



Throop & Holdenhurst Village Council

c/o 20 Stour Walk,
Bournemouth,
Dorset
BH8 0BZ.

Full Council Agenda

Wednesday, 28th July 2021, 7.00pm

You are summoned to attend a meeting of the **Throop and Holdenhurst Village Council** to be held at the Village Hall, Holdenhurst Village Road, Dorset. BH8 0EE **on Wednesday 28th of July 2021 at 7.00pm.**

Membership:

Chairman: Cllr S R Fisher

Vice-Chairman: Cllr L W Sabih

Cllr T Blackmore

Cllr N J Corcoran

Cllr J-A Houldey

Cllr B Storrs

Cllr M J Waters

The business to be transacted is set out overleaf.

Daniel Lucas. LLb(Hons). DipLaw. FSLCC.

Acting Village Clerk

22nd July 2021.

Agenda

1. Apologies for Absence

To receive any apologies for absence

2. Declarations of Interest

Members are reminded that any disclosable pecuniary interests must be declared including any issues which may arise through predetermination or the appearance of bias.

3. Minutes of Previous Meeting

To confirm as a correct record the minutes of the last meeting held on the 16th of June 2021.

5-12

4. Announcements

Announcement from the Chairman and/or Village Clerk

5. Public Participation

In accordance with the Council's Standing Orders the period of time designated for Public Participation cannot exceed 20 minutes unless directed by the Chairman of the meeting and a member of the public shall not speak for more than 4 minutes.

6. Public Questions

Members of the public who wish to ask a question at the meeting shall give notice to the Village Clerk of the question no later than 12 noon on the working day before the meeting is on. The question stated in the notice shall be the question asked at the meeting. The Chairman will call on those wishing to speak in turn, each questioner being allowed to speak for a maximum of 3 minutes. Those wishing to speak shall state their name and address.

7. Questions from Councillors

To receive any Councillor questions.

8. Matters Arising from Previous Meeting

Queen's Trees – Cllr Corcoran

13-16

Update on Parish Website/Email Communications – Cllr Houldey

Verbal

Update on Allotments – Cllr Waters

17-20

Update on the Throop SANG Application – Acting Village Clerk	Verbal
BCP Transforming Travel Throop – Hurn Link – Chairman.	21-23
9. Proposed Footpath in Throop Rd – Via Community Infrastructure Levy Bid process (Unitary Cllr Borthwick).	
Cllr Borthwick invited to attend and comment.	
10. Proposal for Village Council Noticeboard in Holdenhurst	
Cllr Sabih – (Report to Follow).	
11. Throop War Memorial – Letter received from an elector	Appendix1
12. Holdenhurst Neighbourhood Watch Scheme	
13. Identified Future BCP Council Initiatives within Village Council area	
<ul style="list-style-type: none"> - A338 highway plans still on the books - Stour Valley Park - Throop SANG - Hicks Farm Development - Burial Ground in Muscliffe Lane - Future Residential Housing 	
14. Identified Future Village Council Initiatives	
<ul style="list-style-type: none"> - Infrastructure: roads, potholes, paths and cycleways - Installation of Fibre/ broadband to THVC - Champion ecological and wildlife habitats within THVC. - Safety and security within VC. - Communications: develop web site for VC information - Residents’ surveys to inform THVC. 	
15. BCP Major Consultations Coming Up	
<ul style="list-style-type: none"> - Public consultation on a new Local Plan for Bournemouth, Christchurch and Poole https://democracy.bpcouncil.gov.uk/ieListDocuments.aspx?CId=285&MId=4685&Ver=4 - BCP Community Engagement and Consultation Strategy Consultation https://haveyoursay.bpcouncil.gov.uk/community-engagement-and-consultation-strategy-2021-2024 	
16. Village Clerk’s Report	
To follow (receipts and payments, bank reconciliation).	

17. Planning Applications

Members are asked to consider the applications listed below and to comment. Members are reminded that comments must relate to material planning matters.

Individual application links are included below but all applications can be viewed online at:

<https://planning.bournemouth.gov.uk/>

Application: [7-2021-7824-C](#) Hicks Farm Throop Road and land East of Lavender Road and Taylor Drive Bournemouth

Change of use to Suitable Alternative Natural Greenspace (SANG) together with the formation of an associated car park . Access and infrastructure - Regulation 3 (Revised Application)
(Re-consultation dated 21st July 2021).

