

Minutes of the Webex Virtual Meeting of Knowlton Parish Council
24th June 2020 7:30pm

Item	
18	<p>Attendance & Apologies</p> <p>Cllr Morgan Antell (Vice Chairman) Cllr Steve Butler Cllr Anthony (Sam) Keet Cllr Jerry Laker (Chairman) Cllr Spencer Planton Cllr Robin Cook – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury) Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles) Mrs Lisa Goodwin (Clerk)</p> <p>Apologies received from:</p> <p>Cllr Caroline Barnes Cllr Trevor Brown Cllr John Hayes Cllr Anthony Keet Cllr Linda Stocks</p> <p>Public – none present</p>
19	<p>Declarations of Interest & Grants for Dispensation</p> <p>None received.</p>
20	<p>Public Open Session</p> <p>No representations.</p>
21	<p>Confirm the minutes of the meeting held 27th May 2020</p> <p>The minutes, having been circulated to members prior to the meeting were confirmed as a true record and will be signed by the Chairman.</p>
22	<p>Accept the minutes of the Knowlton Parish Community Benefit Fund Committee held 10th June 2020</p> <p>The minutes, having been circulated to members prior to the meeting were accepted.</p>
23	<p>Dorset Councillors Reports</p> <p><u>COVID-19 some recent stats and updates</u></p> <p>Dorset Council has worked extremely hard during coronavirus to support residents and protect businesses. Hundreds of staff have been redeployed. We've made more than 4,300 calls to vulnerable residents, delivered 1,160 prescriptions, 1,569 food parcels and made 450 emergency PPE deliveries to places such as care homes.</p> <p>Schools and many childcare providers have remained open throughout for vulnerable children and key workers.</p>

We've provided emergency accommodation for nearly 200 homeless households and already allocated more than £100 million worth of grants to 8000 Dorset businesses. We have been given £1.2 million to support the new Test and Trace system. It is part of a £300 million package for England that will help communities reduce the spread of COVID-19. The Government says local authorities are central to the NHS Test and Trace service. The funding will help Dorset Council develop an action plan to reduce the spread of coronavirus in the county.

The COVID-19 pandemic has caused disruption to life locally, nationally and globally and has impacted our lives like nothing before. In Dorset we have a Local Resilience Forum (LRF) with public sector organisations and others working together. The group has been responding to the emergency and is now planning our recovery heading to a new normal way of life. To this end we have set up an Executive Advisory Panel (EAP) with the remit of preparing our recovery strategy. It met for the first time on 10th June and will work at pace to formulate recommendations to go forward to scrutiny/cabinet and full council. Another meeting was due today. We know this is a topic of wider interest and our officers hosted a session on Recovery for the Parish and Town Council Clerks the following day.

- **Reopening high streets safely**

June 15th saw the reopening of many non-essential shops on our high streets. The Council is working closely with town & parish councils, BIDs (business improvement districts) and local businesses to ensure high streets are safe for people to return to. This includes installing new signage, widening footpaths, partial road closures and advice to businesses. We are encouraging local residents to "*stay local, shop local*" and give their custom to independent retailers who are now trying to get back on their feet. And of course, we're reminding people how to stay safe while they are out and about.

- **Further easing of lockdown from 4 July**

Boris Johnson announced further easing of lockdown restrictions in a briefing yesterday, now that the number of COVID infections has fallen dramatically. The changes that will come into effect in England from 4 July include:

- Restaurants, pubs and hairdressers can reopen, providing they adhere to COVID Secure guidelines. In addition, hotels, bed and breakfasts, campsites and caravan parks, playgrounds, cinemas, museums, galleries, theme parks, outdoor gyms and arcades, libraries, places of worship, social clubs and community centres are also permitted to reopen from 4 July.
- The 2m distancing rule is being reduced to 1m plus – however, people should still try to keep 2m apart where possible.
- "Close proximity" venues will **not** re-open yet – this includes indoor gyms, nightclubs, soft play centres, swimming pools or spas
- Two households will be able to meet up in any setting with social distancing measures in place.

It is anticipated that there may be local "flare-ups" of COVID and the government "will not hesitate" to reapply the brakes and reintroduce restrictions where needed. Public Health Dorset are working on our local outbreak control plans for this, the draft plan will be considered by the Health & Well-Being Board at Dorset Council today (24th).

We are all reminded to continue washing our hands regularly, observe social distancing, and wear face coverings on:

- public transport
- when attending a hospital as a visitor or outpatient
- and in enclosed public spaces where social distancing isn't possible and where you come into contact with people you don't normally meet.

- **Community shielding**

Yesterday's government announcement outlined forthcoming changes to the guidance for extremely vulnerable people who are shielding. From 6 July, they will be able to meet up outdoors, in a group, with up to five others and form 'support bubbles' with other households. And from 1 August, people who are most at risk from becoming ill from coronavirus will no longer need to shield in England. That means they can return to work, if they can't work from home, as long as their workplace is COVID secure.

