

## **MILBORNE PORT PARISH COUNCIL**

### **Minutes of the Full Parish Council Meeting held on Tuesday 1<sup>st</sup> November 2016 at 7pm at the Town Hall**

**Present:** Mr J Oldham (Chair), Mr M Ritchie, Mr I Stephenson, Mr P Lock, Mrs M Lock, Mr M Lancaster, Mr G Crudginton, Mr T Watts, Mr J Edmonds, Mr R Biss, Mr R Lockey and Mr C Laughton

**Also Present:** District Councillor Sarah Dyke  
Emma Curtis – Parish Clerk

Mr Oldham opened the meeting by welcoming all in attendance and extending a warm welcome to Mr George Crudginton the newly co-opted member of the Parish Council. Mr Oldham asked if the majority of the members of the public present were there due to the planning application at Gainsborough, this was confirmed, therefore Mr Oldham asked for permission from the Parish Council to move agenda item 10.1 to the beginning of the meeting after agenda items 1 and 2. This was approved by all.

#### **Public Question Time**

There were 16 members of the public in attendance. Mr Oldham commenced Public Question Time by commenting that a small discussion had taken place at the recent planned Planning Committee meeting which was cancelled due to being inquorate. Mr Oldham commented that these comments had been written up as notes by the Clerk and distributed to Council members.

The first gentleman to speak asked if the Parish Council had considered the nature of Gainsborough and how it may change should the planning application be approved. He commented that the road had already become a one way street with the amount of cars parked along the side of the road and large vehicles such as lorries and tractors struggled to get by and give way. He mentioned that if the new development were permitted the overflow car parking would spread out on to Gainsborough exacerbating the problem. The gentleman also touched on the water mains running up Gainsborough and how water pressure would be affected and that there is no indication that water works would be upgraded in the area.

A second gentleman gave information regarding the history of planning applications on the site mentioning that this new application had been submitted less than four months since the company lost their appeal. He commented about the number of responses on the SSDC planning site opposing the previous and current applications stating he felt that more would be submitted to the current application. He mentioned he felt that Highways did not ever consider the cumulative effect of increasing amounts of traffic from various new estates. The gentleman concluded by briefly stating the Planning Inspectorates conclusion following the recent appeal.

A third gentleman commented that he felt that some supporting documents with the planning application were not fit for purpose particularly the transportation document which was dated in August before the Post Office had moved to its current location at Crackmore Garage. The Post Office moved had increased traffic towards that end of the village impacting significantly on safety. He went on to state that his interpretation of the planning application was that it was “phase one” and cynical attempt to get past the first application. He felt if approved, the planning permission should have a covenant on it stating that no building could take place on the bottom end of the field.

A fourth gentleman expressed his worry on the visual impact it would have on an historic area with a major concern being the destruction of the natural landscape. He commented that the field cannot be divided and any construction on the site would destroy a unique, historical landscape.

A lady asked whether Parish Councillors would be reading on the comments on the SSDC website. A few Councillors confirmed that they had already read them. Mr Edmonds commented that the new estate would be right in sight when entering the village. Another lady questioned what benefits the new estate would bring to the village and asked the Parish Council to consider the detriment it would cause to the village.

Public Question Time concluded with a comment from a gentleman about the move of the Post Office causing cars to park on the throat of Goathill due to lack of parking.

**Receive reports from County Councillor William Wallace, District Councillor Sarah Dyke, PCSO Thelma Mead, Parish Council Chairman and Parish Councillors**

**District Councillor Sarah Dyke** – No report received, but Councillor Dyke passed on her congratulations to those involved in South West in Bloom for winning a gold award this year.

**County Councillor William Wallace** – No report received

**PCSO Thelma Mead** – No report received

**Mr Oldham** – Mr Oldham reported that following a recent Public Meeting regarding the disposition of the old Parish Council chamber table, which was now in the new heritage centre on permanent loan, that the Parish Council would consider bringing the table back to the Town Hall but not yet as there is a standard that any motion carried by the Parish Council could not be reconsidered for six months. Therefore, the issue would be considered in the New Year.

