

## MILBORNE PORT PARISH COUNCIL

### Minutes of the Full Parish Council Meeting held on Tuesday 8<sup>th</sup> January 2019 at 7pm at the Town Hall

**Present:** Mr J Oldham (Chair), Mr R Douglas, Mr T Carty, Mr T Campbell, Mr R Tizzard, Mrs M Lock, Mr P Lock, Mr C Laughton, Mr J Edmonds, Mr G Crudgington, Mr M Lancaster and Mr M Ritchie

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

#### **Public Question Time**

There were nine members of the public in attendance.

A resident asked how the proposed community hub at the Redcliffe Homes site was going to be financed and whether it was going to be funded out of Section 106 money. He questioned why the library could not be moved to the village hall then the location of the proposed hub could be used as car parking for the proposed shop. Mr Tizzard responded that his understanding was that the hub was going to be provided over and above s106 funding and would be part of a wider agreement with the developer as an addition to the village. The resident responded that his impression was that the hub was instead of s106 funding.

1. **Apologies for Absence:** Received from Mr A Fletcher. Reason for absence accepted.
2. **Declarations of Interest:** Received from Mr Laughton and Mr Oldham, agenda item 5.1, *governors of Milborne Port Primary School*, Mr Douglas and Mr Lancaster, agenda item 5.1, *residents of Gainsborough* and Mr Carty, agenda item 5.3, *member of Redcliffe Homes development working party*.
3. **Minutes of the Full Parish Council meeting held on Tuesday 6th December 2018** after proposal by Mr Lancaster, which was seconded by Mr Ritchie with all members in agreement the minutes were approved and signed as an accurate record of the meeting.
4. **Circulation of draft Planning Committee and Open Spaces and Footpaths Committee meeting minutes dated Tuesday 18th December 2108** was noted.
5. **Planning**
- 5.1 **The following Planning Applications** were considered:

**18/03481/REM** Reserved matters application following Outlined approval  
16/04237/OUT for the erection of 46 dwellings  
*Land West of Gainsborough*

**After discussion it was agreed to respond to SSDC that the Parish Council are concerned that garages are included in parking provision when it is evident that most garages are not used for parking cars. It was agreed that the Parish Council would ask that the developer meet parking allocations without the consideration of garages as concern was raised that the lack of parking would mean overflow cars would park on adjacent roads. This overflow parking would be a safety issue and cause obstruction for emergency vehicle access.**

**SCC/3534/2018** Single-storey extension and reconfigured entrance to an existing classroom block within the existing school curtilage to provide an additional classroom (55sqm approx), a small break-out space (7.5sqm approx) and a classroom store (3sqm approx)

*Milborne Port Primary School, North Street*

**No Objections**

**5.2 The following Advice of Forthcoming Hearing** was noted:

**17/03964/OUT Appeal Ref: APP/R3325/W/18/3198725**

**Date of Appeal: 22nd January 2019 at Milborne Port Village Hall**

The date and time of the appeal hearing was noted. The Working Party provided Council with an update on the progress of the reports which would be presented by Parish Council representatives at the hearing confirming that two representations would be made. Concerns with highways and access issues to the site were considered thoroughly by members. It was agreed the Working Party would distribute their draft statements to Councillors prior to the hearing.

**5.3 Consider plans for Community Hub from Redcliffe Homes:** The plans and use of proposed Community Hub were considered in detail by Councillors. Mr Oldham reported that Redcliffe Homes had requested feedback on the proposed layout and ideas for its use. Mr Oldham commented that he felt the space would not be adequate to house both the library and the History and Heritage Group, to which Mr Tizzard disagreed stating that if the space was utilised correctly, he wouldn't dismiss the idea of dual use. Mr Tizzard stressed that the Council were securing a free freehold building which would be a substantial asset to the village and should be considered for use by other groups and its use supported by a business plan. Mr Carty agreed with Mr Tizzard and stated that using the hub for five or six days a week would be far beneficial to using it for just two. Mr Tizzard proposed that the Council respond to Redcliffe Homes and suggest adjustments to the layout and that further dialogue should come via the Planning Committee. This was agreed by all. To conclude, Mr Lock suggested the library speak with the History and Heritage Group to consider the layout.

**5.4 Consider the Rural Housing Plan Consultation:** Councillors considered the Rural Housing Plan which the Clerk had circulated prior to the meeting. Mr Oldham presented some points with the plan and it was resolved that these issues would be passed back to SSDC.

**Action – Clerk to feedback to SSDC**

**6. Review and update Action List:** The Action List was reviewed and updated. The Clerk will circulate the revised Action List.

**7. Consider results of Housing Needs Survey:** Mr Crudgington complained that he had not received a survey. The Clerk responded that a Councillor had been responsible for delivering to that area but that both she and Mrs Flynn had suggested as a Councillor Mr Crudgington was in a prime position to deliver to Brookside. Mr Oldham presented some of the results from the survey and these were considered. Mr Lock suggested that the results of the survey be passed to the Commonalty. The Clerk confirmed that she would seek approval to circulate the results as one of the reports was confidential.

