



**Minutes of the meeting of Corfe Mullen Town Council**  
**held on Tuesday 23 February 2021 at 19:30 via Zoom**

**Present:**                   **Councillors**  
D Sowry-House (Chairman/Mayor)  
M Barron  
A Craven  
D Everett  
P Harrison  
A Holland  
P Holland  
B Honeyman  
T Howard  
S Jefferies  
J Lortie  
D Mattocks  
P Purvis  
J Stennett

**In Attendance:**   Nicola Gray (Town Clerk)  
Catherine Horsley (Deputy Town Clerk) (minute taker)

**Public Participation**

There were 28 members of the public present.

The Chairman welcomed everyone to the meeting, noting three members of the public who wished to speak, relating to agenda item 20/163.

It was **RESOLVED** to move agenda item 20/163 to follow item 20/155 and to suspend Standing Orders to allow the public participation to take place before the item was formally discussed by members.

**TC 20/152   To Receive and Accept apologies for absence (LGA 1972 s85 (1))**

There were no apologies for absence received.

**TC 20/153   To Record any declarations of interest** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations).

A declaration of interest was made by Cllr Everett pertaining to agenda item 20/163 as a landowner.

**TC 20/154   To Approve minutes of meeting held on 26 January 2021** LGA 1972, sch 12, para 41

The minutes of the meeting held on 26 January 2021 were APPROVED.

**TC 20/155 To Note minutes of Committees**

- Community Services held on 1 December 2020.
- Planning Committee held on 12 January 2021.
- Planning Committee held on 26 January 2021.

The minutes were NOTED.

**TC 20/163 To Agree the response to the Dorset Local Plan and Consultation**

I

The Chairman welcomed members of the public and noted three wished to speak to the agenda item, Mr Matthew Cox, Mr Nigel Jackson and Mr Ian Macklin. Mr Cox thanked the Chairman for the opportunity to speak and asked for consideration to be given to the consultation period of the draft Dorset Local Plan being extended, based on the following four points:

- The accessibility to publications and communications during the pandemic in relation to the consultation was extremely limited, leaving some residents unaware of the consultation until they received the Corfe Mullen Town Council Newsletter which had been recently distributed. This had been emphasised by a recent article in the Daily Echo.
- There was no evidence of a road traffic census having been undertaken, which would provide a better understanding of the impact of development given the already congested roads within the parish.
- The proposal of developing a new town which was discussed at the previous Full Council meeting may be viewed as a possible cause for a no Plan scenario, which was not an ideal solution.
- There was a distinct lack of consideration as to the current need for housing which had not been re-evaluated since Brexit.
- The Campaign to Protect Rural England (CPRE) were due to release a state of the Green Belt report which would provide evidence on the impact of building on Green Belt.

Mr Cox concluded by noting how refreshing it was to have the support of the whole community.

The Chairman thanked Mr Cox for his comments noting this was a Dorset Council plan not a Town Council plan, but the matters raised by Mr Cox were important and all residents were encouraged to respond to the consultation.

The Chairman invited Mr Nigel Jackson to speak, with key points noted as follows:

- The housing needs both in Dorset and nationally were clearly not proven. On checking the Office of National Statistics (ONS) it was not expected for national growth to continue at same level, therefore, the level of additional housing proposed in Corfe Mullen was not needed.
- The proposed Green Belt development went against the commissioned research and value of the Green Belt.

The Chairman thanked Mr Jackson for his comments.

Mr Macklin had left the meeting, and so the Chairman advised Mr Macklin could send his representation via email to the Clerk should he still wish to make comment.

The Chairman thanked the Clerk, Cllr's Howard and A Holland for preparing the draft response to the Plan on behalf of the Town Council, noting it was a good quality concise document which was easy to read whilst providing a measured view from the Town Council.

The Clerk invited councillors and members of the public to provide any photos they may have of the proposed development sites to reinforce and support the Town Council's response, as it had been suggested by Cllr A Holland that photos spoke a thousand words. The Clerk noted the draft response, if approved, would be submitted at some point in the following week to ensure it arrived ahead of the consultation closing date on 15 March 2021.

