

Minutes of a meeting of Church Knowle Parish Council
held at Furzebrook Village Hall
on Tuesday 12th July 2016

PRESENT

Council Members:

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

C. K Parishioners & Members of the public:

DCC Cllr Mr Michael Lovell

STATEMENT FROM CLERK

233.16 The Clerk advised the meeting that there being no elected Parish Council Chairman or Vice-chairman it would be necessary for Members present to elect a Chairman for the Meeting before the continuation of the meeting.

ELECTION OF CHAIRMAN OF THE MEETING

234.16 Cllr Parker proposed that Cllr Page be Chairman for the Meeting. The proposal was seconded by Cllr Wilson.

235.16 Cllr Page had no objection to his nomination and advised Members he would be willing to act as Chairman of the Meeting.

236.16 The Clerk asked Members if there were any other nominations. There were none.

237.16 Members voted unanimously in agreement of the motion (see Minute 234.16) that Cllr Page be Chairman and he was duly appointed to the position for the July meeting of the Parish Council.

238.16 Cllr Page took the Chair of the Meeting and remained as such until the conclusion of the meeting.

APOLOGIES

239.6 The Clerk advised the Meeting he had received apologies for absence from Cllr Edwards, and PDC Cllr Malcolm Barnes.

PUBLIC DISCUSSION PERIOD

240.16 Cllr Parker brought to the attention of the meeting an article about possible Swanworth Quarry expansion as part of the Dorset Minerals and Waste Disposal plans being proposed by DCC and Bournemouth & Poole Borough Councils. She was concerned because part of the Parish abutted the parish in which the proposed development could occur and that a parishioner gained access to his property through Kingston. The Clerk advised that no formal planning applications had been made to Purbeck District Council or Dorset County Council by the owners of the site. Dorset CC Cllr Lovell gave further information to the Council regarding current lorry traffic using Kingston Hill and the "top road" to Swanage in serving the quarry – both for depositing inert waste (eg rubble, etc) and leaving with Purbeck Stone. He also described the vetting procedure for the waste which will be used for back filling the quarry as part of the restoration procedure. Members decided that they would await formal planning proposals before making comment.

ANNUAL DECLARATIONS OF SERVICE AND OF INTEREST

241.16 The Clerk reminded Members of the need to complete Declarations of Service and Interest and submit them to the Purbeck District Council monitoring officer. Members noted his information.

DECLARATIONS OF INTEREST FOR THE MEETING

242.16 None were made

ELECTION OF CHAIRMAN OF THE PARISH COUNCIL

243.16 Cllr Higgins advised the meeting that he would be happy to act as the Chairman of the Parish Council for each meeting.

244.16 Cllr Page reiterated comments made at the previous meeting and the advice given by the Clerk that there was no legal requirement for a permanent position of Chairman of the Parish Council but there had to be a chairman for each meeting. He suggested that each Member take on a particular duty suggesting that Cllr Hollard, as an experience banker act as a reviewer of the monthly accounts and of bills to be paid, etc. Cllr Bugler had taken the position of "lead Councillor" for planning applications for many years and if, as recommended at the June meeting, the Council were to change its Standing Orders such that "main meetings" could be held every 2 months with "planning & finance" meeting in between, Cllr Bugler could continue to review planning applications and send his recommendations to the other Members so that even if the intermediate meeting discussed only planning and finance, opinions of Members would be known to the quorum of Members attending those meetings. Obviously, if contentious planning applications were to come in, it would be expected that all Members would attend. There was some disquiet about reducing the number of "full" meetings, but the Clerk advised that several parish councils in Dorset met only six times a year and, indeed, a few had only quarterly meetings of which one was the Annual Parish Meetings. Several of the parishes had larger electorates than Church Knowle. Cllr Bugler was concerned that some decisions could be made by a quorum of three (the existing Standing Orders allowing for that) but Cllr Higgins countered that whilst a smaller number of Councillors might attend the "planning meetings", all Members would – as usual – receive the agenda and could of course attend; therefore, "planning meetings" could have all Members in attendance and that would probably be the case with contentious planning applications. DCC Cllr Lovell expressed his opinion that having a chairman of each meeting rather than a Chairman of the Council, whilst lawful, was not very satisfactory but was informed that it was "better than nothing" as without the current format the Parish Council would probably cease to exist.

245.16 Cllr Higgins suggested to Members that to maintain some continuity he would be prepared to act as Chairman for the year if the Parish Council altered its format of meetings to bi-monthly for "main meetings" with "planning & finance meetings" in between.

