

MINUTES OF THE PARISH COUNCIL MEETING OF EAST STOKE PARISH  
COUNCIL HELD ON WEDNESDAY 4<sup>th</sup> May 2016

PRESENT            Cllr Rebecca Cady (Chairman)  
                         Cllr Christine Evans  
                         Cllr Tessa Wiltshire  
                         Cllr Julie Wright

APOLOGIES        Cllr Child (Vice Chairman)  
                         Cllr Brooks (District Councillor)  
                         Cllr Quinn  
                         Cllr Miller  
                         PC Jepchott

IN ATTENDANCE   5 Members of the Public  
                         Liz Maidment (Parish Clerk)

Item 3 was discussed first due to the absence of a Councillor

**3. Public Participation Time.**

- a)        Mr Topp has noticed that the bin at Highwood is overflowing and needs to be emptied. It should be used only for dog waste but people are using it for general rubbish.  
            **Action:** The Clerk will email Cllr Brooks.
- b)        Logs have been left underneath the Bridge near the Army Firing Range. Several have also been placed in the ditch and this could potentially cause flooding.  
            **Action:** The Clerk to report incident on Dorsetforyou.
- c)        Mr Topp thought that the Freshwater Biological Association would have three separate applications instead of one due to it being used for business and accommodation for both staff/students and holiday usage. Mr Lofthouse from Savills who is attending on behalf of the Jim Cronin Charity said that the application is correct as they are changing it from a Class B1, Light Industrial Offices to accommodation for staff/students or a private holiday let. Mrs Topp raised concerns that the building could be used for parties. Cllr Cady confirmed that it will only be for visitor use and if there were any issues, then it would come under Environmental Health.
- d)        Mrs Topp asked for an update on Church Lane as it is getting extremely busy. It has been noticed that the A352 has a 40/50 mph limit, however the other roads are much narrower and the speed limit is 60. Jenny Penney from Highways is currently investigating it.
- e)        Mr Willgress said the curb along the B3070 has been repaired and they have done a brilliant job. He has concerns that the change of usage in Hethfelton House will increase the amount of vehicles on the A352. He asked if there could be a road connecting the two sites as the current entrance is very narrow.
- f)        i)        Mr Lofthouse a Planning Consultant from Savills explained the Jim Cronin Memorial Fund for Primate Welfare and Conservation is a UK Registered Charity. The aim of the Charity is to advance

the education of the public in the conservation of non-human primates. The main house has eight bedrooms with en-suites and is licensed to hold civil ceremonies. It is proposed for the development to hold training events, be the administrative headquarters of the Charity and to hold conferences. The overnight accommodation could be used by conference and Civil Ceremony guests.

- ii) The Rivington building will be the education centre and will house classrooms. The existing garaging will be converted into dormitory style accommodation and a residence for the caretaker.
- iii) To improve visibility at the entrance some vegetation will be either removed or cut back.
- iv) Mr Willgress asked if the Charity is currently working from there now. Mr Lofthouse confirmed that they are.

**1 Election of Parish Council Chairman for 2016/17**

- a) Election of Chairman for the coming year  
Cllr Rebecca Cady was proposed as Chairman by Cllr Wright and this was seconded by Cllr Evans. No other nominations were made. It was resolved that Cllr Cady was elected as Chairman.
- b) Chairman's Declaration of Acceptance of Office  
The form was unavailable and would be signed at the next meeting.

**2. Election of Vice-Chairman of the Parish Council for 2016/17**

It was agreed that this item should be postponed until the next meeting.

**4. Apologies**

Apologies were and approved for District Cllr Brooks, District Cllr Miller and Cllr Quinn.

**5. Granting of Dispensation**

No applications for a dispensation had been made.

**6. Declarations of Interest**

None.

**7. Minutes of the Parish Council meeting held on Thursday 7<sup>th</sup> April 2016**

It was resolved that the minutes of the Parish Council meeting held on the 7<sup>th</sup> April 2016 were approved as a true account and the minutes were duly signed.

**8. Matters arising from the minutes**

An amendment was made to Item 16/b/ii it should have stated the 14<sup>th</sup> rather than the 4<sup>th</sup>.

**9. Planning Applications or Planning Information received**

- a) **6/2016/0224 - Hethfelton House, BH20 6HS** Change of use of Hethfelton house and Rivington from dwelling (C3) to a mixed use of Office (B1), residential training centre (C2) and Conservation education centre (D1): alterations to existing vehicular access.
  - i) It is planned to increase visibility of the existing junction by either removing or cutting back foliage, but it was felt that it would not be adequate. There was a Planning Application to reroute using a different entrance but it was opposed due to the impact on the landscape. The traffic using this site would include people not

local to the area who are not used to this road and it would be particularly difficult for coaches to turn safely.

