

LYTCHETT MINSTER & UPTON TOWN COUNCIL

A **MEETING** of the **TOWN COUNCIL** was held in the Council Chamber, 1 Moorland Parade, Moorland Way on **TUESDAY** the **18 July 2017** and commenced at 7.30 p.m.

PRESENT: Councillor Mrs J M Richards in the Chair
 Councillor Mrs M Pryor
 Councillor J C Small
 Councillor P F Johns
 Councillor F H Drane
 Councillor R Griffin
 Councillor Mrs E Andrews
 Councillor M Dodds
 Councillor M Chase
 Councillor Mrs J Marston

Also in attendance: Mrs K Wright, Town Clerk
 Mrs B Lake, Office Manager

121/17 DECLARATIONS OF INTEREST:

None.

122/17 APOLOGIES: Councillor J R Burns (personal)
 Councillor Mrs R J Wood (work commitments)

123/17 MINUTES: of the Town Council meeting held on the 20 June 2017 as circulated were confirmed and signed

124/17 CLERKS REPORT:

- a. **Minute 64/15 Purchase of Noticeboard.** This continues to be monitored and this item will be removed from the minutes.
- b. **Minute 409/16 Solar Energy Farm on Town Council land.** No further information. This item will be removed from the minutes.

125/17 CORRESPONDENCE:

- a. Information on the State of the Advice Sector in Bournemouth, Dorset and Poole was received from the CAB.
- b. Notification was received from Scottish Widows that the Town Council Savings Account will be transferred to Lloyds Bank Plc. It was suggested that any funds over £85,000 should be transferred to another provider and this will be investigated.
- c. A copy of The Clerk magazine was received.
- d. A copy of the Clerk and Councils Direct Magazine was received.
- e. Notification was received from PDC regarding the East Boro Housing Trust's application for grant funding to provide a reduced number of homes on two sites in the town. A copy of an email from Cllr Drane to the Chief Executive, PDC will be circulated to members. It was agreed that a letter should be sent to PDC reiterating the opposition of the Town Council to this proposal as well as an email to the District Councillors.
- f. A copy of the DAPTC Chief Executive's Circular was received and will be circulated to members.

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126/17 ADOPTION OF COMMITTEE REPORTS:

- a) The report of the Environment committee held on 27 June 2017 as circulated was confirmed, adopted and signed.
- b) The report of the Amenities committee held on 4 July 2017 as circulated was confirmed, adopted and signed.
- c) The report of the Planning committee held on 11 July 2017 as circulated was confirmed, adopted and signed.

127/17 REPRESENTATIVES REPORTS/DORSET COUNTY COUNCIL MATTERS:**Cllr Mrs J M Richards – Lytchett Minster and Upton Town Council**

Report on the meeting with Alf & Martin from Lytchett Matravers Council
11/7/19

Speaking from their experience the Town Plan (TP) process took Lytchett Matravers 5 years in total. 4 years for the plan and 1 year waiting for it to be approved.

It cost 5k to do but that was covered by a grant from PDC.

The most important thing required is time commitment from those involved. Their TP was led by councillors with volunteers from the public (some of whom are still volunteering in the parish). Their town clerk was not involved in any of the procedure.

Keep the plan specific, just 5 or 6 ideas to go in the plan. It is important to clarify the town boundaries. Their plan is on line so it can be perused for ideas.

<https://www.dorsetforyou.gov.uk/neighbourhoodplanning/purbeck/Lytchett-matravers>

DAPTC Purbeck Area Committee meeting held on Thursday 22 June 2017 at Bloxworth Community Hall**To receive an update on the Purbeck District Council Local Plan Review – the nature of the Forums – Bridget Downton, PDC**

Bridget Downton was invited to address the meeting to explain the current position regarding the, now postponed, Local Plan Forums. The Chair asked Bridget to respond to the following concern:

‘It was understood that the reason given for cancelling the forums was that the external facilitators could not attend. However, only one of the forums was listed as being chaired by a facilitator, the rest were being chaired by District Council officers.’