246.16 Cllr Page proposed, seconded by Cllr Wilson, that Cllr Higgins be invited to act as Chairman of the Council. No other nominations were forthcoming and the proposal was carried unanimously. Cllr Higgins was elected Chairman of the Council with effect from the end of the July Parish Council meeting.

247.16 It was proposed by Cllr Hollard, seconded by Cllr Wilson, that Cllr Page be elected Vice-chairman of the Parish Council for the year 2017-2017. There being no other nominations, the proposal was unanimously carried and Cllr Page was elected Vice-chairman.

POSTPONEMENT OF MATTERS ON AGENDA TO AUGUST MEETING OF THE PARISH COUNCIL

248.16 Members decided unanimously without need for a vote to postpone items as and when they came up for discussion on the agenda and confirmed existing postponements.

APPOINTMENT OF COUNCILLORS TO POSITIONS OF SPECIAL INTEREST

249.16 Cllr Page proposed, and Cllr Bugler seconded, the motion that the following Members be appointed to areas of special interest and would act as representatives of the Parish Council with regard to these interests:

Trees -	Cllr Mr Derek Burt
Rights of Way -	Cllr Mrs Kathryn Best
Planning -	Cllr Mr Leslie Bugler
DAPTC -	Cllrs Mrs Jayne Wilson & Mr Colin Page
Swanage Railway -	Cllrs Mrs Hazel Parker & Mr Mr Colin Page
Housing Matters -	Cllr Mr Leslie Bugler

MINUTES OF MEETING HELD ON 14th JUNE 2016

- 250.16 The Minutes which had been circulated before the meeting were read and following amendment of a minor typographical omission were proposed by Cllr Bugler as a true record of the proceedings. His proposal was seconded by Cllr Hollard and unanimously agreed to by Members who had been present.

MATTERS ARISING FROM THE MEETING HELD ON 14th JUNE 2016

- 251.16 Cllr Higgens advised the meeting that Mr Steven Mephram acting on behalf of Dorset CC Highways had informed him that if DCC offered the apron in front of Knowle Cottage (currently used as the Church Knowle village residents' car-park) to the occupier of the cottage concerned, both the District and Parish councils could veto the process (Minute 227.16). A general discussion then followed about the apron in front of Knowle Cottage and serious inconvenience caused to villagers by the use of the apron by builders and others carrying out extended work on the cottage.
- 252.16 Cllr Parker asked for an update on the possible designation of the Isle of Purbeck as a National Park. (Minute 231.16). Cllrs were informed that as a National Park, Purbeck would be exempt from the development requirements of HM government with regard to the large number of houses expected to be built in the area by 2030. DCC Cllr Lovell advised that the matter is being investigated and PDC officers will be advising district councillors for further discussion and action.

PLANNING MATTERS

Planning Applications:

- 253.16 The Clerk advised the meeting that no applications had been received before publication of the Agenda.

Planning Applications Received After Publication of Agenda

- 254.16 **6/2016/0400 – Mgt Green Animal Sanctuary (Hedgehog Cottage), Church Knowle: Construct side extension to annex. Construct front entrance lobby to Hedgehog cottage. Increase width of existing access road within site area only.** Members discussed the application at some length. They had no objections to the development in principle, but that all elevations should be faced with Purbeck stone. There was also a query regarding whether or not a LPG or gas-oil tank was to be erected on the site as no information regarding such an installation had been included. It was proposed by Cllr Bugler and seconded by Cllr Page that the Council had no objection in principle, but its concerns and recommendations should be taken into account by PDC during the planning decision process. The proposal was unanimously agreed to.

Unlawful Developments

- 255.16 The Meeting Chairman reported that a complaint had been received about an alleged unlawful vehicle access opening having been made on to Furzebrook Road at 132 Furzebrook Road. He advised the meeting he had investigated the matter and found that there was a historic access and the work being carried out was merely the occupier trimming the vegetation around it.

Past Planning Matters

- 256.16 Members noted the results of past planning applications but were very concerned about apparent lack of progress regarding the planning applications to re-build the cottages at Cotness which had been severely damaged by fire. The Clerk advised that he had received information that the delay may be due to a report from PDC's conservation officer regarding roof timbers and there appeared to be an impasse with the architect. The planning officer was currently on annual leave and he could get very little information of value from PDC's planning dept on the matter. He advised he would contact the planning officer at PDC on his return from his holiday for further information. Cllr Bugler, seconded by

Cllr Burt proposed that the Clerk contacts the officer concerned and make known the serious concerns CKPC has about the, apparently, undue delay in the planning process with regard to the re-build. The motion was unanimously carried.

