

**DRAFT MINUTES OF A MEETING OF BOURTON PARISH COUNCIL  
HELD IN THE VILLAGE HALL AT 6.30 PM ON WEDNESDAY 23<sup>RD</sup> OCTOBER 2024**

**PRESENT:** Bourton Parish Councillors: Peter Williams (Chairman), Paul Curry (Vice Chairman), Kevan Barton, David Calvert, Fran Gillett (*delayed arrival – present only from 24.104*), Keith Hallett, Rick Moore.

**IN ATTENDANCE:** 4 members of the public.

**APOLOGIES RECEIVED:** Eve Wynn – Clerk & RFO and Cllrs Tim Rose, Martyn Westwell.

**18:30pm – MEETING OPENED.**

**24.94 PUBLIC OPEN FORUM** Nil points or comments made

**24.95 DECLARATIONS OF INTEREST.** Councillors to declare any interests, including any Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with the Localism Act 2011 s33 (b-e). (NB: this does not preclude any later declarations). Nil

**24.96 TO APPROVE AND SIGN THE MINUTES OF PREVIOUS MEETING AS A TRUE RECORD (LGA 1972 sch 12, para 41(1)).** The Minutes of the previous Parish Council meeting had been distributed to all councillors prior to the meeting to allow for any inaccuracies to be brought to the attention of the Clerk.

**RESOLVED:** The minutes of the BPC meeting held on 25<sup>th</sup> September 2024 were approved and signed as a true and accurate record of the meeting held.

**24.97 ACTIONS ARISING FROM THE SEPTEMBER MEETING**

- 24.87 Paul Curry to liaise with the representative from SWAST. PC also to contact Mrs Farndale at St George's School regarding access to the defibrillator within the school grounds. Done.
- 24.87 FG suggested that the PC also purchase another bleed control kit so that this can be kept in the cabinet. Clerk to purchase a kit. Done.
- 24.90 Clerk to source two more quotes for the proposed works to Clay Lane. Done.
- 24.91 Clerk to resend password change emails to councillors and to arrange a session in the VH or the Clerk's home address to provide assistance to ensure that all [.gov.uk](http://gov.uk) addresses become operational. Done (partially).
- 24.92 Clerk to post an update on the PC Facebook group regarding the play area. Done

**24.98 REPORT FROM WARD COUNCILLOR, BELINDA RIDOUT**

A report from Councillor Ridout was received and circulated to all councillors prior to the meeting.

To contact Councillor Ridout please email [Cllrbelinda.ridout@dorsetcouncil.gov.uk](mailto:Cllrbelinda.ridout@dorsetcouncil.gov.uk) or call 07496 413114. For those residents not online, who have important questions or concerns, call Dorset Council on 01305 221000, 8am to 8pm, 7 days a week or email: [communityresponse@dorsetcouncil.gov.uk](mailto:communityresponse@dorsetcouncil.gov.uk). All minutes of the meetings can be found on the Dorset Council website: <https://www.dorsetcouncil.gov.uk> and the Ward Reports can be found on Bourton Parish Council website <https://bourton-pc.gov.uk/>

**24.99 HIGHWAYS**

PW said that he had spoken recently to Charles Spencer, Chairman of Zeals PC. CS had said how he appreciated FG attending a recent Zeals PC meeting to discuss removal of the 40mph section on the Main Road, close to the parish boundary with Bourton. He accepts this would be a sensible move and that it would help BPC convince Dorset Council to reduce the speed to 30mph right up to the Zeals boundary, although whether Wiltshire Council will be willing to reduce the speed limit for their 40mph section remains uncertain.

**24.100 COMMUNITY SAFETY**

**24.100.1 – Speed Watch Team.**

SW gave this report: *The Annual Conference was held at Dorset Police GQ at Winfrith on Saturday 5<sup>th</sup> October and it went very well. It gave us all an opportunity to hear the Police and Crime Commissioner, David Sidwick and his views regarding Road Safety in Dorset. He seems very committed to speed reduction across the county and has set up extra teams of police motor cyclists to help – in fact, we in Bourton were lucky enough to be one of the first to benefit last month from this initiative. He is determined to drive down deaths and serious injuries from road traffic accidents by backing the 1200 volunteers who make up the 82 teams in Dorset by gradually introducing new measures and equipment when funding is forthcoming.*

*A Week of Action was conducted between Monday 14<sup>th</sup> October & Sunday 20<sup>th</sup> October. 32 CSI teams deployed on 46 occasions at over 100 locations monitoring in excess of 15,700 vehicles.*

*Bourton's new speed limit is beginning to have a marked effect, as is evident from Cllr Paul Curry's statistics from a Speedwatch session held on 14<sup>th</sup> October, 15.15hrs – 16.15hrs by the telephone exchange:*

