

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

Item	
65	<p>Attendance & Apologies</p> <p>Cllr Morgan Antell (Vice Chairman) Cllr Caroline Barnes Cllr Trevor Brown Cllr Steve Butler Cllr John Hayes Cllr Anthony (Sam) Keet Cllr Jerry Laker (Chairman) 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) Mrs Lisa Goodwin (Clerk)</p> <p>Apologies received from:</p> <p>None received.</p> <p>Public – one present.</p>
66	<p>Declarations of Interest & Grants for Dispensation</p> <p>None received.</p>
67	<p>Public Open Session</p> <p>A resident of Woodlands expressed his concerns with Planning Application 3/20/0922 Crossroads Nursery. It is felt this is an unsuitable location (a rural, residential village) for what is effectively a commercial HGV workshop more suited to an Industrial Estate location. The site already effects neighbouring properties with volume of traffic, noise from power tools and reversing alarms which are daily including weekends.</p>
68	<p>Confirm the minutes of the meeting held 2nd September 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>
69	<p>Dorset Councillors Reports</p> <p><u>Cllr Robin Cook – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury)</u> Please see Appendix A of these minutes.</p> <p><u>Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles)</u> -Please see Appendix B of these minutes.</p>

70	<p>Correspondence – circulated by email prior to the meeting</p> <ul style="list-style-type: none"> • Dorset Council 'Reaching Out' Campaign to raise awareness of the range of support available to people financially affected by Covid-19 so they can seek advice and support. • Environment Agency Property Flood Resilience Study. Members were invited to respond to the study by 25th September.
71	<p>Planning Applications & Matters</p> <p>3/20/1146 CONDR Dairy House, Wigbeth, BH21 7JH Proposal: vary Condition 2 of approved P/A 3/17/2823/FUL - Conversion and extension to 2 outbuildings to 2 self-contained flatlets for holiday accommodation. Provide parking and BBQ area to Replace approved plan 1206/106a with new plan 1206/106b and replace approved 1206/107c with new plan 1206/107d. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/1336 FUL Ivy Cottage Farm, Woodlands, BH21 8NE Proposal: single storey timber building to provide facilities for holiday accommodation. Members resolved unanimously to respond with NO OBJECTION to the above proposal however there are concerns this building might be put to a different use in the future and an appropriate condition should be placed to prevent this should it be approved.</p> <p>3/20/1401 FUL Land off Priors Corner, Chalbury, BH21 7EX Proposal: part retrospective application for the erection of an agricultural storage barn. Members resolved unanimously to respond with OBJECTION to the proposal as this is not an agricultural holding, the land is not used for agricultural purposes and there is no evidence in the application that the building is required for agriculture therefore we can see no justification for a barn. <i>Members request this application is considered by the Planning Committee if the Officers recommendation is at variance to the Parish Council.</i></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 to create an annexe (amended description and proposal). Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>3/20/0922 CONDR Crossroads Nursery, Woodlands, BH21 8LN Proposal: Variation of Conditions 2 (Hours of operation), Condition 4 (Number of employees) & Condition 8 (Types of vehicle) of Planning Permission 3/04/1352/COU (Retrospective change of use of buildings to B8 parking of private / non-commercial vehicles and vehicle repairs and ancillary use of the hardstanding including loading / unloading repairs, maintenance and manoeuvring). Variation would allow operation between 8:00-20:00 Mon to Saturday and 8:00-15:00 Sunday (Condition 2); allow up to three mechanics at any time (Condition 4); allow use of the barn (G) and the workshop (H1) to be a mixed use of storage under B8, for the parking of a camper van or replacement thereof, and for the maintenance and repair of motor vehicles (Condition 8). Members resolved unanimously to respond with OBJECTION to the proposal which is effectively a change of use and is unsuitable development in the Green Belt. <i>Members request this application is considered by the Planning Committee if the Officers recommendation is at variance to the Parish Council.</i></p> <p>To consider a response to the Government Planning White Paper. Members discussed the White Paper and the draft response by Dorset Council which will add that more pressure should be applied to developers who already have permission to deliver the homes that are needed.</p> <p>The Chairman requested members send their comments to the Clerk and it was agreed that our comments are put in writing to Dorset MP Simon Hoare. <i>(Clerk/JL)</i></p>