The Chairman noted Cllr Harrison and Cllr Barron's opinions of the Plan as Dorset Councillors, as they would be voting on the plan later in the year. Cllr Harrison stated he was against the draft plan in its current format, albeit he supported a plan being put in place, however his preference was for the development of a new town. Cllr Barron noted the Plan was not liked by most Dorset Councillors.

The Chairman also noted it was his understanding that if enough Dorset Councillors did not vote in favour of the draft Plan, an alternative Plan would need to be drafted and consulted on, as not having any Plan in place was not an option. Both Cllr Harrison and Cllr Barron agreed. Cllr Harrison proposed the previously discussed wording in relation to a new town being developed as an alternative to the proposed development sites be included in the response, and Cllr Howard seconded this.

Cllr Howard noted that if several Parish and Town Councils in East Dorset collaborated to challenge the Plan with a possible action of requesting a judicial review, Dorset Council may be minded to reconsider and redraft the Plan. Taking this course of action would share any risk and strengthen the evidence.

It was **RESOLVED** the Clerk would draft additional wording relating to the development of a new town to be included in the final paragraph of the response, which would be circulated to members via email for approval, and to collaborate initially with other East Dorset Towns and Parishes to establish if there is any interest in moving forward with a group challenge of the Plan.

**TC 20/156 To Approve the Resolutions from Community Services Committee meeting held on 9 February 2021 C**

The Clerk noted there was a resolution missing within the report relating to minute no. CS 21/48 as follows:

'It was **RESOLVED** the Clerk would liaise with the Chairman of the Allotment Association to discuss the day-to-day management of the Allotments, compost bays and applying for a small grant for ongoing maintenance of the composting bays, and that all plot holders would be required to be members of the Allotment Association'.

It was **RESOLVED** to approve the resolutions from the Community Services Committee meeting held on 9 February 2021.

**TC 20/157 To Approve Retrospective Items Verbal**

It was **RESOLVED** to formally approve the following retrospective items which had been previously agreed by email circulated to members:

- Cost of Newsletter - £1,348.99+VAT (plus the postage costs, giving a total of £2,464.90 + VAT)
- Recreation Ground Height Barrier Repairs - £540+VAT
- Additional CCTV Camera - £215.54+VAT

**TC 20/158 To Approve Accounts for Payment**

Cllr Craven noted the costs incurred by the Town Council to publicise the Dorset Local Plan and whether consideration should be given to formally approaching Dorset Council informing them of the disappointing costs incurred to communicate their Plan to Corfe Mullen residents.

Cllr Howard proposed a letter to Dorset Council from the Mayor be written in respect of the failures of their consultation process, whereby communicating their Plan to ensure inclusivity of all residents had to be carried out by the Town Council at great expense. Cllr Howard said they should be asked to mitigate the costs already incurred and ensure this would not be repeated when the second part of the consultation process is undertaken.

Cllr A Holland asked why there was no K9 Security invoice included on the Accounts for Payment. The Clerk confirmed the invoice for the previous period had not yet been received.

It was **RESOLVED** to approve Accounts for Payment.

It was **RESOLVED** the Clerk would draft a letter from the Mayor in respect of the failures of Dorset Council's consultation process, whereby communicating their Plan to ensure inclusivity of all residents had to be carried out by the Town Council at great expense, and to ask if they would be prepared to mitigate the costs already incurred whilst reiterating this should not be repeated when the second part of the consultation process is undertaken.

**TC 20/159 To Approve Bank Reconciliations**

It was **RESOLVED** to approve Bank Reconciliations for January 2021.

**TC 20/160 To Approve the review and amendments to Standing Orders**

**F**

The item was deferred.

**TC 20/161 To Approve CCTV Policy**

**G**

Cllr Craven asked if the retention period of 12 months was long enough should there be any criminal proceedings. The Chairman confirmed once a crime was reported, the Police would take possession of the evidence. Cllr Purvis agreed and advised the Police would seize the original copy and make copies as evidence for the Courts at the time of reporting and that the retention period of 12 months was sufficient.