THROOP AND HOLDENHURST VILLAGE COUNCIL

FULL COUNCIL

Minutes of the Meeting held on 16th June 2021 at 7pm at Village Hall, Holdenhurst
Village Road, Dorset. BH8 0EE

Present:-

Chairman: Cllr S R Fisher

Vice-Chairman: Cllr L W Sabih

Present: Cllr T Blackmore, Cllr N J Corcoran, Cllr J-A Houldey, Cllr B Storrs, Cllr M J Waters.

Apologies: None

Officers present: Daniel Lucas, Acting Town Clerk & RFO

Members of the Public present: Eight

Members of the Press present: None

Also Present:

18. Apologies for Absence

There were no apologies on this occasion.

19. Declaration of Acceptance of Office

Cllr Sarah Fisher signed her declaration of office in front of the proper officer following the resolution of Council held on the 6th of May 2021 (minute No.4) where permission was given in line with the Local Government Act 1972 section 83(4)(c).

20. Declarations of Interest

There were no declarations of interest declared on this occasion.

21. Minutes of Previous Meeting

The minutes were accepted as a true and accurate record.

Voting: Unanimous.

22. **Announcements**

The Chairman conveyed her thanks for the work by the community where over 300 signatures were presented to the outgoing Bournemouth Borough Council to express the sentiment of creating a village council. Thanks were also highlighted to the work of the Holdenhurst Meeting as well as acknowledging the work of Cllrs Sabih and Waters. The Chairman also identified the commitment of two electors for their help during this time.

A special thanks was conveyed by the Chairman to Cllr Waters for the preparation of the budget during the shadow council transition stage and his liaison work with the Shadow BCP Council at the time.

Thanks, was also conveyed for the Acting Village Clerk.

The Chairman concluded by stating that the Council was looking forward to working with the village and its community.

23. **Public Participation**

There were no members of the public who wished to speak on this occasion.

24. **Public Questions**

There were no public questions on this occasion.

25. **Councillor Questions**

There were no questions from councillors on this occasion.

Voting: Unanimous.

26. **Planning Applications**

Members were asked to consider the applications listed below and to comment:

Application: [7-2021-7824-C](#) Hicks Farm Throop Road and land East

of Lavender Road and Taylor Drive Bournemouth

Change of use to Suitable Alternative Natural Greenspace (SANG) together with the formation of an associated car park . Access and infrastructure - Regulation 3 (Revised Application)

Cllr Houldey opened the debate and stated that the revised scheme did not overcome the original objections. She explained that she felt the movement of the car park and the addition of the banking/bund did not overcome the objections.

Cllr Blackmore agreed and he felt that the Council should support the sentiment of the objections conveyed by the public in the response to the application.

Cllr Houldey then read out the decision notice dated 10th December 2020 and refusal to the original application. Cllr Blackmore assisted here and read out the salient reasons of refusal to the original application.

Cllr Waters stated that he was not convinced that the bulk of the objections seen on the Local Planning Authority's website portal will carry much weight. However, he was not swayed by the lack of rigour in investigating alternative sites and locations for this SANG. He stressed that as a new council it must address the planning issues in a clear way.

Cllr Houldey felt that this was part of a jigsaw of more things coming to the Throop and Holdenhurst communities.

The Chairman stated strongly that just because of the Winter Gardens scheme had been granted planning permission it should not follow that the current SANG proposal should be granted as a matter of course.

A question from the public interrupted the debate at this stage. The elector questioned that Bournemouth Borough Council does not exist anymore so queried why the proposal could not be located elsewhere.

Cllr Houldey explained that the Canford SANG had been agreed but the site involves monetary issues. At this stage the Chairman conveyed her worry in this regard.

A second intervention was then received from a different member of the public. The elector stated that in at least four areas the SANG proposal did not meet the guidelines required to be considered a SANG.

Cllr Sabih felt that the Council should endorse the original reasons for refusal as the current revised application did not overcome these objections. He summarised the reasons being Green Belt concerns and it impacting upon the openness of the Green Belt, the harm to the Conservation Area, the design amendments not being enough to overcome the harm here to amenity and the impact of the scheme being detrimental to achieving sustainable travel objectives. He felt the Council should raise objection based upon the original reasons for refusal. Cllr Sabih also acknowledged the impact of the scheme on the environment and that he felt there was a lack of rigour in assessing the impacts of the scheme upon protected species and the impacts of the scheme on the environment as a whole. He **MOVED** that the Council raise objection based upon the original reasons for refusal as well as stressing concerns about the lack of rigour of the environmental aspects of the application before the Local Planning Authority.

