

Minutes of a meeting of Church Knowle Parish Council  
held at Church Knowle Reading Room  
on Tuesday 08<sup>th</sup> October, 2019

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**PRESENT**

**Council Members:**

Cllr Mrs Hazel Parker [HP]  
Cllr Mrs Jayne Wilson [JW]  
Cllr Mrs Elizabeth Edwards [BE]  
Cllr Mr Derek Burt (In Chair until end of Public Discussion) [DB]  
Cllr Mr Anthony Higgens (In Chair from end of Public Discussion – Arr 19:40hr [AH]

**Clerk to the Council:**

Dr Alastair Wallace

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

Cllr Mrs Cherry Brooks [CB] (Dorset Council [DC])  
Mr Andrew Pollard [AP] (Dorset Wildlife Trust [DWT])  
Ms Amanda Broom [AB] (Dorset Wildlife Trust [DWT])  
Mr Richard Bond [RB] (Parishioner from Steeple)

**APOLOGIES FOR ABSENCE**

294.19 No apologies for absence were received but Cllr Higgens had given notice that he may be late arriving for the meeting.

**DECLARATIONS OF INTEREST OF MEMBERS OF THE PARISH COUNCIL – (Current Meeting)**

295.19 There were no declarations of interest from Councillors regarding matters to be discussed or considered.

**PUBLIC DISCUSSION PERIOD**

296.19 Mr Bond was concerned about an unlawful development at Chiplands caravan site involving a small caravan which appeared to be permanently occupied which he believed was contrary to the caravan and camping site licences relating to the site. He gave evidence of such occupation since at least 31<sup>st</sup> August, but in addition BE thought that the caravan had been present since July and a car which appeared to be associated with the caravan had been present since 23<sup>rd</sup> June 2019. After discussion regarding licensing of caravan sites and which ones were relevant to Chiplands, together with the site's possible registration with the Camping & Caravan Club, it was suggested that the matter be taken up with Dorset Council for further investigation.

297.19 The two representatives of DWT gave a presentation on work being carried out at Furlong Coppice/Stonehill Down and also on past, current and future work in relation to the Corfe River environmental project. Following this, there was a question and answer session and AP explained how the environmental projects were being funded and how the share of the funding was split and spent. £70,000 had been allocated by Imerys and this was split into £30K to projects of DWT, £30K to the parishes (but managed by DWT) and £10K towards projects' start-up. He gave a history of the steering groups of the 3 parishes involved, DWT, Imerys plc and DC. Funds are ring-fenced for Corfe River and Arne Tollbar Stream projects. AB gave a report on progress regarding the Corfe River work and meetings with farmers and landowners. Coppicing had been completed at Bradle Farm to allow more light to fall on the river channel.

HP and DB queried the cost to date and project hours from contractors and volunteers. AB gave account of costs to Heartwood contractors and volunteer costs. AB advised that the £30K to parishes was originally set at £10K per parish but the figure was not "set in stone" and could be varied up or down depending on how projects were costing in real time. AH asked AP about how the £10K "set-up" administration costs were being spent, but AP gave no answer to the query. AB then went on to advise that 270m of river fencing had been earmarked to protect the river bank from grazing cattle. HP was concerned about the apparent slowness in bringing matters to fruition from initial discussion and planning and asked how much of the £10K available for the Corfe River scheme had been spent. JW asked if DWT had a plan and completion date for the project and asked AP if DWT would provide CKPC with a report on "what has been done, what is to be done and the

estimated completion date of the project along with costs". AP agreed this would be done. JW asked for a date by which the report could be expected.

There then followed general discussion about the management of the Corfe River project followed by a suggestion from DB and AH that the Chief Executive of DWT incorporates the views of CKPC and that a monthly report be made available. This was agreed to by AP.

AP then gave a presentation of the work at Furlong Coppice/Stonehill Down. This led to further discussion on when work was being carried out; in particular at weekends and bank holidays when the work resulted in considerable disturbance to residents. DB reiterated his concerns, previously made at Parish Council meetings and to the DWT warden about the work and lack of communication from DWT. AP agreed that DWT had not been sufficiently communicative with residents and the CKPC on planned and executed work and that in future there would be greater communication. AH suggested that CKPC would pass complaints and comments direct to DWT for action and AP agreed to deal also directly with complainants as well.

