

CORFE CASTLE PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING OF CORFE CASTLE PARISH COUNCIL HELD ON MONDAY 14th FEBRUARY 2022
IN THE VILLAGE HALL. THE MEETING COMMENCED AT 7.00PM

PRESENT:

Cllr **Blinkhorn**, Cllr **Clarke** (Chairman), Cllr **Dru Drury** (Vice - Chairman), Cllr **J Dragon**, Cllr **N Dragon**,
Cllr **Haywood**, Cllr **Parish**, Cllr **Roberts** & Cllr **Spicer-Short**. Cllr **Sumbler** joined after co-option

IN ATTENDANCE:

James **Gould** & Michelle **Harrington** (Clerk)

ABSENT:

Cllr **Marshallsay**

PUBLIC HALF HOUR.

3 Members of Public (MOP) were present

One MOP wished to state that the Secret field project is a brilliant initiative and believes it is good for the villagers to rekindle with nature and maybe there could be a Jubilee picnic for villager in the secret field. Plus, at the beginning of February, they had a knock on their front door when answered there was someone asking for directions to the Boxing Gym.

Another MOP stated they had quite a lot of questions on various items and would send a letter to the Parish Council after the meeting listing all specific questions. The MOP read through a copy of the letter. The letter includes questions on the website, the new playground area and the budget including the Clerks and Caretakers role.

A third MOP asked if CCPC had any plans to support the Dorset Deserves Better campaign about the Dorset Local Plan?

It was stated that this issue would need to be placed on the agenda by a Councillor should they wish to discuss this as a separate item as this campaign differs from the policy CCPC has in place at the moment.

0222-13 APOLOGIES FOR ABSENCE.

In accordance with Local Government Act (LGA) 1972 s85 (1) apologies have been received from Cllr Marshallsay and accepted by all.

0222-14 DECLARATIONS OF INTEREST

Dispensation was requested before the meeting by Cllr Clarke & Cllr J Dragon, in regard to agenda item number 0222-21 West Street Car Park, as business owners within the parish. The dispensations were signed and approved.

No declaration was made in relation to any other agenda items, NB this does not preclude any later declarations.

0222-15 PREVIOUS MEETING MINUTES

In accordance with LGA 1972 sch 12, para 41(1)) draft minutes were presented to council for approval.

After discussion Cllr N Dragon requested a recorded vote on approving the minutes.

Vote for: Cllr Spicer-Short, Cllr Roberts, Cllr Blinkhorn, Cllr Dru Drury & Cllr Clarke (5)

Vote against: Cllr J Dragon & Cllr N Dragon (2)

Abstained: Cllr Haywood & Cllr Parish. (2 - Due to non-attendance of previous meeting.)

Proposed Cllr Spicer-Short

Seconded Cllr Dru Drury

RESOLVED – To approve and sign as a true and accurate record the draft minutes of the Council Meeting held on Monday 10th January 2022.

0222-16 DORSET COUNCILLOR'S REPORT

Cllr Brooks was not able to attend and therefore no report was given.

0222-17 NATIONAL TRUST REPORT

A written report was presented before the meeting; however, a verbal update was given on the path by 42 East Street, stating after an initial assessment, and due to health and safety reasons, it has been decided to place a temporary scaffolding system which will grip the wall to stop any further movement before repair works can begin. Due to the believed nature of the stones and the site an archaeologist will form part of the team.

0222-18 NEW COUNCILLOR – APPLICANTS

There was one candidate for the position of Co-opted Councillor. The candidate gave an overview of why she wished to stand as a councillor.

*Under **Part 2 Confidential Item**; under s.1(2) of the 1960 Act, the press and public were asked to leave the meeting for the remainder of this agenda item due to the confidential nature of the business to be transacted.*

Proposed Cllr Dru Drury

Seconded Cllr Parish

RESOLVED – To offer the candidate Helen Sumbler the position of Parish Councillor to Corfe Castle Parish Council.

Agreed by majority. Seven votes with one abstention

Cllr Sumbler was welcomed back into the room and asked to read and sign the Acceptance of Office & Precept Dispensation.

Action: Cllr Sumbler to create herself CCPC Gmail email account then the Clerk to create the Register of Interest link.