Cllr Corcoran **SECONDED** this proposition stating that he was not convinced much had been done to outweigh the original objections. He also felt that commenting on

the environmental aspects was a good approach here to capture the sentiments of the public.

The Village Clerk stressed that given the detail of the motion here and that the exact wording would be difficult to capture in session he asked the proposer and seconder if they were happy to accept that the response be delegated to the Village Clerk in consultation with the Chairman. Cllr Sabih and Corcoran were content with this approach.

The motion was then put to the vote.

Voting: Unanimous.

RESOLVED: That the Village Council raise objection to the scheme based upon the original reasons for refusal as outlined in application 7-2019-7824-B and that the Village Council expresses its concern relating to the environmental impacts of the scheme and DELEGATES to the Village Clerk in consultation with the Chairman to write to the Local Planning Authority raising objection upon this basis.

27. BCP Council Consultations: Transforming Travel – Transforming Cities Fund (TCF) Programme

The Council considered the BCP Consultation document relating to the the Merley, Poole to/from Christchurch travel corridor. In particular Councillors' observations upon that section dealing with proposals for Castle Lane West- Parley Lane.

Cllr Houldey conveyed that it was not a safe route along Broadway Lane.

An elector at this stage stated that people do use the path and seemed to be scared of being run-over by cars.

The Chairman added that the lane is used for school-runs and funerals, so it is busy.

Cllr Houldey felt there were strong ecological arguments which were still relevant given the amount of infrastructure any improvements will bring to this area of countryside. She felt it would overall be detrimental to the countryside at this location. She also explained that comments from Hurn Parish Council have also been received.

Cllr Sabih stated that it cannot be closed down as he felt people want more access to our countryside and open spaces for recreation, leisure, and transport purposes. He stated that perhaps a compromise was the best approach here where sections of busy use can be well-managed for example; sections were pedestrians and cyclists come into conflict. He stated that the countryside was a huge asset and that it should be preserved for exercise rather than it being endorsed as an attraction per se.

Cllr Corcoran had no real problem with what was being proposed in the consultation, but he did explain that it does become a problem when pedestrians and cyclists come

into conflict. The inter-mingling between these two users was a safety issue. Overall, he felt that the proposal seems to make it safer to have designated places for cyclists and pedestrians to use; especially at pinch points along the routing.

Cllr Storrs raised the query that it would seem possible to build in the design zones for cyclists to dismount when approaching points of conflict at speed.

Cllr Houldey felt that cyclists should be asked to use the road bridge at Wessex Water as this seemed more sensible.

The Chairman also echoed the sentiments of other councillors especially concerning the speed of cyclists.

Cllr Waters explained that in his view having decent pathways is of benefit to the wider appeal of the countryside. He stated that it is difficult to stand in the way of progress here and felt that it was better to deal with the issues through proper design, regulation, and management. He agreed however, that Berry Hill Bridge/Lane seemed a better alternative in terms of routing.

An elector at this stage stated that Berry Hill Lane/Way if possible would be a better solution.

Cllr Houldey MOVED that the Council should send a narrative response neither supporting nor objecting to the proposals. She felt the response should capture the points that the council is in favour of cycling and roaming, that pinch points between cyclists and pedestrians should be safer by design and consider dismount zones, that an alternative river crossing at Berry Hill Bridge be explored and considered, but all the while highlighting the sensitivities of the countryside here so that it is the less intrusive route/design.

Cllr Blackmore SECONDED the proposition.

The Village Clerk explained if the proposer and seconder were happy for the response to be delegated to the Clerk in consultation with the Chairman. Both the proposer and seconder agreed.

Voting: 5 in favour. 2 Against.

RESOLVED: That the Council responds to the BCP Council consultation by writing a narrative response endorsing the points conveyed and DELEGATES to the Village Clerk in consultation with the Chairman to write a narrative response echoing the points conveyed.

28. New Model Code of Conduct

The Acting Village Clerk explained Members have adopted previously the recommended sector specific Code of Conduct (National Association of Local Councils). The Local Government Association has released a revised Code of Conduct which has been adopted by BCP Council. The Dorset Association of Parish

and Town Councils recommend that parishes look at also adopting this new Code. The LGA Code of Conduct appears at Appendix 2 to the minute book.

He recommended that Throop and Holdenhurst adopts the Local Government Association Model Code of Conduct 2020 replacing the previously adopted NALC Code of Conduct.

It was PROPOSED by Cllr Waters to adopt the LGA Model Code of Conduct 2020.

Cllr Blackmore SECONDED the proposition.

Voting: Unanimous.

RESOLVED: The LGA Model Code of Conduct 2020 was adopted.

