

Minutes of a meeting of Church Knowle Parish Council  
held at Church Knowle Village Hall  
on Tuesday 13<sup>th</sup> October, 2015

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## **PRESENT**

### **Council Members:**

Cllr Mr Derek Burt  
Cllr Mrs Kathryn Best  
Cllr Mr Colin Page  
Cllr Mrs Hazel Parker - Vice-chairman  
Cllr Mr Anthony Higgens - Chairman  
Cllr Mrs Elizabeth Edwards  
Cllr Mr Leslie Bugler  
Cllr Mrs Jayne Wilson  
Cllr Mr Ian Hollard

### **Parish Clerk:**

Dr A W Wallace

### **C. K Parishioners & Members of the public:**

DCC Cllr Lovell attended from 8.30pm  
PDC Cllr Malcolm Barnes from 8.45 pm

## **APOLOGIES**

372.15 No apologies for absence had been received by the Clerk Dr Alastair Wallace.

## **PUBLIC DISCUSSION PERIOD**

373.15 There being no members of the public or Parishioners present, there was no public discussion.

## **DECLARATIONS OF PECUNIARY INTERESTS OF COUNCILLORS FOR THE YEAR 2015-2016**

374.15 No further declarations of pecuniary interest for the year 2015 were made. Cllr Hollard advised the meeting he had not completed his and required another for completion.

## **DECLARATIONS OF INTEREST FOR MEETING MATTERS**

375.15 Cllr Parker declared her interest in matters which were likely to be discussed under item "Past Planning" matters. There were no further declarations of interest.

## **MINUTES OF THE 08<sup>th</sup> SEPTEMBER 2015 COUNCIL MEETING**

376.15 The Minutes having been circulated and read by Members were subject to minor amendments of typographical errors relating to spelling which did not materially affect the content. These were corrected. It was proposed by Cllr Page that the amended minutes were now a true record of proceedings of the meeting. Cllr Page's motion was then seconded by Cllr Parker and carried unanimously without abstention.

## **MATTERS ARISING FROM THE 08<sup>th</sup> SEPTEMBER 2015 MEETING**

377.15 Cllr Higgens reminded Members of the discussion (326.15) about overgrowths of shrubs and some trees in the cemetery and the investigations that would be carried out to resolve the alleged problem. Cllr Best felt that in most cases the offending plants required some cutting back and a trim of branches, etc. It was suggested by Cllr Parker that Robbie Green should be contacted with a view to him surveying the cemetery and carrying out the remedial work required. Cllr Wilson enquired about the age of the graves concerned and if there was any evidence of visits to them by relatives (or

others) of the deceased. Cllr Parker advised the meeting that several of the graves were quite old and there appeared to have been no recent maintenance visits made. This was confirmed by the Clerk. Cllr Best proposed that as pruning the trees could be classified as general maintenance, Robbie Green be asked to sympathetically prune the bushes and trees throughout the cemetery. This was seconded by Cllr Parker and the motion carried. Cllr Parker advised the meeting she would contact Robbie in the first instance.

