**Motcombe Parish Council**

**Minutes of the Annual General meeting, Annual Parish Meeting and Subsequent Monthly Meeting of the Parish Council held at the Main Hall Motcombe Village Hall**

**On Tuesday 13th of May at 7.15pm**

**Present: Cllr L Stacey, Cllr P Mouncey, Cllr R Craigmile, Cllr M Mason, Cllr F Burney, Cllr W Dunlop and Cllr J Odell**

**In attendance: Mrs N Phillips (Parish Clerk)**

**There were 23 members of the public, Keri from This is Alfred and Dorset Councill C Woode**

**Cllr M Mason and Keri Jones from This is Alfred confirmed they are going to record the meeting.**

**Annual Parish Meeting**

**1.** **Retiring Chairman to convene the meeting.**

**2. Annual reported of the Councillors officers and local organisations.**

The reports will be given at the Parish Council section of the agenda

**3. Any relevant matters arising.**

No matters arising from the public.

*At this point the Annual Parish Meeting was closed*

**Annual Parish Council Meeting**

**25/01. Election of Chairman and signing of Declaration of Office.**

Cllr Mouncey nominated Cllr Stacey for Chairman for Motcombe Parish Council for 2025-2026, this was seconded by Cllr Odell, all members in favour. Cllr Stacey agreed and signed the declaration of office.

**RESOLVED:** for Cllr Stacey for Chairman for Motcombe Parish Council 2025-2026 (25/01– no budgetary allocation required).

**25/02. To receive and accept apologies of absence.**

Cllr S Rogers, Dorset Councillors Cllr Ridout and Cllr Pothecary sent their apologies.

**25/03. Election of Vice Chairman and signing of Declaration of Office.**

Cllr Stacey nominated Cllr Mouncey for Vice-Chairman for Motcombe Parish Council for 2025-2026, this was seconded by Cllr Odell, all members in favour. Cllr Mouncey agreed and signed the declaration of office.

**RESOLVED:** for Cllr Mouncey for Vice-Chairman for Motcombe Parish Council for 2025-2026 (25/03, no budgetary allocation required)

**25/04. Declaration of Interest and Dispensations.**

There were none.

**25/05. To confirm that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 will be agreed.** The Clerk confirmed that the Parish Council do have enough elected Councillors on the Parish Council to be eligible for the GPC for this financial year.

**To confirm there have been no changes to the adopted policies and procedures.** The Clerk confirmed that the adopted policies and procedures have been checked, and no changes required from the last 12 months.

Cllr Stacey proposed to confirm the above, this was seconded by Cllr Mouncey, all members in favour.

**RESOLVED**: that the Parish Council did meet the conditions of eligibility and there have been no updates on the policies and procedures adopted 2021. (25/05 no budgetary allocations required).

**25/06. Approve minutes from AGM dated the 14th of May 2024.**

Cllr Craigmile proposed the minutes from the AGM dated the 14th of May 2024, this was seconded by Cllr Odell, all members in favour. The minutes were duly signed by the Chairman.

**RESOLVED** to approve the minutes from AGM 14th of May 2024 (25/06 – no budgetary provision required)

**25/07. Approval of annual accounts and governance statement**

The Clerk tabled the following:

• The annual governance statement 2024/25

• The end of year accounting statements 2024/25

• The Asset Register 2024/25

• The Bank reconciliation 2024/25

All other relevant forms that will be sent to the external auditor once the internal auditor has completed his checks.

The Councillors all confirmed there were no conflicts of interest with DBO LLP

It was proposed by Cllr Stacey to agree the governance statement, this was seconded by Cllr Mouncey, all member agreed. The Chairman signed the relevant forms.

**RESOLVED:** To agree the above items for the audit year ending 2024-2025 (25/07 – audit)

**25/08. To agreed officers’ roles for 2025/2026**

The following was agreed by all Councillors.