29. Insurance Provision

Members were provided with two quotations for insurance provision which appear as Appendix 3 to the minute book. The quotations came from Came & Company and Zurich. The Town Clerk highlighted the budget for insurance provision being: Allotment Insurance £500 and Property, Public Liability Insurance £250.

Members considered the quotations, and it was PROPOSED by Cllr Sabih to incept a policy with Zurich. This was SECONDED by Cllr Corcoran.

Voting: Unanimous

RESOLVED: That the Council DELEGATES to the Village Clerk to accept the quotation from Zurich for insurance provision for the allotments, property, public liability on the basis that the Council shall pay: £709.07 (inclusive of any insurance premium tax) for the policy term 5/7/2021 to 4/7/2021.

30. Website Design and Construction

The Clerk reported that he had investigated website provision with a sector specific website provider (Aubergine 262 Ltd) to provide website design and IT infrastructure for the Council going forwards. The details of the quotation provided appear at Appendix 4 to the minute book. The Clerk summarised the quotation:

Basic set up & year 1 consists of:

- 1) One-off set up: £700 + VAT (SLCC member discount)
- 2) Annual SSL-protected hosting & basic support (2 hours support annually): £199 + VAT pa
- 3) Quarterly WCAG compliance website monitoring scan & reports: £299 + VAT pa
- 4) Registration of .gov.uk domain £100 + VAT pa

5) Set up of MS O365 email service (9x accounts)

£290 + VAT (email mailbox service paid directly to Microsoft and is charged at £4 per mailbox, per month).

6) Set up of MS Office+cloud storage for clerk based on 3 hours IT remote support £210 + VAT + monthly subscription fee paid directly to Microsoft at £9.40 + VAT per month, per user.

Total fees for year one: £1798 + VAT + monthly subscription fees for Microsoft

The Clerk also explained that optional extras and enhanced functionality could also be added and “bolted-on” to the website provision and that the Village Council budget allowed for £2000 for the “one-off” cost of website purchase and design.

It was PROPOSED by Cllr Houldey that the Council agree to commission aubergine for website and email construction based on the quotation provided. This was SECONDED by Cllr Corcoran.

Voting: Unanimous

RESOLVED: That the Council agrees to the quotation provided as appears in the minute book at Appendix 4 for Aubergine 262 Ltd to design and provide a Village Council website and email accounts and that it DELEGATES to the Village Clerk to agree the sum of £1798 +VAT with Aubergine 262 Ltd accordingly.

31. Queen’s Trees

The Village Clerk updated Members about possibly marking this occasion. He explained [*The Queen’s Green Canopy \(QGC\)*](#) is a tree planting initiative to mark Her Majesty’s Platinum Jubilee in 2022. In anticipation of the tree planting season (October-March) Members’ attention was drawn to whether the Village Council should apply to the Woodland Trust and order sapling trees:

<https://www.woodlandtrust.org.uk/plant-trees/schools-and-communities/>

The Clerk explained site shall have to be identified and a day set-aside in the tree-planting season to bring together families, volunteers or associations to assist in the initiative. At this stage however the Clerk was canvassing for an “in principle” decision where Members were simply asked whether the Council wishes to progress with the scheme and to ‘ear-mark’ a potential site where sapling trees could be planted. The Clerk stressed future Council meetings shall deal with the planning of a community day or similar if Members were so minded.

Cllr Waters explained we would need to consider details such as land-ownership and possible consents with BCP Council.

Cllr Houldey Conveyed the same sentiments however expressed it seemed a good initiative.

Cllr Waters PROPOSED that the Council should re-visit this and that it should be brought back to Council with further detail. Cllr Sabih SECONDED the proposal.

Voting: Unanimous

RESOLVED: That the issue of the Queen's Trees commemorative event be brought back to Council with further detail.

32. Social Media Policy

The Village Clerk reported that Members were keen to engage with the community. He presented to Council a Social Media Policy for Members which appears at Appendix 5 to the minute book to consider and adapt and change according to their needs. The Clerk commented that this policy will direct any online engagements and Members were reminded that the Code of Conduct applies to online presence when acting in the capacity as a councillor.

Cllr Houldey thanked the clerk for preparing this and PROPOSED that the Council adopts the policy as set-out. Cllr Corcoran SECONDED the proposal.

Voting: Unanimous.

RESOLVED: That the Social Media Policy which appears as Appendix 5 to the Minute Book be adopted by the Council.

