

# STUDLAND PARISH COUNCIL

Minutes of the Studland Parish Council held on Monday 21 November 2016 at 7.00pm in the Village Hall, Studland.

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**Present:**

**Chairman: P. Bowyer**

**Cllrs: Parsons, Boulter, Pilgrim, Ferguson, Smith, Hammond**

**Clerk: Parish**

**NT: E. Wright**

**DCllr: Lovell**

**Public: None**

**Start 7.02pm**

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1. **Apologies** - DCllr Dragon, Cllrs Etherington and Dyball.
2. **Declarations of Interest** - none.
3. **Presentation - HIGHWAYS Working Together** - Stephen Mepham (Community Highways Team Leader, Dorset Highways) and Martin Hill (Network Operations Manager, Dorset Highways)

Martin Hill and Stephen Mepham spoke about the Highways Working Together Document. They explained that due to huge budget constraints, Highways no longer carries out jobs which are discretionary. Highways is not handing over any of its responsibilities; it still must continue to carry out all work which keeps the Highways safe, but not keep it pretty. All Highways safety liabilities remain with Highways. This document is in answer to DAPTC's request of how Parish and Town Councils can go about ensuring that the discretionary work can still be carried out; but with the Parish and Town Council paying for it, eg. litter picking, grass cutting and sign cleaning.

The document sets out 3 ways of carrying out the work; 1) voluntary working (where Highways will send a member of Highways to assist, 2) options to pay to others and 3) options to pay Highways.

Jobs that Studland may choose to take on; sign cleaning, signage replacement, fingerpost sign repairs and replacement, additional verge cutting and weed spraying. Hedges were also mentioned, although it is the responsibility of the landowner to keep these cut back. Should a volunteer group decide to clean signs for example, highways will provide support on site and this will include 3rd party insurance and a risk assessment.

It was mentioned that the Countryside management team are responsible for verge cutting and we would need to contact them to find out frequency of cuts.

Highways are currently working on the Watery Lane culvert.

Beach Road has been marked for repairs to surface, works which commence in the January programme, date of commencement not known (dependant on workforce and conditions). Up to a year after, the whole road will be resurfaced.

4. **Public Participation Time** - none.

5. **Confirmation of Minutes:**

- 5.1 - The minutes of the Council Meeting held on 17 October 2016 were agreed as a true and accurate record.

- 5.2 - The minutes of the Finance Committee Meeting held on 7 November 2016 were agreed as a true and accurate record.

- In addition to the minutes, it was noted that there is likely to be an overspend on Beach Road public toilets and a saving on insurance. SPC wish to identify actions to implement from the parish plan. Overall we are around budget. Difficult times for 2017/18 budget looks like a 25% increase to be recommended. Need to arrive at a consensus on the overall budget increase.

**5.3** - To delay the signing of the minutes of the Extraordinary Meeting re: Middle Beach held on 8 October 2016 until December's meeting.

**6. National Trust Report** - Matters arising from the National Trust Report circulated on Saturday 19th November 2016:

- Litter picking **ACTION** request in Parish Magazine for volunteers to litter pick in association with litter-free Purbeck - NT Paul Bradley and clerk to coordinate.
- SPC **AGREED** the collection location for free wood is to be in the yard by the church, where the grit bins are stored over the summer months.
- Trees identified in poor condition near the park (responsibility of SPC) need to be attended to. Nothing in place for this; **AGREED ACTION CLERK** the need to tender for tree management; ideally need 3 tenders.
- Wiggle event caused upset in the village. Longterm solution is change in legislation. There is a voluntary code for small groups. At DAPTC AGM a motion was carried to be recommended to NALC that there be application for licences for groups of riders in excess of 20. In short term it was suggested that the Village Hall shouldn't allow Wiggle to hire the hall in future.

**7. District and County Councillor Reports:**

**7.1 - DISTRICT.**

In DCllr Dragon's absence, CCllr Lovell reported that the PRAG plan has been halted and if Cllrs are not satisfied with the revisions by March, they will get independent advisors in.

**7.2 - COUNTY.**

- There were 13,500 replies across Dorset to the consultation changes in local government. More will be known in December. **ACTION Clerk** to ask if SPC have been invited. Decision to be made in January.
- It was reported that the Clinical Commissioning Group (CCG) are planning that between half and 3/4 of GP surgeries will close and pharmacies will be moved to the new hubs.

**8. Planning.**

**8.1 - Planning Applications - 6/2016/0582** Middle Beach (Studland Sea School) - Demolition of business unit and siting of temporary replacement facilities in car park - **AGREED** to reinforce their opposition to this.