**Mr Watts** – Mr Watts commented that a member of the History and Heritage Group was currently taking screws out of the table and that he should not be tampering with the table as he was not a qualified antique restorer.

1. **Apologies for Absence:** Received from County Councillor William Wallace and Mrs A Flynn.

2. **Declarations of Interest:**

- Received from Mr Lancaster, agenda item 10.1 Gainsborough planning application - *resident of Gainsborough* and agenda item 13 letter from Mr Duckworth – *member of the Village Hall Management Committee*.
- Received from Mr Lockey, agenda item 11.2, payments to Milborne Port Primary School and Playing Fields Management Committee – *school governor and member of the Playing Fields Management Committee*.
- Received from Mr Oldham, agenda item 11.2 payment to Milborne Port Primary School – *school governor* and agenda item 13 letter from Mr Duckworth – *member of the Village Hall Management Committee*.
- Received from Mr Biss, agenda item 10.1 planning application at Thatched Cottage, Newtown – *neighbour*.
- Received from Mr Laughton, agenda item 11.2, payment to Milborne Port Primary School – *school governor*.
- Received from Mr Stephenson, agenda item 11.2, payment to Milborne Port Primary School – *school governor*.

10.1 The following **Planning Applications** were considered:

**16/04237/OUT** Outline application for the development of up to 46 residential units, (including 35% affordable housing) associated access, parking, landscaping and infrastructure.

*Land At Gainsborough*

**The Parish Council discussed this application in great detail taking in to account comments already made and those of the members of the public present. It was agreed that the Parish Council would respond to SSDC Planning Department as follows:**

**Material Considerations:**

Access & Parking

The council are concerned that the amount of parking allowed in this development is inadequate. The parking standards document, Annex A suggests that dependant on dwelling size (which is not yet defined), that well over 100 parking spaces would be required. Unless adequate places are made available, then on street parking becomes the de facto standard

and this is something the Parish Council would wish to avoid. The problems caused by lack of forethought to this aspect can readily be seen in the two Tannery site developments. This must be avoided in any further developments in the village. Thought should also be given to whether garages are in fact spaces for cars or general storage areas, thus reducing the effective parking whenever a garage is built and measure to take this into account should be implemented.

There is concern over access to the site in general as the access road (Gainsborough) already has considerable on street parking which restricts the flow of traffic up and down the road. This impact seems to be exacerbated by the movement of tractors which become ever larger.

Residents also raised a concern about the pedestrian access to the High Street. The most direct access is along the side of the A30 and this footway to the East of Rosemary Street is extremely narrow. The concern, therefore, is for increased accidents, particularly with people with pushchairs, or that people will increase vehicular congestion into the centre of the high Street by using cars to avoid this risk.

The council believe that traffic and pedestrian movements at the bottom of Gainsborough have not been updated to represent the considerable change following the move of the Post Office from its original site to the Crackmore Garage. There is increased visible vehicular congestion at the garage as well as more foot traffic. In addition, there are two additional housing developments at the east of the village which add to the traffic flow along the A30.

#### Design and Visual Impact

Although careful measurement shows that the housing density is broadly similar to the previously rejected proposal, the removal of green space from within makes the development look cramped and is inappropriate in a development on the outskirts of a settlement such as Milborne Port.

#### Conservation

This development has moved the visual impact away from the A30 to avoid direct conflict with the heritage assets specified as a major reason for denying the original application, and reinstatement of an ancient hedgerow is to be applauded. There must, however, be grave concern that at some point in the future, the owners of the whole site will want to generate further income by developing the lower field. If, despite any objections to this application, the development goes ahead, we would seek that a covenant be placed on the whole site that no further development can be considered on the site.

