

Minutes of the Webex Virtual Meeting of Knowlton Parish Council
22nd July 2020 7:30pm

Item	
34	<p>Attendance & Apologies</p> <p>Cllr Morgan Antell (Vice Chairman) Cllr Caroline Barnes Cllr Trevor Brown Cllr Steve Butler Cllr John Hayes Cllr Jerry Laker (Chairman) Mrs Lisa Goodwin (Clerk)</p> <p>Apologies received from:</p> <p>Cllr Anthony Keet – as Cllr Keet has not attended since December 2019, he unfortunately loses his seat on the council. Cllr Anthony (Sam) Keet Cllr Spencer Planton Cllr Linda Stocks Cllr Robin Cook – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury) Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles)</p> <p>Public – none present</p>
35	<p>Declarations of Interest & Grants for Dispensation</p> <p>None received.</p>
36	<p>Public Open Session</p> <p>No representations.</p>
37	<p>Confirm the minutes of the meeting held 24th June 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>
38	<p>Dorset Councillors Reports</p> <p><u>Cllr Robin Cook – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury)</u></p> <p><u>COVID-19 update</u></p> <p>Currently BCP and Dorset Councils are experiencing low numbers of cases compared with many other councils in England. The risk of a second peak in Dorset is currently considered LOW. Hopefully you will have seen the new government guidance on wearing face coverings in shops which is mandatory from 24 July. Check out this useful guidance on wearing (and making) a face covering</p>

Further easing of lockdown

The changes that came into effect in England from 4 July included:

- 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.
- The 2m distancing rule is 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.

***Update**

Sports and leisure centres managed by Dorset Council are now set to reopen from 25th July following guidance published by the Government outlining measures that will allow indoor swimming pools and sports facilities to reopen.

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 is working on our local outbreak control plans for this, the draft plan has been considered by the Health & Well-Being Board at Dorset Council. We are all reminded to continue washing our hands regularly, observe social distancing, and wear face coverings on:

- Public transport
- In shops (from 24th July)
- When attending a hospital as a visitor or outpatient
- 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

The government also outlined forthcoming changes to the guidance for extremely vulnerable people who are shielding. From 6th July they can meet outdoors, in a group, with up to five others and form 'support bubbles' with other households. And from 1st 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 have been shielding may feel anxious about these changes therefore we will be providing reassurance to our residents.

Highways issues

As a follow up to your recent letter to him, I spoke to Cllr Spencer Flower and discussed possible options, the first of which is for the parish to have a meeting with the appropriate officers which could be a positive stance to some measures to mitigate some of the problems in and around the parish. Detailed arrangements of any meeting will be discussed with Lisa initially. I hope to be involved in the process.

	<p><u>Disposable barbeques</u></p> <p>I am pleased to report, that following a spate of fires caused by disposable barbeques and other unauthorised bonfires in dry wooded and heathland areas, the cabinet have agreed to authorise officers to proceed with detailed work to establish an options paper that looks at both the legislative as well as other alternatives available to control or prohibit barbeques and other fire related activities relating to Dorset Council area and also continue to support, until any further formal measures are put in place, the ongoing publicity campaign throughout the summer months in conjunction with partners. This will include the continued use of targeted signage at certain locations as well as supporting a range of social media campaign.</p> <p><u>Dorset Older Drivers Forum</u></p> <p>Annually, Dorset Police and Dorset Road Safe promote their work with roadshows at various locations. Despite obvious problems this year they would like to know if you or your families would want to participate in workshops to be held at the end of September. Content includes information about staying safe on the roads, eye tests, health checks and top tips for driving together with question and answer sessions. I attended one in Wimborne last year and found it extremely informative, as well as fun.</p> <p>If you or anyone you know is interested please email OlderDrivers@dorset.PNN.police.uk to help them gauge whether workshops are wanted and arrangements can be made accordingly.</p> <p>Cllr Robin Cook 15th July 2020</p> <p><u>Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles)</u></p> <p>No report this month.</p>
39	<p>Correspondence – circulated by email prior to the meeting</p> <ul style="list-style-type: none"> • Letter of thanks to all Town & Parish Councils for their help during the Covid-19 Pandemic from MP Simon Hoare. <i>Noted.</i> • Tesco Bags of Help Covid-19 Community Grants Funding – details circulated to members. <i>Noted.</i> • Dorset Council Food Insecurity Mapping – details circulated to members. <i>Noted, no comments.</i> • DAPTC Constitution Review & Consultation – <i>Noted, no comments.</i> • Parish Councils Carbon Footprinting Tool – <i>Noted, no comments.</i> • Copy of letter sent to Dorset Council by the Dorset Race Equality Council requesting an outline plan of new actions following recent international, national and local protests to implement Equality and Diversity in the organisation.
40	<p>Planning Applications</p> <p>3/20/0678 HOU 1 Old Down Cottages, Horton, BH21 7HL – demolition of existing garage extension and construction of new side and rear extensions providing new dementia care annex accommodation. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/0477 FUL Martins Farm, Woodlands, BH21 8LY – demolition of three existing stable buildings comprising 11 stables and the construction of one new stable block comprising 10 stables, tack room and store. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/0510 HOU 6 Welchnut Cottages, Horton, BH21 7JE – two storey rear extension and detached double garage. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/0553 HOU The Oaks, Horton, BH21 7EP – install six dormer windows and one gable window in existing roof. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p>