Total number of vehicles.....	303
• Speed up to 30mph.....	212.....70%
• Speed 31 to 35mph.....	75.....25%
• Speed 36 to 40mph.....	11.....3%
• Speed 40 to 45mph.....	3.....1%
• Speed over 45mph...(1x50mph, 1x46mph).....	2.....1%

*We hope that by the time the limit has been in place for six months nearly everyone will accept that vehicles must reduce their speed in the village.*

*Yesterday, 22<sup>nd</sup> October, we had another visit from PC Janice Beck and the Trucam which she operated alongside the Speed Watch team, at Acacia Cottage, close to the Old Shop. We have also been given a Dictaphone which will assist with recording number plates of speeding vehicles as often it can be extremely difficult to capture the data if vehicles are moving at high speeds.*

#### **24.102 VILLAGE HALL**

KH said that as the CIO trustees had only just had their meeting, he did not have a report from the CIO Chair, Cindy Hallett. PW said that, as he was at the CIO meeting since he is still a trustee, there was disappointment at the relatively poor attendance at recent events, including Village Hall lunches and film nights, hence the Race Night had been cancelled. Hopefully attendance at events will improve over the coming months, especially if the films being shown have greater appeal.

#### **24.103 PLANNING**

##### **24.103.1 Applications Received:**

24.103.2 – **P/OUT/2024/00603, Land East of Chaffeymoor Farm. Proposal:** Erection of up to 50 dwellings with cycle/pedestrian link to West Bourton Road and provision of public open space. **Location:** Land At E 376630 N 130225, Chaffeymoor Farm, Bourton. Outline application to determine access only.

PW reported that there has been only a slight alteration to the planning application, which merely relates to inclusion of the description of the cycle and pedestrian link from the proposed development to West Bourton Road. PW said that this does not warrant any further comment from BCP since the planning application is unchanged. He said that the application was likely to be considered by Dorset Council's Northern Area Planning Committee within the next couple of months. This was confirmed by Cllr Ridout who said that it was due to be on the agenda for the December 2024 Planning Committee meeting.

##### **24.103.2 Update on Outstanding Planning Applications:**

- **P/OUT/2023/06654, Sandways Site. Proposal:** Demolition of barn and erection of up to 30 dwellings and provision of site for Village Hall with parking area, wildlife area, attenuation pond & public open space.

PW reported that the relevant page on the Dorset Council website indicated that the Sandways site application is due to be included within the agenda for the (Northern Area) Planning Committee meeting, being held on Tuesday 5<sup>th</sup> November. He said that it was likely that the relevant planning officer would recommend that planning permission should be granted. However, based on the recent decision by the Planning Committee to approve the 7 dwellings application at Plant World in Milton on Stour, contrary to the Planning Officer's bid for its refusal, PW said that he hoped that the Planning Committee would be capable of refusing the Sandways site's application, on the grounds of the adverse visual impact of having 9 of the 30 dwellings immediately roadside to the west of Sandways Farmhouse and also the impracticalities of having the site for a New Village Hall down the bottom of the top field, with the main car park separated from the Village Hall and instead adjacent to 12 dwellings. Hence the car park was likely to be utilised by residents which would have a major impact on those attending events in the VH. PC questioned whether BPC should take another vote on the Sandways application; however, the Chairman said that since BPC had already voted to object and village residents had submitted a total of 102 objections, which are all visible on the DC planning portal, with only a single comment in support of the application, there is no reason for another BPC vote on the current Sandways application.

- **P/HOU/2024/03029 (revised application). Proposal:** erect timber gates and wall to driveway. **Location:** Mill Lake Manor, Kites Nest Lane, Bourton.

PW reported that, notwithstanding BPC's objections, DC planning officers have approved this application, despite the absence of any evidence that the installation of a 9-metre diameter turning circle will be possible on

the Western Approach Road, without encroaching on Martyn Westwell's land. PW stressed that when the gates and wall are installed and an emergency necessitates vehicles travelling down the access road towards Mill Lake Manor, their inability to turn around may result in reputational harm for Dorset Council.

#### 24.104 FINANCE

**24.104.1 Monthly Report:** Balance as of 17<sup>th</sup> October: £38,725.04

**24.104.2 To Approve the Payment Schedule for October 2024:**

PM Cowell	Contract Maintenance	£406.00 (BACS)
HMRC	Clerks PAYE	Redacted

**RESOLVED** - Proposed by PC; Seconded by KH. Approved by all Councillors present.

**24.104.3 - Accounts Received**

Dorset Council	Precept (2 <sup>nd</sup> instalment):	£12,035.49
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**24.104.4 - Grant Applications Received:** St George's Church – application from Tony Moorby for the purchase of a new Union Jack flag - £127.00 (incl. VAT). PW explained that this application wasn't limited to the church community, since it reflects the fact that the church represents Bourton's sole public building with a flagpole, hence it is of great value for those days when public buildings are supposed to have the Union Jack flying, for example on the King's birthday. Proposed by KB; Seconded by PW. Approved by all councillors present.