#### Resident's Concerns

Many residents who are in the direct vicinity of this development are significantly impacted visually and from a road usage point of view. They have made representation to the Parish Council very strongly against this development, coming as it does, so soon after the rejection of the original application by the planning department and HM inspector on appeal. Many believe that although issues with direct sight lines to the heritage assets and so forth have been mitigated, scant regard has been given to their concerns about the addition of this development to the village setting.

The majority of the public gallery left the meeting at this point along with District Councillor Sarah Dyke.

**16/04350/S19** Section 19 application to amend condition 2 of planning application 16/01954/LBC dated 26/07/2016 to replace the approved 4m flagpole with a 6m flagpole.

*Ven House, London Road*

**No Objection**

**16/04233/FUL** Erection of detached dwelling and garage

*Land At Thatched Cottage*

**The Parish Council have concerns regarding the size and design of the proposed**

property and the visual impact it may have on the surrounding conservation area. Concern is also given to the possible loss of privacy which may impact some neighbouring houses. If the application were to proceed, the Parish Council would suggest that the design have a change of orientation in order to improve the privacy aspect. The Parish Council would also like to note they are aware of an Objection Report prepared by a neighbour.

3. **Confirm and sign the minutes of the last Full Council Meeting held on Tuesday 4<sup>th</sup> October 2016:** Mr Ritchie proposed acceptance and approval of the minutes; this was seconded by Mr Lancaster and agreed by all. Therefore the minutes were signed and agreed as a true and accurate record of the meeting.
4. **Actions from the last meeting:** The Action List was reviewed and updated as follows, with the Clerk requested to update and distribute following the meeting:
  - 4.1 Churchyard Remedial Work – Mr Lock confirmed the church was still waiting for a further quotation from a tree surgeon.
  - 4.2 Councillor Training – Mr Stephenson recently attended training. Mr Ritchie and Mr Laughton still to book and Mr Lancaster and Mr Crudgington to be added to the attendee list. The Clerk will circulate the latest dates.
  - 4.3 Electricity supply to Cemetery Chapel – Work due to commence 1<sup>st</sup> Nov 2016. Clerk in possession of the MPAN number to install a metre with SSE.
  - 4.4 Quotations for gym equipment – In progress
  - 4.5 Kicking wall – There was some confusion over a contractor putting in the metal posts due to sizing issues and purchasing some concrete slabs. Mr Laughton and Mr Lockey to continue progressing.
  - 4.6 Play equipment for children with disabilities – Clerk confirmed she had contacted Rob Parr at SSDC to arrange a meeting. Awaiting response. Mrs Flynn had also indicated she would like to be involved.
  - 4.7 Security Lighting in Village Hall Car Park – One further quotation had been obtained and Mr Oldham is progressing with quotes for installation.
  - 4.8 Risk and Fire Assessments Town Hall – Mr Lancaster and Clerk to progress.
  - 4.9 Play equipment maintenance – It was agreed to half contract with HAGs those items with a medium risk.
  - 4.10 Land outside Queens Head – Clerk to contact Land Registry to arrange meeting.
5. **Electricity Cricket Pavilion:** The Clerk had discovered that a verbal agreement had been made with the Cricket Club and former members of the Parish Council stating that as the Cricket Club was not in use often, that the Parish Council would pay the electricity supply and the Cricket Club would pay the Parish Council a sum of £10 per year towards the cost. A discussion took place as to why this arrangement had been put in place and over the ownership of the Cricket Pavilion itself. Comments were made as to why the electricity meter was not outside the building and why the toilets did not have its own separate meter. It was felt by majority that the Cricket Club should be paying their own electricity bills and the Parish Council pay for that used in the public toilets. The Clerk was requested to find the lease for the Cricket Pavilion to establish ownership and agreements and then engage with the Cricket Club to ensure that the electricity bills are fairly paid for.  
**Action – Clerk to find lease for the Cricket Pavilion and engage with the Cricket Club.**
6. **Presentation about Market Towns Investment Group (Mrs Flynn):** As Mrs Flynn had sent her apologies this item was deferred until the next meeting.
7. **Solar Farm at Old Bowden Way (Mr Lock):** Mr Lock referred Councillors to the email the Clerk had circulated prior to the meeting with correspondence from Belectric. Mr Lock gave a brief report outlining the replies received to his questions and confirmed that he was still reviewing the information and would update as and when further information was available.