- 378.15 Cllr Higgins told the meeting that he had met the deputy chief executive of the Margaret Green animal sanctuary (Minute 330.15) who had advised him that the reason for recent earth moving being carried at the sanctuary was that the charity was creating a wildlife pond and also that they were finishing off the general tidying-up of the site. Cllr Higgins suggested, to the general agreement of Members, that perhaps a Parishioners' public relations exercise could be organised by the charity to show what work had been carried out and future plans the animal sanctuary had. Members felt this was a very good idea (No vote taken.), and the Chairman advised Members he would be in touch with his contact in the near future to discuss the idea.
- 379.15 The Chairman advised the meeting that, with regard to minute Nos 284.15, 285.15 and 339.15 despite the fact that he had received letters of apology from Messrs Antony Bird and Jonathan Maidman of Purbeck District Council. Unfortunately, however, there had been still no contact from Mr Benjamin Webb – the district council's conservation officer – about his somewhat, in the Parish Council's view, unbalanced decision regarding the new thatched roof at Knowle Cottage.
- 380.15 Cllr Best reported she had met with PDC Cllr Barnes on the right of way through Southfield and Cllr Barnes had agreed that there were certainly a few problems at the site (Cllr Barnes had not yet arrived at the Parish Council meeting), and the Clerk confirmed he had not yet had any further communication from Ms Ros Drane of PDC's planning dept. since his first contact expressin the Parish Council's concerns about the site workings.
- 381.15 Minutes 329.15 and 345.15 were then brought up and Cllr Parker asked the Chairman and Clerk if she should leave the meeting. The Chairman agreed she should not at this point and informed the meeting he had received a response from Mr David Fairbairn (PDC's monitoring officer) advising that several parish councils in Purbeck had had problems with regard to the Localism Act, but Cllr Higgins pointed out were not the same as those encountered by CKPC. Mr Fairbairn had offered to come to a CKPC meeting and speak to Members on the Localism Act and his interpretation of it, but the Chairman felt that, whilst he had no problem with the monitoring officer of PDC visiting and talking to Members at a meeting, it would be far better if a meeting which represented all the parish councils were to be arranged where the "problems" associated with various interpretations of the Localism Act could be openly discussed rather than having piecemeal presentations. He felt there was a need to approach other parish councils and seek support for his proposal. Cllr Wilson strongly agreed that it was important for all parish councils to get together on this matter and so help to prevent councils "going wrong". Cllr Higgins therefore proposed that the Parish Council, through him, writes to PDC strongly suggesting that a meeting be held centrally with representatives of all parish councils being present together with the monitoring officer of PDC and others who may wish to present their own slant. This was seconded by Cllr Wilson and unanimously carried. The Chairman indicated he would contact other parishes and seek support and write to Mr Fairbairn accordingly.

### **ALLEGATION OF MISCONDUCT AGAINST A COUNCILLOR**

- 382.15 The Chairman brought up the matter of alleged misconduct of a Member who had allegedly been in contravention of the Localism Act in that she taken part in the meeting of the Parish Council after having declared a pecuniary interest in a matter being discussed. The matter concerned related to how the Council was going to act in a planning appeal lodged by the occupier of Bucknowle Farm. At this point Cllr Parker suggested she should leave the meeting as the matter concerned her. The Chairman ruled there was no need at this time as he was merely advising Members that a police investigation was being carried out and that the Clerk had been asked to give a statement relating to the events occurring at the extraordinary meeting held on 19<sup>th</sup> May 2015. The Chairman also advised Members that he felt that although Cllr Parker had remained during the public discussion period she had done so purely to answer questions posed by Councillors so that they could have as much evidence as possible to enable them to make a properly evidence-based, proper decision and that following her departure from that meeting she had returned on invitation of the meeting to clarify some matters for the benefit of Councillors, the entire Council was culpable of the alleged breach of legislation and therefore complicit in a possible offence. At this point the Clerk gave a point of information that only one case appeared to have been taken to Court and successfully prosecuted and that this related to saying prayers during the public discussion period of a town council in Devon. The Clerk advised Members that he had been asked by the police to give a statement as the Clerk to

the Council & Proper Officer. Councillors declined to agree to him acting in that capacity, although there was nothing to stop him acting as a private individual witnessing the meeting.

383.15 Cllr Best thought that if the Clerk was giving a statement at least two Councillors should do so and should be with the Clerk at the time. This was propped by her and seconded by Cllr Wilson. Cllr Parker asked the Chairman again if she should leave as this was Council business. She was allowed to remain but took no part in the vote as it was felt that whilst she did not have a pecuniary interest and was therefore allowed to remain it would be pertinent that she did not vote as were her wishes. The proposal put to a vote and approved; Cllr Parker having taken no part in the discussions or vote.

384.15 The Chairman suggested that the Clerk inform him when the police wish to interview him. The Clerk agreed.

### **POSTPONEMENTS OF LESSER MATTERS TO SEPTEMBER COUNCIL MEETING**

385.15 There were no postponements at this time in the meeting.

### **COUNCIL WEBSITE**

386.15 The Chairman reported on the meetings of the website working party comprising himself and Cllrs Edwards and Hollard. He thanked them for their assistance and advised Members that three website design businesses had been invited to tender. References had been taken up and the tenders reviewed. On best value it had been decided by the working party to offer the contract for design and maintenance of the website, together with training of Members and Clerk would be offered to Curtis Design subject to approval of the Council. Members then reviewed the tender and prices and concurred with the Chairman. The Chairman formally proposed that Curtis Designs be awarded the contract and be informed of the decision and this was seconded by Cllr Hollard. The motion was carried unanimously.