- ii) There are drainage issues at this junction as water often accumulates there after rainfall. This driving hazard and the lowering of the speed limit will both need to be investigated.
- iii) One option to be considered is to make a vehicular site entrance from the Puddletown Road as this road has less traffic movements.
- iv) It was also questioned why there is not a footpath between Hethfelton House and Monkey World. It is realised that they are two separate entities, but many school parties will be using both sites during their visits and it would be advisable to walk between sites rather than using coaches throughout the day.
- v) The Parish Council has no objection in principle to the change of usage, however, due to concerns raised regarding both vehicular and pedestrian access the Parish Council unanimously voted to oppose this application.

**b) 6/2016/0226 - The River Laboratory (The Farmhouse), BH20 6BB**  
Change of use from office and light industrial to holiday, student or staff accommodation.

- i) There is no objection in principle to the change of usage, however, there were concerns that Church Lane would become busier. The parking on site would have six additional spaces and these extra vehicle movements will increase the hazard along this narrow country lane.
- ii) Speeding restrictions need to be implemented as the road is now being used by motorists who want to avoid being delayed at the Holmebridge Railway Crossing. It was felt that to make the road safer consideration of schemes such as access only and additional signage is required.

**c)** Cllr Cady asked for more information on the two enforcements that are in place at the Old Church and Rushton Lane.

**Action:** The Clerk will obtain updates from Planning.

**11. Reports from County and District Councillors**

**a) County Councillor Lovell**

- i) The leaking BT Cover on the A352 will be resolved by the end of the month as the pipework will be replaced and they will resurface the road.
- ii) At the Unitary Meeting it was decided that they do not want a standard Unitary but instead the aim is for Town and Parish Councils to undertake more non-statutory duties. There will be another meeting in a month's time to discuss the options and a consultation will take place over the summer. The conclusion will be made at the end of the year. If one or two Districts disagree, it would still go through, but it won't if there are anymore. Another issue to be resolved is whether Christchurch should join forces with Bournemouth and Poole as they do not wish to.

- iii) Matthew Piles at County would like a letter from the Parish Council stating what we want done with the Woolbridge Travellers Site. If it were to become a managed site, then they would have to pay Council Tax. There needs to be a consultation with nearby neighbours. A flyer will be produced inviting people to the Parish Council meeting on 9<sup>th</sup> June to discuss the options.

**Action:** The Clerk to write to nearby residents.

**b) District Council**

- i) Martyn Lobb passed away peacefully on the 24<sup>th</sup> April. He made a very active contribution to the Parish, in particular as quizmaster for the Village Hall fund raisers. The Parish Council would like to pass on their condolences to his wife, Jenny.
- ii) The District Annual meeting will take on Tuesday 10<sup>th</sup> May 2016.
- iii) Cllr Miller will take over the role of Housing Spokesperson.

**12. Police issues to report or update on issues reported**

There were no items to report.

**13. River Frome Issues**

An inquiry was sent via the Parish Council website as to whether river swimming is allowed near Holmebridge. The Parish Clerk has asked for confirmation from Will Bond, but is waiting for the response.

**14. Maintenance of Noticeboards**

The noticeboards are beginning to look weathered. They will need to be rubbed down and to use Danish Oil or something similar. It was agreed to advertise this job on Facebook in order to obtain quotes.

**15. Travellers Site at Woolbridge**

Wool Parish Council should be invited to the meeting on the 9<sup>th</sup> June to discuss the possibility of making it a maintained site.

**16. Repair Work on the Fyler Gravestone**

- i) Cllr Quinn has contacted Albert Marsh and they have said they cannot do the repairs. However, they have recommended another stonemason. The option for a repair was discussed with Jonathon Stretch and it would be similar to that done to the left hand panel on the war memorial with the marble tablet secured to the upright stone and the fracture filled with a suitable putty. The Fyler Trust, set up in 1965, only has a current value of £898.28. It is understood from one of the Church Wardens and Diocese that winding up the trust would not be difficult, in that case the capital is to go to the Distressed Gentlefolks Aid Assoc., so unfortunately it can't be used for repairs. County Cllr Lovell also knows of a stonemason who might be able to do the work.

**Action:** The Clerk to forward the details onto County Cllr Lovell.

- ii) There is no information about any living family. Quotes need to be obtained before a decision is made. It was noted there will be an ongoing requirement to maintain the graves as best the Parish Council can within the budget. Cllr Cady suggested that an organisation such as SITA might like to make a charity donation.

**17. Community Litter Pick**

Cllr Cady will pick up the equipment from Dorset Waste Partnership on Tuesday 10<sup>th</sup> May. It will then be handed out to the volunteers at the Annual Parish Meeting on Thursday 12<sup>th</sup> May.