Mr Edmonds commented that the land was agricultural land and he didn't think that the Solar Farm should go ahead, to which Mr Oldham reminded him that the Belectric had already received planning permission. Mr Crudginton commented that a car had been abandoned near to the location on the junction of Station Road and Old Bowden Way and following his investigating he confirmed that the car had not been in an accident and that youths had been involved. The car is due to be removed.

- 8. Motion to purchase a Hearing Loop System for the Council Chamber (Mr Oldham):** Mr Oldham referred Councillors to the specification and quotations which had been circulated prior to the meeting. Mr Stephenson asked whether a grant could be received for this type of equipment to which Mr Oldham confirmed that a grant of up to £1000 could be available but not guaranteed. All were in favour purchasing a hearing loop system; however Mr Biss felt that the pathways at the Churchyard should be complete first but Mr Lockey reminded him there were two separate budgets for the Churchyard and Town Hall improvements. After consideration of the three quotations, Mr Lockey proposed, Mr Oldham seconded and all agreed to purchase the system with Supplier A but purchasing cheaper microphones at a cost of £1697 plus VAT on the proviso that the system is tested in the Council Chamber.  
**Action – Mr Oldham to place the purchase with Supplier A and request the system is tested for efficiency.**
- 9. Consider BT Phone Box Consultation:** Mr Oldham gave information surrounding the BT Phone Box Consultation and referred Councillors to the information the Clerk had circulated. It was confirmed that in the past year the phone box on the High Street had made zero calls and the phone box at Gainsborough 10 calls. A discussion took place and Mr Edmonds commented that he felt they should stay in case of emergency to which Mr Lockey pointed out that the phones had not been used. Mr Lock asked if any Councillors were aware of a petition being circulated to save the telephone box on the High Street, to which most Councillors were not aware of. Mr Lockey commented that if the phone box was saved on the High Street it may be a good location for an ATM. After deliberation it was concluded that there were no reasonable justifications to keep the phone boxes and therefore the Parish Council had no objections to them being removed.

## **10. Planning**

### **10.2** The following **Planning Refusals** were noted:

**15/00232/FUL** Demolition of existing Class A4 public house and redevelopment of site to provide Class A1 convenience store including ATM with dedicated external servicing, refuse and plant area, associated parking, access and landscaping.  
*Gainsborough Arms, Milborne Port*

**16/02370/OUT** Outline planning application for residential development consisting of 3 dwellings with all matters reserved, except for means of access and scale  
*Land off Higher Kingsbury*

### **10.3** The following **Planning Permission** was noted:

**16/03836/FUL** Installation of traditional style greenhouse  
*Keepers Lodge, 98 Brook Street*

## **11. Finance**

### **11.1 Confirm receipt of current Financial Statement until 30<sup>th</sup> September 2016**

Mr Oldham referred Councillors to the financial statement the Clerk had distributed prior to the meeting. No comments were made by the Clerk or received by Councillors regarding the spreadsheet. However, Mr Lockey did comment that he and the

had spent some time looking at the spreadsheet and Mr Lockey had added some new tabs and charts detailing spend profile.