72	<p>Highways Matters</p> <ul style="list-style-type: none"> Highways Meeting jointly with Holt Parish Council and Officers 9th September 2020 attended by the Chairman and Cllr Trevor Brown who reported that it was a general discussion about the 'through' traffic mainly effecting Holt Parish. Traffic surveys would identify the movement of traffic off the C2 and A31. Cllr Trevor Brown added that 'priority' traffic at Horton Village on the approach from Horton Inn would slow vehicles. C2 from Horton Inn to Horton Village has now been resurfaced with new centre white lines which is an action the Parish Council has been chasing for since 2014. Cllr Brown suggested edge white lines would be beneficial here as per other routes approaching the Horton Inn as there are no cats eyes. C2 from Slough Lane to Three Legged Cross has also been re-surfaced. Dorset Council has done an excellent job and members expressed their thanks to the Dorset Councillors. It has been noted that there have been a number of diversion signs placed at junctions recently which have blocked visibility and could be positioned more safely. <i>Noted</i> Other Highway matters listed in Actions List below.
73	<p>Rights of Way/Open Spaces</p> <ul style="list-style-type: none"> A resident is concerned with stiles that are difficult to use on footpaths E59/16 & E59/18 Woodlands. The Dorset Council Ranger has responded directly to the resident and will make a site visit on 21st October. Rights of Way matters awaiting action listed in 'Actions List' below.
74	<p>Burgess Field Play Area – Inspections</p> <ul style="list-style-type: none"> Members considered the weekly visual play inspection sheets. <i>No new actions identified.</i> Quarterly Inspection report received but with some discrepancies, Clerk has requested that the Parish Council meets the Inspector on site for the next inspection in December. Aster Housing have completed an inspection as part of their Insurance report and identified 3 items of play equipment that require the wooden components to be treated and painted. <i>Noted.</i>
75	<p>Tree Matters</p> <ul style="list-style-type: none"> 3/20/1576 TCA Castle House, Horton, BH21 7JA Proposal: T1 Willow, re-pollard to previous pollard points. Members resolved unanimously to respond with NO OBJECTION to the proposal. The Dorset Council Tree Officer has visited the unsafe tree in the churchyard and agrees it needs to be removed. This is an action for the Diocese. The area around the Remedy Oak has kindly been cleared by Evans Above.
76	<p>Forestry England Draft East Dorset Forest Plan</p> <p>Cllr Sam Keet will review the Plan and report to members.</p>
77	<p>Neighbourhood Plan for Wimborne St Giles</p> <p>Members discussed the merits of a Neighbourhood Plan in order to give the community a say in future development. It was resolved to firstly define the boundary within which a Wimborne St Giles Neighbourhood Plan should apply and to then notify Dorset Council that it is the Parish Council's intention to create a neighbourhood plan within the agreed boundary.</p>

78	Actions List									
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 monitor.</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 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. Sept 2020: Landowner has a 21 day closure on the path to allow construction of animal houses. Members agreed to write to Dorset Council regarding the importance of reinstating the bridge on definitive route and that the proposed diversion route of this path by the landowner is not satisfactory due to the rising spring. Oct 2020: Dorset Council awaiting quotations for bridge. Temporary Closure extended to allow building works from 8 th October for 26 weeks. Members unhappy with extended closure and the necessity for it to be closed at all. <i>Requested that Cllr David Tooke inquires if Dorset Council has checked the validity of this application.</i>									
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. <i>October 2020 Dorset Council has quote for resurfacing works and is awaiting approval to proceed.</i>									
Oct 20	E59/19 by Christmas Cottage, vegetation cleared but a high rail has been placed on the stile. Dorset Council aware.									
	Matterley Drove close to junction with B3078, large hole. Reported to Dorset Council ref 1156216									
	E59/7 Woodlands off Jubilee Hill behind houses is waterlogged all year round, suspected sewerage. Cllr MA to investigate further, take photo evidence and report to Dorset Council.									
79	Financial Matters <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 border="0"> <tr> <td>ONLINE R Mear</td> <td>To erect the new Noticeboard at Woodlands</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td>ONLINE Ava Recreation</td> <td>Quarterly inspection of Burgess Field Play Area</td> <td style="text-align: right;">£90.00</td> </tr> <tr> <td>ONLINE Clerk</td> <td>Expenses & Reimbursements July-Sept 20</td> <td style="text-align: right;">£75.84</td> </tr> </table>	ONLINE R Mear	To erect the new Noticeboard at Woodlands	£100.00	ONLINE Ava Recreation	Quarterly inspection of Burgess Field Play Area	£90.00	ONLINE Clerk	Expenses & Reimbursements July-Sept 20	£75.84
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ONLINE Clerk	Expenses & Reimbursements July-Sept 20	£75.84								
80	Information for Report Only No matters to report.									
	Next Meeting – <u>Wednesday 4th November 2020</u> at 7:30pm									