0222-19 CLERKS REPORT TO INCLUDE:

0222-19a Matters arising and actions taken since the last meeting

The clerk submitted a written report before the meeting, detailing the updates on any matters arising from the previous minutes plus actions taken from the last meeting, this was noted.

0222-19b Financial Matters

The clerk submitted a written report before the meeting, detailing the monthly expenditure, income, and bank balances.

Cllr N Dragon requested it be minuted that he had not arranged the roundabout repairs which were carried out by A Frost design.

Proposed Cllr Dru Drury

Seconded Cllr Haywood

RESOLVED – To approve payments as listed

Agreed by all.

Action: Clerk to process payments.

0222-19c Parish Safety Report

c1 Playground Safety Report

It was noted that there is a page missing of the report which covers the Basketball area of the playground safety inspection report. The monthly playground safety inspection report was noted.

c2 Defibrillator Monthly Safety Report

The monthly defibrillator safety reports were noted.

c3. Risk Assessments

The completed Car Park & West Street Toilet block risk assessments were noted.

0222-19d. General meeting location and dates / time for Annual meetings.

A written statement including a recommendation to set dates for the Annual Parish Meeting (APM) & Annual Parish Council Meeting (APCM), plus a recommendation to continue using the Village Hall for future meetings was discussed.

Proposed Cllr Dru Drury

Seconded Cllr Spicer-Short

RESOLVED – To hold the APCM on Monday 9th May 2022 at 7pm in the Bill Carter Room & the APM on Monday 23rd May in the main hall of the Village Hall. It was also agreed to continue to use the Village Hall Bill Carter room as the meeting venue for full council meetings for 2022 / 2023.

Agreed by all.

Action: Clerk to book the Village Hall for all above agreed meetings.

0222-19e. Minutes

A written statement with a recommendation regard what level of detail should be recorded in the minutes for council meetings was presented before the meeting and discussed.

Proposed Cllr Dru Drury

Seconded Cllr Spicer-Short

RESOLVED – That the minutes be a concise recording of the meeting; noting a short statement about each agenda item, any resolution made along with voting outcome. The minutes will not record questions asked by councillors or answers given unless a councillor specifically requests for their question to be minuted.

Agreed by all.

0222-1 f. Oak Tree – NT Lease – Update

A written statement on the Playground lease and a possible location for a Jubilee Oak Tree, containing a recommendation to agree a way forward was presented before the meeting and discussed.

It was agreed the location of the Jubilee Oak Tree should be within Gods Acre Cemetery.

Action: Clerk to investigate cost of Oak trees.

0222-19g. Playground update

A written statement was submitted before the meeting detailing work undertaken to repair the fence and roundabout and included a copy of the external inspection report.

This was noted

Cllr J Dragon left due to illness.

0222-19h. Pay Policy Ratification

Last month an amended Pay policy was presented to council, after a discussion an amendment was requested. This amendment was completed, and the amended policy was presented to council with a recommendation from the Chairman and Vice Chairman to approve the amended Pay Policy.

Proposed Cllr Dru Drury

Seconded Cllr Spicer-Short

RESOLVED – To approve the amended Pay Policy

Agreed by all.

Action: Clerk to publish amended policy.

0222-19i. Institute of Cemetery and Crematorium Management (ICCM) Membership

A written statement with a recommendation to purchase corporate membership for CCPC to the ICCM at £95 pa was submitted to council before the meeting for discussion.

Agreed by all.

Action: Clerk to purchase the corporate membership to the ICCM on behalf of CCPC

Initial/ Sign:

Chairman: Cllr S Clarke

Date:

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0222-19j. Gov.uk & Org.uk Domain Names

A written statement containing a recommendation to set up a secure email system with either the gov.uk or Org.uk domain name was submitted before the meeting for discussion.

A MOP who is an IT consultant was invited to give their advice. Part of the discussion was that CCPC seek expert advice before going any further.

It was agreed the Clerk should seek as a matter of urgency external expert advice on how to proceed.

0222-19k. Weed Spraying

A statement containing a recommendation to allow the Caretaker to kill weeds with spraying weed killer rather than hand pulling due to health and Safety concerns was submitted before the meeting. Cllr N dragon queried whether this report could be considered under the six-month rule and the Chairman said new information on health and safety overrode this point

It was agreed Cllr Roberts & Cllr Sumbler would form a working group, to create a report for council, as some parishioners may prefer to leave the weeds to grow given the positive carbon reducing effect they can have or to kill the weeds via a spraying method.

