**HOLWELL PARISH COUNCIL**

**Minutes of Full Parish Council Meeting**

**held on**

**Thursday 27 January 2022 at 7.30 pm in the Village Hall**

**Present**: Chairman Cllr Sally-Anne Holt (SH), Vice Chair Cllr Bruce Duncan (part of meeting), Cllr Dorothy Webb (DW), Cllr Neil Peirson (NP)

Three parishioners

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| **Item** | **Detail** | **Action** |
|  | **Period of Public Questions**Cllr Holt welcomed everyone to the meeting.Holwell Bridge – Parishioner correspondence received stating that any plans to repair and restore it and the surrounding area would be fully supported. Given that it is listed and of historic interest we would be happy to help in any way to protect it and will be interested to hear what further steps are taken.Action – Clerk to respond thanking for offer of help and to pass on contact details of Cllr Webb, who is leading this project. | SM |
| **2022/1-1** | **To receive Apologies for Absence and to approve the reason given.**Parish ClerkOne ParishionerAccepted as valid by the Parish Council |  |
| **2022/1-2** | **To receive Declaration of Personal or Pecuniary Interests or Grants of Dispensation**Cllr Holt – Planning Application P/FUL/2022/00251 |  |
| **2022/1-3** | **To approve and sign as a correct record the Minutes of the Last Full Council Meeting held** **on Thursday 4 November 2021.**The Minutes were Passed, Agreed and signed as a true record*Proposed Cllr Webb, Seconded Cllr Peirson* |  |
| **2022/1-4**123456 | **Clerks Report**Police Report – PCSO 6269 Mark Jones (Sherborne Rural Neighbourhood Policing Team)October – no crimes reportedNovember – no crimes reported* We continue to patrol all areas and are utilising social media to keep members of the public appraised of our actions.
* We have been running a social media campaign regarding domestic abuse & violence against women while highlighting where victims of domestic abuse can get help and support. We are now about to start our annual Christmas drink drive campaign. These campaigns and many other messages and updates for the Sherborne area are distributed via Face Book, Twitter, Instagram and Dorset Alert

Highways* Holwell Bridge – 9.11.21 – David Ackerley confirmed that the bridge is safe to use as repairs have been carried out on the bridge after the recent torrential rain. A digger will be brought in to move the bridge back into place as it is too heavy to be moved by hand.
* SID and Gates with Dorset Council - ongoing. SID now has posts erected and await Parish Council order for the SID at £2500 within previous Council agreement. Gates – Cllr Duncan ongoing with Dorset Council who now have all the details and we await a price
* Cornford Bridge – Cllr Duncan discussed with Paul Thatcher, especially Sherborne side west adjacent land – actually Bishops Caundle side. Cllr Duncan will draw up specification and ask STC for a quote for the work.
* Pulham Road – edge of road – 3.12.21 chased for an update as to when the work would be completed (Report reference: 1174805) 14.12.21 response received - We are still looking into your issue and will have an answer for you soon. Thank you for your patience regarding this.

Parish Matters & Parishioner Comments/Issues* Crouch Hill Close – Stonewater have confirmed that there is one home left to be sold, however this is going through conveyancing at the moment and is likely to complete early in the new year. They confirmed that all of the homes have been let and sold in accordance with the Local Connection Requirements stipulated by the S106 agreement. Thank you to Teresa and her team for working with us on this matter (3.12.21)
* Holwell Nursery school parking and road safety issues. Ongoing – Parish Council to write to school with information and asking why the car park is not being used. Traffic safety issues to be addressed. Stonewater confirmed this is not their responsibility, and school in October 2021 said they had works to do. Parish Council want a date when the Car Park will be used
* School bus stop pick up point - Ongoing – parishioner complaints with Dorset Council in relation to (primary) bus stop position – Dorset Council refused to change despite no street lighting or footpath. New resident at Crouch Hill Close also has to walk further with push chair etc. Chris Loder involved but residents need Parish Council support.
* Holwell improvement areas – a new process after Budget discussions. Includes grass cutting, finger post cleaning, path way marks, etc – requires list and specification for works.