Bridget agreed that there was a document that listed the elected member chairs of each of the forums and one that had no chair and an external facilitator was put by it. Discussions then took place within PDC and it was decided that all the forums should be chaired by external facilitators. The idea was for the forums to be more interactive and it was felt that external facilitators would fit better into an open forum type setting. When the facilitators were no longer able to carry out the work, it meant no forum could be held. PDC are now reconsidering how best to move forward. They are still awaiting a number of evidence based documents and, because of this, the idea had been for the first forums to be a visioning based discussion, asking those attending what they would hope their village or neighbourhood would be like by 2030. They now need to go back to the drawing board to decide how they can still have some meaningful public engagement and without impacting too much on the PDC timetable. A report will be put before Council at the 11th July meeting to consider how they move forward.

Peter Bowyer – Why did the facilitators pull out? Not entirely sure what the issue was. They had been through an assessment process, held an inception meeting and talked through their plans – all of which appeared very positive. PDC then had a communication from them saying they did not feel they

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were able to fulfil the contract. Bridget’s priority now is to focus on how they can now move forward rather than find out why the firm could not or would not fulfil the contract. Peter Bowyer – How would this affect the decision of the council to reconnect with the company in the future? PDC would be loath to commission them in the future.

Sarah Jackson – We have seen increasingly that affordable housing is not affordable to those who need it. At the last housing meeting, she pressed Cllr Miller on this issue. There is a perception that those who need it will be able to access it. Her concern is, how we are going to get through the Local Plan process without misleading the public by letting them believe affordable housing will be actually affordable. Bridget – her job in terms of planning responsibility is to get a plan in place that facilitates affordable housing.

There is now very little government grant available, so one of the key ways to deliver affordable housing is to deliver market housing. West Gate, Wareham has provided 40% affordable housing. Whilst affordable rents are high, there are some mechanisms that will enable some people to afford those rents. This will not help everyone. The council needs to discuss where the responsibility for this rests within the council – the role of working with registered providers and to discuss rent levels rest with the officers in the housing team. Bridget’s team’s job is to ensure there are houses available that will consist of market and affordable. Sarah – There is still a question of honesty and transparency when talking about affordable housing. In terms of how people are addressed both in and out of the forums, people do not understand the meaning of affordable housing. We need houses that people can afford; changes in benefits are making it difficult for people to afford the rent. The forums are a platform to start discussions. There is going to be an increasing number of people who are going to need social housing. Bridget – The issue is how the registered providers can bring this forward now they are not getting the grants. They need to build market housing which enables them to provide affordable housing. Rent is down to the registered housing providers This cannot be solved via the Local Plan. She will talk to members of the Policy Team to see if there is anything that could be included but does not want to slow down or stop the Local Plan process because of concerns over rent levels.

Sarah Jackson – We are hearing that developers all over the country are carrying out feasibility studies through specialised consultants on development sites in order to reduce the required numbers of affordable housing. What can we do to stop them reducing their liability? Bridget – There are several things PDC have put in place; they have a corporate policy around affordable housing and officers who mean it and will stick to it. In PDC the officers have refused to listen to developers’ concerns on occasion. The second thing is, a viability assessment for land values was carried out by officers and it became apparent that they did not have the knowledge to maintain a consistency when dealing with this element. This resulted in PDC entering into a contract with the District Valuation Service (DVS) so, when a developer submits an application, they either deliver the required policy compliant number of affordable houses or, if they submit a viability assessment; it is passed to the DVS. Sarah - What happens if the planning has been agreed and developers then try to amend the number of affordable houses? They will have to put in another planning application or apply to vary the Section 106 agreement which will involve another submission to the DVS.

Roger Khanna – Can’t we have a completely clear transparency when discussing affordable housing between market sales and rent. Discounted market sale comes under the category of affordable. Within the PLP the issue is rental, the second is affordable rental. The minds within the forums are clearly advised as to whether they are talking about rental or sale and the

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intermediate category should be removed from the whole local plan discussion. Can we not simply have either market or rental categories only. Bridget – the Affordable Housing policy says they have a requirement to provide affordable housing both for sale and for rent. The previous government was keen on starter homes and intermediate homes. The policy says that of the 40% affordable, a large percentage are required to be rented properties and a much smaller percentage to be intermediate housing. They would not be able to eliminate the intermediate housing as there are some people who can access the intermediate housing and they must allow for this. Paul Johns – Extra cost for the affordable homes should not come out of the provider's costs, it should come out of the landowner's site costs. Why is this not now happening? Bridget - On Policeman's Lane, Upton the PDC went to appeal and the inspector came to a view on assessing what the developer said about viability and what the DV said about viability and came to a decision somewhere in the middle. The DV does challenge the land valuations put forward by the landowner or developer.

