

Corscombe, Halstock and District Parish Council

Minutes for the Parish Council meeting 7.30pm on Monday 28th March 2022

Councillors present: Liz Southern (ES), David Hallett (DH), Roger Hallett (RH), Dave Clary (DC), Nigel Clarke (NC), Debbie Rix (DR), Deborah Childs (DCh), Richard James (RJ), Henry Lovegrove (HL), Jez Hodesdon (JH)

Meeting was held at Halstock Village Hall. The Council respectfully asked for face masks to be worn until seated and social distancing to be observed.

Public period for comments on issues on the agenda - 2 members of the public were present. No issues were raised.

Reports from Dorset Council Councillor and Police Liaison

Police and Community update – Little to report in terms of crime in the area at this time. A report has been received from a horse rider concerning the dangerous driving of a land rover through the lanes in Halstock. Whilst every road user has the responsibility of being safe and reasonable when using the road, there is a hierarchy among road users. When driving or riding a mechanically propelled vehicle, there is greater importance to drive/ride responsibly, especially around pedestrians and horse riders. When approaching or following a horse rider, please bear in mind that horses are animals and can act unpredictably if spooked by vehicles. Keep speed low and a safe distance and allow the rider to inform you when it is safe to overtake or allow them to find a suitable place to move over, if your visibility is not good.

A reminder about driving in bad weather - drive slower to keep better control of the vehicle. There are some roads in the area where it is exposed to cross winds and can be very hazardous. A good thing to consider is to keep a 2 second gap in good, dry conditions. 4 Second gap in damp/wet conditions and 10 second gap in snow/very poor conditions.

Useful links

<https://www.ourwatch.org.uk/thinkwiden> this link takes people to the Neighbourhood Watch website

For further information see the Bridport Police Facebook page and also register for the Dorset Alert system at www.dorsetalert.co.uk, to receive local information.

Councillor Mary Penfold: Reported on Dorset Council's response to the Ukrainian crisis. Officers are working with volunteers and community organisations in the area. The focus is on ensuring people feel safe, have access to health care, schools, and suitable accommodation. Theresa Leavey at Dorset Council is dealing with this area. There is a need for more private homes to house refugees and more sponsorship of Ukrainian refugees see refugeehousing@dorsetcouncil.gov.uk.

The government has also announced two new schemes to help those fleeing the war in Ukraine:

- Apply for a Ukraine Family Scheme visa
- Local Sponsorship Scheme for Ukraine – known as 'Homes for Ukraine'
<https://homesforukraine.campaign.gov.uk>

There was no other council news to report.

1. To receive and accept apologies and declarations of interest.

Apologies received and accepted from Councillor Prior and Councillor Hamilton. Councillor Lovegrove declared an interest in item 8, licence relating to Primrose corner.

2. To approve the draft minutes of the Parish Council (PC) meeting held on 25th January 2022 (A).

Approved 10/10

3. To discuss matters arising from the minutes not covered in this Agenda.

None

4. To note the statement of expenditure to date and bank reconciliation (B) and to approve the schedule of payments since the last meeting. (C).

Noted and approved 10/10

5. To note/receive a maintenance update for the playground and outdoor gym (Verbal) TS

The March inspections of the playground and outdoor gym have been completed and no issues were raised.

6. Highways and Rights of Way

• To receive an update on replacement of stiles with gates (Verbal) DCh.

No update on last meeting.

• To note CPRE finger post £200 grant update - (Verbal) NC/TS

Delayed, hope to make progress over the next few months.

• To note Green Pond Halstock update (verbal) TS

The Green Pond has now been cleared of some of the debris. Following initial research and discussions with Dorset Council highways the land is believed to be common ground. (see minutes 25.1.22). The PC agreed to look at formally adopting Green Pond so that it would become a community area for Halstock residents. Clerk to look into this as well as asking the Wildlife Trust to look at the pond and advise on any wildlife issues.

• To discuss the Speeding issue between Halstock and Higher Halstock Leigh - Neville Farm (D)

It was agreed that the Clerk would contact highways to formally ask them to extend the Halstock village speed limit along this road.

• To note PROW minutes (E) DCh

Noted. The next meeting of the PROW is the 7th of April and they hope to sign off on the proposed walking guides.