The Clerk confirmed the policy had been drafted using recommendations from the Information Commissioners Office (ICO), noting an annual fee was payable based on the number of employees and this was in addition to fee already paid relating to GDPR. It was noted the registration reference would be inserted into the policy once approved.

It was **RESOLVED** to approve the CCTV Policy.

**TC 20/162 To consider the Update on Flooding Issues at the Allotment Site**

**H**

Cllr Craven asked whether the costs involved to dig a trench along the top and right-hand side perimeter fences to the scrub area was known. The Deputy Clerk advised she would be investigating options along with costings to be presented to a future meeting.

The report was NOTED.

**TC 20/164 To Note Clerk's Update**

**Verbal**

The Clerk provided a verbal update, with the key points noted as follows:

- The errors encountered on the Town Council website by a resident and reported to Cllr Everett had been rectified.
- The Town Council's insurers had confirmed the progress of the personal injury claim at the Recreation Ground in August 2020 and was hopeful of defending the claim.
- As a result of the insurance claim, it has uncovered a number of policies and procedures which required review. This would be progressed when time allowed.
- An email had been received from Dorset Council on 23 February 2021, informing that a Community Governance Review would be carried out with a public consultation from the 5 August 2021 to 28 October 2021. Responses and recommendations would then be agreed at the Dorset Full Council in December 2021.
- There had been further vandalism to the guttering down pipes at the office over the weekend.
- There had been a number of positive emails and comments received relating to the distribution of the recent Newsletter.
- Some guidance had been received from NALC relating to the law for holding virtual meetings ceasing on 6 May 2021 and by Law, face to face meetings should recommence with effect from 7 May 2021, unless legislation was changed. It was noted NALC and SLCC were campaigning the Government to continue with the option to hold virtual meetings.
- Local schools have been approached relating to tree planting, but the schools had more pressing matters to deal with at the moment.
- The CCTV was up and running at the office, Village Hall, and Grounds Unit at the Recreation Ground with appropriate signage in place.

The report was NOTED.

**TC 20/165 To Note Mayor's Report**

**Verbal**

The Mayor advised he had received communications from two residents as follows:

- There appeared to be no provision for socially rented housing on the Bellway site, albeit there were Government backed discounted schemes to purchase some of the housing. The Mayor advised he had tried to make contact with Bellway, without success. However, he advised the relevant planning permission should be reviewed, prior to responding to the resident.
- The Mayor had received a complaint with accompanying photos relating to a pathway at Happy Bottom which had been blocked/closed. The Mayor asked the resident for further information relating to the landowner. Cllr Craven advised there was a steep embankment adjacent to the path, which he thought may have been closed due to the amount of rainfall recently and the safety of the path as a result.

- The Mayor congratulated the Clerk and office for the prompt preparation and distribution of the excellent Newsletter, which was clear and concise and well worth the expenditure. Cllr Craven agreed and noted the format was readable and engaging.

The report was NOTED.

**TC 20/166 To Note Dorset Councillors' Report** **Verbal**

Cllr Barron reiterated the Newsletter had been excellent and highlighted a number of residents who had been unaware of the Plan until they had received the newsletter. Cllr Barron also noted a number of his fellow Dorset Councillors were not content with the draft Dorset Local Plan.

Cllr Harrison asked if there was an update on the overhanging trees at the cemetery as mentioned at the previous meeting. The Clerk apologised for not following up due to her annual leave and agreed to check and provide an update following the meeting.

Cllr Harrison asked if the appropriate signage had been displayed at the Recreation Ground following installation of CCTV. The Clerk confirmed signage had been displayed and the CCTV did not impact any of the organisations sited at the Recreation Ground.

The report was NOTED.

**TC 20/167 To Agree the named Charity for the Town Council Amazon Smile Account** **Verbal**

The Chairman advised he had investigated various options for nominated charities for the Town Council's Amazon Smile Account, and due to Amazon being an American company there were limited UK charities to choose from.

