

# BURTON BRADSTOCK PARISH COUNCIL

Chairman: Cllr D Venn

Clerk: Mrs M Harding



## Minutes of the Parish Council meeting held on 5<sup>th</sup> November 2014

### Present:

Cllr D Dixon

Cllr D Venn,

Cllr G Moody

Cllr D Batten

Cllr G Mayo

M Harding-Clerk- 6 members of Public

**2014/11-1 To receive apologies for absence-**, Cllr E Crooke who has resigned from the Parish Council. Cllr A Ross, Cllr K Delves, Cllr I Troup and Cllr Ron Coatsworth(DCC) had previously given apologies.

**2014/11-2 To receive declarations of interest and grants of dispensation:** None

**2014/11-3 Parishioners comments- (15 mins on agenda items for decision only):** None

**2014/11-4 To approve the minutes of the Parish Council meeting held on 1<sup>st</sup> October 2014 and sign the same-** The Clerk asked that the Councillors who were to be signatories on the new bank account with Lloyds and the bond with Santander were named in the minutes for the records.

Cllr Moody asked that "at the Chairman's discretion" be added to the comments by J Grantham in the parishioner's comments. With these amendments the minutes were approved.

**Proposed Cllr G Moody**

**Seconded Cllr D Dixon**

**Resolved**

**2014/11-5 Matters' arising from above minutes for information only-** None.

**2014/11-6 To consider the report on "How we operate as a Parish Council"-**

In a discussion between the 4 regular rotating chairs on how to improve the way the PC operates the following proposals were developed.

### Agenda items and reports – Proposal as a whole item

- i. Agendas to be issued with reports giving 3 clear days before the meeting (so preceding Thursday).
- ii. All but the simplest items for decision need a report, albeit a brief note.
- iii. Cut off for items of correspondence received to be reported or if an issue for the Agenda (preceding Thursday).
- iv. Correspondences that require a decision will a separate agenda items. Each will have an identified Lead Councillor who will lead on that agenda item. If not obvious which Councillor it should be the default is the Chair. The Chair has discretion re-consideration of urgent items received after this.
- v. Request a regular report from the Parish Maintenance Executive if any decisions required then the report should be an agenda item. This will also cover the Volunteers.
- vi. Reports from DDC and WDDC (Ron & John):
  - a. make sure they know the Agenda / report circulation deadline and that reports are generally needed
  - b. ask them to let the Clerk know of any items they wish to be put on the Agenda = Chair's decision on whether it is included a regular email from the Clerk to all Councillors a week or so before Agenda issue re-any items.
  - c. at the meeting the Chairman asks them (at the start of the first public session) whether they have any information relevant to items on the Agenda for decision
  - d. any other input is via the public session(s)
- vii. Consultations: decide whether to respond and how; nominate respondent; circulate draft responses to Councillors for comments with a deadline.

**Proposed Cllr G Moody**

**Seconded Cllr D Dixon**

**Resolved**

## Burton Bradstock Parish Council

### Planning - proposal

- i. Separate Planning Committee meeting for all Councillors mid-month. Council meeting can catch the odd application that doesn't fit in with this and if an extension is not possible. This will provide a better forum for comments.

**Proposed Cllr D Batten**

**Seconded Cllr G Moody**

**Resolved**

### Outgoing correspondence - proposal

- ii. Outgoing correspondence drafted by the Clerk to be reviewed by Lead Councillor and Chair [previous Chair if Lead = Chair].

**Proposed Cllr D Batten**

**Seconded Cllr G Mayo**

**Resolved**

### Liaison with additional local groups (we already have PO, V Hall, Allotments, NT)- proposal

- iii. Purpose is to positively engage and find out how the PC can support or help with issues
  - a. Village Society: DB
  - b. School: DD
  - c. library: GM
  - d. PCC: KD (*To be confirmed*)
- iv. More informative and inclusive report to the BVN to cover things of note discussed and planned. Item added to agenda for councillors to suggest subjects – if none then the clerk will provide a summary for entry into BVN.

**Proposed Cllr G Moody**

**Seconded Cllr G Mayo**

**Resolved**

### Clarification on ownership of Minutes – proposal

- v. The minutes are the Clerk's record of the meeting. They are checked by the (rotating) Chair for accuracy before issue to all Councillors who can raise issues on accuracy at the subsequent meeting.

**Proposed Cllr D Batten**

**Seconded Cllr G Mayo**

**Resolved**

**2014/11-7 To consider the following planning applications and any other applications received by the Council prior to the meeting.**

- a. WD/D/14/002531- 15 & 16 Barr Lane- Clad walls with external installation- *No Objections*

**Proposed Cllr G Moody**

**Seconded Cllr D Batten**

**Resolved**

- b. WD/D/14/002516- Freshwater- Change of use from Tents to siting touring units with associated screening- *No objections assuming down lighting issue is considered and turned off at night and screening is done before works commence and maintained in the future.*

**Proposed Cllr D Dixon**

**Seconded Cllr D Batten**

**Resolved**

- c. WD/D/14/002562 and WD/D/14/002699 - Brynvella- Burton Road- Proposed extension to existing agricultural building and proposed erection of agricultural livestock building- *no objections but to draw attention to the planning office that the new barn will block the access to the bungalow.*

**Proposed Cllr G Moody**

**Seconded Cllr D Batten**

**Resolved**

- d. WD/D/14/002599- Brynvella, request for information of compliance *For info only*

- e. WD/D/14/002529- 8 Hive Close- Proposed rear extension and internal alterations- *No objections.*

**Proposed Cllr G moody**

**Seconded Cllr G Mayo**

**Resolved**

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2014/11-8

### Finance & General Purposes-

i. **To consider the Finance Report, F & G P recommendations including payments**

The F & GP have made some changes to the financial regulations considering internet banking and expenses of the Clerk and Repair & Maintenance exec incurred to carry out PC business these will be brought to the December meeting for approval.