Action: Clerk to publish the new working group.

0222-19l. NALC Civility & Respect

A statement including a recommendation by the Chairman and Vice chairman, that any issue relating to the performance of staff should be referred to the Chairman (traditionally held by the Vice Chairman) of the Finance and Personnel working group in the first instance.

This was agreed by all.

0222-19m. Apologies for absence

A statement was submitted before the meeting, for noting that last month Cllr Haywood was unable to attend the full council meeting and had sent apologies via email on Monday afternoon. However, the email was not picked up by the Clerk before leaving to set up for the meeting and therefore was not given during last month's meeting.

This was noted

0222-19n. VAT on resident car parking fees

A statement was submitted before the meeting, stating the Clerk had learnt that CCPC needed to register to charge VAT and back pay HMRC for the VAT on car parking permits for the charging year's 2020/1 and 2021/2. This was noted

0222-19o. Clarification on meeting etiquette

A statement was submitted before the meeting about meeting etiquette. This was noted

0222-19p. Caretakers Report

A statement was submitted before the meeting showing, what work the Caretaker has undertaken plus, on-going project work. This was noted.

0222-19q. Clerks work.

A statement was submitted before the meeting showing a list of project work on-going which is not individually listed within this month's Clerks report or agenda. This was noted.

Action: Clerk to update next month if West Street road surface outside Season's Green has been replaced and if flooding on the pavement is still an issue.

0222-20 PLANNING AND LICENSING MATTERS

0222-20a Planning Working Group – Planning Applications

The planning working group submitted a written report before the meeting detailing applications with recommendations.

- a1 Application No: P/FUL/2022/00023
Location: Downs Quarry, Kingston Road, Langton Matravers, Swanage BH19 3JP
Proposal: Erection of a water recycling silo.
Recommend: No objection
- a2 Application No: P/HOU/2022/00496 (6/2019/0463)
Location: 1 East Street, Corfe Castle
Proposal: Erect a summer house in the garden - revised plan of application number 6/2019/0463.
Recommend: No objection
- a3 Application No: P/LBC/2021/05738
Location: Corfe Castle Model Village The Square Corfe Castle Wareham BH20 5HE
Proposal: Replacement of wood stairs to metal stairs
Recommend: No objection
- a4 Application No: P/PABA/2022/00764 & P/PABA/2022/00765
Location: Purbeck Valley Farm Valley Road Dorset Harmans Cross BH20 5HU
Proposal: Erect a new agricultural building for the provision of fodder storage measuring approximately 30.48m x 9.00m giving an area of 274m². The proposed building will have five bays measuring approximately 6.7m wid.
Recommend: No objection, but consideration be given to including a condition that the building is only to be used for agricultural purposes.
- a5 Application No: P/LBC/2022/00234
Location: 49 East Street Corfe Castle BH20 5EE
Proposal: Removal of fireplace and surround from lounge to reveal original fireplace opening. Installation of alternative heat source. Replace hearth stones with Purbeck stone and make good flooring.
Recommend: No objection.
- a6 Application No: P/HOU/2021/05573
Location: 86 West Street Corfe Castle BH20 5HE
Proposal: Demolish detached garage, existing rear lean-to extension and conservatory. Construction of two-storey side extension. A loft conversion with roof lights and rear dormer window. A singlestorey full-width rear extension. Replace some of the existing UPVC windows with timber casement windows.
Recommend: No objection.

Proposed Cllr Dru Drury

Seconded Cllr Haywood

RESOLVED – To approve above applications

Agreed by all.

Action: Clerk to submit comments to DC.

0222-20b. Treeworks Application

- b1 Application No: P/TRC/2022/00400
Location: Land to north of castle and land to south-east of castle, Corfe Castle
Proposal: T56 Elm & Sycamore - Fell. T57 Ash & Sycamore - Fell Ash, remove damaged Sycamore branch. T58 Sycamore - Fell. T78 Ash - Fell. T87 Sycamore - Fell stem leaning towards Rd.
Recommend: No objection

Initial/ Sign:
Chairman: Cllr S Clarke

Date:
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- b2 Application No: P/TRC/2022/00630
Location: Abbots Cottages - rear of old stone outbuilding, East Street, Corfe Castle, BH20 5DP
Proposal: Holly - Reduce height to match garden wall.
Note: Working group unable to assess.

b3 Application No: P/TRC/2022/00571
Location: 1-2 Hollands Close, Corfe Castle, BH20 5EB
Proposal: G1 Line of Beech - Reduce lapsed hedge to height of 4m. Reduce all branches overhanging neighbouring gardens to boundary. Laterals to be lifted and reduced back to kerb edge on Hollands Close side. Finishing spread will be 3m and height 4m.
Note: Working group unable to assess.