**Action – Clerk to seek approval to pass the results to the Commonalty**

**8. Update on Neighbourhood Plan:** Mr Douglas and Mr Oldham provided an update following their meeting with Wincanton Town Council. At the meeting they were advised that the plan would be extremely time consuming and would require a committed Councillor to work on the plan along with a paid consultant. Mr Douglas confirmed that grants were available but the Council would need to undertake a cost benefit analysis as the current large planning applications within the village would not generate the higher rate of CIL so there may be little to be gained. He also confirmed that it would be approximately a four-year process. Mr Oldham mentioned that he had spoken with a member of another Parish Council who had advised him not to do it unless there was a Council member dedicated to overseeing this work. County Councillor Wallace suggested speaking to Henstridge and Charlton Horethorne as both had plans. Mr Douglas commented that the plan would have to align with the Local Area Plan which was currently being reviewed. District Councillor Dyke suggested it would also be beneficial to talk to those villages who had really struggled in producing a plan to be aware of expectations and reasoning as to why plans may have stalled. Mr Carty commented that if the Council didn't produce a plan, they may look back in ten years and regret not producing one. He stated that he was interested in the plan but wanted to gain further information into the sense of effort required to produce it. To conclude, it was resolved that Mr Carty would conduct some further research with the assistance of the Clerk.

**Action – Mr Carty and the Clerk to conduct further research and gain feedback from other villages.**

**9. Solar Farm Grant Decision Process:** Mr Oldham outlined the application process which had been devised by the working party. The process and grading criteria were considered by Council. Mr Tizzard commented that the document was good work and a useful document. Mr Tizzard proposed that the proposed process was accepted, this was seconded by Mr Lancaster and all voted in favour of adopting the application process. It was therefore resolved that the grants application procedure would be advertised and that people who had submitted an idea would be advised of the procedure.

**Action – Clerk and Mr Oldham to publicise the grant application process**

**10. Library Update:** Mr Oldham provided an update on the library confirming that FOMPL had agreed to apply to become a Charitable Incorporated Organisation to run the library but that the Parish Council were still required to provide funding via s137. Mr Douglas confirmed that a site visit of the Town Hall had been conducted and that remedial work to make it suitable for a temporary library may be high so a static mobile library within a village car park was being considered.

## **11. Finance**

**11.1 Receipt of Financial Statements dated 30th November 2018** was noted.

**11.2 Consider Budget, Precept and Action Plan for the year 2019/20:** Councillors considered the multiyear budget circulated prior to the meeting which proposed a precept request of £89,174 for the coming year. Mr Oldham explained that most of the increase was due to the Parish Council proposing to fund the library. Councillors considered the impact this would have on Band D council tax payers. Mr Douglas stated maintaining the library was important as it supports vulnerable people within the village who may not have IT access. Mr Laughton commented that the rise in precept could also be supported by the fact Parish Councils are having to take on more and more responsibility. Mr Lock suggested that the precept could be raised

even higher as the church was requesting further funding for the churchyard pathways. Mr Douglas proposed that the precept was set at £89,174, this was seconded by Mr Lancaster with eight votes in favour, three against and one abstention. It was therefore resolved that the 2019/20 precept would be set at £89,174. Mr Oldham sought agreement to proceed with planning to fund the library with a quarter of the funds being paid upfront directly to SCC. This was agreed by all members.

**Action – Clerk to completed precept request form**

**11.3 The following Payments were approved:**

Mrs E Francis – Town Hall Cleaner	£100.00
Battle VA – Website design Inv: 803	£60.00
Bernard Montgomery – Christmas Tree Inv: 18/19/631	£260.00
Emma Curtis – Fire Warden High Vis Reimbursement	£8.45
Westree Company – Hornbeams at Church Place Inv: 935	£672.00
Blandford Office Furniture Ltd – Desk and table Inv: 1498	£579.60
Lightatouch – Internal Audit Inv: 181214	£343.33
K M Dike Nurseries – Grounds maintenance and hedge Inv: 449	£1,638.98
Battle VA – New website module Inv: 808	£57.00
SSDC – Dog bin emptying Inv: 06000038010	£254.40
Mr D Gay – Repairs to notice boards Inv: 804	£290.00
Kings Electrical Contractors – Car Parking lighting Inv: 3820-01	£10,944.00
Spiller Yeovil – Emergency Push Pad Inv: 143548	£151.72

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

BT – Mobile Phone	£18.00
Water2Business – Allotments Water	£383.13

**12. Correspondence**

**12.1 The following Correspondence was considered:**

- Letter from Henstridge Parish Council supporting community library – Clerk to respond and put in contact with FOMPL.
- Email regarding fall at Springfield Road Car Park

**13. Newsletter and Communications:** It was agreed to publicise the precept information, library update, Canadian Solar Grant process and the upcoming elections.

**14.** The date of the next **Full Parish Council Meeting** was confirmed as **Tuesday 5th February 2019.**