The meeting ended at 8:46pm

CHAIRMAN

AGENDA ITEM 8

Councillor: Nathan Corcoran

Date: 20/07/2021

Purpose: Understand the requirements for the Queens canopy and how we can get involved as a community.

Conclusions

We can apply as a Parish however as the available land is owned by BCP and that the BCP council is likely to have their own plan for the queen's canopy I propose we collaborate with BCP Council to try to make provision for the Parish. In the event that this is not possible, we will look to engage with the Woodland Trust.

There is no additional cost for the trees however; there may be a cost to BCP and the Parks Department for the planting of trees even if we arrange to do these ourselves. This will need to be considered before the meeting.

Please see appendix of the different packages available.

What we have to do?

There are certain activities that will need to be agreed and understood before we will be able to apply for the associated trees via the Woodlands Trust.

Before we apply, we will need to:

- Know the six digit grid reference for the land you wish to plant using the grid reference finder
- Have permission from the legal landowner

It is also a good idea to contact your local council's tree enquiries team before you apply, as they may have important guidance for planting in your area.

Who can apply?

- Schools across the UK, plus nurseries, colleges, universities and outdoor learning centres
- All kinds of different groups such as resident associations, sports clubs, parish councils, scouts, guides and many more.

You do not need to belong to an official organisation. You could even set up a group for planting, but you must be not-for-profit. The most important thing is that your group is willing to take on the planning, planting and care of the saplings.

Where to plant? - Planting a single tree

Think about where you are planting in relation to your house, your neighbours, and any other buildings.

Consider the ultimate size that the tree will grow to. Will it still fit the space you have in mind?

Some roots and branches may spread beyond the boundaries of your property and trees can cause structural damage. Be aware of places where limbs may fall or roots might grow.

We do not recommend growing trees in pots as they quickly outgrow them and will suffer stress if moved when they're bigger. If you have limited space, read our blog for advice on the best British trees for gardens.

A tree may be small when you plant it, but think about how big it will grow over the years. Trees can cause structural damage so it is vital to consider anything the roots might disturb or where limbs could fall. The canopy may eventually spread beyond the boundaries of your property, and roots could stretch even further, so be aware of building foundations and underground services like water pipes and broadband cables. Check our guide to 31 native trees to see how big different species can grow. For more advice and information, contact the Arboriculture Association.

We will need to discuss with BCP potential sites and support they will be able to provide. They are likely to have their own scheme and we may be able to get involved with this.

COVID Considerations

Please follow the government guidance specific to your country and region.

Once you are able to plant, you can hold a safe and enjoyable planting event by following some simple steps:

- Maintain social distancing in line with government guidance.
- Where possible divide the planting site into personal work areas.
- The trees will be delivered in bundles that can be easily moved by one person. Where possible allocate the saplings to each personal workspace before planters arrive.
- Use barrier tape and signage at the planting area to separate any visitors from planters so you can maintain social distancing.
- Where possible allocate specific tools and equipment to the same person for the duration of planting. Where this is not possible, they must be cleaned thoroughly before being handed on.
- All handheld equipment such as spades must be disinfected before handing out and at the end of the working day.
- Provide fresh water, soap and hand sanitiser so people can wash their hands in line with NHS guidance. Encourage planters to wash their hands at every break.
- Planters should bring their own refreshments and avoid sharing
- Avoid sharing any personal protective equipment
- Record the contact details of your planters to support NHS Test and Trace requirements.

Appendix 1 – Options for Tree Supply

Hedge - Make a natural screen or connect existing woodland to help wildlife stay on the move. You will get a variety of each species for 8 metres of full, easy to manage hedging.

For a longer length, our Wild Harvest, Year Round Colour, Wildlife, and Wild Wood packs also make great hedgerows and are available with 105 or 420 saplings.

- Trees: 30
- Species: dog rose, hawthorn, hazel, crab apple, dogwood
- Size of land: 6-8 metres of double-row hedging
- Protection: spiral guards and canes

Copse - Plant a mini forest school classroom or a peaceful spot that is an oasis for birds. You will get 10 of each species for a small, tranquil copse.

- Trees: 30
- Species: silver birch, rowan, wild cherry
- Size of land: tennis court
- Protection: spiral guards and canes
- Close up of a cluster of crab apple fruits

Wild harvest - Grow an array of fruits and nuts to produce your own jams, jellies, wines and more.

- Trees: 105 or 420
- Species: hazel, blackthorn, crab apple, elder, dog rose, rowan
- Size of land for 105 saplings: 4x tennis courts or 20-25 metres double-row hedge
- Size of land for 420 saplings: 1x football pitch or 85-100 metres double-row hedge
- Protection: spiral guards and canes
- Close up of a cluster of white cherry blossom flowers

Year-round colour - Enjoy beautiful blossoms, bright berries and stunning autumn displays.

