

Throop and Holdenhurst Village Council

FULL COUNCIL MINUTES

20th July 2022 – 7:00pm

Village Hall, Holdenhurst Village Road, Dorset BH8 0EE

Present: Cllr S R Fisher (Chair), Cllr N J Corcoran (Vice Chair), Cllr T Blackmore, Cllr J-A Houldey and Cllr M J Waters

P Biles (Clerk)

Public attendance- 5

1. Welcome from the Chair (160/22)

The chair welcomed everyone and thanked them for coming.

2. Apologies for Absence(161/22)

Cllr. L W Sabih and Cllr P Hall gave their apologies

3. Announcements (162/22)

The Clerk apologised for sending out the summons for this meeting with Cllr. L W Sabih addressed as Vice Chair instead of Cllr N J Corcoran, who was voted in as Vice Chair at the Annual Council Meeting. This was due to the Clerk using an unamended template. This will be addressed for future meetings.

The Chair thanked Carol Loader for picking up 10 KGs of litter recently from Throop and also Jean Kirk who has, regularly picked up litter from the area over many years. The Chair mentioned she had received an email from a River Bailiff who stated he has been overwhelmed with the litter that is being left at Throop.

4. Declarations of Interest (163/22)

No declarations of interest stated

5. Minutes of Previous Meeting (164/22)

The chair signed the previous minutes. Voted 4-1 as an accurate record of the meeting.

6. Public Questions (165/22)

The Clerk stated he had received a number of questions from the public-

Grass cutting on Throop Village Green

The Clerk received an email regarding the Grass not being cut on the Green behind Stour Walk and Roi Mar. The area is not classified as a 'Grass Meadow' and the Clerk asked BCP that the area should be blanket cut to allow the open space to be used as a recreational area. This has now been cut.

The Clerk also received a letter regarding the grass not being cut in the graveyard of the old United Reformed church, now private dwellings, the Clerk sent emails and phoned the Wessex Trust (URC) but, as yet no response.

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Holdenhurst Green- dead tree/ tree survey

The Clerk was notified of the dead and dying trees on Holdenhurst Village Green, he contacted BCP who agreed to fell the two affected trees. An update came from BCP that due to the cables running through the canopy, external contactors would be tasked to cut away the branches from the cables to allow the trees to be felled safely.

New trees will be planted to replace the felled trees in the planting season.

A tree survey, to highlight any further dying trees in the area should take place in 2023.

Bathing- Pig Shoot

The Clerk was notified that people had been swimming in Pig Shoot, a fast piece of water, and it was noted how dangerous this was to do so.

Parking Restrictions

The Clerk received an email regarding the impact of potential of parking restrictions due to the SANG and the accidents that have occurred in and around Taylor Drive. Noted

Traffic Concerns

The Clerk received an email regarding the field behind Fairacres, has been used for Camping and other events and rumours of a car boot sale to be held there could, potentially, cause traffic congestion. Noted

Holdenhurst Village Hall- Additional Lighting

There is a protected Grade 2 listed Victorian gas lamp in the road outside the Holdenhurst Village Hall which gives a soft light to the road. A request from the Church Warden has suggested that a modern streetlight to be placed outside Holdenhurst Village Hall to increase security. A discussion took place with the consensus that the gas lamp should remain as they are protected part of Throop and Holdenhurst's heritage and suggested that to improve security of the Hall a security light should be put within the Hall's carpark.

Democratic 15 Minutes

The Chair introduced the idea of holding a 'democratic 15 minutes' where the public can ask questions (Given 3 minutes each) where Council can respond or take away to consider and respond at the next meeting.

A question was asked about the progress of the Holdenhurst notice board. The Clerk stated that an update is due to be given in the meeting as part of the agenda.

Reassurance was requested that the Green behind Stour Walk/ Roi Mar would be regularly cut and not left uncut as happened this, and previous, years as it is not suitable for a recreation area if left uncut and is a fire hazard to Roi Mar Caravan park, thatched rooves etc, in hot conditions.

The Chair explained that THVC have been in consultation with BCP Parks department regarding the cutting of Grass fields/ verges etc and it was suggested that, in Spring(March 2023), we meet with BCP to agree the grass cutting schedule for the Parish.

It was suggested it may be necessary to establish the status in order to protect the green space behind Stour Walk and Roi Mar, dependent on examination of BCP maps (which the clerk has requested and is awaiting from BCP)

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7. Matters Arising from Previous Meeting (166/22)

Update-National Association of Local Councils(NALC) Membership

THVC are a member of NALC already- by virtue of subscribing to DAPTC (Dorset Association of Parish and Town Councils)

Update-Jubilee Tree planted on 18th May 2022 (Agree wording for plaque)

The tree has been planted on Holdenhurst Village Green however the words on for the plaque to be agreed.