Members discussed various options for national and local charities and agreed on supporting Macmillan.

It was **RESOLVED** to nominate Macmillan as the Town Council's nominated charity on the Amazon Smile Account.

**TC 20/168 Matters for Forthcoming Agendas** *No decisions can be taken<sup>1</sup>* **Verbal**

The Chairman advised, due to the current Covid-19 restrictions, it would not be technically possible to go ahead with the Annual Parish meeting scheduled on 17 March 2021. Although the meeting could be held virtually, it would exclude a lot of the parish residents and organisations who were invited, and therefore it was proposed to cancel the meeting.

It was noted the Annual Town Council meeting scheduled on 11 May 2021, would still go ahead in some form once the legal position on meetings was known.

It was **RESOLVED** to cancel the Annual Parish meeting scheduled on 17 March 2021.

Cllr Everett noted the Town Council notice boards around the Parish and asked if the notice board outside the Hillview Post Office was required as it displayed out of date papers. The Clerk confirmed the notice boards should be maintained and would arrange for a copy of the Newsletter to be displayed on all the notice boards.

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<sup>1</sup> Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

**TC 20/169 To Resolve to exclude members of the press and public**

It was **RESOLVED** to exclude members of the press and public in order that agenda item TC 20/170 to 20/174 be dealt with after the public (including the press) had been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admissions to Meetings) Act 1960.

**TC 20/170 To Consider Quotes for Chapel Tower Repairs and External Decorating**

**J**

Members received the report to consider three quotes obtained to agree and approve a contractor to proceed with the work to repair the tower and external decorating at the Chapel in the Cemetery.

All three quotes were considered and it was agreed the quote provided by Mackenzie Construction (Bournemouth) Ltd was very comprehensive, providing a solution to the cracks in the towers. Cllr Craven proposed to proceed with the recommendation to appoint Mackenzie Construction (Bournemouth) Ltd as the preferred contractor to carry out the works.

The Clerk noted the quote was above the agreed budget for 2021/22. The Chairman noted the budget was set without the knowledge of the full work required, an expert's advice and there was now a better understanding of the work required which would result in being over budget. Therefore, seconded the proposal to appoint Mackenzie Construction (Bournemouth) Ltd.

It was **RESOLVED** to appoint Mackenzie Construction (Bournemouth) Ltd to carry out repairs to the tower and external decorating at the Chapel in the Cemetery as per the quote in appendix 1.

**TC 20/171 To Consider Quotes for service and repair to roller shutter door at the Grounds Unit**

**K**

Members received the report to consider four quotes obtained to agree and approve a contractor to proceed with the work to service and repair the roller shutter door to the Grounds Unit at the Recreation Ground.

The differences in quote amounts were discussed and both the Deputy Clerk and Clerk explained the ongoing costs if the repair was not carried out properly, which was the current issue resulting in regular repair bills. It was agreed the quote provided by Unique Fire & Security Ltd was very comprehensive and would once and for all resolve the issues experienced with the door following recent vandalism. Cllr Craven asked if there was sufficient budget for this work. The Clerk confirmed the cost would be allocated to the Recreation budget as an ongoing repair. Cllr Craven proposed to proceed with the recommendation to appoint Unique Fire & Security Ltd as the preferred contractor to carry out the works, which was seconded by Cllr Purvis.

It was **RESOLVED** to appoint Unique Fire & Security Ltd to carry out service and repairs to the roller shutter door to the Grounds Unit at the Recreation Ground as per the quote in appendix 2.

**TC 20/172 Staffing Update**

**Verbal**

The Clerk provided a general staff update noting a number of key points to bring members up to date with staffing matters.

Members discussed working time arrangements and visibility of the Grounds team to residents with consideration being given to the Grounds team and vehicles visibility across the Parish.

The update was NOTED.

**TC 20/173 To Agree a date and time for the next meeting**

The date of the next meeting would take place Tuesday 23 March 2021 at 19:30 via ZOOM.

**TC 20/174 Close of meeting**

The meeting closed at 21:45.

*Signed* ..... *Date* .....