Peter Bowyer – There is a limited supply of housing space available in Purbeck. If the aspirations of the local community are to be met, it should be recognised that we have difficulties on the supply side. If the new properties remain out of the reach of the local population, we could end up having more second homes. We need to have an extended dialogue to have some impact on the nature of the housing market; otherwise we will be submitted to a formula that is inappropriate to Purbeck with the number of land designations in place. Bridget - We are trying to have this dialogue and many meetings have taken place to discuss these issues. We do need a dialogue about what is a fine balance between the required housing and the impact it will have. We need to deliver some housing but there will be some impact and we need to decide where the houses are going to go rather than letting the developers decide.

Josie Parrish – With regard to the forums, would it be wise to, whilst rethinking the forums, consider article 8.1 of the PDC constitution which states they will consult with the chair of parish councils. Would it not be wise to have a dialogue and allow the different parishes to decide how the forums work and what needs to be discussed, as we are at the grass roots level. Bridget – article 8.1 refers to the setting up of area forums to carry out a job of work on a permanent basis. There is a balance here as the forums are possibly not named correctly – she would encourage parish councils to feed in through the council process when the papers are issued. Time is running short now and a great deal of engagement has taken place with parish councils already.

Josie Parrish – with regard to community land trusts; does the housing they provide count in the Plan and what about the affordability side of it. The rent still seems to be affordable market rather than social market. Bridget – CLT houses if delivered through a Rural Exception Site would be deemed windfall. The current Plan relies heavily on windfall sites and they are looking to see if they can rely on it more in a reviewed Local Plan than was originally intended. A CLT could also be involved in the nominations for housing on an allocated site if they so wished. It would depend on whether the trust was operating either inside or out of an allocated site.

Sarah Jackson – Paragraph 14 of the National Policy Framework talks about the SHMAA being a guide rather than a statement. The provision of affordable could make the designation exempt. Bridget – SHMAA is the starting point that says, all else being equal, you need to provide x number of houses. Then it asks if this can be delivered within the constraints in the area. The significant designations are AONB and green belt; building in the green belt must be very specific with stringent tests attached. This does not mean there can be no development in them. PDC have been looking at whether

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there is an argument for some areas of green belt to be considered for building. There has been a new announcement from government ministers around some of these areas and they are looking to get clarity on the designations and whether they need to change their position on green belt and AONB. Sarah – Some people will accept development in those areas if they think they are going to get something from it. They may end up very angry if they lose an area of land that they later realise they cannot access through affordable housing. We need to be honest about what affordable means.

To consider the application of CIL payments – R Khanna, WMPC

Roger Khanna – Passing CIL monies to the parish councils is a new concept and the definition of what it can be used for is a little on the vague side – open space/ infrastructure. It would be helpful to have some discussion between ourselves and, as there are no hard and fast rules, it would be useful for all the councils to keep in communication. The range of things people have used the CIL for is quite vast. If we are able to draw up some guidelines amongst ourselves, it would be a help. PDC are not going to act as judge and jury on how the monies are dealt with, but will just keep a watching eye. It would be useful to keep a list of what the various parishes have used the money for.

Agreed: Members will forward their CIL amounts and expenditure to the Chair and Secretary who will keep an on-going list for circulation.

Emily Blake – The CIL payments promised may not always materialise and councils need to take care when using the money within their budgets.

Peter Bowyer – Studland has never received any CIL payment, despite the sizeable amount of building that has taken place. This may be because the developer may be deeming them as self-builds. There has been a great deal of building within the parish but there seems no desire to pursue the CIL payments by the District Council due to the nature of the application.

Peter Wharf – The CIL rules are ill-defined. An up and coming copy of the Local Government circular will be containing articles about CIL in other areas and members may find this useful.

