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Responsible Financial Officer and Parish Clerk: Mrs Sandra Mackintosh

ANNUAL PARISH COUNCIL MEETING MINUTES

Held on Monday 12th May 2025 at 7.30pm at Kington Magna Village Hall

Item	Parish Councillors Present: Tim Wilton (Chairman (TW), Simon Stranger (SS), Kevin Aldred (KA), Mrs Anna Grant (AG), Ms Phillipa Chapman (PCN), Mrs Linda Munster (LM), Matthew Hoskins (Vice-Chairman (MH), Matthew Trim (MT), Fred Shotter (FS) Dorset Councillor(s) Present: 2 Members of the public: There was 1 member of the public present Members of the press: There was 1 member of the press present In attendance: Parish Clerk: Sandra Mackintosh (SM)	Action
	Public Session: See Brains Farm update below.	
01/25	Election of the Chairman and Vice-Chairman of the Parish Council: Cllr Aldred nominated TW for the role of Chairman. Cllr Mrs Munster seconded, all in favour. Resolved. Cllr Aldred nominated MH for the role of Vice-Chairman. Cllr Trim seconded, all in favour. Resolved. TW and MH signed the declarations of acceptance. Action: Update DAPTC, BDO and website.	Clerk
02/25	To receive apologies for absence: Bob Gordon (BG)	
03/25	Approve and adopt the minutes of the last Full Council meeting held on 3rd March 2025 and Planning meeting held on 23rd April 2025: Cllr Aldred proposed “the minutes of the Full Council and Planning meetings as dated above be approved as a correct record”. Cllr Ms Chapman seconded. All unanimously agreed. Resolved and signed.	
04/25	Matters arising from the previous minutes: None	
05/25	Declarations of interest: None.	
06/25	Brains Farm AD Plant update: The invoice for the signs was forwarded to Marubeni for payment to DC. The locations and wording now agreed. An update has been posted on the Brains Farm website ahead of the first cut, which is imminent, and shows feedstock being delivered from one area along the Vale very close to the site. It does not look as though farmers from the wider region or our own villages will be participating and therefore our villages may be spared any significant extra agricultural traffic this Spring. Estimates for the Wincanton end of Moor Lane suggest some 500+ tractor/trailer journeys going backwards and forwards between the AD site and the fields over a 4 to 5 day period. The first cut tractors will be badged and Brains Farm continues to encourage residents to report any tractor traffic concerns to: Tel: 0330 133 8685, Email: info@brainfarmrenewables.co.uk , Website: http://brainfarmrenewables.co.uk/contact-us/ (john@poorta.com should also be notified of any reported vehicles.)	
07/25 i.	Planning: Decision notices from Dorset Council: APP/D1265/W/24/3356053, Coneygar Farm Shutes Lane, Buckhorn Weston, Conversion of stables to residential dwelling. Appeal against refusal of Dorset Council: Not yet decided P/HOU/2025/00624 & P/LBC/2025/00629, The White House, Church Hill, Buckhorn Weston, Erect swim spa building: granted	