Having mentioned the King, PW was pleased to report that his application for a portrait of HM King Charles III has been successful, hence the portrait is now on display inside the Village Hall. This has been acquired free-of-charge from the UK Government.

#### 24.105 PLAY AREA

**24.105.1 – Play Area Lease**

PW reported on the exchange between the Clerk and Emma Oldale, the Chief Finance and Operating Officer of Pickwick Academy Trust; he read out the latter's email to Eve sent on 16<sup>th</sup> October:

*'Please accept my apologies that the agreement of the lease between ourselves and Dorset Council was not made clear at the meeting that we attended in July.*

*It is standard practice when a school converts to become part of an Academy Trust that any school land that is owned by the Local Authority is leased to the Trust for a standard term of 125 years. Please note that this does not apply to land owned by the Diocese.*

*Following the meeting in the summer and discussions regarding the concerns of the School and the Trust as to the safety of its pupils and a need for a fence, we will need to liaise with our legal team to obtain advice on the current lease with the Parish Council.*

*This will allow us to determine the best approach for the future and to enter into discussions with yourselves.*

*My current plan is to get this underway next month as at present we are in the middle of our external financial audit.*

*I will of course update you as soon as I receive any information but if you have any further questions at this point, please do come back to us.'*

There was much subsequent discussion by councillors on the iniquities of the 125-year lease for the entire area being granted to the Trust without any reference to Bourton PC which has an existing lease for the Play Area.

Following advice received from FG, EW will be making contact with Jonathan Mair, DC's Corporate Director (Legal & Democratic Services Monitoring Officer) to obtain his view on whether Bourton PC is likely to be granted an extension for its lease of the play area. Without which, as the existing lease is due to expire on 31 Dec 2026, reconstruction of the play equipment on the current play area site would not be cost effective.

Should a lease extension fail to be granted to BPC, then this would amount to the removal of the asset of a children's play area. There was a brief discussion as to whether part of the Jubilee Meadow might become a new play area, although PW considered that since the crossing point for some school children might be close to the brow of the hill, this could pose serious road safety risks. ACTION: Clerk to contact Jonathan Mair regarding extension of BPC's lease for Play Area.

#### 24.106 DEFIBRILLATOR

PC reported that the school has a defibrillator installed, but as it is inside the school building it would only be accessible in the event of an emergency when the school is open.

PC then provided an update on the Forge Garage defibrillator:

*SWASFT will end its involvement with the defib at Forge Garage on 13 March 2025. They have offered to hand over ownership to us, which the Parish council agreed to. I emailed my contact, Paul Cosh, to inform him of this, and also to give him Eve's details, as she will be 'the representative with proper authority' who will have to sign the 'formal gifting letter', when we assume ownership. He tells me he has handed over responsibility for our defib to a Hannah Butler, as he will no longer be working in this area. We must now await further contact from Ms Butler, which may well include the 'formal gifting letter' for signing, at which time the defib will become our property, and we will be responsible for its maintenance, and the replacement of any consumables, for instance pads, battery and the like. This process may well take into the new year to complete.'*

PW thanked PC for his continued commitment towards progressing ownership issues relating to this defibrillator.

#### **24.107 WILDLIFE AND HABITATS**

No report received.

#### **24.108 LAND MANAGEMENT WORKING GROUP**

KH reported that he had cut several branches which were inhibiting the Stour Valley Way adjacent to Millers Close, for which PW thanked him. He has received an email from Mike Chapman about management of the Jubilee Meadow and verge management plans. KH said the large ash tree within Jubilee Meadow needs to be cut down and removed before anything else can be considered in the meadow. KB said that he has requested a quote from Phil Cowell for its removal. It was agreed by councillors that KH should be responsible for issues relating to verge management, rather than the Wildlife & Habitats Group. PC reported that Somerset Council was now telling town and parish councils that cutting back roadside vegetation was their responsibility, which may be a policy adopted by Dorset Council in the future, although PW said that he suspected this might already be DC's approach.