Reports from representatives of the Area Committee

Purbeck Standards Committee – The next meeting will take place on Wednesday 5th July. Ashley Pellegrini had submitted a report saying that, as suggested at the last Area Committee meeting, he had put a general question to the Standards Committee asking how legal the pre-meeting gatherings were and whether or not they amounted to pre-determination. In addition, how can members remain impartial and unbiased when they are affiliated to a political party. David Fairbairn replied by giving an interpretation of the meaning of impartiality. Ashley will ask the question again at the next meeting.

Emily Blake raised the issue of the transfer of the toilets to the Lulworth Estate. The parish council felt they did not get a fair chance to submit their proposals and it was felt that an element of pre-determination had taken place between the District Council and the Estate. There seemed a number of issues that appeared to contravene their constitution. Cllr Wharf suggested that the question should be raised with David Fairbairn and, if the parish council felt they had a genuine issue, they should submit a formal complaint.

Sarah – What an officer told her on the telephone was completely different to what the Chief Exec said at the meeting. Documents that had been on the internet were subsequently withdrawn. The parish council were left feeling that this was a deliberate action on the part of the Chief Exec and the District Council solicitor.

Chair – recommended going to the standards committee. Chair advised parish councils were concerned that district councillors were meeting to

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discuss matters before the main council meeting at which these issues would be discussed.

Peter Wharf - There are pre-meets of parties prior to the main council meeting and each party knows there must be no predetermination.

Chair – The Independents are unable to make it on to the various committees within District, so how can their constituents be represented.

Peter Wharf – all councillors are welcome to attend any committee meeting and speak.

Open Forum

Emma Blake – CCG plans regarding primary care – will there be a consultation? Yes, but they are currently working through the comments made at the original meetings.

Roger Khanna – Members may recall that, at the Annual Meeting, Cllr Baroness Scott of Bybrook OBE - Leader of Wiltshire Council suggested that parish councils were run by 70 year old white men. The vice chair of Worth Matravers Parish Council, Ian Bulger, has just been awarded the Queen's Gallantry Medal for trying to rescue a woman trapped in a sea cave in Dorset in November 2013. His citation says 'He displayed exemplary bravery, a high level of professionalism and outstanding commitment in attempting to rescue the woman in such difficult and dangerous circumstances. He knew very well the risks involved and that both the team and their equipment would be operating on the limits of their technical capability. Yet he placed himself in harm's way in a final effort to save a woman's life.' The speaker should remember that there is a whole range of volunteers and people from a wide age range that work on the parish councils and for the parish councils **Agreed:** The citation will be sent to the Chair of Purbeck District Council.

Sarah Jackson – Would it be possible to include other members of other parties in the Policy Group? Peter Wharf offered to take the suggestion back. He added that there is a difference between the 6 councils who decided to accept the unitary council and the other 3 councils are not being excluded other than when there are specific policy announcements. The 3 are welcome and have been welcomed but they cannot contribute. Due to the now hung Parliament, the government is unlikely to do anything that is mildly controversial. The 6 councils are in almost daily discussion with the 3.

Sarah Jackson – Has everyone seen the email from Andrew Martin, Highways, to Beryl Ezzard stating that are going to be directing their funding towards the towns and cities. If they are actively saying they are not going to spend money in the villages, why are we continuing to pay that element of our council tax when they are openly stating they are not bothering with the rural areas? Peter Wharf suggested any comments regarding this should be directed towards MJ Harries, Andrew Martin's boss.

Cllr P F Johns – Lytchett Minster and Upton Town Council

At the Purbeck District Council's 11th July full council meeting I commented on their agenda item 8 as follows:

1. The PDC proposal includes a randomly selected resident's survey and I asked councillors not to agree that part of the recommendation for the following reasons:

With the random selection of residents very few of those residents would live in the small communities and villages where there are proposals for large developments of major concern and most of the residents would live in the towns and urban areas. Therefore, the randomly selected consultation is

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likely to give different responses than that given by a full consultation where all the residents who live near the proposed large developments would have the opportunity to comment.

- 2. The report also asks for a highways study to consider the potential impact of development on specific junctions on the A31 and A35, this study I suggested should include traffic modelling on the Upton Cross junction, on the B3067 between the Bakers Arms and the Upton Cross and on the A351 Wareham Road.