- Trees: 105 or 420
- Species: hawthorn, dogwood, wild cherry, silver birch, rowan, hazel
- Size of land for 105 saplings: 4x tennis courts or 20-25 metres double-row hedge
- Size of land for 420 saplings: 1x football pitch or 85-100 metres double-row hedge
- Protection: spiral guards and canes
- Close up of green oak leaves

Working wood - Fuel a log burner in 7-10 years, or channel your creativity and learn to carve or weave willow.

- Trees: 105 or 420
- Species: rowan, silver birch, wild cherry, common oak, field maple, grey willow
- Size of land for 105 saplings: 4x tennis courts
- Size of land for 420 saplings: football pitch
- Protection: spiral guards and canes
- Close up of a cluster of holly leaves and berries

Wild wood - These hardy native species can tolerate exposed sites and help dry up wet areas.

- Trees: 105 or 420
- Species: hazel, crab apple, downy birch, hawthorn, goat willow
- Size of land for 105 saplings: 4x tennis courts or 20-25 metres double-row hedge
- Size of land for 420 saplings: 1x football pitch or 85-100 metres double-row hedge
- Protection: spiral guards and canes
- Great tit perched on a horizontal branch with young green leaves

Wildlife - Establish food and shelter for wildlife and create a living legacy for future generations.

- Trees: 105 or 420
- Species: hawthorn, rowan, blackthorn, silver birch, hazel, common oak
- Size of land for 105 saplings: 4x tennis courts or 20-25 metres double-row hedge
- Size of land for 420 saplings: 1x football pitch or 85-100 metres double-row hedge
- Protection: spiral guards and canes
- A high view of a town with trees visible between the rooftops

Urban trees - Easy to manage, this pack is designed for residential areas with limited communal space. If no shared space is available, applications to split between neighbouring front gardens to green up your street are considered. Tree packs for private use can be found in our shop.

- Trees: 15 – a mix of three native species chosen to thrive in urban environments
- Species: crab apple, rowan, hazel
- Protection: spiral guards and canes

Subject: Longbarrow Allotments.

Author: Cllr. Malcolm Waters.

Status: Public

1. Executive Summary:

- 1.1 In accordance with Local Government legislation, the Longbarrow allotments site has been formally transferred from Bournemouth, Christchurch and Poole Council, (BCP) to the Throop and Holdenhurst parish upon its establishment on 1st April 2021
- 1.2 The Village Council will want to ensure that proper arrangements are in place for the maintenance and management of the allotment site and this includes the drafting of a new lease agreement between the Council and the Longbarrow Allotments Association who are the existing tenants.
- 1.3 The purpose of this report is to provide some general information to members of the Council about allotments and to begin the process of efficiently managing the Council's responsibilities in respect of the Longbarrow allotment site in the future.
- 1.4 Informal discussions with the members of the association's committee indicates that there is significant "common ground" concerning key elements of a new lease agreement and the possible future use of the allotment building which, together with the site itself, is a valuable Parish asset.
- 1.5 The duties of the Council's Clerk and Proper Officer normally includes responsibility for monitoring any Council contracts and this would include the operation of the allotments lease and collecting the agreed rent once agreed and signed.

2. Recommendations:

Members are recommended to note the content of this report and to:

- 2.1 Authorise the Council's Clerk to commence the process of drafting and obtaining agreement to the content of a new lease agreement between the Village Council and the Longbarrow Allotments Association.
- 2.2 Delegate authority to the Clerk, in consultation with the Chairman and one other Councillor, to obtain any required professional legal advice, in order to facilitate the drafting of a proposed new lease agreement and to authorise payment of any associated invoices.
- 2.3 Receive a further report from the Clerk seeking final Council agreement of the proposed new lease content and outlining appropriate contract monitoring and management procedures.