The national free essential food boxes will stop being delivered. However, people will still qualify for priority slots for online shopping and will be offered help with medicine deliveries and getting to medical appointments. We will be looking at what ongoing support we want to have in place locally. We understand that people who've been shielding may feel anxious about these changes therefore we will be providing reassurance to our residents.

Maintaining housing in Dorset

Citizens Advice and Shelter are joining forces to help local people cope with the financial impact of the Coronavirus crisis. One of the effects of the ongoing crisis is that some Dorset residents are experiencing pressure on their finances. Many individuals and families have seen their incomes reduce over the past few months and this has had the impact of increasing rent and mortgage arrears for these residents; many of whom were already experiencing very tight budgets.

Whilst there is currently a hold on actual court repossession action, the concern is that this problem is building up and without early action, people's homes could be under threat. With good advice and support, those experiencing difficulties can maximise their income and manage any rent or mortgage arrears in a way that keeps them in their home. Anyone experiencing difficulties is encouraged to seek support from Shelter's specialist housing team before it reaches a crisis point.

In addition, Citizens Advice Central Dorset's network of volunteers and paid staff across the whole of the wider Dorset area is there to help right now. They have remained open via phone and online services throughout the whole crisis. The partnership work with Shelter allows them to help keep people in their homes by getting the right specialist help in place.

For help contact: Dorset Adviceline: 0344 411 1444
Shelter: 0808 800 4444

Concessionary bus passes

Dorset Council and bus operators had suspended the normal conditions for holders of an older persons' or disabled persons' bus pass in March, so that people were able to get to supermarkets that were opening early for the elderly and those 'at risk' of catching the coronavirus.

On Monday 15 June, the terms and conditions for these bus passes were reinstated to those that were in place before lockdown. This is to coincide with more businesses and shops reopening and the resulting increase in people using public transport before 9.30am. People who are vulnerable to catching coronavirus due to age or underlying conditions will want to avoid these busy times. From Monday 15th June, you must wear a face covering on public transport.

Cllr Robin Cook

24th June 2020

In addition to the above report it was discussed that the Clerk and the Chairman had brought to both Dorset Councillors attention that Planning Applications are taking some 3-4 months to be validated and uploaded onto www.dorsetcouncil.gov.uk. Both Cllr Robin Cook and Cllr David Tooke acknowledged there are unacceptable delays in the planning process due to changes effected by becoming a Unitary Authority and the effects of officers working from home due to the Coronavirus. Staff are being recruited to cope with the backlog and there is an assurance that matters will be improved by the Autumn. Cllr Robin Cook thanked the Parish Council for providing examples and for bringing to member's attention.

Cllr Cook acknowledged the Parish Council's concern with the 'trend' for existing caravan sites in the Horton area utilising previous permissions to apply for change of use to 'park home' sites. The Parish Council is concerned of the impact on the local infrastructure and cost to sustain such a large increase in residents for both Dorset Council and its Health and Care Services.

The Chairman requested that these type of applications are prioritised for being placed in the public domain as they are of significant concern to Horton Parish.

Cllr David Tooke added that such developments are being seen across the County in response to the 5 year housing supply demand. The new Local Plan is hoped to control this.

Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles)

Once again Corona Virus is a major topic for the Council. Dorset had been one of the least affected areas in the Country, with an R rate, earlier, of well under 1.

Although tragically some 279 people lost their lives from the virus in a care home or hospital setting up to 4th June.

However, there has been a lot of overcrowding on beaches in the region, with particular issues on the Dorset Jurassic Coast, and on BCP beaches. You will have all seen the appalling pictures from Durdle Door, where the arrival of helicopter air ambulances to remove the casualties from the idiotic tombstoning off the top of the arch blew dust and particles – including any viruses present among a tightly packed crowd.

Currently the R Rate in Dorset has risen to around 1 – or perhaps slightly higher – which is of great concern. There was an Extraordinary Full Council meeting on the 11th June to provide dispensation to those Councillors who are unable to attend Council and Committee meetings in person or via technology from disqualification under the usual 6 month rule.

I have been in touch with Dorset Council officers, Simon Hoare as our MP and John Wittingdale who is the Minister for Media and Data at the DCMS regarding an unanticipated problem that seems to be being caused by GDPR. Many Volunteer groups are not getting details of vulnerable and shielded people from the central authorities who hold the relevant data. This is said to be because the data is classed as “special data” and under GDPR should not be released.

My view, which is shared by a number of Dorset Councillors, is that whilst under normal circumstances this is a good thing – it may lead to great harm to these people if local groups are not made aware of their existence. The responses from the Council, Simon, and the Minister have been positive, and the Minister has said that there are provisions in the Data Protection Act that would allow exceptions in such cases and that the ICO will be flexible in looking at such cases. I hope that information will now start to flow a little more freely.