Cllr F H Drane – Purbeck District Council

I attended a Leasers Forum Meeting PDC at which it was mentioned that possibly the Council Leader and a member from DCC will meet with the Secretary of State to discuss the joining of Councils to become two Unitary Councils, which should take place in 2019, until then and after such a meeting there is also a local proposal that Councils get together in order to discuss forward plans of joint working as there is a need to save money .The PDC has agreed to join in with these talks. The terms of reference for the joint committee are appended to the appendix to PDC council meeting report July 11 2017.

The usual meetings were put forward for adoption and discussion.

Item 8 took most of the discussion .Local Plan and Local Development Scheme Appendix 1 in the report of the PDC meeting. Item 1 Recommendation.

That Council agree that once various uptakes evidence studies are available a six week period of consultation to inform the local Plan Review will be held which will include a statistically significant survey of randomly selected householders, as well as an opportunity for all interested parties to submit written comments and meetings of the local forums and the Purbeck infrastructure Forum. After discussion this was changed to

1 Upon completion of the evidence studies ,including those set out in paragraph 5.14of the report ,a new option document be issued and consulted upon for a period of six weeks and that this be a full consultation. It is intended to include a summary of this in the About Purbeck which is issued to all householders and in addition to- and not instead of – the full process, a survey will be sent to randomly selected householders.

This was voted on and agreed by all members of the PDC meeting .

Item 9. Governance arrangement to support Local government reform, as mentioned earlier in this report the main concern is should this go ahead the time scale of 2019 will be too short and get shorter as the weeks go by.

Item 10 Business rate relief .this is a subject still being discussed by the government That a report be submitted to Council recommend ending that where the Government introduces a new ,or amended to existing ,rat relief and ask council to use their discretionary powers under Section 47 of the Local Government Finance Act 1988 to enact the relief ,that the General Manager - Resources has delegated authority to implement the relief under these powers.

Item 11. Purbeck District Conservation Areas review Prepared for Morden and East Creech Conservation Areas. Council approved the adoption of the draft appraisals and boundary proposals, further discussion raised from members requiring more information/the report was a very lengthy one .

Item 12. Appointment of independent person ,2 required. Only one person came forward ,this is to follow up complaints against Councillors.

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Item 13 National Apprenticeship Scheme .The PDC are to appoint 3 Apprentices. I raised my full support in having Apprentices highlighting a few years the Government did away with Apprentice support stating it was not needed ,the present result is we are short of skilled workforce ,as PDC do not have to adopt the public sector employees with over 250 staff to employ 2.3% of their work force as apprentices. The PDC workforce is less than 205 staff good for PDC .

Item 14. Community Housing Fund

This is a far reaching fund and needs a lot of discussion Hopefully the Council will be fully in contact with the Community which the council have done in the past - wishing to work towards affordable housing and self-build and co-housing .

Cllr W T Pipe – Purbeck District Council and Dorset County Council

A meeting is to be held at PDC on the 26 July which I will chair as DCC chair of the Health Scrutiny Committee. We will be looking at the health provision for Purbeck as a whole and have been singled out by County Hall as a council (PDC) which takes these issues seriously.

My apologies for missing your council meeting this evening. I have had a very late diary change due to an issue brought up at the Health Scrutiny Committee meeting last week.

At PDC, preparations are underway for any potential local government reorganization in whatever form it manifests itself. PDC has voted to take two seats ‘around the table’ so that any discussions with and between the ‘Yes’ camp do not pass us by.

The local plan review gathers pace and will now become a full review with public participation at all levels; at local forums and by submitting thoughts, ideas and locations/numbers into the process of public participation.

The conservation areas review has been put on hold to enable East Creech Parish Council to put together a case for reconsideration. The Morden element of the area review would seem to be acceptable, but will be taken at the same time as the East Creech submission.

DCC has its council meeting on the 20 July. The agenda suggests that the main talking points will be Local Government Reorganisation (or the lack of it) and the acceptance of reports.

I have taken up the Chair of the Dorset Health Scrutiny Committee and held my first meeting last week (10 July). Nothing specific relating to LM&U was brought up at this meeting. I have also taken the vice-chair of the Community Safety Partnership and also of the Criminal Justice Board.

