

Manston and Hammoon Parish Council

Minutes of the Parish Council Meeting
Held on Monday 13th December 2021 at 6.00pm in Manston Village Hall

Present:

Councillors – N. Frampton, S. Vestbirk, C. Poe, L. Tandoh, J. Hussey

In attendance:

J Ramsay (Parish Clerk)

Two members of the public

Chairman's Welcome

The Chairman decided to alter the agenda and requested that an additional item be added. Interest has been received in the Councillor vacancy in Manston and the Chairman requested Councillors consider the application. ALL IN FAVOUR.

21.48. To co-opt potential new Councillor to the Parish Council

Paul Easter was nominated by Cllr Frampton, seconded by Cllr Poe to be co-opted onto the Parish Council. ALL IN FAVOUR.

Cllr Hussey arrived at this point in the meeting, 6.04pm

21.49. Public Discussion Period

A member of the public attended the meeting to speak and provide more information on the planning application P/VOC/2021/02878, which will be under discussion on agenda item 21.51.

21.50. To receive and accept apologies for absence

Apologies were received and accepted from Cllr Clark and Cllr Jane Somper, Dorset Council.

21.51. Declarations of pecuniary and other interests in relation to the agenda

None were declared.

21.52. To comment on any planning applications

P/VOC/2021/02878 – Removal of holiday let condition No.2 of planning permission 2/2017/1375/FUL to allow an unrestricted residential use of the approved cottage.

It was agreed by the Parish Council to recommend REFUSAL, for the reasons listed.

Reasons for recommendation:

- Change of use to separate permanent residential dwelling status would directly contravene the intent of paragraphs 84 and 120 in the National Planning Policy Framework ('NPPF') and contravene policy contained in the Local Plan (the purpose of the original restriction).

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- The intent of the NPPF, specifically paras 84 and 120 and the Dorset Local Plan (policy 1.10) was to enhance the viability of existing rural businesses and the rural economy through mixed-use schemes and sustainable growth and diversification of existing businesses as distinct from the development of separate dwellings for possible sale. Indeed, tourism is highlighted as a potential source of such diversification. Holiday letting accommodation and other tourist leisure activities already exists elsewhere in Hammoon. All have proven to be highly successful in attracting visitors from across the UK, and abroad to the local area and are marketed widely. This in turn has benefited the local economy as a tourist and visitor destination. Holiday accommodation has already been permitted, and there appears no apparent reason that if implemented it would be anything but highly successful.
- Referring to Policy 1.10 of the Local Plan specifically, it supports re-use of buildings in the countryside. The Parish Council does not believe this change of use satisfies the requirements set out in the Policy. In particular (but without exclusion), permission for residential use is restricted to circumstances where: 1.10. (i) 'redevelopment for tourism ... (*words omitted*) is not a practicable solution'. All evidence suggests from other tourism businesses in the immediate vicinity, that this is indeed very practicable and viable if implemented
- The original application had a holiday let restriction imposed to ensure that the unit is not used as a separate dwelling. Should the decision be made in favour of removing the restriction, it is likely that the dwelling will be sold as has previously occurred. The original decision notice tries to ensure the proper and appropriate sustainable development of the site through its conditions.

This concern was raised previously by the Parish Council on the original application, as re-iterated in the Planning Officer's report dated 08/02/2018 (application 2/2017/1375/FUL - page 3), it states that the Parish Council specifically brought to NDDC's attention the following concerns: "*that it will not be used as a holiday let but as a permanent dwelling*". The concerns of the Parish Council were that the application for change of use to holiday accommodation was a means to create a pathway toward separate dwelling status and by accretion of such changes to different buildings achieve what would otherwise be unachievable and contrary to the sustainable development policy. The planning history of this site, East Farm, is a material consideration given previous change of use applications. Item 4 (decision-making) of the NPPF suggests that an application should be made in a positive way and with the engagement of the local authorities. The original application 2/2017/1375/FUL was a retrospective application.

- The original application 2/2017/1375/FUL also did not take into account paragraph 104 of the NPPF. In the decision notice conditions were imposed to ensure emergency access and to ensure that highway safety was not adversely impacted upon. There appears to be no information in this application either on what impact an additional permanent residential dwelling would have on the community resources or transport.
- The Parish Council wish to raise concern with this application that it will set a precedent whereby applying for multiple change of use applications will eventually create a 'pathway' to achieve separate dwelling status. Permitting this would not be consistent with sustainable development policy.
- East Farm is directly adjacent to some of Hammon's most important and historically significant heritage sites. Namely, a Grade I listed Church building and monument of national significance and other

important listed heritage assets close by. These assets should be preserved (paragraph 189, NPPF). All are located and enhanced by their unique agricultural setting within and adjacent to the centre of the village and highly sensitive to change of use and development. These heritage assets, and their setting importantly attract tourism to the area both locally, nationally and from abroad. This benefits the immediate local economy including other holiday accommodation and camp sites in Hammoon as well as benefiting the wider community. Para 84(c) (Supporting a prosperous rural economy) of the NPPF states:

“Planning policies and decisions should enable ... sustainable rural tourism and leisure developments which respect the character of the countryside”.