Meeting closed at 21:35

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

Signed;..... 4th November 2020

Appendix A**Cllr Robin Cook – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury)****COVID-19 UPDATE**

This is the latest from Public Health Dorset. With local agencies now playing a lead role in identifying and responding to local coronavirus outbreaks, we are now publishing weekly updates to keep residents, businesses and partner agencies informed of the latest COVID-19 situation in the county.

Overall picture in Dorset – updated 1st October 2020 In line with the national trend, our data shows that cases have risen in Bournemouth, Christchurch and Poole and Dorset Council areas. Although our numbers are now higher, the increase does seem to be levelling off. We continue to monitor all of our data to understand the current picture. We are reinforcing our public information messaging, reminding residents to continue to follow public health measures in order to prevent further transmission. We have local outbreak management plans in place and work with local partners to identify confirmed cases in settings that may need to take additional action.

Care homes

There has been a further increase in the number of care homes with positive cases identified through routine whole care home testing. These continue to be monitored closely working with partners in adult social care, NHS Dorset CCG and the care homes themselves to ensure all necessary measures are being taken. A local care home visiting policy is in place. This was reviewed alongside our local picture at our Health Protection Board last week. The Board asked care homes to review their own visiting policies, ensuring they continue to follow best practice guidance, but felt that on balance visits to care homes could continue. This will be reviewed again at the Board this week. Day services may also remain open in line with national guidance and risk assessment, with further review this week.

Schools

We are aware of a number of cases associated with schools in Dorset and Bournemouth, Christchurch and Poole and we have been working closely with the affected schools and Public Health England South West to ensure any necessary measures are taken. Affected schools have communicated directly with parents and carers regarding any changes to school provision. Any close contacts of cases have been contacted and advised to self-isolate. Members of the school community do not need to self-isolate and should not get tested unless specifically directed to do so.

Universities

There are a number of Bournemouth University students who have tested positive for COVID-19. We are working closely with Bournemouth University and Public Health England to identify and respond to any confirmed cases. Anyone who is a close contact of the positive cases has been contacted and asked to self-isolate for 14 days. At the moment the number of cases amongst students in Bournemouth is low compared to elsewhere in the UK but we will continue to work with local partners to monitor the situation and respond accordingly. The university has implemented a wide range of public health measures to reduce the risk of transmission, but we need everyone to play their part.

COVID-19 app launched on 24th September 2020

The Government launched a new Test and Trace app on Thursday 24th September. The app will be used alongside traditional contact tracing methods and will help notify users if they have come into contact with someone who may later test positive for coronavirus.

From launch day everyone will be able to go to their usual app store on their smartphones and download the app – search for **NHS COVID-19**. Some features of the app include risk alerts by postcode, a symptom checker and test booking. Please be assured the app tracks the virus, not the individual.

It is also now mandatory for some businesses and organisations to have a system in place to collect visitor data and keep it for 21 days. We have used our usual communications channels to reach Dorset's businesses, town and parish councils and our own local council services about this new legal requirement and have asked them to display NHS QR code posters in their properties ahead of the new NHS COVID app launch.