	<p>3/20/0730 CLE 3 Horton Inn Cottages, Horton Inn House, BH21 7HW – a single dwelling house that has been in use as such for in excess of the appropriate period for the issue of a Lawful Development Certificate, namely 4 years. Members agreed NO EVIDENCE to tender.</p> <p>3/20/0323 CLE Harkaway Cottage, Verwood Road, Woodlands, BH21 8LI – use of existing outbuildings for residential garage, workshop and games room. Members agreed NO EVIDENCE to tender.</p> <p>3/20/0550 FUL Manor Farm, Horton, BH21 7JA – erect barn for straw storage. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/1115/FUL New Barn Farm, Knowlton, BH21 5AE - Removal of late C20 Dutch barn. Construction of farm shop, cafe with kitchen & toilets & interpretation area for visitors to Knowlton Circles, attached to existing goat barn. Car parking area for 9 cars. Vehicular access via established highway safety compliant access off of the B3078. Landscaping. Provision of pedestrian access via the north drive to Lumber Lane and management of the verge and hedge along Lumber Lane that are in the ownership of the applicant to enhance the enjoyment of and ability to interpret the Knowlton Circles prehistoric landscape. Members resolved unanimously to SUPPORT the application. The loss of the Dutch Barn will improve the outlook and the proposals for the site will benefit and enhance local facilities for tourists and provide local employment.</p>
41	<p>Highways Matters</p> <ul style="list-style-type: none"> • Members received a copy of the response from Cllr Spencer Flower regarding traffic issues sent 29 June 2020. A meeting is now to be arranged with Highways Officers to discuss any reasonable remedial measures that could be considered to alleviate the impact of traffic on communities. • Awaiting quotation from contractor to repair the Woodlands Fingerpost. • A fly-tipped caravan on Horton Road, Woodlands by the Remedy Oak has been removed. Clerk to report further fly-tipping of window frames in this location. DWP-FT231072408 • Temporary Closure of unnamed road Moor Crichel, 09:30 to 15:30 on 27th July 2020 to enable BT safe access to install new customer connections within the highway. • Proposed temporary closure of Baileys Hill, Gussage All Saints 09:30-15:30 between 20th – 24th August for BT. • Proposed closure of C2 Horton Road, Horton 09:00 – 16:00 between 10th – 15th September but will be open overnight and weekends to allow for repairing sections of the road. • Temporary closure of Holt Road, Three Legged Cross between 3rd and 30th August to enable Scottish & Southern Power Distribution safe access to excavate the highway and lay duct. Diversion in place. • Other Highway matters listed in Actions List below.
42	<p>Rights of Way/Open Spaces</p> <ul style="list-style-type: none"> • Letter received from a resident regarding amount of litter being left on Woodlands Green, Cllr Linda Stocks will monitor and Clerk will ask the Dorset Waste Partnership if they could provide signage. • Rights of Way matters awaiting action listed in 'Actions List' below.
43	<p>Burgess Field Play Area – Inspections</p> <p>Following the re-opening of the Play Area on 4th July 2020, members approved the Risk Assessments and the weekly visual play inspection reports as well as the Annual Play Inspection Full Report which identified very low and low risk items for monitoring. Members agreed to carry out repair to Chain Link Fence at £160.00 which includes the removal of vegetation to allow access.</p>