Separate dwelling status, as distinct from re-purposing of existing building for mixed used holiday accommodation would not achieve this stated objective and would have no community based economic value.

Paragraph 126 of the National Planning Policy Framework states that “good design is a key aspect of sustainable development, creating better places in which to live and work and helping to make development acceptable to communities”.

- While the Parish Council believes that residential use would be contrary to sustainable development policy, as the dwelling is within the curtilage of East Farm, the Parish Council suggests that if change of use were granted, it should be aligned to the agriculture of the farm to protect the local economy and environment. Accordingly, if the application is approved, conditions should be added to ensure agricultural occupancy only.

21.53. To agree the minutes of previous meeting on 22nd September 2021 are a true and accurate record

The minutes were agreed as a true and accurate record of the meeting.

21.54. Issues arising from the last meeting – Clerk’s Report

- Village Signs – the signs were reported to Dorset Council for clean/repair, however they have no budget to do the work therefore the Clerk will need to raise it again at the end of March for action in April 2022. Clerk confirmed, however, that the two roadsigns which have broken/fallen down in Manston will be dealt with this year.
- SID Survey – the roadworks have now been completed in Manston, so hopefully the SID survey will take place sometime early next year. Child Okeford PC have accepted our offer to buy their old SID, however there will be a delay in getting it to us as they are having issues buying a new one.
- Mirror Sign Update – No further update yet, we are awaiting the SID survey data so we can use that as evidence to get the mirror sign put in opposite the Village Hall (as it would be dangerous pulling out onto speeding traffic).
- Chairman email has been set up – can all Councillors ensure that they using the correct email address.

21.55. Update from the Chairman

Chairman advised that in Hammoon the monument posts have been knocked down and that we need to look at repairing/replacing them. Cllr Poe stated that he had mentioned it to the local contractor who installed the posts and is awaiting a quote. Chairman also noted the broken fencing in the village and the

stones placed on the verge outside Moyons House, the stones need to be removed as they are a highways safety risk.

21.56. To receive report from Dorset Council (*report circulated in advance*)

Chairman stated that Cllr Somper had circulated her report prior to the meeting and asked if anyone had anything to raise from the report, nothing was noted.

21.57. To receive a finance report (*report circulated in advance*) and to agree action in response to proposals and payment approvals

Councillors noted the below payments made under delegated powers by either cheque or bank transfer out of Council:

| | | | |
|------------|------------------------------|--|---------|
| 30/09/2021 | Unity Trust Bank | Fees (for reserve and current account) | £18.00 |
| 12/10/2021 | HMRC | PAYE for Quarter 2 (July to September) | £83.00 |
| 12/10/2021 | Vision ICT | Set Up Chairman Email & Hosting | £21.60 |
| 12/10/2021 | Higher Houghton Horticulture | Grass Cuts - Hammoon Churchyard | £250.00 |

Payments to be sanctioned:

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|------------|-------|----------------|--------|
| 13/12/2021 | Clerk | Expenses Claim | £18.90 |
|------------|-------|----------------|--------|

Clerk requested that the above payments as listed be sanctioned. ALL IN FAVOUR.

21.58. To agree Precept Proposal for 2022/23 (*budget review and precept proposal circulated in advance*)

Cllr Tandoh questioned whether with the rising costs of consumer items such as petrol, whether the precept should be increased. Clerk stated that the current precept for Manston and Hammon Parish Council is £4,450.00. The Council has a fairly high Reserves account and although projects have been put in place, the payments will not bring down the Reserves balance to be within the suggested limit of between three (3) and twelve (12) months for smaller authorities as in *The Practitioners' Guide by the Joint Panel on Accountability and Governance (JPAG)*. Therefore it is recommended that the Parish Council does not claim an increase in precept but leave the value the same as for 2021/22 at £4,450.00. ALL IN FAVOUR.

21.59. To agree a grant for the Dorset & Somerset Air Ambulance

Clerk asked Councillors to agree a s137 grant payment be made to Dorset & Somerset Air Ambulance, usually £200.00 is given as a grant. Cllr Tandoh proposed that this be increased to £300 to cover increased costs, seconded by Cllr Frampton. ALL IN FAVOUR.

21.60. To agree Councillors Expenses Policy (*circulated prior to the meeting*)

Clerk stated that in addition to the above policy the Staff Expenses policy had also been circulated and requested that both be approved. Clerk explained briefly what the difference is between the two. ALL IN FAVOUR.