During the weekend of 16th May a major Heathland fire broke out in Wareham Forest, affecting 180 hectares of of protected heathland; and there were many other fires caused by BBQs and bonfires during the spell of dry weather. Cabinet on the 30th June will look at authorising detailed work on options to prohibit or control the use of BBQs and other sources of fire, for example by PSPOs covering designated land (which could be all land) in Dorset, or by introducing a new Dorset Council Policy, or new By-Laws.

24

Correspondence – circulated by email prior to the meeting

- The Clerk responded to a letter from a resident of Wigbeth who is concerned with the Site Licence Application at Meadow View Caravan Park for 517 park homes. *The Clerk forwarded a copy of the Parish Council’s response to Dorset Council.*
- The DAPTC Annual General Meeting will be held Saturday 14 November 2020. Submission of proposals – deadline Wednesday 5th August. Members also agreed that the Chairman and Cllr Steve Butler will be the Parish Council representatives on the Eastern Area DAPTC Committee for the forthcoming year.
- The Parish Council has been asked to suggest venues for Dorset Food & Drink ‘Pop-Up’ Food producers markets to bring the best of Dorset Food to communities particularly for people who do not want to travel to towns. *Members agreed to suggest our local village halls.*
- Cranborne Chase AONB Management Plan is now available to view at www.cranbornechase.org.uk
- NALC open letter to all councillors from the Chairman regarding building back communities.
- Dorset Council has been issued with statutory guidance from the Department of Transport requesting implementing measures to support social distancing and help maintain safe cycling and walking routes. These will include widening footways, temporary cycle lanes, road closures and measures outside schools.
- The Household Waste Recycling Centre at Somerley, Verwood now has a pre-booking system for residents to book in 2 days ahead.

	<ul style="list-style-type: none"> Dorset Council – report from the Executive Director on the likely impact on the Collection Fund due to the outbreak of Covid-19.
25	<p>Planning Applications</p> <p>3/20/0808 FUL NEW BARN FARM, Knowlton, BH21 5AE – Conversion and extension of outbuilding to provide a 2 bedroom holiday let, reconstruction of farmyard roof and associated construction to provide stabling and covered parking. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/0484 HOU 7 WEST VIEW, Wimborne St Giles, BH21 5LY – Alterations to single storey side utility area. New windows and doors with bricked up openings (part retrospective). Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>ENF/20/0299 Members resolved 8 in favour (two abstentions) to report a suspected breach of Planning Control at Land at Wigbeth Farm, BH21 7JH in respect of unauthorised building works.</p> <p>ENF/20/0287 Members resolved 7 in favour (two abstentions) to report a suspected breach of Planning Control at Land at Priors Corner, Chalbury in respect of unauthorised building works.</p>
26	<p>Highways Matters</p> <ul style="list-style-type: none"> Members considered an updated letter prepared by Holt Parish Council to be sent to the Leader of Dorset Council on 29th June concerned with traffic management in the rural parishes which is endorsed by Cllr Robin Cook. Members agreed to support the letter on this common issue and would be pleased to be involved in future discussions with Dorset Council on this. Awaiting quotation for repair to the Woodlands Crossroads Finger Post by a local contractor who is very well informed on all aspects of the renovation of finger posts in AONB's. The post may also need to be re-sited to avoid further damage by large vehicles. Temporary Closure of C2 Horton Road, Horton between 19:00 and 06:00 to carry out maintenance work repairing sections of the road from 10th September to 15th September. The road will be open daily and at weekends. Highway Maintenance work on A354 Sixpenny Handley 9th and 10th July. A convoy vehicle will be in operation whilst works are in progress but the road will be open overnight. Other Highway matters listed in Actions List below.
27	<p>Rights of Way/Open Spaces</p> <ul style="list-style-type: none"> Woodlands Green – resident unhappy the grass cuttings are not removed. <i>Noted.</i> Rights of Way matters awaiting action listed in 'Actions List' below.
28	<p>Burgess Field Play Area – Inspections</p> <p>The Play Area will be allowed to re-open on Saturday 4th July, weekly inspections to resume. Members considered the quarterly inspection completed 14th June 2020.</p> <p>Clerk to ask Contractor to ensure grass is cut and cuttings removed on this occasion as it is very long.</p>
29	<p>Tree Matters</p> <p>3/20/0798 TCA ALL HALLOWS FARMHOUSE, Wimborne St Giles, BH21 5NJ – Ash approximately 35 stems and group of 9 stems: Fell. <i>No objection.</i></p>