Congratulations on yet another successful Upton Carnival. Feedback suggests that all who attended thought it was a lovely ‘family experience’. I was unable to attend as I was away working in St Ives.

Members continue to be grateful for the informative report produced by the County Councillor, however members all agreed that it was highly valuable and productive for the member to be at the meeting in person. The Clerk was instructed to write to the County Councillor to this effect.

128/17 TO APPROVE STANDING ORDERS FOR 2017/18:

It was proposed, seconded and
RESOLVED that these be approved.

129/17 TO CONSIDER THE DRAFT LONE WORKING POLICY:

Members should advise the office of any amendments required and this document will be considered again at the full Council meeting in September.

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130/17 TO APPROVE VIERMENT OF £1000 FROM ENVIRONMENT RESERVES TO BUDGET FOR TREES IN ORDER TO ACQUIRE A TREE SURVEY:

It was proposed, seconded and **RESOLVED** that this be approved.

131/17 TO CONSIDER RENEWAL OF DAPTC ANNUAL SUBSCRIPTION FOR 2017/18 AT A COST OF £1059.84

It was proposed, seconded and **RESOLVED** that this be approved.

132/17 TO RECEIVE UPDATE ON HIBBS CLOSE:

The Clerk gave an update on the potential sale of the land at Hibbs Close and reported that valuations are in the process of being sought.

133/17 TO CONSIDER REQUEST FOR PARTIAL LEASE OF LAND AT FRAMPTON TERRACE:

A request was received from a resident of Frampton Terrace to lease part of plot 31. After discussion it was proposed, seconded and **RESOLVED** not to permit just part of a plot to be leased and the resident will be advised.

134/17 TO RECEIVE UPDATE ON REPAIRS TO 1 MOORLAND PARADE:

An update on repairs to the premises was given. It was then proposed, seconded and **RESOLVED** to use £2000 from security reserves and £2000 re emergency spending powers due to the need to ensure that 1 Moorland Parade is health and safety complaint.

135/17 TO RECEIVE UPDATE ON THE PROPOSED ENHANCEMENT TO THE GROVE FACILITIES TO ACCOMMODATE ‘THE MONDAY CLUB’ (AGE UK):

Meetings have taken place with the Day Club who will provide a cooker, dishwasher, extractor and water boiler. The Town Council has applied for a lottery grant to install the kitchen and a decision is awaited. In the interim if the application to remove the requirement to provide allotment land by Wyatts is approved, it will be ascertained whether they can provide a sum of money for the refurbishment of a major community facility in lieu of this.

136/17 TO RECEIVE UPDATE ON NEIGHBOURHOOD PLAN POST MEETING WITH LYTCHETT MATRAVERS PARISH COUNCIL:

See Minute 127/17

137/17 TO RECEIVE THE LATEST FINANCIAL SUMMARY OF ACCOUNTS:

This was reviewed by the committee and it was proposed, seconded and **RESOLVED** that the financial summary of accounts up to the end of the month be approved.

138/17 TO APPROVE ACCOUNTS FOR PAYMENT AND TO INSTRUCT MEMBERS TO SIGN CHEQUES AND AUTHORISE PAYMENTS:

It was proposed, seconded and **RESOLVED** that the accounts for July 2017 be approved.

139/17 ITEMS OF REPORT (INCLUDING PUBLICITY OPPORTUNITIES) AND MATTERS FOR FUTURE AGENDAS:

- a) Cllr Griffin reported on green belt land being proposed for use by PDC.
- b) Cllr Griffin reported that a new pollution monitoring site has been located in Poole.
- c) Cllr Chase reported on a meeting he and Cllr Mrs Pryor attended with the Head of the Yarrells School regarding sports facilities on the Recreation Ground. More information on the proposals is required.

There being no further business, the Chairman closed the meeting at 9.40 p.m.

Chairman.....

Date.....

DEMOCRATIC SESSION:

4 members of the Save Our Spaces group attended the meeting to express their ongoing concern about the proposals for development on 2 open spaces in the Dacombe Drive area. It was suggested that they attend the PDC Policy Group meeting on 16 August when the East Boro Housing Trust's application for grant funding will be discussed, and to submit a document prior to the meeting. They were advised that the Town Council continue to support their objections. See Minute 125/17 (e).

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