



Highcliffe & Walkford Parish Council

30 September 2020

Minutes of the Virtual Meeting of Highcliffe & Walkford Parish Council held this day at 6.30pm

Present: Cllr R Hutchings (Chairman), Cllr A Martin (Vice-Chairman), Cllr N Brooks, Cllr T Butcher, Cllr N Geary, Cllr L Harris, Cllr W McNeill and Cllr S Smith.

Also Present: T Jamieson (Clerk) and 2 members of the public.

Part 1 Open Items

Action

20/166	Apologies for Absence – No apologies received	
20/167	Declarations of Interests There were no declarations of interest declared by Members.	
20/168	Minutes of Previous Meeting Minutes of the meeting held 26 th August 2020 were taken as read, confirmed as a true record. To be signed by the Chairman at a later date.	
20/169	Chairman’s Remarks – The Chairman stated that there was nothing to report that would not be covered in the meeting.	
20/170	Matters Arising	
a)	20/150 – New Plans for Jesmond Avenue Cllr Brooks asked if the new proposals could be shared with Members.	
b)	20/154 – Assets of Community Value Cllr Brooks reported that there were a number of areas of common land within the Parish that were included in the Neighbourhood Plan with various owners and other parts not registered in the Local Plan. The Chairman stressed that details of all sites would be required in order that they can be included as Assets of Community Value.	NB

c)	<p>20/155 – Community Speed Watch Initiative Cllr Brooks reported that several residents had indicated their willingness to be volunteers. He felt this an important initiative with links to Highways and Revitalising the High Street. Dorset Police welcomes the initiative. Councillors and members of the public should be encouraged to volunteer. Cllr Martin would write a press release. Cllrs Hutchings and McNeill volunteered.</p>	
20/171	<p>Planning Report A detailed report had been circulated and the comments noted. The following decisions were agreed by members: Chewton Farm Road A further letter of objection to be sent to the Planning Inspectorate following the appeal made by developers against BCP Council’s refusal.</p> <p>Application 8/20/0600FUL 32 Stuart Road Generally felt good use of space although some concerns regarding parking area at front of properties. Letter of general support but with comment regarding parking to be sent after considering other consultees comments.</p> <p>Application 8/20/0336FUL 165 Lymington Road Application has been refused although a similar application had previously been approved.</p> <p>Application 8/20/0717FUL 398-400 Lymington Road Strong objection to be made: on size of flats too small and cramped and complete lack of car parking spaces.</p> <p>Application 8/20/0250 & 51LB Castle Lodge Agreed to make objections to balcony at rear of building overlooking and loss of privacy, height out of keeping and grave concerns over listed wall.</p>	<p>WMc by 01.10</p> <p>WMc</p> <p>WMc</p>
20/172	<p>To receive updates on Council Initiatives</p>	
a)	<p>Neighbourhood Plan Cllr Brooks outlined a paper he had prepared. A significant amount of data was being loaded onto “Parish Line”. The presentation is at Draft 3 stage and policies are being prepared in respect of Retail & the High Street, High Street Environment, Housing types and Housing Design. The pre-submission document should be presented to the Parish Council mid to end of November followed by consultation with residents & others. Regular progress meetings are held.</p>	
b)	<p>Revitalising the High Street. Cllr Martin reported on the report paper stating that the document prepared and delivered to all retails and businesses along with HRA and HAT had been well received.</p>	

	<p>60+ residents had attended the “Drop In” making a number of comments but an overwhelming support for the initiative. A meeting with BCP Council would be arranged after the feedback had been analysed. The top ranking proposals were: 20mph speed limit, removal of on street parking, free parking up to 1 hour in Wortley Road car park, gateway entrance features and pollinator gardens, zebra crossing and creation of pinch points. He thanked Cllr Brooks for the work he did to bring everything together.</p>	
c)	<p>Pavement Improvements It was agreed that Item 11 on the agenda (Footpath repairs) should be dealt with under This heading.</p> <p>Cllr Smith stated that it was difficult reporting matters such as overgrown hedges as the current system at BCP Council only allows individual reports. It was agreed that a meeting should be set up with BCP officers to overcome the reporting problem and to determine a contact.</p> <p>The Chairman reported that a complaint had been received from a resident regarding the poor state of a footpath running between Knightwood Close and Bure Brook. Work has been undertaken to determine where the responsibility lies for the repair and maintenance of footpaths. Enquiries have been made to BCP Council but to date no response has been received. Currently it is not known how many other footpaths there are in the Parish.</p> <p>The following recommendations were approved:</p> <ul style="list-style-type: none"> ➤ To pursue the approach to BCP to ascertain where this responsibility lies and whether a concerted approach can be agreed ➤ To discuss with Meyrick Estates and Hoburne their approach to maintaining footpaths that cross their land. This applies particularly to the footpaths in the Chewton Common area and the Hoburne Estate ➤ To undertake further research to see how many other footpaths there are in the parish ➤ Subject to the above, to consider how the parish council can establish a viable long term programme for the maintenance of all footpaths in the parish. <p>The Chairman to arrange meetings.</p>	<p>BH</p> <p>BH</p> <p>BH</p> <p>BH</p>
d)	<p>Wingfield Pavilion Improvements</p> <p>The Chairman reported that applications for grants had been made and we were waiting to hear if they have been successful. A message had been received from Castlemore Ltd stating that there were further costs for mechanical & electrical engineering services amounting to almost £6000 but to counter these costs Castlemore Ltd would cap their own fee at £12,000 giving the Council a potential saving of £5000.</p>	Clerk