The venues affected include those in the following sectors:-

- ☒ Hospitality
- ☒ Leisure and Tourism
- ☒ Close contact services (such as salons)
- ☒ Places of worship
- ☒ Local authority venues (such as libraries, Registration Offices, Leisure Centres and Town and Village Halls)

We should now be seeing these businesses with the NHS QR posters in their venues for customers and users to check-in with the new NHS COVID-app at that location.

The requirement to display the poster does not replace the business current methods of collecting customer data, as visitors may not have smartphones or use the app. If businesses or council venues are currently using a paper method to collect data from people without smartphones, they can continue to do.

Planning

Dorset Council is reaching a key point in a project to transform their planning system.

Over the last year they have been working to pull together the six former district, borough and county councils planning functions together into one team using one planning management software version. They have also used an outside agency to clear the validation backlog.

Transferring the data onto the new system will be phased. The first phase is for the former North Dorset area. This was during the period 24th – 28th September. Next will be former West Dorset and Weymouth and Portland, then former East Dorset and Purbeck and finally the former Dorset County Council data.

During the time of transfer there will be no access to the information online and no ability to add comments. Any consultation deadlines that will fall during this time will automatically be extended by four days to compensate.

Once the transfer has taken place information on planning application for the former North Dorset area will still be accessed as before using the relevant area button on the planning web page. The new system has a similar look to the current East Dorset pages. Comments can be entered onto each application online and be seen immediately.

When all the information has been transferred, early in 2021, the benefits will include more efficient processing of applications, and consistent information available to customers. There will also be further work to review all our processes, as part of the planning transformation project. By bringing all planning services into one team and one system, we can make sure that there is a consistency of approach across Dorset.

I recently attended a seminar on the Government 'Planning for the Future' White Paper and, following this, prepared a precis of the draft responses by Dorset Council to the current consultation which closes on 29th October. This has already been circulated to assist parish councillors in their deliberations. As well as a co-ordinated parish response, I hope members will respond individually. The White Paper contains some radical proposals, which if adopted may have a negative impact on how we decide on development in Dorset.

School admissions

If your child is due to start Secondary or Upper school in September 2021, you need to apply by 31st October 2020 for the best chance of getting a place at their preferred school. Applications received after this date cannot be considered until the late round in February, so please don't risk disappointment by leaving it too late. Finding the right school place for your child is an important concern for any parent/carer. The admissions pages on the Dorset Council website give you with all the information you need in order to apply for a school place. You can also check out the parents' guide for information about the different types of schools and how to apply.

Children born between 1 September 2016 and 31 August 2017 can apply to start school in September 2021. Parents and Carers need to apply by 15 January. Parents whose child is due to move to junior or middle school in September 2021 must also apply by 15 January 2021.

If you're not able to apply online, you can download a word document from the admissions pages or contact the School Admissions Team on 01305 221060, or email: admissions@dorsetcouncil.gov.uk

Household Recycling Centres – Reopening parking bays and resale areas

When [HRCs](#) reopened in late May, every other parking bay was closed off and resale areas were shut to help visitors socially distance and reduce contact with items from other households. However, now that these public health measures are widely understood and mitigated against, the Council is working closely with site operators W&S Recycling to test the opening of more parking bays at various [HRCs](#) in order to accommodate more visitors and reduce queuing times.

We will also try reopening resale areas on a limited basis in the interest of reusing more of the items dropped off. Visitors to these areas should note the following: –

- Hand sanitiser will be available, and all visitors will be reminded to make use of it
- Visitors will be advised not to touch surfaces and products unless necessary
- Payments are to be made using a card contactless system. Cash will only be taken if the exact amount is given.

We ask that site users continue to observe social distancing measures when visiting an [HRC](#). Unfortunately, site employees are still currently unable to help with unloading and lifting waste.

If this testing proves successful, we may introduce the new arrangements at all sites in due course while continuing to monitor the situation in line with updated public health guidance emerging from central government. Please note that all Dorset [HRCs](#) moved to winter opening hours (10am to 4pm daily) from Thursday 1st October.