**18. Highways Issues**

**a) Update on issues reported**

Resurfacing of the A352 between Wool and Stokeford will be carried out on 20<sup>th</sup> to 21<sup>st</sup> May. The traffic management will be in place from 9:30 until 16:00 hours.

**b) This item was discussed Minute Number 227/11/a/i**

**c) Other Issues**

The patching work has been completed.

**19. Consultations for consideration or New Items for Discussion/Consideration**

**a) Eastern Dorset Strategic Housing Market Assessment - findings for Purbeck. The Strategic The SHMA assessed the housing need and demand across Eastern Dorset over the period 2013 to 2033. **Noted.****

**b) Updated and re-issued A Practitioner's Guide to Proper Practices March 2016. An updated and re-issued Governance and Accountability for Smaller Authorities in England 2016. The document to be adopted. This was formally adopted by the Parish Council.**

**c) Next edition of Charles Arnold Baker Local Council Administration. The full cost of the book is £92, but with the NALC discount it is £69. It was agreed to purchase this book.**

**20. Correspondence Received**

All of the following items of correspondence were circulated prior to the Meeting.

**a) Riverfly training workshop 14th May 2016 at Brooklands Farm. Forston. **Noted.****

**b) Consultation re mobile library service proposal. The consultation will run from April 4 to May 14 2016. **Noted.****

**c) Rural Bus Services Review - Information for Noticeboards/Timetable Cases. A number of one or two day a week services are being withdrawn from 11 April 2016. **Noted.****

**d) Surface dressing for A352 from Wool to Stokeford to take place on 21st and 22nd May. **Noted.****

**e) SSG Secretariat and NDA Purdah message. Change of Secretariat at Winfrith SSG. **Noted.****

**f) Employment Briefing on the National Living Wage. Briefing from the Legal Team at the National Association of Local Councils (NALC). **Noted.****

**g) Purbeck Local Plan Partial Review Advisory Group meeting 19 April 2016. **Noted.****

**h) Revised Legal Topic Note (LTN) 39 – Copyright. To incorporate amendments made to the Copyright, Design and Patents Act 1988 by the Copyright (Public Administration) Regulations 2014. **Noted.****

- i) Draft Community Transport Guidance and Toolkit. This can be found at:- <https://www.dorsetforyou.com/community-transport-toolkit>
- j) Events from Litter Free Coast and Sea. Details of various beach cleans on the 23/24th April. **Noted.**
- k) Presentation from Town and parish council workshop. An online presentation at <https://www.dorsetforyou.com/purbeck-partial-review>. **Noted.**
- l) Purbeck Sports Centre to introduce a new swim timetable. To be launched on 3rd May.  
Cllr Cady said the swimming pool was not open on Bank Holiday Monday until 3:30pm.  
**Action:** The Clerk to write to the Sports Centre to ask why it was closed.
- m) Environment and the Economy Key Contacts. For Dorset County Council. **Noted.**
- n) British Museum Touring exhibition at Salisbury Museum. Exhibition opens on Saturday 21st May. **Noted.**

## 19. Finance

- a) **Payments**

	Amount	Cheque No
Miss E Maidment March Salary	£211.76	000503
Wessex Grounds Services March 2016	£99.95	000504

It was **resolved** that the above payment schedule was paid.
- b) **Fourth quarter Budget Report**  
The fourth quarter Bank Reconciliation, Cashbook and bank statements were circulated prior to this meeting. The Receipts and Payments cashbook balance agreed with the reconciled bank statements. The cashbook balance at 31<sup>st</sup> March 2016 was £26284.55.  
It was noted the Maintenance Budget was higher than what was budgeted for due to the repair work carried out on the Church Wall.
- c) **VAT Refund**  
That VAT Refund is currently being completed by the Clerk.
- d) **Insurance for 2016/17**  
The quotes that were obtained were Came and Co £375.50, AON £476.96 and Zurich £375.55. It was agreed to stay with Came and Co as the policy is currently with them.
- e) To consider the donation requests from the Purbeck Citizens Advice Bureau  
and the Purbeck Film Festival.  
It was agreed that a donation of £50 should be given to each one of the charities.

## 20. Items for Information or next agenda

- a) An email has been received to notify the Parish Council of filming on Holme Lane between Grange Road and the B3070 for a Halfords commercial on either 9<sup>th</sup> or 10<sup>th</sup> May.
- b) Cllr Evans sends her apologies for 9<sup>th</sup> June.
- c) The speaker for the Annual Parish Meeting will be Joseph Swindell from the Dorset Local Resilience Forum.

**21. Date of the Next Parish Council Meeting.**

The next meeting will be the Annual Parish Meeting to be held on Thursday 12<sup>th</sup> May 2016 at 6:30pm.

With no further business to transact the Chairman closed the meeting at 20:45hrs.

Chairman: .....Date.....