**Representatives:**

**DAPTC –** Clerk

**Allotment Association** - Cllr Mouncey

**Motcombe Village Hall** – Cllr Odell

**Speed Watch** – Cllr Craigmile

**Transport Forum –** Cllr Stacey

**Officers:**

**Planning –** Cllr Dunlop to head, Cllr Mouncey, Cllr Stacey and Cllr Craigmile

**Environment/flooding –** Cllr Burney and Cllr Craigmile

**Motcombe Meadows/front field** – Cllr Mouncey

**Play area** – Cllr Odell

**Social Media** – Cllr Mason and Clerk

**Highways** – Clerk and Cllr Craigmile

**Children/Road Safety** – Cllr Mason

**Rights of Way** – Cllr Mouncey

**Monuments/phone box /Tap House/war memorial/silent solider**– Cllr Odell

**Neighbourhood Plan** – the planning team, Cllr J Odell and members of the public tba

**Website** – The Clerk

**Finance –** Cllr Rogers and Clerk

**RESOLVED:** for the above roles to allocated to the agreed Councillors (25/08 – no budgetary provision required)

***At this point the Chairman closed the AGM and opened the Monthly Meeting***

**25/09. Approve minutes from the 8th of April 2025**

Cllr Mouncey proposed the minutes were a true and accurate record of the meeting, these were seconded by Cllr Craigmile and duly signed by the Chairman.

**RESOLVED:** to approve the minutes from the 8th of April 2025. (25/09 – no budgetary provision required)

Matters arising from the said meeting: will be referred to the meeting in June

**25/10.** **Review of the working group recommendations:**

**P/NMA/2025/02481** – Larking Glass Farm – nonmaterial amendments – approved

**P/PABA/2025/02380** – Frog Lane Farm – Erect agricultural storage – approved

**P/FUL/2025/02375** – 8 Summer Oak- change of use to residential and Childminding business – the Parish Council had not objections, but the Clerk will make sure the neighbours have been informed of this application.

**TPO/2025/0038** – TPO on all trees on Land at Crowridge Copse – acknowledged

**Note** that a proposal has been received by Dorset Council from the landowner of Frog Lane Farm to divert the current bridleway from Frog Lane to Kingsettle around the north side of the farm buildings, rather than through the farm buildings as at present. A suggestion in the response from Dorset Council that it would make sense to have a common entrance off Frog Lane to both the rerouted bridleway and the path leading from Frog Lane to Kingsettle (part of the White Hart Link).

***At this point the Chairman withdrew standing orders to allow public to speak to agenda 11***

Members of the public raised the following concerns over the process of the review of Motcombe Neighbourhood plan:

* That Motcombe Neighbourhood Plan is out of date and needs reviewing and updating as soon as possible to ensure that it can be used as a legal document when developer/people apply for planning in the Parish.
* The plan needs to take into account the housing needs that Central Government have issues for Dorset.
* Members of the public must be asked if they feel they can contribute to the review to form a steering group as soon as possible.
* Concerns of why the steering group has not been formed to date. - Cllr Mouncey reported that the grant funding for the Neighbourhood Plan is not yet available and is waiting to hear when it will be.
* It was suggested that the steering group can still be formed and work started on the plan without any cost.
* A question asking if the Parish Council have had any engagement with landowners regarding this review, before a steering group has been formed? It was confirmed that the Parish Council have not held any official meetings with landowners or within the Council to discuss reviewing the Plan. It was noted that the Neighbourhood Plan is a Parish project, not a Parish Council project. The Parish Council are the governing body that is required to manage the funds and agree any draft copy of the plan before it is sent off to Dorset Council. Cllr Mouncey reported there were discussions with a landowner about a mix of parking for the school and a small number of houses. At the time, it was left that the landowner would be kept informed of when the Neighbourhood Plan was to be updated. As agreed, the landowner was contacted by Cllr Mouncey a few months ago to see if they still had any interest in developing the site in the run-up to updating the review. That was confirmed, but nothing else was discussed.
* Motcombe Neighbourhood Plan is a plan for the Parish to ensure that when developers/builders submit an application, that they need to refer to and follow the plan detailed within they application.
* It was agreed by the Council to advertise now for people that are willing to volunteer to join the Neighbourhood Plan Steering Group, to emial the Clerk of the Council. A poster will be produced, asking for people to come forward before the 31st of May.