#### **24.109 FOOTPATHS**

**24.109.1 - Clay Lane.** KH considered that maintenance of Clay Lane's surface should be Dorset Council's responsibility as it is a BOAT (Byway Open to All Traffic). PW reported that KB has been seeking to engage with Graham Stanley, DC's Footpaths Officer, for over 2 years yet Mr Stanley has failed to get anything done to improve Clay Lane's condition. Hence, PW has made the request to EW to find out whether Dorset Council would contribute towards the cost of inserting a French Drain to improve Clay Lane's drainage and the tons of stone necessary to provide an improved surface along Clay Lane's eastern end. KB said that the surface of the Stour Valley Way footpath on either side of Clay Lane needs to be improved; also, it would be helpful if Roger Moores would assist by clearing the ditches alongside the east-west section of Clay Lane. With reference to the quotes recently received, PW said that we need the Clerk to share the project's scope packages so that councillors are able to scrutinise the scale of work, which is subject to the 3 quotes that have been received.

ACTION: Clerk to send Clay Lane's Scope Package to all Councillors

ACTION: Clerk to contact Dorset Council to establish whether they would contribute towards funding renovation of Clay Lane & adjacent Stour Valley FP.

**24.109.2 - Tan Lane Footpath.** PW referred to Tan Lane footpath still being overgrown which is inhibiting its access and some of the branches previously cut are still suspended above the footpath. He then asked Cllr David Calvert if he would form a team of volunteers to assist with its cutting back, in the same way that Chris Woodhouse forms a team annually to cut back the footpath alongside the A303, close to Silton Surgery. David C. agreed to do this and PW & KH said that they would be willing to join him and bring chainsaws & loppers, etc..

ACTION: David C. to form working party to cut-back Tan Lane FP's vegetation.

**For members of the public wanting to report issues on a public right of way please use this link: <https://mapping.dorsetcouncil.gov.uk/rightsofway/reportproblem> or call 01305 221000.**

**24.110 – Councillors' .gov.uk email addresses.** Several councillors, including PW & KH, said that they had used the recent link sent by the Clerk for change of password, for their [.gov.uk](mailto:) email addresses, but following this, when they had tried to link-in to their .gov.uk emails, the system had sent a 'never heard of you' type of response. This was a repeat of what has happened in the past, such that the relevant system is deemed to be very poor.

ACTION: Clerk to determine why system is failing to respond adequately once Councillors change their passwords, via the relevant link.

**24.111 – Bourton Cross.** As discussed at a previous BPC meeting, the pole for the attractive Bourton Cross sign, by the Crossroads junction is in need of maintenance. The Clerk is requested to organise the essential rubbing down and re-painting of the sign's pole. ACTION: Clerk to arrange for Bourton Cross pole to be refurbished.

**24.112 – Act of Remembrance, Monday 11<sup>th</sup> November.** PM reminded councillors that there will be a short Act of Remembrance service held at Bourton’s war memorial on Monday 11<sup>th</sup> November, starting at 10:50am, to which all Councillors, residents and school children are welcome to attend. The service is due to be led by Revd Graham Southgate (*confirmed post-BPC meeting*).

**24.113 – CORRESPONDENCE. All correspondence had been forwarded to councillors prior to the meeting.**

- ROAD TRAFFIC REGULATION ACT 1984, EMERGENCY TEMPORARY CLOSURE OF KITES NEST LANE, BOURTON. It was noted that closure of Kites Nest Lane had occurred recently due to work towards the bottom of the lane conducted by Wessex Water. This has been completed hence the lane is no longer closed.
- 40mph section on New Road. This had been discussed previously and FG confirmed that she was willing to continue to encourage Zeals PC to obtain cancellation of their 40mph section adjacent to Zeal’s parish boundary with Bourton.
- Email from member of public concerning the lack of provision for youth within the village. The relevant MoP had failed to indicate in their email what activities are desired for youth in the village. PW stated that it would be helpful if such individual(s) came to a BPC meeting to voice their desires, regarding the possible provision of events and/or activities for youth within the village.

**24.114 ANY OTHER MATTERS**

- KB mentioned that Phil Cowell has cleared tree branches around the back of the bus shelter and Gary (from Breach Close) has the necessary tiles and is ready to repair the bus shelter roof. KB also mentioned that the new bench is suffering from algae and said that he was happy to give it a clean.
- PC said that it would be good if, once the bus shelter roof has been repaired, that whoever painted the inside of the bus shelter now used as a book stall, could paint the inside of the bus shelter opposite Breach Close.
- PC also referred to the ‘dreadful mess’ in the garden of one of the rental houses at the bottom of Breach Close. PC volunteered to contact Sovereign Housing Association, as a private individual, to inform them of the state of one of their properties. Cllr Belinda asked to be copied into Cllr Paul C.’s complaint to Sovereign since Dorset Council still has a responsibility for residents in such properties.

**The next Bourton PC meeting will be held on Wednesday 27<sup>th</sup> November 2024 at 6.30pm in the Village Hall (the following meeting will be held on Wednesday 18<sup>th</sup> December 2024).**

The Chairman closed the meeting at 20:05hrs

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Chairman