Appendix B

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

The Budget and Medium Term Financial Plan approved in February 2020 identified a budget gap – including planned savings - of £31m from 21/22 through to 25/26 – of which £7.4m arose in 21/22

Covid has had a huge impact on this and the details are shown below.

	£k
Budget gap from 2020/21 MTFP	7,434
Reduction in tax base growth	1,924
Reduction in business rates	1,000
Change in inflation assumptions on pay, non-pay and income	1,324
Adults Services & Housing 20/21 continuing budget pressures	6,584
Children's Services 20/21 continuing budget pressures	625
Place Services 20/21 continuing budget pressures	2,208
Corporate Services 20/21 continuing budget pressures	294
Corporate Savings not achieved in 20/21	6,392
Adults Services & Housing new budget pressures	1,955
Children's Services new budget pressures	7,142
Place Services new budget pressures	2,730
Corporate Services new budget pressures	2,288
	41,899

The Council has identified £11.9m of Tactical Savings, and a potential £8.2m of Transformational Savings, which will reduce the Budget Gap over the period

Initial Budget Gap	£41.9m
Less: tactical savings	-£11.9m
Less: transformation savings	-£8.2m
Revised Budget Gap	£21.8m

Tactical Savings derive from savings through convergence of IT systems, deleting vacant posts, reduction on staff travel, reduction on leasing office space, savings on contracts by renegotiating. Transformation Savings derive from a large number of projects which will produce longer term savings, such as:

- Review ways of working for Office based staff
- Review the Asset Management Plan including office space
- Rationalising and integrating IT systems
- Develop BI to support further reviews

A review of the Capital Program will take place during the Autumn

This budget gap cannot be achieved through efficiency alone, and service delivery will be impacted, and priorities are going to be important. We must ensure that the protection of Residents is covered.

The Council is continuing to lobby Government, but we must also grow our income and reduce ongoing costs.

Response to "Planning for the Future" White Paper

1. That delays in house building nationally are not all due to the planning system – local planning authorities do not build houses - but to other factors including market absorption, the homogenous nature of large developments, and reliance on the private sector for infrastructure provision, as identified in the Letwin review. In the last decade, 2.5 million homes were granted planning permission but only 1.5 million were delivered; similarly in 2019, 371,000 homes were given permission but only 241,000 were delivered;

2. That binding national housing targets and removal of the opportunity for people to comment at outline planning application stage on sites allocated for growth in plans will reduce the ability of communities to have input into proposals affecting their local areas, and reduce local democracy;
3. That greater detail is required on how the national housing targets would be derived, including how environmental constraints will be taken into account, and that this must include an element of national planning strategy setting out the aims for how places will grow and the infrastructure needed to support them;
4. That the proposed timescale for the adoption of new style plans is very ambitious bearing in mind the need for the introduction of new primary legislation, the proposed 'front loading' of community engagement and the greater level of technical work necessary if growth areas will receive automatic outline planning permission;
5. That there is significant risk to the progress of currently emerging local plans due to the uncertainty around, and scale of, these changes;
6. That if national policies are not to be repeated in local plans, they need to carry the same weight in decision making as development plan policies. Some local 'development management policies' will still be necessary to set out local mechanisms and approaches to addressing national policy issues – for example local solutions to addressing indirect effects of development on protected habitats;
7. That there is no reference to what if any effect these changes are intended to have on minerals and waste local plans, how policies and site allocations for minerals and waste would be applied under the zoning system and how minerals safeguarding can be achieved;
8. That while the support for good design and the publication of a national design code are welcomed, it is important that these focus not only on what places look like, but how they work for those living and working in them. Masterplanning also needs to consider infrastructure provision and mitigation of impacts on habitats, flood risk, heritage and landscape.
9. That the replacement of the Community Infrastructure Levy and Section 106 planning agreements with a single levy is not likely to generate sufficient funding for the infrastructure and affordable housing that is needed, particularly bearing in mind the exemptions proposed. We would support the ring fencing of funding for affordable housing to ensure that this is not reduced;
10. That while an increased reliance on digital methods of engagement and involvement may well attract a wider audience to comment on planning proposals, it will potentially disadvantage older people and those in more deprived areas who may have less access to digital means of communication.