Mr Crudgington commented that the volunteer who helps to maintain Station Copse does not get paid, to which Mr Lock responded that this had been discussed on many occasions and the volunteer had confirmed he did not require payment. A brief discussion took place about the extra need for contractors to help look after the Copse and that KM Dike had offered to level the weeds with a motorised flail for £100. Mr Watts commented that after he had subsidised the Copse to the sum of around £1500 that strimmers should not be used near to the trees. It was agreed to ask KM Dike to level the weeds. Mr Crudgington commented that the fence between the Copse the adjacent field was broken and that animals had been running through the Copse and up into the woods. The Clerk was requested to contact the owner of the field and request that the fence is made good.

**Action – Clerk and/or Mr Lock to contact KM Dike and Clerk to write to Mr C and Mr R Tizzard and ask them to make good the damaged fence.**

**11.2** The following **Payments** were approved:

Poppy Appeal – Wreath for Remembrance Day	£25.00
Central Convenience Stores – Lawnmower fuel (Inv 101)	£30.00
KM Dike Nurseries – Grounds maintenance Jun/Jul (Inv 5)	£2013.65
KM Dike Nurseries – Grounds maintenance Sep (Inv 41)	£1006.82
Pest Control Solutions – Removal of wasp nest at allotments (Inv 3281)	£45.00
Emma Curtis – Back pay Apr-Oct 16 national and scale point rise	£277.97
Playing Fields Management Committee Grant (2 <sup>nd</sup> instalment)	£1750
Milborne Port Primary School Grant (2 <sup>nd</sup> instalment)	£500
HMRC PAYE and NI	£592.23
SALC Councillor Training	£25.00
SSDC Ranger Scheme (Inv 06000029805)	£754.80
Glasdon UK – Steel bins for East Hill (Inv 718100)	£864.00
Mr P Lock – Expenses reimbursement for Open Spaces	£110.45
SSDC – Playing Fields premises licence (Inv 08920036922)	£70.00
Emma Curtis – Burial Fees October 2016	£40.00
Steve Davis – Handyman (Inv 43,44,45,46)	£716.49
SSDC – Business rates Town Hall (Acc30224390)	£223.00

**11.3** The following **Direct Debits** were noted:

BT	£159.17
PWLB	£1692.75

**11.4** The following **Income** was noted:

Peter Jackson Funeral Services	£61.00
Milborne Port Womens Institute (Rent Oct 15 – Oct 16)	£268.00

**11.5 Approval for the Parish Council's current and deposit accounts to have an automatic transfer to avoid going overdrawn (Mr Oldham):** Mr Oldham commented that while the Clerk was absent the Parish Council's current account had become overdrawn as no request was made to transfer funds between the current and deposit account. In order to avoid this occurring in the future, Mr Oldham suggested that an ongoing transfer arrangement be made with Barclays Bank to ensure that the current account never goes below a certain level. Mr Oldham proposed this option, this was seconded by Mr Lockey and agreed by all. Mr Oldham to arrange.

**Action – Mr Oldham to arrange ongoing transfer.**

**11.6 Sign letter to Barclays Bank amending the Clerk's Standing Order from £797.02 to £852.98 to reflect pay rise of two scale points:** This was approved unanimously and the letter was signed by Mr Oldham and Mr Ritchie.

**12.** The following **Correspondence** was noted:

- Email from Dave Grabham, Highways Engineer, confirming change of dates for SIDS
- Correspondence from Ms V Wilton

**13.** The following **Correspondence** was considered:

- Letter from Mr Duckworth regarding the Parish Council purchasing a projector – Mr Oldham referred Councillors to the letter which had been circulated by the Clerk prior to the meeting. The letter was considered in detail and it was agreed that Mr Oldham would write a response to Mr Duckworth detailing the Parish Councils need and requirements for the projector.

**14. Parish Council Newsletter and Communications:** It was agreed to communicate the purchase of a hearing loop, Gainsborough planning application, availability of allotments and the telephone kiosk consultation.

**15.** The date of the next **Full Parish Council Meeting** was confirmed as **Tuesday 6<sup>th</sup> December 2016 at 7pm** at the Town Hall.