387.15 Cllr Higgins then proposed that he, Cllr Hollard and Cllr Edwards would undergo training provided by Curtis Designs and cascade the information through Members and the Clerk. This was seconded by Cllrs Best and Parker. A vote was taken and the motion unanimously carried.

### **DORSET COUNCILLOR COMMUNITY BUDGET**

388.15 Cllr Higgins reported that at the September meeting Members had been asked to look at ideas for community projects in the Parish which could be at least part-funded by the County Councillor's community budget which was approximately £5,000. Cllr Parker suggested that the village car-park which is in front of Knowle Cottage could be tarmac-ed. Cllr Burt suggested that the repair of the finger posts at either end of East Creech would be a community project open to funding. Dorset County Councillor advised that he would need to have costings for such a project together with reasons for funding. He had a ceiling of about £500 for such a project of repairing both finger posts. Cllr Bugler supported the tarmac-ing of the village carpark and there was some discussion about this. It was suggested by the Chairman that the purchase of the road grit bin for East Creech could be funded from Cllr Lovell's budget. Cllr Wilson proposed that an application for funding the finger posts AND the salt bins be made to Cllr Lovell and this was seconded by Cllr Edwards. The motion was carried.

389.15 The Clerk provided a point of information that Highways would have no objection to the salt bin being sited by the East Creech telephone box provided there is no obstruction. Cllr Burt advised the meeting that he would approach the landowner. Cllr Lovell told all present that DCC would fill the bin if necessary.

## CLEAN FOR THE QUEEN

- 390.15 Cllr Edwards presented a report on a project whereby local groups and councils would join in a mass litter-pick to celebrate the Queen's 90<sup>th</sup> birthday. She suggested that the Parish Council give their support to the project. She proposed that CKPC formally register their support and place notices on the noticeboards and if the web-site is up and running that information be put on that. The motion was seconded by Cllrs Parker and Wilson and unanimously carried.

## PLANNING MATTERS

- 391.15 **6/2015/0601 – Willow Cottage, Church Knowle:** Complete the erection of the two storey rear extension approved under PP 6/2010/0788. Works commenced on 20/01/2014 - Certificate of Lawfulness Proposed. Members reviewed the application and had no objection.
- 392.15 **6/2015/0585 - Barnston Manor, (Barn to north east of Manor), Steeple, BH20 5NX:** Maintenance works to brick arch and replace timber lintel over opening at barn. Members discussed this application and found it to be essential maintenance. They unanimously approved the development.
- 393.15 **132 Furzebrook Road** – Amendments to plans. Commencement of works. They had no objections to the commencement of works to a previously approved planning application.
- 394.15 **Dorey's Pit, Grange Road** – Extension of quarrying and making good. Cllr Page advised he would be attending the Imerys Liaison Group meeting and report at the next Council meeting. Members had no objections in the meantime.

## Unlawful Developments

- 395.15 **Rachel's Plantation, Grange Road** – Cllr Hollard reported and provided photographs of what appeared to be an alteration of development style contrary to the planning permission given. It appeared that the building concerned was now, apparently, being constructed of steel frame rather than locally (plantation) sourced wood. Cllr Burt proposed that Imerys as the covenant holders should be informed. Also, a formal complaint should be made to Purbeck District Council suggesting action taken as required. This was seconded by Cllr Wilson and carried unanimously.
- 396.15 **Southfield, Bucknowle** – There was general discussion about the developments at Southfield. PDC Cllr Barnes advised Members he had written to Ms Drane of the planning department to express his concerns but had not yet received a satisfactory reply. Cllr Bugler suggested that an investigation of land levels declared on the original plans should be carried out. Cllr Barnes indicated he would investigate further and report at a future meeting of the Parish Council. Cllr Best asked if Ms Drane had carried out any investigation into the possible unlawful development at "the cottage" adjacent to the private road running towards Orchard Farm. No information was available on this matter.

## Planning Applications Received After Publication of Agenda –

- 397.15 Refer to 393.15 & 394.15 above

## PAST PLANNING

- 398.15 Progress of planning applications dealt with at previous meetings of the Parish Council, and appeals against PDC planning decisions were noted.