3. Background:

- 3.1 Although allotments have existed for hundreds of years their present form has developed substantially from the time of the industrial revolution in the nineteenth century when land was made available for the poor to grow food for themselves.
- 3.2 The duty for local authorities to provide sufficient allotments, according to demand, was a requirement of the 1908 Small Holdings and Allotments Act. In 1919 the Land Settlement Facilities Act extended the provision of allotments to assist men returning from service during the first world war.
- 3.3 Further amendments followed in 1922 and then in 1925 when the Allotment Act established statutory allotments which, importantly, local authorities could not sell off without Ministerial consent. (Section 8 Order). The Act also included a number of requirements such as setting fair rents. Tenants were provided with certain rights such as being able to sell surplus produce grown on the allotments, provided it is done without intent to make a profit.
- 3.4 Frequent legislative amendments continued to be made with the latest being included within The Localism Act 2011 and it is important that the Village Council is aware of these and can undertake its responsibilities efficiently, as owner and landlord of the Longbarrow allotment site.
- 3.5. The Longbarrow Allotments Association, as tenants, have been responsible for the day-to-day management of the site since its creation in November 1998. During this period of time ownership of the site has transferred from Bournemouth Council to BCP Council and then, as stated above, to the Throop and Holdenhurst Village Council.
- 3.6 The Longbarrow allotments transferred from BCP Council without the benefit of an existing lease agreement as the lease had expired a considerable number of years previously. The result of this is that the Village Council is now required to draft and introduce a new agreement backdated to 1st April 2021 in order to regularise arrangements and collect the agreed level of rent.
- 3.7 The Shadow Parish Council commenced the process of identifying the main issues involved with the transfer of the allotment site during 2020. Progress was understandable difficult due to issues such as the pandemic and its associated lockdown requirements. It also proved more difficult than expected to obtain both historical and accurate up-to-date information necessary to plan effectively for the transfer.
- 3.8 Based upon the information obtained from B.C.P. Council, the allotment's running/management costs over the last 3-4 years have been calculated at approximately £700 per annum. This amount has been allocated within the parish budget to cover similar possible expenditure in 2021/2. Provision has also been made for the necessary insurance cover in respect of the site with effect from 1st April 2021.

- 3.9 During a site visit, shadow council representatives were made aware of an outstanding allotment association request to BCP council, for improvements to the water supply estimated to require approximately £1600. We understand that BCP Council has agreed arrangements with the Allotments Association to cover this expenditure and it is not anticipated that any of this cost will be met from Village Council funds.
- 3.10 The Village Council is now responsible for issuing new tenancies and invoicing for the annual rent agreed as well as for the overall maintenance of the site. The Allotment holders, organised through the Longbarrow Allotments Association, are obliged to sign a tenancy agreement which outlines what is expected of them by the Village Council in its capacity of landlord. The agreement covers the amount of rent due, the kind of activities which can take place on the land, the building of sheds, subletting issues and the general behaviour expected of the plot holders.
- 3.11 It may have been more straightforward, and potentially less costly to the Village Council, for there to have been a transfer of an existing lease, however there may now be advantages to both the Council and the Allotments Committee in making a fresh start. There is, for example now the opportunity to discuss changes to existing arrangements and to identify, if possible, ways in which the Village can make the best use of its largest asset for the benefit of both the allotment holders and for the parish residents.
- 3.12 Situated on the allotment site is a permanent building structure that is also owned by the Village Council. This building is a substantial asset of the Council and has an estimated re-build cost of approximately £250,000. Appropriate insurance cover for the allotment site and the building is in place.
- 3.13 Informal discussions with the members of the Allotment Associations Committee suggests that there is significant “common ground” concerning key elements of a new lease agreement and the possible future use of the allotment building which, together with the site itself, is a valuable and potentially useful Parish asset. Further discussion will need to take place however, before any final agreement can be reached.
- 3.14 Members will need to liaise with the Clerk concerning the content of the proposed new lease agreement to ensure it meets the Council’s requirements including compliance in respect of any legal obligations, requirements such as the existing covenants applicable to the site. It may be considered appropriate therefore to delegate authority to the Clerk (in consultation with the Chairman and one other Councillor) to authorise any necessary expenditure involved in drafting the required legal documentation.
- 3.15 In terms of potential income generation for the Village Council, it is perhaps worth noting at an early stage that the income from allotments is generally used by the landlord to cover water rates and general maintenance bills. The amount of rent that can be charged is not specified within legislation except that it is required to be set at a “reasonable rate” which the “tenant would expect to pay”. Research undertaken to-date suggests that an appropriate amount may be between £25 and £125 for each plot. Further research as well as discussion with the Allotment Association’s Committee will be necessary in due course.

- 3.16 Once a new lease agreement is in place the Clerk will be responsible for undertaking any formal dealings with the Allotment's Association in respect of the effective operation of the lease agreement, reporting to the council, as necessary.

Update

Report for BCP Transforming Travel Throop – Holdenhurst link

At the last THVC meeting (16th June 2021) the councillors were asked to formally comment on the BCP proposals: Transforming Travel – Transforming Cities Fund (TCF). This gave the opportunity to extend the consultation period to allow our newly formed Council to respond.