	The PCC are aware of an unsafe tree in the Churchyard at Woodlands and will make their own arrangements for it to be inspected and made safe.
30	Register of Members Interests The Clerk asked members to review their Registers and complete new forms if there are any amendments required.
31	Actions List
Oct 14	1025882 Horton to Horton Inn – poor road surface. DCC put on Capital Maintenance list. 10/12/14 requested with PW white side guide lines/cats eyes are included when resurfaced. 24/06/15 – SB.03/02/16 SB to inquire about upgrading road to 'B' status due to amount of traffic. May 2019 – C2 from Thickthorne to 3X. VOA PC support KPC in putting together a strategic plan to improve the C2 which will be further effected by the expansion of the Woolsbridge Ind Estate. 27/09/16 Unsatisfactory response received from DCC Transport Development. Concern also noted regarding discussions for a weight & width restriction at Tollard Royal which will further impact. – Clerk to forward to SB. 04/01/17 Clerk to write to Andrew Martin, Head of Highways to request a review of the C2. Discussed at meeting with DCC Highways on Oct 4 th 2017. Evidence required on use of C2 to show it is unsuitable for HGV's. DCC to complete traffic surveys. Feb 18 Actions agreed by DCC including further speed surveys. 20/06/18 SB to chase up. Sept 18 – some patching work completed. Oct 18 – SB to check included on list for repair soon. Clerk to ask for white lines to be renewed 1111645. Dec 18 Clerk to ask DCC for surveys for the current level and type of traffic using the C2. Arranging site meeting with DCC to discuss Horton Village and Wigbeth. Jan 2019 – Traffic surveys being carried out. May 19: traffic survey reports received, awaiting report of carriageway condition survey. July 2019 – Cllr Robin Cook to view and discuss with Community Highways Officer. August 2019 – The Highways Officer has advised the Parish Council continues to pursue with Asset Team directly for resurfacing. <i>Meeting with Dorset Council Highway 10 February to discuss condition of road with VOA PC. Cllr Jerry Laker attended. Dorset Councillors Piers Brown and Robin Cook will request a full briefing on the maintenance of the C2 and ask the Portfolio Holder to find funding to carry out works. Note, some works scheduled for May 2020 near North Farm. Works rescheduled due to Covid-19 to 10th-15th September.</i>
Sept 18	E57/36 – to be remarked in correct location as per the definitive map. May 2019 report received the path is not passable. MA to check. Way marker put up.
	E59/22 Report missing fingerpost at footpath by Haythorne Nurseries. MNT42137 Feb 2019: <i>DCC has written to Landowners. Aug 2019 – recent correspondence with DCC forward to Cllr David Tooke. Oct 2019 –TB to check.</i>
	E59/17 Slough House, obstruction and bridge. Feb 19, DCC have written to landowner to restore definitive route and install new bridge. July 2019 update received. DC Definitive Map Officer has advised it would be at least 2 years before they can investigate and potentially make an order if the path meets criteria. Clerk to ask Green Spaces Team for an update and whether a diversion order would be a good solution. Feb 2020 – Dorset Council has corresponded with the Landowner and agreed the Landowner can mark a permissive path and apply for a diversion order. Dorset Council accepts responsibility for a bridge on the definitive route, Clerk to request this is actioned shortly. March 2020 – Now routes established, Clerk to ask why Dorset Council cannot proceed and install bridge. April 2020: new bridge installed on permissive route. Clerk has reported unsafe stile MNT46943. Now planning permission has been granted for this property, it is expected there may be some changes in arrangements regarding route.
July 19	E59/15 Horse safe path needs extending on incline as tarmac not safe for horse. <i>Clerk to chase up with Dorset Council.</i> MNT41120 Dorset Council met with Landowner March 3 rd and have agreed actions to resurface where necessary and place appropriate signage for horse riders.

32	<p>Financial Matters</p> <ul style="list-style-type: none"> • Members approved grant payment of £2000.00 to Horton & Chalbury Hall as per minutes 10th June 2020 from the Knowlton Parish Community Benefit Fund. • Members resolved unanimously to pay items below including Clerk’s Salary: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">Online</td> <td style="width: 10%;">Clerk</td> <td style="width: 70%;">Expenses & Reimbursements January – June 2020</td> <td style="width: 10%; text-align: right;">£240.21</td> </tr> <tr> <td>Online</td> <td>AVA</td> <td>Quarterly Inspection completed 14 June 2020</td> <td style="text-align: right;">£90.00</td> </tr> </table>	Online	Clerk	Expenses & Reimbursements January – June 2020	£240.21	Online	AVA	Quarterly Inspection completed 14 June 2020	£90.00
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33	<p>Information for Report Only</p> <p>No matters to report.</p>								
<p>Next Meeting – <u>Wednesday 22nd July 2020</u> at 7:30pm Webex Virtual Meeting.</p>									

Meeting closed at 20:31

These minutes are to be signed by the Chairman after approval at the next meeting of the Parish Council.

Signed;..... 22nd July 2020