Jubilee Tree Plaque wording-

*This tree was planted in 2022 by
Throop & Holdenhurst Village Council
to commemorate the
Platinum Jubilee of
Her Majesty Queen Elizabeth II*

Agreed by Council to allow the Clerk to purchase plaque with the agreed words.

Update- War Memorial

To date the fund stands at £2194.73

THVC have applied from a £2000 grant from BCP CIL fund. (Community Infrastructure Levy)

William Clark from Roi Mar has exceeded his £600 target by doing a sponsored walk, doing laps around Roi Mar (Our very own Captain Tom)- We are waiting to see if the Bournemouth Echo will take up the story – which may increase donations- and will be able to add Bills donations to the War Memorial fund soon. Well done, Bill.

Bill received a round of applause from everyone in the Hall.

Update- Holdenhurst Noticeboard

The Noticeboard is well underway but has stalled slightly due to personal reasons. As soon as it's ready, we will arrange the installation and publicise on the THVC Website.

8. Clerk's Report (167/22)

Bank reconciliation

The Clerk stated that the Bank Reconciliation report will be on the website- all balanced- and that it is good practice to present quarterly but as we have six meetings per year will present each FCM.

Update on Clerks Training

The Clerk listed the training he received to date, and the training completed by Cllr Fisher and Cllr Hall since the last meeting. Full list of training received below-

Name of Attendee and Course Date-

Cllr Sarah Fisher New Chair Induction 17-Jan-22

Phil Biles New Clerk Induction 18-Jan-22

Phil Biles Clerks Code of Conduct briefing 01-Feb-22

Phil Biles Year-end Accounts & Audit 15-Mar-22

Phil Biles Agendas, minutes & report writing p1 13-Jun-22

Phil Biles Clerks code of conduct briefing 21-Jun-22

Cllr Sarah Fisher Changing chairs 23-Jun-22

Cllr Peter Hall New Councillor Induction 27-Jun-22

Cllr Peter Hall Cllrs code of conduct 11-Jul-22

Phil Biles Agendas, minutes & report writing p2 28-Jun-22

9. Working Groups (168/22)

The Chair explained the benefits of creating working groups to help projects move forward and asked Councillors to consider the 'THVC Parish Council Working Groups Terms of Reference' document and resolve to adopt it as the framework to conduct all future working groups.

Proposed by Cllr T Blackmore, Seconded by Cllr N J Corcoran- Vote Unanimous.

It was highlighted that the number of groups and work that is being proposed to do is a large undertaking and will take time.

10. Neighbourhood Plan Working Group (169/22)

Councillors to resolve to form a working group to create a Parish Neighbourhood plan, to nominate a group leader, undertake training in preparing a neighbourhood plan and provide regular feedback reports to Council on progress

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Cllr N J Corcoran expressed interest in the role as leader and stated that it will be an important but long-term project. No other Councillor's expressed an interest.

Proposed by Cllr J-A Houldey, Seconded by Cllr T Blackmore- Vote Unanimous.

11. SANG Working Group (170/22)

Councillors to resolve to form a working group to work with BCP on providing a SANG within the terms of the BCP Cabinet Paper, Development of Throop Nature Park(Hicks SANG)9th March 2022 'We will work constructively with THVC to deliver the SANG'. The working group will continue local public engagement for naming the SANG. Nominate a group leader and provide regular feedback to Council.

Cllr S R Fisher expressed interest in the role as leader. No other Councillor's expressed an interest.

Proposed by Cllr J-A Houldey, Seconded by Cllr T Blackmore- Vote Unanimous

A brief discussion regarding whether group members should be decided at the meeting, it was agreed that leaders only would be agreed and members for group sought outside the meeting and decide the specific terms of reference for each group within the terms of reference framework already agreed.

12. Communications Working Group (171/22)

Councillors to resolve to form a working group to investigate and enhance all aspects of the Parish Councils communications, to nominate a group leader and provide regular feedback to Council.

The Chair stated that a proviso for the group means anything being published is required to go through the Clerk prior to publishing.

A discussion on the purpose and scope of the working group ensued, after which, no leader came forward.

It was suggested that the Clerk continues moving forward with communications using the delegated responsibilities already agreed.

It was then suggested to resolve to present terms of reference for the communications working group at the next meeting. A further proposal to resolve to form a working group ,without nominating at leader at this point, was suggested.

Proposed by Cllr N J Corcoran, Seconded by Cllr M J Waters. Vote Unanimous.

13. Hicks Farm Working Group (172/22)

Councillors to resolve to form a working group in preparation for BCP's development plans for Hicks Farm, to nominate a group leader and provide regular feedback to Council.

The Chair explained the current status of the proposals from BCP regarding the Hicks Farm development and how important it is to involve ourselves in the process.

Cllr T Blackmore expressed interest in the role as leader. No other Councillor's expressed an interest.

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Proposed by Cllr J-A Houldey, Seconded by Cllr N J Corcoran. Vote 4-1.