Planning* Enforcement Query EN/2021/00301 - Gunville House, Gunville Road, Holwell, Sherborne. DT9 5LL – 12/11/21 Mark Hitchcott, Enforcement Officer stated that he has visited the property and checked the development against the approved plans on application reference WD/D/20/001878 and measured the height of the house up to the eaves. He stated “The house does scale in terms of this measurement with the approved drawings. I have also checked the development against the approved elevation drawings and found no discrepancies. There does not therefore appear to be any breach of planning control. As a result of my findings, we have closed our investigation.” 16.12.21 Parish Council wrote requesting all data and information held by Dorset Council (FOIA). Response was received 20.12.21
* Gunville House – DC Planning (Mark Hitchcott) answer about enforcement requires checking and a substantial amount of work, to check if the planning Officers answer is credible, before deciding either drop the query or continue with enforcement considerations

Rights of Way* Stile at east end of N17/13 is now repaired.
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| **2022/1-5**1 | **To receive reports from:****Cllr Robin Legg – Sherborne Rural Ward, Dorset Council**Flooding* Cllr Legg has contacted Andy Probets who is part of the Flood Risk Management team and has visited Church Green, Bishops Caundle about their flooding. He advises that there is some supporting work going on the looking at planning permissions and conditions granted for developments eg Manor Farm, adjacent to Church Green to see if these had any impact on the situation. He stated that the team had received a large number of issues following the flood incident and focus on our issues is ongoing
* He had been sent an Environment Agency website which gave details of flooding including surface flooding and agreed to forward that to councillors for information.

Planning* Discussed the feedback from enforcement team about WD/D/20/001878. He too is having problems with enforcement responses and actions and had put in FOIA request asking for details of the number of incidents and the responses that the team have given. Discussed whether this was a resource issue and he believes that there are now 2 additional staff.
* Cllr Legg advised that he was also concerned about the number of planning applications where councillors had asked for applications to be reviewed by the relevant Planning committee and the request had been ignored and applications had been processed by delegated authority. Again, he has asked for information on this to assess the scale of the issue.
* Planning website. He has complained to Head of Planning cc Chief Executive about the website site which is now increasingly difficult to use. Discussed and agreed that it is now significantly worse that it was before.

A member of the public requested information on the planning application resulting from the FOI requestA member of the public requested information on the planning application for Church View Farm |  |
| **2022/1-6** | **To discuss Co-option of Councillors*** Resignation of Cllr d’Albedyhll-Newman was received 13.12.21.
* Notice of vacancy has been produced and was displayed on notice board, village hall and on website.
* Confirmation received from Elections team that no request has been made to fill the vacancy by election, therefore the Parish Council can fill the vacancy by co-option.
* There are three vacancies
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| **2022/1-7** | **To consider and agree any actions in relation to Planning Matters****PLANNING MATTERS – For Discussion****P/FUL/2022/00251 – LAND AT STONEY LANE, HOLWELL, SHERBORNE**Erect Agricultural building, form yard and earth bunds (part retrospective)*Comments by 10 February 2022** A member of the public raised the issue of burning of commercial waste at this site. Action – Cllr Holt to notify Environmental Services at Dorset Council
* The application was discussed but it was agreed that there was not enough information available to determine a response at this time.