Concerns were raised over the small piece of land opposite the South Wilts Hunts Kennel, where hard standing has been laid and caravans are being occupied on site. The Clerk confirmed that she had spoken to the landowner, who said that he was going to put his horse on the paddock and erect stables. Due to the miss information posted on Motcombe Facebook page, by an anonymous person, that 400 travellers were going onto the site over the Easter Weekend, this caused a lot of concerns from local residents. This is private land which is owned by the person that has laid the hardstanding and allowed a few caravans on the site. The concerns of the residents have been forwarded to Dorset Council, Gypsy lesion officer and Dorset Council’s planning enforcement team for their attention and actions if needed. The Parish Council have no powers to enforce any actions. Concerns were raised over the mobile toilet being positioned close to the road and that there are laws in place that mobile caravans can only be occupied for certain lengths of time and that outside fires are being lit on the site. If anyone has any concerns regarding this site, they can also contact Dorset Council directly, using the following link: <https://www.dorsetcouncil.gov.uk/w/planning-enforcement>

***At this point the Chairman re-instated standing orders***

**25/11. Officers’ reports and Chairman’s reports.**

**Chairmans report:**

* 2025 has seen the sad passing of Tom Crabbe, a Parish Councillor and Chair for many years, a great fundraiser with his wife Brenda for good causes, he truly raised the profile of Motcombe, often described as the 'Mayor of Motcombe'. He was always very supportive of the Parish Council and helped me on many occasions for which I am most grateful. Our thoughts go out to Brenda, all the family and their friends.
* Also, one of our most regular attending members of the village Parish Council meetings has sadly passed away. Silvia Roberts rarely missed any Motcombe Parish Council meetings, she always contributed and had very kind words of support to the Clerk and Councillors alike. Her presence and participation will be very much missed. Our sincerest condolences go out to Phil, all her family and their friends.
* In the last year, the activity of Motcombe Parish Council has been strongly influenced by constraints of our budget. Despite this, we have contributed to the purchase of the Village Hall Defibrillator, upgrading the church path to the rear of the school as well as some major expense in the meadows. I must thank Councillor Rogers and the Clerk for keeping within the Parish Council financial budget. Cost savings from the adoption of our new streetlights by Dorset Council and an annual contribution from the solar farm near Gillingham should ease the pressure slightly this year.
* Planning issues have raised concerns with residents, on two occasions in the past year. The Village Hall has been full to bursting with concerned residents over two separate potential developments. On both occasions, the companies approached the Parish Council and requested permission to attend our monthly meetings to give a presentation to the public and gauge the thoughts of the residents. The coming year will see our neighbourhood plan review and update; with this, all residents will have the opportunity to respond and add to this review.
* This year, we will at last install the additional, 'Welcome To Motcombe' signs at all four entry roads into the village. Unfortunately, because of the huge cost we have not been able to do this sooner, however a local company is now able to produce these signs at much reduced rate. I am very hopeful that this year we will also see the painting of our old phone box and see it put to some good use within the village.
* The Meadows is one of the villages most used assets and is managed by the Parish Council however one persistent issue is the dog fouling. If this continues, the Parish Council will no longer be able to get the grass cut, baled and taken away for free. This management of the grass is essential to maintaining wildlife and habitat diversity. Furthermore, please be a responsible dog owner when using this lovely space.
* The verges, meadows and some footpaths have been maintained by a firm the Parish Council employ. Since this firm has taken over the maintenance responsibilities from Dorset Council, the village is looking so much more cared for; our thanks go out the entire team responsible.
* I would like to thank all the Councillors for their support and hard work. The village would be a much poorer place without their input. Many thanks also to our highly skilled and dedicated clerk. The Council's operations would not be possible without her; her expertise is irreplaceable, and the guidance she provides me is invaluable.
* Lastly, The Parish Council is short of Councillors. This is a voluntary role that only takes a few hours per month, it can be most rewarding and a great way to know what is going on within the village. If you are interested in joining the Parish Council or know someone that would make a brilliant Councillor, then please do get in touch with any of the existing Councillors or the clerk.

**Cllr Burney tabled her report:**

**Update the Parish Council and residents on the recent meeting held with representatives of the Environment Agency (EA) regarding flood mitigation measures and ongoing support for Motcombe.**