0222-20c Premises licence applications
No applications received. Noted.

0222-21 WEST STREET CAR PARK
Cllr N Dragon requested a dispensation for this item. Dispensation was signed and approved.

Cllr Dru Drury Chaired this item given Cllr Clarke's (meeting Chairman) Register of Interest declaration.

A motion was submitted and placed on the agenda by Cllr N Dragon. "Corfe Castle Parish Council would like to request that Dorset Council releases the land known as West Street Car Park for affordable housing."

This was amended by Cllr N Dragon to "Corfe Castle Parish Council would like to request that Dorset Council considers releasing the land known as West Street Car Park for future affordable housing."

Cllr Clarke proposed CCPC consider Cllr N Dragon's motion after the Community Land Trust's (CLT) planning application has been determined by DC.

It was deemed Cllr Clarke's motion would be voted on first.

Proposed Cllr Clarke Seconded Cllr Sumbler
RESOLVED: CCPC wait until DC have made their decision on the CLT planning application before discussing Cllr N Dragon's motion.

Agreed by the majority. (6-3)

0222-22 CORFE CASTLE CHARITY – NEW TRUSTEE NOMINATION
A statement was received before the meeting from the Corfe Castle Charity requesting CCPC nominate and approve Jon Phillips as a new trustee.

Proposed Cllr Spicer-Short Seconded Cllr Dru Drury
RESOLVED: To approve the nomination of Jon Phillips as a new Corfe Castle Charity trustee.

Agreed by all.

0222-23 REPORTS FROM WORKING GROUPS

a. Environmental Group
The Environmental Group submitted two written reports before the meeting. These were noted.
Cllr Parish gave a verbal update to make Councillors aware that there is an open invitation to The Sustainable Tourism Plan launch on the 9th March 2022. Although attendance numbers are limited event organisers are keen that all business owners whose business have a direct impact on the Purbeck Heath's attend.

A verbal report was given that the "Our Secret Field" project would not proceed as a Council led project at the moment and the National Trust will take it forward with village volunteers.

The Clerk was asked to investigate and report back on how Cllr Sumbler could take a joint Lead Councillor role within the Environmental Group.

Action: Clerk to arrange a meeting for Cllr's who have concerns with the 70 sites identified for tree planting. Meeting invite for Cllr Parish & Cllr Sumbler to attend.
Action: Clerk to investigate Cllr Sumbler becoming a joint lead Councillor with Cllr Parish on the Environmental Group. and report back.

b. Queens Jubilee Group

A written report including a recommendation to agree a grant was submitted before the meeting for discussion.

It was noted that the National Trust had commented to the Clerk verbally before the meeting that they may donate money to CCPC for use on the Queen's Jubilee celebrations.

Propose Cllr Roberts

Seconded Cllr

RESOLVE: CCPC give a £500 grant to the Jubilee Committee c/o Crazy 4 Corfe regarding the Queens Jubilee celebrations plus any donations received in respect of the Queen's Jubilee celebrations.

Agreed by all.

0222-24 **PARISH PLAN**

A copy of a draft "Parish Plan" was submitted before the meeting for discussion.

It was agreed to change the name to "Parish Action plan" and for the plan to be used as a working document.

Action: Cllr Sumblor to email the Clerk with Environmental Group section update

Action: Clerk to publish the Parish Action Plan on the website

0222-25 **INTERNAL AUDITORS**

Under **Part 2 Confidential Item**; under s.1(2) of the 1960 Act, the press and public were asked to leave the meeting for the remainder of this agenda item due to the confidential nature of the business to be transacted.

A copy of an amended Written Statement of Employment Particulars for the Clerk was submitted before the meeting for discussion.

All amendments were approved.

The meeting ended at 21:34