Action – Cllr Duncan to formulate a response to be circulated to Councillors for review and response before submission.**PLANNING MATTERS – For Information****P/FUL/2021/04575 – CHURCH FARM, THE BOROUGH, HOLWELL, DT9 5LB**Erection of dwelling (class C3) and create 2 parking spaces.*Comments by 1 December 2021, Extension granted until 13 December 2021 -* Holwell Parish Council is a rural parish and supports its agricultural community. As such, it has a record of strongly supporting agricultural construction and, as a significant proportion of our residents work in agriculture, it is one of two critical areas of employment and business detailed in the Holwell Neighbourhood Plan (HNP) dated September 2021. **Residents’ Views and Comments**Holwell Parish Council has received comments from a number of residents in The Borough and it appears they accept the existence of the farming enterprise in that area as long as it is a pure farming one and is proportional to the size of the holding; this does not include farming machinery contracting business. Their concerns are as follows:**a) The Enterprise -** Concern that the farming enterprise is no longer limited in both size and scope – there is storage on site of various items of plant which bear little connection to the farming operations on the site. **b) Adverse impact caused by movement of heavy farm machinery on and off the site -** Heavy vehicle traffic from Church View Farm, even at current usage levels, has already materially increased risk of traffic accidents at the already hazardous Borough Lane junction with Crouch Lane/Cornford Hill There is significant damage to the road verges and grassed areas between this junction and the farm entrance and increased frequency of heavy farm traffic.**c) Proposed New Dwelling -** The change from a single storey dwelling to a double height building will have a far greater visual impact than the building it will replace.**Parish Council comments -** Holwell Parish Council are committed to serve its agricultural community in a fair and transparent way and wish to see the development of new enterprises undertaken in a reasonable way within the Parish. However, before approving the application, we would strongly urge the Planning Authority to review the plans in the light of the recommendations made in the report from Reading Agricultural Consultants, which we support.1. In Paragraph 28 they propose that the additional facilities shown in the proposed plan in a side building could be incorporated within (or adjoining) one of the livestock buildings rather than the proposed dwelling.2. Also in Paragraph 28, they propose that it may also be possible to reduce the Internal Gross Area of the residential part of the dwelling to 140 m² which would include the office space, as built elsewhere in Dorset.This would achieve a smaller and potentially more affordable rural worker’s dwelling in the long term. 3. In Paragraph 29, they propose that the Planning Authority review whether locating the dwelling closer to the farm buildings would have a reduced landscape impact. This would entail no material detriment whether to access to electricity and water supplies, parking arrangements, or existing to access to the farm yards and barns or to the road. It would also place the building closer to the package treatment plant already on site. This would mitigate, to some extent, the impact on local residents in The Borough and Barnes Cross.Proposed Conditions on the assumption these will be enforceable * That the temporary building is removed from site within a specified, period from completion of its replacement.
* Trees and Hedging – we request that all trees/hedges removed on the site are replanted in line with the Holwell Neighbourhood Plan Policy E2.
* That the applicants comply with the recommendations made by the Highways Authority and Rights of Way officers.

**P/OUT/2021/05392 – LAND SOUTH OF THE RECTORY, CROUCH LANE, HOLWELL**Erection of one dwelling and modify existing vehicular access (outline application with all matters reserved)*Comments by 31 December 2021 – Support with reference to the NHP September 2021, Policy H1: Amount and Location of New Housing that includes this sit* | SAHBD |
| **2022/1-8**1234567 | **To approve the financial statement and agree any actions** Invoices paidClerks Wage & Exps (Sept) £ 234.00 Paid BACS 4.10.21Aubergine Ltd (website) £ 238.80 Paid BACS 4.10.21Dorset Council (Speed Survey) £ 510.00 Paid BACS 25.11.21Clerks Wage & Exps (Oct) £ 342.65 Paid BACS 25.11.21Clerks Wage & Exps (Nov) £ 395.77 Paid BACS 13.12.21HMRC £ 47.60 Paid BACS 13.12.21Invoices to be approved and paid

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| Holwell Village Hall for PC Meetings | £ 52.00 | LGA 1972 sch 12 para 10 (1) |
| Reimbursement Cllr Holt (TSOHOST) Sep  | £ 4.31  | LGA 1972 s142 |
| Reimbursement Cllr Holt (TSOHOST) Oct | £ 4.31  | LGA 1972 s142 |
| Reimbursement Cllr Holt (TSOHOST) Nov | £ 4.31 | LGA 1972 s142 |
| Reimbursement Cllr Holt (TSOHOST) Dec | £ 4.31 | LGA 1972 s142 |
| Reimbursement Cllr Holt (TSOHOST) Jan | £ 4.31 | LGA 1972 s142 |
| Parish Clerk Wage | £ 238.34 | LGA 1972 s112 |
| Donation to Holwell PCC towards upkeep of Churchyard | £ 200.00 | LGA Section 137 |
| Donation to Samaritans | £ 50.00 | LGA Section 137 |
| Donation to Citizens Advice Bureau | £ 100.00 | LGA Section 137 |

Monies ReceivedNoneTo approve budget and set precept for 2022/23 – The budget and precept as detailed were proposed by Cllr Pierson, seconded by Cllr Duncan and agreed unanimously. The precept request from the Parish Council for 2022/23 has remained the same at £7750.00To approve the re-payment from Neighbourhood Plan Account to No 1 Account of £ 1113.58 was approved. *Proposed Cllr Pierson, Seconded Cllr Duncan, AIF*To approve increase of Clerks monthly expenses – it was agreed to increase the monthly expense to £ 10.00 per month towards the cost of working from home. *Proposed Cllr Pierson, Seconded Cllr Duncan, AIF* |  |
| **2022/1-9**1 | **Date of next meeting**.March – date to be confirmed. |  |

**The meeting concluded at**

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_