**8.2 - Tree Applications - TWA/2016/203, TWA/2016/207 and TWA/2016/208** - no comments.

**8.3 - Other Planning Matters - AGREED** a way forward in relation to **(a)** the making of particular planning documents for Studland, **(b)** the proposal to invite a planning officer to attend a future SPC meeting for January/February meeting. **ACTION SPC** to formulate a draft planning document highlighting concerns.

**9. Crime** - SPC **VOTED AGAINST** the proposal of installing a Number Plate recognition camera on the main road near Woodhouse.

**10. Highways** - nothing further.

**11. Chairman's Announcements.**

- **Dorset Coastal Forum** - informed about Poole Harbour Commissioners' plans to increase the size of vessels entering the harbour, presentations about fisheries, changes since Brexit and the Coastal Communities Fund; useful contacts were made. It was **AGREED** to reimburse the Chairman's entrance fee for this event of £35.

- The Chairman received a letter from the Indoor Bowls club to say thank you for their grant.

**12. Clerk's Items and Correspondence.**

- Clerk attended DAPTC AGM.
- Clerk attended Purbeck Affordable Social Housing Forum.
- Clerk attended with SPC Chairman the 'Meeting of Minds' of clerk's and chairmen of Swanage Town Council, Worth Matravers Parish Council, Langton Matravers Parish Council, and Corfe Castle Parish Council. Together the councils are examining possible ways of future co-operation and possible sharing of services in the future.

- Reminder of Cllr training on 10 December 2016 in the village hall please arrive at 9.45 am.
- Clerk has gone over how to claim VAT with the clerk of Langton Matravers; can only claim back 3 years.
- Clerk expressed desire to do CiLCA training. **ACTION** to present costs of training and associated extra hours to SPC.

### 13. Reports from Representatives.

**13.1 - Partial Review of Local Plan Consultation Report - 2 November 2016 Meeting at the Purbeck School.** It was reported there were 3 announcements; review of process with a different firm of consultants, a feasibility study would be taken into account and also the time period could be raised to a year.

**13.2 - DAPTC AGM - 5 November 2016.** NALC attended and encouraged Town and Parish Councils to continue to put motions forward. Even if these motions aren't taken forward, it gives NALC an idea of what issues are important.

### 14. Future of BT Telephone Box, near Beach Road - **AGREED** SPC should stake a claim.

**ACTION ALL** to explore options. **ACTION Cllr Boulter** to look at wifi option.

### 15. Reports from Sub-Committees and Working Groups:

#### 15.1 - Middle Beach Update from SPC NT Liaison Committee.

There have been meetings discussing terms of reference, plans for demolition, etc., **ACTION** SPC NT Liaison Committee to pass on written report from tomorrow's meeting.

#### 15.2 - Middle Beach Update from MBAG. None.

#### 15.3 - Finance Committee Meeting held on 7 November 2016.

- Report by Cllr Hammond in agenda item 5.2 above.
- **Decision to pay Royal Haskoning update** - hold payment until the report has been received.

### 16. Financial Reports:

**16.1 - ACCOUNT BALANCES AS AT 31 October 2016; BANK ACCOUNT £27,333.06 SAVINGS ACCOUNT £1,763.74.**

#### 16.2 - Resolved to make the following payments:

	£
Clearview Cleaning - D.F. Wills (August £319.02) (October £272.90)	591.92
R. Best (Gardener)	45
DAPTC (October £35.00) (June £65.00)	100
BDO LLP - external auditor	288
M. Etherington - travel expenses (£25.04)	25.04
J. Parish - Clerk's pay (£383.60) and travel expenses (£22.50)	406.10
HMRC	95.8
Citizen's Advice Purbeck - Grant	50
<b>TOTAL</b>	<b>1601.86</b>

In addition, **AGREED** to raise a cheque for Peter Bowyer £35 for Coastal Forum - **AGREED ACTION CLERK** ask NT cleaners to tender for cleaning of Beach Road Public Toilets.

**16.3 - AGREED** to appoint E. Wellman as internal auditor for 2016/17.

**16.4 - HSBC Swanage branch is closing - 10 Feb 2017.**

### 17. Date of Next Meeting:

**SPC Full Council Meeting** - Monday 19 December 2016, commencing at 7.30pm.

**SPC AGREED not to meet for Planning Meeting** - Monday 5 December 2016.

**SPC All Cllrs Training** - Saturday 10 December 2016, arrive 9.45am for 10am start.

**RESOLVED** Christmas Tree arrangements. Cllr Parsons to arrange free Christmas tree from RSPB. Cllr Smith to transport. Cllr Parsons and Smith to arrange with their working party to have tree in place and ready to be lit (Cllr Bowyer has the lights) by 6pm on Monday 12 December 2016.  
**ACTION Clerk** - to arrange for the soup and bread.

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**Josephine Parish - Parish Clerk**  
**SPC Minutes - 21 Nov 2016**

**Signed by the Chairman..... Date.....**  
**Peter Bowyer**