298.19 Following further discussion and points of interest, DB thanked DWT for their presentation and Q&A session and both AP and DB agreed that there must be improved communication from DWT on their activities with CK Parish and boundaries with other parishes.

299.19 RB, AP and AB left the meeting.

### **ELECTION OF CHAIRMAN OF THE PARISH COUNCIL'S MEETING**

299.19 DB resigned from his position of Chairman of the Parish Council. There being no Chairman, DB invited AH to act as Chairman. AH agreed. DB proposed that AH be elected as Chairman of the Church Knowle Parish Council and this was seconded by JW. The motion was unanimously carried. **RESOLVED that Cllr Higgins take the Chair of the Parish Council** and AH took the Chair.

### **ELECTION OF VICE-CHAIRMAN OF THE PARISH COUNCIL**

300.19 AH proposed that no Vice-chairman be elected for the meeting. This was seconded by HP and unanimously accepted. **RESOLVED that there would be no position of Vice-chairman for the period until the November meeting of the Parish Council.**

### **RESIGNATION OF Cllr Mr EDWARD ELLWOOD**

301.19 The Clerk advised he had received a letter of resignation as Clerk of Church Knowle Parish Council from Mr Edward Ellwood. DB advised the meeting that he also had received such a letter as Chairman of the Parish Council during the period September-October and, as Chairman, had accepted his resignation. There was some disquiet and sadness amongst Members about the resignation. AH suggested that Council draft Minutes be sent out earlier to Members so that they can be amended amongst Members before the formal approval at a Council meeting and this led to a general discussion amongst Members about Minutes. JW proposed, seconded by DB that early draft minutes be circulated amongst Members by the end of the month and the Chairman of the meeting receives comments for amendment as necessary thence to forward them to the Clerk for final compilation and distribution to Members. The motion was carried. **RESOLVED that early draft minutes be circulated amongst Members by the end of the month and the Chairman of the meeting receives comments for amendment as necessary thence to forward them to the Clerk for final compilation and distribution to Members.**

### **RETIREMENT OF Cllr Mr LESLIE BUGLER**

302.19 The Clerk advised the meeting that he had received a letter from Mr Bugler that he felt he could not continue as a Parish Councillor due to ill health. Members noted Mr Bugler's resignation and were saddened to learn of the reasons. HP advised he had told her that he would try to continue to look after the playground as well as he could. Members noted HP's comments.

### **MINUTES OF MEETING HELD ON 10<sup>th</sup> SEPTEMBER 2019**

303.19 The Clerk presented the draft Minutes of the September meeting of the Parish Council having previously distributed them by electronic means to each Parish Councillor. Following correction of a typographical error in Minute No 288.19 from "September" to "October" HP proposed that subject to the aforementioned correction the September Minutes be accepted as a true record of the proceedings of the September Parish

Council meeting. Her proposal was seconded by Cllr Edwards and the motion unanimously carried. **RESOLVED that the Minutes, corrected of the typographical errors referred to in the motion, the draft Minutes for the September meeting of the Parish Council 2019 be approved and accepted as a true record of the proceedings of the Parish Council's September Meeting.**

### **MATTERS ARISING FROM THE 10<sup>TH</sup> SEPTEMBER 2019 MINUTES**

304.19 AH asked CB if there had been any further work done regarding the finger post and "A-Board" at Barnston Cross. She replied that the "A-Board" work was in progress. AH also suggested that "Smedmore" should not appear on any sign via Bradle. CB advised that the wording of the "A-Board" would read "No access to Smedmore & Swalland Farm Campsites" She also advised the meeting that the Caravan Club had been contacted with a view to providing a warning to drivers to switch off their SatNavs if travelling to either of the two campsites mentioned.

305.19 Cllr Higgins enquired about progress by the electricity company in repairing the pothole near Glebe, which had been discussed at the previous meeting. The Clerk advised that no work had apparently been carried out and he would contact S&S Electric plc again.

