner has recommended a company.

### **25/1 – 9 Armour and Embarkation – WW11 Military Vehicles – Sunday 23<sup>rd</sup> June 2024**

To discuss if it is agreeable the Village Green is used for parking.

Cllr MP informs us that there is currently an ongoing dispute as to who owns the Village Green. PC have a lease with a local parishioner however they have produced a document suggesting it is Highways owned. The parishioner is seeking legal advice to try and resolve the issue. Despite this, all are agreeable to Village Green being used for parking (same as last year).

### **25/1 – 10 Reading Room / Memorial Hall**

10.1 To consider ToR recently circulated.

Cllr MP refuses to accept due to an item informing 'an initial meeting was held'. He is of the opinion a meeting cannot have taken place by a WG that has not been agreed. Cllr MP also refers to an item saying 'who is actually in the WG' as opposed to how many there are.

There is discussion about a suggestion Cllr Delafield made, that a sub-committee may be the way forward rather than a WG.

Cllr MP suggests the two above comments are removed from the document, Cllr AD agrees.

Subject to amendments; All agree the revised document is the WG ToR. Clerk to make amendments and publish – **Clerk**

10.2 To receive reports from Working Group: DR, DH to include: Legal advice on signing previous Trustees document; progress on achieving adverse possession.

Cllr DR has received a letter from a new Solicitor requesting signed paperwork, which Cllr MP signs. Cllr MP confirms £2,500 has been previously agreed for WG to take things forward.

Cllr DR provides update that a potential relation to the owner may have been found, and this is what the Solicitors are currently pursuing.

### **25/1 – 11 Highways and Rights of Way**

Update by exception

11.1 Highways – Cllr MP confirms extensive pot-hole reporting and signs in rivers reporting has taken place.

11.2 RoW – Nothing

11.3 SID – Cllr MP is currently trying to transfer the responsibility of SID to a parishioner who is keen to take it on with Cllr AD remaining the POC.

### **25/1 – 12 Flood and Riverbanks**

Update by exception

No update

### **25/1 – 13 Washpool**

Update by exception

Cllr AD has received notification there has currently been around £600 worth of work carried out on the Washpool. Waiting for water levels to go down before work can commence. Cllr MP suggests this is paid from CIL budget, and sought public support, no members of public object to this. Cllr AD happy to submit CIL Application once final invoice received.

### **25/1 – 14 Grounds**

Update by exception

Cllr AD confirms grass has not been cut this month, also suggests he meets with the Gardener before the end of the financial year to discuss new tender – **Cllr AD**.

### **25/1 – 15 Coronation and Memorial Village Asset Purchase**

Update by exception

No update

### **25/1 – 16 Responsibilities**

Highways (unfilled) – No volunteer to take this on.

### **25/1 – 17 V+V Contribution**

February – Cllr MP to do.

### **25/1 – 18 Correspondence to be discussed and noted**

#### **18.1 Broadband**

Parishioner has contacted PC to complain about the difference in Broadband speeds in certain areas of the village, which is having a negative impact on their business. Cllr MP has contacted OFCOM who have advised 'Open-Reach will not provide information when this will be resolved'. On top of that, the Conventional Phone System is due to be cut off in June 2024 which suggests the Broadband issues should be resolved by then.

#### **18.2 Mud on road**

Cllr MP reiterates he will respond to Parishioners, paraphrasing what has been agreed earlier in the meeting.

A parishioner also requests PC contact Dorset Council to ask whether they would be prepared to make sure the drains are cleared. From the top of Hardys Monument all the way down the hill, all drains are blocked. Cllr MP will report – **Cllr MP**

#### **25/1 – 19 Training update from Clerk**

Clerk provided details of up-coming courses, mainly finance based which will then be leading Clerk into taking control of Finance.

DAPTC Initial Induction has been completed.

Clerk is due to attend another PC meeting (Sturminster Marshall) on 1<sup>st</sup> Feb to meet the Clerk to seek advice and ask any questions which will be helpful from another Clerks point of view.

Minute Taking course has been completed 17<sup>th</sup> January.

Clerk then provides details on areas they have been focusing on such as; website management, Outlook sub folders, One Drive, Outlook annual diary set up, Precept, address changes (Freethought, HMRC, ICO) and Planning Applications.

The focus for February will be on Finance Training and Elections.

Cllr MP suggests an item for February Agenda, to discuss Clerk Scribe Lite training.

#### **25/1 – 20 To consider urgent matters to report from members and items for the next meeting. To include an open forum for 10 minutes.**

1) Parishioner wants to further discuss development within the village. They feel no further development should take place until the village sewage system has been upgraded. Also mentions that Morrish Homes have been in contact with them as they have shown an interest in some of the land they own. Parishioner would in the future consider a housing scheme upon this land but would only consider part-ownership, so it makes it affordable for people who have connections to the village. They would seek back-up from the PC if this were to happen.

2) Another parishioner mentions the fact that Dorset Council are now at 140% of their target for development so can therefore refuse a lot more.

3) Cllr AD made an offer for Waste Watch to pay for the Christmas Tree, this was gratefully accepted by PC.

4) Cllr MP mentions that at the last meeting it was agreed he was to make some amendments to the budget plan for next year. These have been made and circulated, no feedback received. All agree the revised version is the budget. Clerk to print/publish with the minutes. – **Clerk**

#### **25/1 – 21 The next meeting will take place at 7pm on Thursday 22<sup>nd</sup> February 2024.**