• To discuss the Government Landscape review public Consultation – Recreational vehicles on green lanes (F)

Members supported the GLEAM view that green lanes should only be open to vehicles with a legitimate need for access. Councillor Lovegrove will look at formulating an initial response to the Government Landscape review to reflect this view (also see item12).

Note members of the public can also respond to the questions raised in the review.

• To discuss and approve initial funding for the Walks Guide for our Parish (G)

The PC approved up to £200 towards the cost of printing the walking guides and the £47 fee to purchase the publishing rights to the relevant OS maps. The PC also felt that a free online version should be made available on the Parish Council and Corscombe and Halstock village websites.

- **To approve replacement of the grit bin at Merrylands**

It was agreed to purchase a new grit bin, as previously for Crockermoor, cost £100 including material for the base. It was also noted that the bottom salt bin lid at Adams Green needs to be replaced. RW will be asked to undertake the work.

7. To consider and note planning applications and decisions. (H) TS

Recent planning applications were noted and the PC is still awaiting a response from planning enforcement to issues raised. Concern was also raised at what appeared to be further unauthorised development at Frys and Sandpipers. PC to ask for a stop order at Sandpipers until the planning issues are sorted out. The PC again made it clear that it does not support unauthorised development.

- **Unauthorised buildings update (I) (verbal) TS**

Some progress has been made but some of the unauthorised dwellings have yet to be issued a case reference number. Of particular concern is item 3 unauthorised dwelling at "Dodge city". Clerk to laise with Councillor Penfold and chase planning.

- **Dorset Council planning forum update (Verbal) TS**

New date has yet to be set.

- **Solar panels at Fry crossing (Verbal) TS**

Clerk to look at legal issues regarding solar panels and planning and to laise with councillor Penfold.

- **Sandpipers concern over failure to comply with original application designs (J) TS**

See above comments and lack of feedback from enforcement regarding issues raised.

8. To approve the signing of licences for the Roman Villa land and Primrose corner. (K) HL

- Primrose corner Licence approved 9/9 (Councillor Lovegrove made a Declaration of Interest in this matter)
- The Roman Villa Licence is pending as the Hickory Lodge property is being sold. Clerk to ensure interested parties are aware that the PC owns the Roman Villa site which is currently licenced to the owners of Hickory Lodge for grazing. This is a scheduled monument The potential buyer of Hickory Lodge would like to come and talk to parishioners about their plans for Hickory Lodge.

9. To receive and note training update (Verbal) TS

New councillors were reminded to undertake New Councillor training with DAPTC. The Clerk will book these sessions once suitable dates and times are provided. The three-part planning course was also felt to be of benefit by those councillors who attended last year so members were invited to let the clerk know if they would like to undertake this course. The Clerk has now started the CILCA course and should qualify February 2023. This will help move the PC to gain 'general powers of competence' which also requires the election of councillors, the next election will be May 2024.

10. Policies update TS

- **To approve and adopt the update to the Publication Notice, incorporating the ICO Model Publication scheme (L)**
Approved 10/10
- **To approve and adopt the Terms and References for the Staff working Group Policy (M)**

Approved 10/10 Staff working group members will be Councillors Lovegrove, R.Hallett, Southern and James.

- **To approve annual review of Assets Register (N)**

Approved 10/10

- **To approve annual review of Risk Assessment (O)**

Approved 10/10 with an amendment to item 24 which will be made more generic.

24. Infectious disease

Playground/Gym - Social distancing and contamination of equipment are the key risks. Note: the likely hood of risk identified has considered the lay-out of our playground and typical number of users as well as the fact that this activity is outside. These facilities will be closed if required to follow government guidelines.

Meetings will be undertaken either face to face or remotely following Government guidelines.

Council to place infectious disease notices at the entrance to playground/outdoor gym and in the Chimes to ensure the public is aware of infection protocols.

Meetings are to be conducted in such a way as to minimise risk.

All government guidelines at the time will be followed.

11. Correspondence to be discussed and noted. TS

- **Dorset Local Plan Campaign update (P) TS**

Noted

- **To note letter sent to and response from MP Chris Loder regarding support for DAPTC and NALC request for PC to be allowed to hold zoom meetings if required. – update (Verbal) TS**

None received to date.