	P/PABA/2025/01540, Abbey Ford Farm Access to Abbey Ford Farm, Buckhorn Weston, Erect steel framed agricultural barn extension: prior approval refused P/FUL/2025/01919, The Old Rectory Church Hill, Buckhorn Weston, Change of use of outbuilding to dwelling: granted P/HOU/2025/01967, 24 Pill Meadow, Kington Magna, Erect two storey extension, (demolish existing conservatory): granted	
08/25	<p>Enforcement updates:</p> <p>Land next to railway line in Buckhorn Weston ENF/2011/0101: Enforcement made a site visit. A couple of items still need to be removed to completely comply with the notice. The officers will be going back in a month or so to check but it looks likely compliance will be achieved. Unless the condition of the land is worse when they next go out, enforcement will not take the matter further. Councillors will monitor the situation.</p> <p>Mobile home at Filleybrook Farm Shutes Lane Buckhorn Weston EN/2022/00346 – (Land On The South Side Of, Shutes Lane, Buckhorn Weston): No response from case officer.</p> <p>Field Lane, Kington Magna: No ground works were identified for the container and therefore there is no breach as containers which are simply stationed are not considered as development by the planning inspectorate. If the container is being used in conjunction with the lawful use of the land then permission would not be required.</p>	
09/25	<p>Buckhorn Weston</p> <p>Update regarding railway line crossing (KA): The matter is still ongoing as no reply has been received to an email sent to Network Rail. KA and PCN will liaise regarding the blocked footpath and PCN will chase DC who have already been notified. Clarification is being sought over a piece of land and a search of the land registry was advised.</p> <p>Action: Search land registry to check ownership of strip of land.</p> <p>Update on Dorset Council investigating Filley Brook flooding: Highway drainage assets at intervention level on Hartmoor Hill were cleared on the 9th April. It was also requested that any grips or ditches that are highways maintained be scheduled to be cleared when possible. It was agreed DC have done what they can and that landowners should be contacted where possible to remind them of their responsibility for clearing ditches that may affect the highway to ensure they are clear. It is believed recent floods have been caused by much heavier downpours than usual.</p> <p>Action: Contact landowner adjacent to Filley Brook industrial estate.</p>	KA
10/25	<p>Kington Magna</p> <p>Update on KMPA lease negotiations and consideration of alternative options for play equipment (MH): MH has made contact but no response from Strutt and Parker to date. The new rubber chips have settled and will be topped up with spare material.</p>	Clerk
11/25	<p>Dorset Councillor's reports: Cllr Woode – DC's focus is on getting the homeless out of costly B&B accommodation and into council houses or repurposed council buildings. The longer term ambition is to build more affordable houses. There will be a Gillingham & Shaftesbury enhanced bus service with travel for £1. Details to follow. A Discover Gillingham event brought officers from the council, cabinet and local businesses together with the aim of engaging and addressing the idea that the council does not care about the Northern area and to promote the potential of the area. OFSTED awarded the children's services a good rating. It is Cllr Woode's one year anniversary in the role and he will be carrying on with the same committees. Anything you want raised let him know.</p> <p>Cllr Ridout - Community Bus Scheme for Gillingham will be seeking S106 funding. Saturday service and enhancements to the CR2 & CR3 routes will begin on 25th May and updated timetables should be available soon. DC Recycling has retained its position as the number one unitary and disposal authority in England for recycling rates. 20mph applications have been high across the DC area. The public consultation period will be announced as soon as a delivery timeframe has been established. New Funding Opportunities for local community groups are available through the Community and Culture Project Fund and Small Capital Grants Fund. Help is available to parents who are experiencing relationship problems in Dorset. Contact relationshipsmatter@dorsetcouncil.gov. All collisions or near-misses can now be reported online to DC, even if there is no injury or little damage and no police involvement. Information provided will only be used for gathering evidence to make road improvements. Go online to: 'Tell us about small</p>	