### **POSTPONEMENT OF LESSER MATTERS ON THIS AGENDA TO OCTOBER 2019 MEETING OF THE PARISH COUNCIL**

306.19 HP suggested that future playground maintenance discussion be postponed until the November meeting. This was agreed without vote

### **PLANNING MATTERS**

#### **Planning Applications**

307.19 No new planning applications had been submitted and received by the Clerk

### **PAST PLANNING MATTERS**

308.19 Members noted results of recent applications and appeals made.

**6/2019/0440 – 2 Cotness, East Creech, Wareham - Remove existing thatch. Construct new timber roof structure over existing, install fire board and water proof membrane and re-thatch. **APPROVED by Dorset Council with the requirement that the roof be of reed thatch as per the recommendation by CKPC .****

#### **Unlawful Developments**

309.19 Refer to Minute No 296.19

### **HIGHWAYS MATTERS**

310.19 No overgrowths were reported.

311.19 DB reported that the road drain near Jubilee Cottage, East Creech, was overflowing and he felt that the culvert supplying the outfall was either blocked or too small to provide a sufficient flow. He suggested that it required internal inspection using a CCTV camera. The Clerk advised he would report the matter. DB also reported that the road surface leading from Jubilee Cottage to Grange Road had broken down and suggested re-surfacing was probably required. The Clerk agreed to contact Dorset Highways with his suggestion.

### **CEMETERY MATTERS**

312.19 HP advised the meeting she had told the Parochial Church Council that it had a duty of care to maintain the churchyard in good order. She had been in contact with Salisbury Diocese and gave a report on her correspondence with both the diocese and PCC. She was awaiting further reply from the diocese and would report again at November's meeting.

## **FINANCIAL AND ADMINISTRATIVE MATTERS**

- 313.19 The Accounts from 07<sup>th</sup> September, 2019 to c.o.b. 04<sup>th</sup> October, 2019 were reviewed and HP proposed that they be accepted. Her proposal was seconded by AH and carried. **RESOLVED that the accounts as presented are approved and that the Chairman of the meeting be authorised to sign them as such.**
- 314.19 The invoices due for payment were presented and it was proposed by BE that they should be paid and the cheques for their payment to creditors be duly validated. Her proposal was seconded by JW. The motion was carried. **RESOLVED that the invoices and fees as presented be paid.**
- 315.19 HP and JW reported that enquires were continuing for the provision of a sea container to hold the archives. Both she and JW were reviewing prices and costs of installation. Several suppliers had been contacted and one firm had quoted £2,500 for the unit and £850 for delivery, offloading and positioning; both sums exclusive of VAT. They were also in contact with others. Discussion ensued about maintenance costs, provision of electricity and whether or not planning permission was necessary as the site proposed was within the CK preservation area. The Clerk advised the meeting of the need to have three tenders and the successful tender must be decided upon on the basis of "best value" Members noted his point of information. They would report again at the November meeting. Members noted their report.

## **PLAYGROUND FURNITURE**

- 316.19 AH reported that he had investigated several designs and manufacturers of seating for the playground and costs varied considerably from £1,500 to £368 depending on design. It was considered that a tree be planted if a half-round seat was purchased and that the Woodland Trust were giving away saplings to parish councils. AH would report again in November.

## **CORRESPONDENCE**

- 317.19 The Clerk reported on correspondence received. There had been none of significant importance for discussion.

## **ITEMS PROPOSED FOR NOVEMBER 2019 AGENDA**

- 318.19 The following additional items were suggested for discussion at the October 2019 meeting:

- Councillor's Retirement
- CK Street Lamp Contract
- Possible union with Steeple Parish
- Playground Furniture
- Future Playground & Playing Field Maintenance
- 30 mph Speed Limit – Church Knowle Parish

## **OTHER ITEMS WHICH THE CHAIRMAN DEEMS OF IMPORTANCE**

- 319.19 There were no further items discussed at this point.

## **PERIOD FOR DISCUSSION**

- 320.19 DB reported that the Dorset Best Kept Village presentation had taken place and that neither CK nor East Creech had been among the winners this year.
- 321.19 HP was concerned that the Council now has only 5 Members and that it would possibly be a good idea to unite with Steeple. There was then general discussion about the state of parish councils, with regard to low membership, in Dorset and the problems in councillor recruitment as it affects Church Knowle.

## **CLOSURE OF MEETING**

- 322.19 There being no further business, AH closed the meeting. The Clerk told those present the next meeting of the Parish Council would be at the Church Knowle Reading Room on 12<sup>th</sup> November 2019.