- **Electronic banking - Decision of staff working group and progress made in setting up a new electronic banking account. (Verbal) HL**

It has been decided that the PC will set up a new bank account with the Unity Trust Bank and this will replace the current TSB account. Councillor Lovegrove is undertaking the transfer process. This will be an electronic bank account and will require a three-step payment system. Either the Clerk and Councillor Lovegrove will be responsible for setting up the payments and two designated councillors will be responsible to approve the payments. The four councillors designated will be councillors Southern, Grant, Rix and R.Hallett.

- **To ascertain members' interest in approaching a landowner with a view to establishing an allotment site in Corscombe - update (Verbal) TL**

Deferred

- **Dorset National Park update - Landscape Review and National Parks and AONB (Q) TL**

Noted – At the current time there are no plans to create any new National Parks with emphasis now being placed on creating two new AONB's and further extending two other areas of AONB, so the Dorset National Park proposal has failed.

- **Halstock request for more prominent signage for Defibrillator outside Halstock Village shop (Verbal) TL**

The PC agreed to fund a new defibrillator sign to go on the outside wall of the community room in Halstock. Clerk to liaise with Halstock Councillors to arrange this.

- **West Dorset Litter Pickers initiative (Verbal) HL**

Everyone was encouraged to participate if they could.

- **Jubilee memorabilia (R) and commemorative trees**

Halstock decided they did not want to be involved in commemorative memorabilia. However, it was agreed that the PC should go ahead and purchase 100 commemorative aluminium bottles which will also have the PC logo on one side. These would be given free to children under 12 to mark the platinum jubilee celebrations being held at Corscombe Village Hall. Remaining bottles will be made available to other residents in return for a donation to the Ukrainian refugees as until the Council gets the General Power of Competence it cannot sell them.

- **Bins Update (Verbal) TS**

Corscombe playground new bin - The black bin would need to be placed on the curb for collection at a cost of £5.44 per collection. A classic bin 90-105 litre would cost £232.00 exc VAT plus a £50 installation fee. It was agreed that the PC would not proceed with an additional bin.

Bin outside the Halstock village shop - Dorset Council has no account number on file for the PC so emptying the bin would not have been done by Dorset Council. However, having looked at the picture of the bin they believe that this may be an historic bin that the depot emptied without charge. Prior to the forming of the Dorset Waste Services the collections were free. These bins are now chargeable. The PC has no responsibility for this bin.

12. Climate and Ecology emergency action to be noted

- **Update on Dorset Green living and other environmental initiatives. (Verbal) DCh**

The last meeting of the current Local Dorset Green Living group will take place in April and will look at the change's households have/will be making and initiatives they have undertaken. Thanks goes to Councillor Southern and Childs for all their hard work to set up and run this initiative. The success of the tree planting project will be registered with Country File and an article will be placed in the Chimes by councillor Childs.

- **Does the PC want to respond to the 25 questions raised in the Government Response to the Landscapes Review - January 2022 (S)**

Councillor Lovegrove will look at formulating an initial response to the questions raised in the Government Landscape Review (see also item 6).

- **Community Resilience Plan (T) TS**

Deferred until the May 31st meeting.

13. To consider grant applications (U) HL

The PC decided not to grant the request from Corscombe PCC for a grant.

14. To consider urgent matters to report from members and items for the next meeting.

It was agreed that land cleared in the Corscombe playground should not be seeded with wild flowers as originally proposed. In part due to the higher maintenance required of such areas but also the need to replace some of the playground area lost when the outdoor gym was installed. It was agreed to seed the area with ordinary grass seed so the area could be used to increase the "kick around" area for children. Councillor Lovegrove to arrange a working party to seed the cleared area – note this is an extension of the original volunteer risk assessment.

15. Date of next Annual Parish Council meeting, Parish council meeting 31st May 2022 at Corscombe and dates of Parish/Village meetings.

The Annual Corscombe Parish meeting will be held on the 17th of May at Corscombe Village Hall and the Annual Parish Council meeting will be held on the 31st of May at Corscombe village Hall. The Halstock Parish meeting will be held on the (date to be confirmed) at the Halstock Village Hall.

16. To close the meeting to the public and press due to the confidential nature of the following business.

Agreed 10/10

17. Clerks' performance and pay review HL

It was noted that the PC has implemented the 2021-2022 pay rise agreed by NALC.

It was agreed that the Clerk has continued to perform well and will be awarded one incremental pay rise in April in accordance with her contract. Pay scale increase from level 22 to 23.

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