	<p>collisions or near misses to help us target road improvements'. Gilshed is taking place in Orchard Park.</p> <p>Action: Advise resident in Sandley regarding reporting of small collisions/near-misses.</p>	Clerk
12/25	<p>Chairman's report: TW hopes that all member's gov.uk emails are up and running and thanks were expressed to the clerk for helping to set many of them up. The gov.uk emails will give a good corporate feel, be safer and follow best practice.</p>	
13/25	<p>Clerk & RFO Financial reports: The report and financial documents were circulated prior to the meeting. Bank Reconciliation: As at 30th April 2025, the current account balance was £16418.29. The Nationwide account balance was £5,423.50. Receipts to date are £6412.99. Total payments out so far this financial year are £2367.48.</p> <p>To receive and approve accounts and payments for the period 1st March to 30th April 2025, including salaries and associated accounts: Cllr Aldred proposed "the Parish Council approve the accounts and payments as noted." Cllr Hoskins seconded, unanimously agreed. Resolved.</p> <p>To receive the Internal Auditor's report and approve the Annual Governance Statement and Accounting Statement for the financial year ending 31st March 2025: Cllr Aldred proposed "the Parish Council receive the IA report and approve the Governance and Accounting statements as noted." Cllr Hoskins seconded, unanimously agreed. Resolved.</p> <p>To certify the authority as exempt from a limited assurance review and confirm there are no conflicts of interest with BDO: Cllr Hoskins proposed "the Parish Council certify the authority as exempt with no conflicts of interest." Cllr Aldred seconded, unanimously agreed. Resolved.</p> <p>Action: Carry out exercise of public rights at the scheduled dates. Submit exemption certificate to external auditors.</p> <p>To confirm the continued appointment of the IA: The clerk advised Julie McDougal will continue as the internal auditor for 2025-26.</p> <p>To consider amending bank signatories: Cllr Mrs Grant proposed "the Parish Council completes a variation of mandates for both accounts, removing BG and adding MH." Cllr Shotter seconded, unanimously agreed. Resolved.</p> <p>Action: Complete variation of mandates for both accounts.</p>	Clerk
14/25	<p>Consider insurance renewal quotes circulated: Three quotes were circulated prior to the meeting with Zurich being the most competitively priced at £500 compared to Ansvar at £698.46 and Clear Councils at £902.12. Cllr Hoskins proposed "the Parish Council renew the policy with Zurich." Cllr Aldred seconded, unanimously agreed. Resolved.</p> <p>Action: Renew policy and pay premium.</p>	Clerk
15/25	<p>Consider ID badges/lanyards for councillors: ID badges would be a good way for councillors to identify themselves as legitimate when dealing with residents/planning issues, etc. With photographs on each, they could also be used on the PC website in a similar way to councillors on the DC website. Cllr Aldred proposed "the Parish Council provide lanyards for councillors for ID purposes." Cllr Stranger seconded, unanimously agreed. Resolved.</p> <p>Action: Purchase lanyards and produce ID cards for members.</p>	Clerk
16/25	<p>Report on Nyland & flooding update (FS): DC Highways have jet washed the culverts under and cleared gullies along the A30. It is not known how effective this will be. It is unknown whether the landowners have cleared any of their ditches but they did have a meeting with the flood management team who, in turn, have spoken to the Environment Agency on the condition of the River Cale along with the downstream flow regime. Following several years of commitment to the PC, FS stated that he would be stepping down with immediate effect. He has enjoyed working with all of the councillors and getting very involved in council business. Attempts have been made to find a replacement from Nyland but without success. FS wishes all members well in the future. Thanks were expressed to FS for his dogged determination and dedication to the projects he has undertaken during his time as a councillor and the PC will miss him and wish him well.</p> <p>Action: Notify Elections & ROI teams at DC and update website and emailing list.</p>	Clerk
17/25 i.	<p>Other reports: Highways: Nothing to report.</p>	

ii.	<p>Update on the community speed watch in Buckhorn Weston (AG): The volunteers were last out during the 'Week of Action' in April with a successful session in terms of the number of speeding cars being noted. The Police were supposed to have joined in but got the date wrong. The plan is to go out the week beginning 19 May.</p> <p>Public Footpaths: PCN expressed thanks to Graham Stanley and his DC team as quite a few reported damaged stiles look to have been repaired. It is believed DC do not have the funds to pay for complete replacements but can contribute to the landowner's costs.</p>	
18/25	<p>Items for next agenda:</p> <p>Railway line update.</p> <p>ID Badges update.</p> <p>Play area & ROSPA report.</p> <p>Brains Farm update for first operational season.</p> <p>Dead ash trees at the KM bus shelter update.</p>	
19/25	Matters pertinent to this meeting: None.	
20/25	Date of next Meeting: Monday 7 th July 2025 Buckhorn Weston Village Hall 7.30pm	
	Meeting closed at 20.20.	

Signed.....Chairman Date

Items circulated with agenda:

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Clerk/RFO report

Accounts and payments for the period 1st March to 30th April 2025

Reconciliation 30th April 2025

2024-25 AGAR pages 1-6

2024-25 Year End reconciliation

2024-25 Explanation of Significant Variances

Insurance quotes x 3

Full copies of all reports noted in the minutes are available on request from the Parish Clerk.