However, unbeknownst to THVC, BH Active Travel (BHAT), a very enthusiastic and dedicated group of cyclists, had already submitted their report to BCP in May 2021.

Comments and Feedback , TCF (Transforming Cities Fund) Sustainable Corridors. (attached)

BHAT has very close connections to BCP. On 14th July BHAT Lucie Allen Admin posted.

'Cllr Mike Greene (Transport Portdolio Holder at BCP Council) has asked BHAT if there are any 'quick wins' we'd like to see implemented. If you have any 'Quick fix/win' suggestions please post in the comments with a photo and your suggestion.

THVC in response to the BHAT report makes the following observations

The proposed route from Throop Road to Hurn is legally a footpath. Page 9

BCP published definition of a Footpath: *'You have right of way on foot. A footpath should be wide enough for two walkers to pass in comfort'.*

THVC notes that the proposed cycle route is currently designated a Footpath and pedestrians have right of way over cyclists. This of 'right of way' legal requirement must be upheld. It is not designated 'shared use' Cyclists who use this footpath must be made aware that walkers must be able to pass in comfort and cyclists should be considerate and respectful in giving way to walkers at all times.

Very high risk of flooding Page 13

Locals who know the area hardly venture onto the water meadows in winter. It is too dangerous. Flood water can rise very rapidly, often to the depth of several feet, swirling unpredictably with subterranean objects and surface detritus with a force to knock the unsuspecting off their feet. During the winter months the ground is waterlogged with large standing puddles of unknown depth. The current footpath is often submerged. This is especially dangerous after dark. What risk assessment has been conducted?

Street Lighting across the meadows Page 13

Any idea like installing street lighting that would encourage people to cross the water meadows after dark must be avoided at peril of accident or death by drowning. What risk assessment has been conducted?

Conservation area and impact of street lighting. Page 13

Throop Conversation Area has protected views across the water meadows. The installation of an intrusive urban lighting system across this dark, natural environment would be in contravention of the Conservation Area protections.

Habitat destruction due to artificial street lighting Page 13

Artificial lighting disturbs the natural cycles of wildlife and will be detrimental to their habitats. What risk assessment has been conducted?

Pinch point at the weir over the river. Shared Use Path page 9 and 11

This is a very narrow shared bridge which can hardly accommodate a passing cycle and pedestrian (certainly not in comfort), and is often a point of conflict between cyclists and other public Footpath users. THVC has already recommended that methods of slowing down cyclists in this section must be considered. What risk assessment has been conducted?

BHAT recommend a separate cycle path (3.5m wide) and an additional pedestrian path (2m wide) Page 14 'As this is a strategic commuter route to industrial estate at aviation park BHAT feels these should not be shared use'

THVC response: The current footpath runs through agricultural fields in the rural protected Green belt setting. To install a new cycleway beside the footpath - two parallel hard surfaced pathways runs contrary to Green Belt policy.

Accommodation for Horses – page 14

BHAT views horses as 'a whole new level of shared use conflicts'. Even if this Footpath was designated as a Bridleway for horses, BCP states that 'Cyclists must give way to walkers and riders on bridleways' Horses need to be considered.

Pedestrians, other path users, and population demographics of BCP.

THVC notes the BHAT report is exclusively focussed on the needs of cyclists, without any comment on an holistic view of all other users that wish to sustainably use the transport infrastructure. Why? It is also worth noting that BCP has an aging population which % wise demographic is less likely to embrace cycling into the future. Why is there is no mention of wheelchair sustainable routes for older folks?

Note Changing behaviours

In behavioural terms cyclists are the dominant party on paths, physically higher who take up more space (cycle splayers), but able to approach from behind silently and undetected until the last moment. There is no doubt that there is a significant minority of cyclists who are aggressive and intimidating on shared use paths and on the highways. This can genuinely frighten pedestrians, children, dogs and horses who, as a result, can display a classic 'fright and flight' stress reaction to such encounters which does not lead to good relationships.

The Covid scientists has successfully used behavioural modelling to shape how the population responds to the pandemic messages.

Are there any plans by BCP to use behavioural modelling to improve the relationship between cyclists and other path/road users?

Review alternatives

THVC suggests further exploration and consideration of the use of the Berry Hill bridge (Wessex Water) to accommodate commuter cyclists.

When the Secretary of State made judgement on the bridge planning application, it was recommended that cycle/pedestrian facilities should be made available across the Stour.

This planning recommendation should be revisited.