	In response to a question from Cllr Brooks the Chairman stated that the work could not go out to tender until more funding had been found.	
e)	<p>Fencing on A337 The Chairman reported that the work has had to stop due to a shortage of wire but the contractor expects to be in a position to complete the work in the next week or two. It was agreed that when the fencing is complete a suitable project plaque/banner could be shown.</p> <p>The Chairman agreed to liaise with Cllr Brooks regarding suitable wording.</p>	
20/173	<p>Financial Report, Finance Balances & Payment of Accounts The Clerk asked that the amount of £337.20 for decking for Roeshot Hill Allotments be added to the Payments Awaiting Authorisation. The Chairman asked members to authorise the following payments: Local Council Administration £120, Membership of Allotments Association £35 and a contribution to Cllr Harris towards the costs of running Zoom meetings at £5.76 per month. The report and the additional payments were unanimously approved by members.</p>	Clerk
20/174	<p>To Receive Sub-Group's Report and Approve Proposed Grants to Voluntary Organisations Following the decision at the August Council meeting the Chairman, Vice Chairman and Councillor McNeill considered the applications received by the Council for a grant this year. A paper showing the proposed grants had been circulated. The annual budget for grants this year is £12,650.</p> <p>Following some discussion the following decisions were agreed.</p> <p>HAT £2,000 for Commemorative Clock – Approved conditionally on further detail re site and what is it commemorating.</p> <p>Hawks Football Club up to £5,000 for 2 sets of goal posts. The PC to purchase and donate to the club. Approved</p> <p>Men's Shed £473 for work bench. The PC to purchase and donate to the club. Approved</p> <p>HRA £5,000 Towards the cost of new central heating at the Old School House. Approved</p> <p>The Clerk was instructed to advise MIND & MacMillan that their applications did not meet the criteria and were therefore unsuccessful on this occasion.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

<p>20/175</p>	<p>Revision of Allotments NTQ's The Chairman reported that following recent events small amendments were required to the approved policy as below: Under the heading Policy add: Failure to Properly Cultivate Allotment</p> <p>Below the words on current policy add:</p> <p>Other Breaches in Conditions of Tenancy</p> <p>Tenancy conditions are clearly set out within the Agreement signed by each plot holder and a failure to comply that, in the opinion of the Council, is a serious breach of tenancy terms will result in a NTQ being served on the plot holder. Less serious breaches may, at the Council's discretion, result in a written warning. If repeated breaches occur a NTQ will be served.</p> <p>Unanimously agreed to adopt the above revisions.</p> <p>The Clerk to inform allotment associations and update website.</p>	<p>Clerk</p>
<p>20/176</p>	<p>Allotment Matters The Chairman reminded members that the rent levels on both allotment sites are set from 1 January each year. Rents need to be set in time for SVPP to give 12 months notice to plot holders. The RHAA had proposed to split two 5 rod plots that were unlettable due to poor ground condition, into 6 small starter plots each at a nominal 1.5 rods, with rents of £13.65 each.</p> <p>Recommendations:</p> <ul style="list-style-type: none"> ➤ Rents due on 1st January 2022 to remain at the current rate of £9.10 per rod for all allotment holders. ➤ The annual grants payable to the Roeshott Hill and Walkford Allotment Associations in 2021/22 to be increased to £1200 and £550 respectively for each of the next three years. ➤ The Council agrees to the establishment of 6 starter plots at Roeshott Hill at an annual rent of £13.65 each and also agrees to pay the set-up costs estimated at £270 plus VAT. <p>Proposed Cllr Smith, seconded Cllr Harris and unanimously agreed.</p>	<p>Clerk</p>
<p>20/177</p>	<p>Date of Next Meeting Wednesday 28th October 2020 at 6.30pm.</p>	

<p>20/178</p>	<p>To consider passing a resolution to exclude the press and public present pursuant to the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the business.</p> <p>Proposed & Seconded Carried unanimously.</p> <p>The meeting Closed at 8.10pm</p>	
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Signed.....

Date.....