HIGHWAYS & RIGHTS OF WAY

- 257.16 The meeting heard that hedges at Cocknowle Corner were beginning to show a need for trimming. The Clerk advised that it is likely little could be done until August since there was a moratorium in place (Wildlife & Countryside Act) on cutting hedges before August due to nesting birds and that County would probably not agree to trimming unless there was an imminent danger to road safety.
- 258.16 DCC Cllr Mr Michael Lovell informed the meeting that he had spoken to Dorset CC highways division about clearance of the road to Kimmeridge. Members noted his point of information.
- 259.16 The Clerk had no further reports on highways maintenance
- 260.16 Cllrs Parker and Higgens had nothing to report on the Corfe Castle BOAT.
- 261.16 The Clerk reported on a letter he had received from the organiser of a charity cycling event based at Lulworth Outdoor Centre requesting advice from CKPC regarding a cycle run in September. Members suggested that the following recommendations be made:
- A steward should be sited at each gate to ensure they are closed following each passing,
 - The organisers must accept all liability for any damage to livestock caused as a result of the event,
 - Eventers must wear easily read registration numbers on the **back** of their "T"-shirts, etc to enable them to be easily identified,
 - The organisers should inform the County Council and comply with the voluntary code drawn up for such events in addition to the recommendation mde by CKPC,
 - The organiser must ensure that it does not occur at the same time as any "Wiggle" or "UK Cycling Events" event.

The Clerk advised the meeting he would contact the organiser and give him CKPC's views.

- 262.16 The Clerk advised on progress regarding the refurbishment of the East Creech/Grange Road fingerposts. The Clerk was awaiting a final date from the contractor but had been advised that the contractor hoped that repaired finger-posts would be up in September.

FINANCE & ADMINISTRATION

- 263.16 The monthly accounts were presented for examination. Cllr Parker proposed that the accounts were in good order and should be accepted. This was seconded by Cllr Hollard. The motion was passed and the accounts were agreed and accepted.
- 264.16 The Chairman of the Meeting presented the monthly invoices to be paid including ones which had been presented during the meeting. These included a request from a payee (see June minutes) that the cheque previously issued to him as "Excel Group" be re-written to "Darren Gale", and a reimbursement of £20.00 to Cllr Bugler for purchase of petrol for the playing field mower. They were examined and Cllr Hollard proposed that the invoices be paid except that for Mr Gale since the invoice and payee identity did not marry up. This was seconded by Cllr Page. The motion was passed and the relevant invoices agreed for payment.
- 265.16 The Clerk reported on the progress of auditing the accounts by the accountant. The auditing had not yet been completed but would be in time for the submission to BDO
- 266.16 Cllr Higgens proposed that the Standing Orders regarding the reduction of ordinary meetings of the Parish Council to six times yearly, with extra-ordinary meetings to discuss planning and finance held in between be altered and come into effect from the end of the July meeting. This was seconded by Cllr Wilson. The motion was carried unanimously.

- 267.16 Cllr Higgins proposed that the quorum of members for any meeting should remain at three or one third of the council whichever is the greater, as in current Standing Orders. This was seconded by Cllr Parker and the motion unanimously carried.
- 267.16 Cllr Higgins proposed that the August meeting be the first of the extra-ordinary, inter-ordinary meetings. This was seconded by Cllr Wilson and unanimously carried. The Clerk advised the meeting he would inform PDC accordingly.

CORRESPONDENCE

- 268.16 The Clerk reported on correspondence received and produced a "Toolkit" from DCC on how to set up a Community Bus Service. DCC Cllr Lovell gave further information about community bus services in the county and his comments were noted.

DAPTC

- 269.16 The Clerk had nothing to report from DAPTC

OTHER ITEMS OF IMPORTANCE

- 270.16 Cllr Parker's concerns about increase in workings and infills at Swanworth quarry were discussed along with any comments that the Parish Council would make about the proposals which had been mentioned in a recent copy of Corfe Valley News. DCC Cllr Lovell gave further information about possible plans but advised Members that no application had been made and the plans for Swanworth were only matters for discussion under the Dorset Minerals & Wastes Plan. No planning applications had been made. It was decided without vote to wait until any planning application was forthcoming before making formal comment.

GENERAL DISCUSSION

- 271.16 Cllr Higgins reported he had spoken with the Parish Council's webmaster and was pleased to say that the CKPC website, which had been previously hacked by a possible Islamist terrorist group, had been cleaned and was now up and running properly. This means that Agendas, Minutes, etc., etc., can now be uploaded for the World to see.
- 272.16 Cllr Burt reported that the "No HGVs" sign at the East Creech "T" junction at Furzebrook Road was missing. The Clerk commented that he would report the matter to DCC.

CLOSURE OF MEETING

- 273.16 There being no further business, Cllr Page closed the meeting at 9.30pm