14. Holdenhurst Village Working Group(173/22)

Councillors to form a working group in preparation for BCP's future development plans for Holdenhurst including the A338 and Wessex Fields development, to nominate a group leader and provide regular feedback to Council.

Cllr. L W Sabih expressed interest in the role as leader by email prior to the meeting. No other Councillor's expressed an interest.

Proposed by Cllr J-A Houldey, Seconded by Cllr T Blackmore- Vote Unanimous.

15. Allotments Meeting THVC/BCP working group(174/22)

Councillors to resolve to form a working group to engage legal support to provide a lease for the Longbarrow Allotments and to cover any legal associated requirements in a manner acceptable to all parties. To nominate a group leader and provide regular feedback to council.

It was suggested that delegations have already been passed authorising the Clerk to undertake legal advice and to bring back reports to Council and that these delegations should be reviewed to ensure they are being done and check if further delegations are required.

It was decided to withdraw the resolution to form a Working Group as a working group is already in place(exempt meeting ref 66 -20/10/21).

16. Climate Emergency (175/22)

BCP declared a climate and ecological emergency on 16 July 2019, committing the BCP organisation to being carbon neutral by 2030 and Bournemouth, Christchurch and Poole by 2050.

Councillors to consider the BCP COUNCIL CLIMATE ACTION ANNUAL REPORT 2020/21 and resolve to declare a climate and ecological emergency in line with BCPs Climate Policies and findings from the report.

After discussions regarding the process and ramifications of declaring a climate emergency and was suggested that further information should be gathered to help Councillors understand any consequences in signing up to such a declaration.

Council to hold the resolution over until the next meeting.

17. CS 36 Stour Valley Project , Hicks Farm Muscliffe (176/22)

CS36 specifically refers to Hicks Farm, Muscliffe. Muscliffe is a geographically distinct area. There is categorically no mention of Hicks Farm homestead and associated buildings which lie within with the Conservation Area of Throop.

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CS36 therefore must exclude Throop Conservation Area from the scope of any development with the Stour Valley Project.

Councillors to resolve to delegate authority to the clerk to write to BCP to confirm the legal geographical position of Hicks Farm Muscliffe, excluding any land or buildings associated with Hicks Farm within the distinctive and separate Throop Conservation Area. Until this legal position is resolved BCP cannot and must not apply for, or receive public,

lottery or other external funding to develop Hicks Farm and its building within the conservation area and village of Throop.

Discussions held on the wording of the letter and saying BCP 'cannot and must not' should be worded 'should not' or similar.

Proposed by Cllr S R Fisher, Seconded by Cllr N J Corcoran - Vote Unanimous.

18. Winter Gardens (177/22)

Councillors to resolve to delegate authority to the Clerk to write to BCP about the position of Throop SANG now that BCP have indefinitely stalled the Winter Garden project while BCP looked at 'what might be best for the wider area'.

This action by BCP means there are now effectively no actively named developments upon which the Throop SANG required mitigation (as required by Natural England). By default, therefore there is an absence of any specific developers funding stream to underwrite the SANG through the developers levy. Subsequently, this renders the decision by BCP Cabinet 9th March 2022 to delegate from general CIL funds of £618,000 for the Development of Throop Nature Park (Hicks SANG) redundant as there is no possibility in the near, or medium-term future of receiving developers CIL funding from the Winter Gardens development to pay for the development or future maintenance of the SANG.

Discussions were held over the content of the proposed communication to BCP.

It was proposed, by the Vice Chair, that this is the resolution to put forward.

Proposed by Cllr T Blackmore, Seconded by Cllr N J Corcoran - Vote Unanimous.

19. Insurance Quotes (178/22)

Councillors to consider the three quotes for the Allotment Insurance and resolve to delegate authority to the Clerk to purchase Insurance from the best value Insurance supplier.

After brief discussions, the quote by BHIB (Insurer Aviva) was accepted by Council

Proposed by Cllr T Blackmore, Seconded by Cllr N J Corcoran - Vote Unanimous.

20. Audit Report Outstanding Actions (179/22)

VAT Claim-The Clerk has manually submitted first VAT claim of £471.77. Yet to be received. The next claim can be done electronically so should be easier.

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Society of Local Council Clerks (SLCC) Membership- Councillors to consider the Auditors recommendation and document outlining the benefits of joining and delegate authority to the Clerk to subscribe to SLCC .

Proposed by Cllr T Blackmore, Seconded by Cllr N J Corcoran - Vote Unanimous.

Clerks working from home allowance- Councillors to consider the auditors recommendation and delegate authority to the Clerk to initiate a process to apply the work at home allowance of £6.00 per week to Commence from 1st August 2022.

The Clerk withdrew the resolution as it's an allowance that if the Clerk is eligible, he should receive the allowance, so a resolution is unnecessary, and the Clerk will progress with the auditor's recommendation and update Council at the next meeting.

Meeting closed at 8.36 pm and moved into Exempt business

Signed.....(Chair)