## HIGHWAYS MATTERS

- 399.15 No new overgrowths were reported. The overgrowths at Longround Cottages had not yet been attended to. Cllr Edwards reported on a deep and wide pothole opposite Keeper's Cottage, East Creech and the Clerk advised he would report this as an urgent matter requiring immediate attention. It was also reported that the road gully opposite Jubilee Cottage, East Creech was blocked and required emptying. The Clerk advised Cllr Burt he would report the matter with the suggestion that remedial work be also carried out on the ditches and culverts.

- 400.15 Corfe Castle BOAT – Cllr Parker reported there had not yet been a CKPC- CCPC liaison meeting.
- 401.15 The Clerk advised he had no further information on the current plans to relocate the badgers at Bucknowle dogleg.
- 402.15 Road salting bins – The Chairman reported a 400litre road salt bin would be ordered for East Creech. Members had previously agreed to the purchase and this would now go ahead.

### **AFFORDABLE HOMES**

- 403.15 Cllr. Page reported that he was investigating two sites of interest for possible affordable rented housing development but could not yet give further information. .

### **FINANCE & ADMINISTRATION**

- 404.15 The monthly accounts were presented for examination. Cllr Hollard proposed that the accounts were in good order and should be accepted. This was seconded by Cllr Parker. The motion was passed and the accounts were agreed and accepted.
- 405.15 The Chairman presented the monthly invoices to be paid including ones which had been presented during the meeting. They were examined and Cllr Parker proposed that the invoices be paid. This was seconded by Cllr Hollard. The motion was passed and the invoices agreed for payment.
- 406.15 The Clerk informed the meeting that the external audit of the Council's accounts had been completed and gave Members a resume of the auditors' report. He reported that there were three areas of minor concern; those being that the formal minuting of an annual risk assessment be made in the Council's minutes despite the fact that the council's financial and other risk assessments are conducted on a continual monthly basis and form part of the Council's normal accounting procedure. Secondly, the auditor requires that the capital equipment values (lawnmower, etc) are not depreciated – as is normal for eg tax purposes – in the annual return, but are left at the original purchase value. Thirdly, the cemetery and playground should be given a value in the annual return, that value being a nominal £1.00p. The report was accepted by Members noted the information. It was proposed by the Chairman that the Council takes note of the recommendations and in addition makes back-up copies of bank statements and cash books having regard to the near loss of those items in the post when being returned to the Council in inadequate packaging from the external auditors. This was seconded by Cllr Wilson. The motion was carried. Cllr Higgins also proposed that the risk assessment be formally, annually, reviewed at the October meeting. This was seconded by Cllr Wilson and the motion carried unanimously.

### **CORRESPONDENCE**

- 407.15 The Chairman reported on correspondence received. These included a letter from the Campaign for Real Ale suggesting that the local pub (The New Inn) could be made an asset of community value. The Clerk described the process and Members decided to discuss the matter at a later meeting

### **DAPTC**

- 408.15 The Clerk reported he had received no correspondence from DAPTC

### **OTHER MATTERS OF IMPORTANCE**

- 409.15 Refer to Minute 408.15 above

### **ITEMS FOR NOVEMBER AGENDA**

- 410.15 It was confirmed that the following items should be added to the November meeting agenda:  
Council Risk Assessment (Financial)

## **CLOSING MATTERS OF DISCUSSION**

- 411.15 There was general discussion about coaches using the Corfe Castle-Church Kowle road to access Kimmeridge and beyond despite prohibition of general coach traffic. It was suggested that DCC should be contacted and enquiries made as to which firms have permits. The Clerk advised that he had made enquiries in the past and had been informed that Bluebird Coaches of Weymouth are regular users as transporters of school and university biology and geology student parties.
- 412.15 Cllr Parker was concerned about the use of the village carpark outside Knowle Cottage by builders carrying out work there. There was general concern about possible encroachment of the highway by occupiers of the premises.
- 413.15 Cllr Page reported that he had been to a Parenco Oil liaison meeting and has a map detailing new oil exploration areas in Purbeck. These he described to Members and said he would bring the map to the next meeting. Members noted what he said.
- 414.15 The Clerk gave a short report on the current status of the identity cards. The printer of the security cards had been in the US for the past couple of months and would complete the work on his return which was imminent.
- 415.15 The Chairman then closed the meeting at 10.08 pm. and advised Members that the next ordinary meeting would be at Church Knowle Reading Room on 10<sup>th</sup> November 2015 at 7.30pm.