44	<p>Tree Matters</p> <p>3/20/1140 TCA The Mill House, Wimborne St Giles, BH21 5LZ – T3 Poplar stems: fell 3 x stems. T5 Portugese Laurel: coppice to ground level. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>Members are concerned that no action has been taken by the Diocese to make safe a tree, with a TPO, in Woodlands Churchyard. The Chairman and Cllr Morgan Antell will chase this.</p>
45	<p>Review Standing Orders, Financial Regulations, Reserves Policy and the consultation on the New Model Code of Conduct.</p> <p>Members were provided with documents for review, no comments. Members should respond with comments on the Consultation on the New Model Code of Conduct to the Clerk by 14th August 2020.</p>
46	<p>97 Bus Joint Working Group Meeting</p> <p>Members were provided with the notes and data from the meeting held 1st July 2020.</p>
47	<p>Actions List</p>
Oct 14	<p>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 4th 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.</p> <p>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.</p> <p><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></p>
Sept 18	<p>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.</p>
	<p>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 monitor.</i></p>
	<p>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.</p> <p>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.</p> <p>March 2020 – Now routes established, Clerk to ask why Dorset Council cannot proceed and install bridge.</p> <p>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.</p>

	July 2020: Cllr Trevor Brown has been corresponding with Dorset Council as the permissive route around the boundary has not been approved by Dorset Council and waymarkers have been moved off the definitive route. Cllr Brown suggests that Dorset Council should still install a bridge on the definitive route by the concrete slab.																
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. July 2020: No resurfacing or signage.																
48	<p>Financial Matters</p> <ul style="list-style-type: none"> Members were provided with up to date balances. Members resolved unanimously to pay items below including Clerk's Salary: <table> <tr> <td>Online</td> <td>Holt Parish Council</td> <td>Shared cost of Administration Book 11th Edition for Clerk</td> <td>£72.00</td> </tr> <tr> <td>Online</td> <td>Aldersholt Parish Council</td> <td>Q2 contribution 97 Bus</td> <td>£290.14</td> </tr> <tr> <td>Online</td> <td>DAPTC</td> <td>Annual Subscription 20/21</td> <td>£524.62</td> </tr> <tr> <td>Online</td> <td>Holt Parish Council</td> <td>Shared cost of Annual Fee for Cisco Webex</td> <td>£67.50</td> </tr> </table>	Online	Holt Parish Council	Shared cost of Administration Book 11 th Edition for Clerk	£72.00	Online	Aldersholt Parish Council	Q2 contribution 97 Bus	£290.14	Online	DAPTC	Annual Subscription 20/21	£524.62	Online	Holt Parish Council	Shared cost of Annual Fee for Cisco Webex	£67.50
Online	Holt Parish Council	Shared cost of Administration Book 11 th Edition for Clerk	£72.00														
Online	Aldersholt Parish Council	Q2 contribution 97 Bus	£290.14														
Online	DAPTC	Annual Subscription 20/21	£524.62														
Online	Holt Parish Council	Shared cost of Annual Fee for Cisco Webex	£67.50														
49	<p>Information for Report Only</p> <p>Horton & Chalbury Village Hall re-opening 1st August. Members to consider holding 'face to face' meeting September depending on guidance from NALC.</p>																
	Next Meeting – re-scheduled to <u>Wednesday 9th September 2020</u> at 7:30pm with a possible Planning Meeting on <u>Wednesday 19th August 2020</u>.																

Meeting closed at 20:29

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

Signed;..... 9th September 2020