* 2021 Storm Event Review: The 2021 flood event was significantly more severe than previous incidents, exceeding the 2000 high water level previously set in Tisbury by approximately 500mm. The event was difficult to model in any meaningful way due to its highly localised nature, with the main storm band missing existing rain gauge locations in the area.
* Flood Modelling and Catchment Report: Funding allocated for flood modelling essential for updating the Upper Stour Catchment Area Report was postponed in 2024. No current timeline was provided for when funding will be reinstated. Consequently, the anticipated Upper Stour Catchment Area Report initially expected in 2024 is now delayed with no confirmed release date.
* Additional Flood Protection Measures: Proposed enhancements to the Flood Alleviation Scheme (FAS), particularly works to elevate one side, were not supported by the EA, citing limited effectiveness based on their prior investigations which were carried out post October 2021 flood event.
* Recognition of Local Efforts: Parish Councillors commended the EA for their excellent service over the past four years, especially their swift responses to high water events. The EA reciprocated by praising the Motcombe flood resilience team for their proactive and solution-oriented approach to flood risk management.
* Monitoring Equipment: Discussions on the use and availability of additional monitoring equipment were inconclusive. Further exploration is needed.
* Future Resilience Measures: Further flood mitigation ideas were explored, including the potential use of areas within the village for surface water attenuation. Although it should be noted there is currently no funding for these and would therefore need to be independently funded and supported by the EA.
* These proposals will be investigated further by the flood resilience team.
* Promotion of Water Butts: The role of water butts in reducing surface water was discussed and agreed to be beneficial. The Council is encouraged to promote their use within the parish.
* Recommendation: Parish Council to note the update and support the continued efforts of the flood resilience team in seeking viable mitigation strategies for possible inclusion in the Neighbourhood Development Plan and pursuing engagement with the EA and other stakeholders.

**Cllr Mouncey report had been covered earlier in the meeting when discussing the Neighbourhood Plan and Planning**

**Cllr Odell reported the following:**

* The Play Area is being checked monthly, and a Contractor has been instructed to do the necessary repairs that were listed on the independent annual inspection. The Clerk confirmed these works should start in the next week.

**Cllr Craigmile tabled the following report:**

**Motcombe Parish Council – May 2025 meeting report.**

**Highways -** A meeting with Highways was requested earlier this year following increased water flowing down from the top of Motcombe Road, this meeting took place on Wednesday 7th May.

The main reason the meeting was requested was to explore the connection between the amount of water on the roads, the condition of Motcombe Road and the drainage works that have been carried out on the new Blackmore Down development site in Shaftesbury.

Our Community Highways Officer (CHO) has looked into the issues and has passed on our request to Dorset Council’s Highways Development Team to follow up, he was unable to discuss this matter further. A request for an update from the Development Team will be made. Highlighting the issues further now may need to be made during the winter of 25/26 due to reduced rainfall and the lack of evidence available.

Cllr Craigmile and the Parish Clerk raised a number of other matters, including:

• The frequency of gully cleaning and highways inspections.

• Use of Dorset Explorer to identify highways information.

• Whether a septic tank drainage field could be adding to the constant water on Motcombe Road or whether a spring may be the cause.

• The hedges that have been reported as overhanging the highway.

• White line markings to Motcombe Road and The Street.

• The condition of Willow Way and near misses due to the absence of give way markings.

• The poor condition of Motcombe Road in the vicinity of Cowherd Shute Farm

• The condition of 30MPH road signs within the village.

• The potential for traffic calming measures to be implemented within the village

The CHO requested some of these matters to be entered onto Dorset Council’s self-service portal for him to follow up on. He stressed that budgets are stretched, and works are prioritised on order of importance. No dates for works could be given and no further update is available at this time.

**Speed Watch-** now the better weather is here, there will be more regular Speed Watch’s through the Village. If you have a few hours a month to spare and are interested in helping with traffic management for the Parish, please come along and join the Speed Watch team. Cllr Craigmile will be having a meeting with a resident in the Village, who has been looking at traffic calming measures for the Parish Council and Dorset Council to consider.

**25/12. To receive report from Dorset Council representatives**

Dorset Councillor C Woode tabled some of his report. All of the reports received from Dorset Councillors will be available on the Parish Councils website.

**25/13. Finance**

**To agree: Payment Schedule**

The Clerk tabled the payment schedule for April 2025 for the sum of £2873.59, details listed below:



It was proposed by Cllr Mouncey and seconded by Cllr Stacey that the bills on the schedule be paid, all in favour. **RESOLVED**: to pay the bills on the schedule above (25/13 – accounts)

The payment schedule was signed

**25/14. Clerk Report -** nothing to report.

**25/15. Items for next agenda and date of next meeting**

Neighbourhood Plan – to do list

The next Parish Council meeting will be held on **TUESDAY the 10th of June 2025 at 7.15pm at the Main Hall, Motcombe Village Hall.** There being no further business, the Chairman closed the meeting at 20.50

Signed by the Chairman…………………….............................................

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