21.61. To decide on Play Area equipment

Clerk stated that a decision needs to be made on the future of the current equipment, and whether to purchase any new equipment for the area. Cllr Tandoh stated that he had been monitoring the play area and it does get used regularly. The Village Hall also use it as a resource for parties. It is felt that if new equipment is put in, it would draw more people to use it. The Clerk had to apply for a grant as part of the

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CILCA training and the feedback was that it was a good application, therefore grant funding could be used to pay for the new equipment. The quote for the new play equipment is £11,422.99 and would sit in front of the old equipment. The old equipment will remain, which could be repaired and brought up to a better standard, a quote of £740.00 has been received for this. A local resident has also offered to do this work for free. It was agreed to apply for grant funding and depending on that decision, it would decide whether new equipment would be bought. It was agreed to defer the decision of the repair of the old equipment to the next meeting as realistically it would not be done until March anyway.

Action: Clerk to apply for grant funding and reply to the quote providers

21.62. Using the Play Area – the Village Hall giving permission to use for pets

Chairman stated that a request had come to the Village Hall Committee about using the play area for exercising cats on, on a lead. The Village Hall gave permission to do this, however the play area is not their land to make that decision. Therefore it has come to this meeting to decide what response the Parish Council should give. It was agreed that cats should be treated the same as dogs and dogs are not allowed into the play area for hygiene and health & safety issues.

Action: Clerk to advise the Village Hall Committee accordingly

21.63 To decide on East Farm Lane sign action

A discussion was had about the position of the sign and the Clerk advised that because it is a named road the law says that the sign needs to be in a conspicuous place, therefore having it on a fingerpost would not be suitable. Cllr Vestbirk proposed that an alternative sign be identified that would be more aesthetically pleasing within the historic area. We could then approach Dorset Council to see if they would change the sign if the Parish Council paid for it. It was also requested whether we could ask if the sign could be moved a bit further down the lane.

Action: Clerk to approach Dorset Council

Action: Cllr Poe to find an alternative road sign and get a price for it.

21.64 To receive an update on the Neighbourhood Plan

Cllr Vestbirk reported that he has spoken with Cllr Somper and Historic England and it has become clear that in order to take back some control over the look of the villages with respect to planning applications in the area, a neighbourhood plan needs to be created. Having a neighbourhood plan in place means that Dorset Council's Planning Officers need to adhere to this plan when deciding on planning applications. The neighbourhood plan essentially forms part of the planning policy framework. Cllr Tandoh raised concern that creating such a plan could open up the area to new developments as land would be identified as an open space. A brief discussion was held and it was decided that some initial investigation needs to be done on how to start a neighbourhood plan.

Action: Clerk to find a starting point on the process.

21.65. To receive an update on Hammoon Bridge & Flooding

Chairman reported that the flood gates have been shut twice since installation, the first time they were left unlocked and the second time they were locked. On the second occasion, the locks were broken - cut off – so that someone could pass through despite the flooding in the road. In general, the new process/signage has worked well so far, but there needs to be more publicity perhaps as to their use and why. We need to

encourage the road users to change their habits. The Chairman suggested that more signs need to be put up on the vertical posts of the gates, it could help persuade the drivers to turn round.

Action: Cllr Frampton to buy some combination locks for the gates and contact Dorset Council about some standardized signs for the gates.

21.66. Discussion on any highway issues in both villages (to include traffic and speeding)

There has been an increased amount of fly-tipping by Hammoon Bridge, items have not usually been dumped there before.

Action: Clerk to report the incident

21.67. Footpaths/Footpath Warden

Cllr Tandoh raised that there are several paths around the area that seem to be overgrown and are not being looked after, he questioned who was responsible for their upkeep. A brief discussion was had and it would depend on where the footpath is, if it is on private land the landowner has the responsibility of upkeep and if it belongs to Dorset Council, they would have responsibility.

Action: Clerk to contact Keith Murphy with regards to footpaths/being footpath warden

21.68. To agree the Dorset/BCP Code of Conduct (*circulated prior to the meeting*)

Councillors unanimously agreed the policy.

21.69. Celebrating the Queen's Platinum Jubilee

Cllr Hussey suggested planting some trees to commemorate the event, perhaps at the end of the playing field in Manston. This was agreed.

Action: Cllr Tandoh to source some suitable trees, perhaps 70, to create a Jubilee copse and bring a quote to the next meeting for agreement. Clerk to liaise with the Village Hall Committee to see if we could hold a joint opening.

21.70. Confidential Matters (public and press to leave the meeting)

Nothing to note.

21.71. Items for the next meeting

- SID Survey Update
- Play Area Equipment Decision (grant)
- East Farm Lane Sign Decision
- Neighbourhood Plan Update
- Queen's Platinum Jubilee Quote

21.72. Date of next meeting(s)

14th March 2022

16th May 2022

Cllr Poe indicated that he would not be able to make either the March or May meeting dates, this would mean he would be disqualified from being a Councillor as he would not be able to attend a meeting for a

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period of six consecutive months. It was proposed therefore to approve Cllr Poe’s reason for absence, at this point, before the end of the six month expiry period, entitling him to remain a Councillor after this period. (*Local Government Act 1972 section 85(1)*). ALL IN FAVOUR.

There being no further business to be transacted the meeting closed at 20:15 hours.