The Lloyds bank account and Santander bond are in the process of being opened, risk register has been updated and the EA lease for the Flood Warning Station is complete and awaiting payment.

**Proposed Cllr D Batten**

**Seconded Cllr G Mayo**

**Resolved**

ii. **To review the playing field agreement (DD)**

Cllr Dixon proposed that the agreement should continue as it is and review again in Oct 2015, once the ownership and maintenance of the goal posts has been established as the PC would like them available to all users of the playing field and to be maintained.

Cllr Moody proposed that a review of charging arrangements is considered when the agreement is reviewed.

It was agreed to contact the school to set up the review in line with the School and PC budget setting process and bring to the December meeting.

**Proposed Cllr G Moody**

**Seconded Cllr D Batten**

**Action Cllr Dixon**

**Resolved**

iii. **To consider the electrical works to the Post Office (GM/KD)**

Cllr Moody had not had a chance to discuss this with Cllr Delves but recommended that the re-wiring of the loft be taken out of the quote provided by the inspector and 3 quotes gathered for this work to make safe and comply with insurance.

**Proposed Cllr G Moody**

**Seconded Cllr D Batten**

**Action Clerk**

**Resolved**

iv. **To consider the DAPTC AGM and motions(GM)- no action required**

2014/11-9

### Corncrake management plan (DD)

Cllr Dixon had previously circulated his report and 5 year draft management plan written by the Corncrake working group for endorsement by the Council.

A consultation day has been arranged for the 6<sup>th</sup> December from 10.30 am to 3 pm at the Reading room. There will also be an opportunity for residents to put themselves forward for other Parish Plan projects. The Plan will be available to view and placed on website.

Cllr Dixon made the following recommendations to the Council.

- The Parish Council endorses the Draft Management Plan for Corncrake.
- The Parish Council requests that the Working Group undertake a consultation exercise with site users and residents on December 6th 2014.
- The Parish Council asks the Working Group to present a final management plan with costings to the January 2015 Council meeting.
- The Parish Council provides the Working Group with an indicative budget for actions this winter.

Cllr Dixon explained that there are funding avenues available but would like the PC to consider that in order to do the tree works, fencing, supervising hedge-laying whilst there is such enthusiasm to deliver the objectives a figure of £3000 is considered in the budget for the coming year but will actively seek other funding sources. Also that of up to £300 is made available over the coming months to pay for the countryside service of hedge-laying and tree planting support.

Cllr Dixon also asked that the quotes from Adam Butcher of the DC Countryside Team are accepted in order to proceed.

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The above recommendations were approved

**Proposed Cllr D Dixon**

**Seconded Cllr G Moody**

**Resolved**

Cllr Dixon to Report to January meeting.

**Action DD**

The pond area was discussed which is not within the title deeds of the Council. The Council proposed to check with the Land Registry and seek to acquire the land area if not registered.

**Action/Clerk**

**Proposed Cllr D Dixon**

**Seconded Cllr G Moody**

**Resolved**

### **2014/11-10 To consider the Parish Clerk's report of Correspondence-**

- i. Electoral review of Dorset County Council- The Council will not be making a comment
- ii. Draft Dorset Homelessness Strategy 2015 to 2019 – Cllr Moody will look at this consultation
- iii. Beach Road Speed limit- The national speed limit applies but as there is natural traffic calming and the report showed there was not a speeding problem recorded so no further action.
- iv. Letter from B James ref parking and yellow lines at Barrowfield and Charles road. Cllr Batten and Cllr Moody will consult with residents and report to the December meeting. **Action DB/GM**
- v. B James also reported in her letter on the issue of late night shopping on the date of the next PC meeting, the meeting will be moved to the later time of 8pm
- vi. Cllr Moody commented on the event on 21<sup>st</sup> Nov to listen to “a wartime Legend is Coming to Yeovil”-and check who with organizers before attending
- vii. WDDC Localisation of Council Tax grant and precept request forms- Cllr Moody explained that WDDC will not be passing this grant on in future years so this will be for discussion by the F & GP meeting and consideration by the Council when setting the budget.

### **2014/11-11 To consider the Chairman for the next Parish Council meeting- 3<sup>rd</sup> December 2014 –**

Cllr Batten was nominated. This meeting will commence at 8pm as it is late night Christmas shopping in Bridport. The Chairman's allowance will be used to purchase drinks and nibbles for after the meeting.

**Proposed Cllr D Venn**

**Seconded Cllr G Moody**

**Resolved**

A planning meeting will be held on Wednesday 19<sup>th</sup> November 2014 at 6.30pm, a 20 min. open discussion forum followed by the PC consideration of applications this will be a public meeting.

This will be followed by the F & GP meeting for members of the working group.

**Proposed Cllr G Moody**

**Seconded Cllr D Venn**

**Resolved**

### **2014/11-12 Items for the BVN- Corncrake consultation event also to be put on BBPC website**

### **2014/11-13 Parishioner's open comments (15 minutes maximum allowed)**

*R Jones-* Asked if the planning meeting will be open to the public- the Council confirmed this will be an open meeting.

*G Adderley-*raised concerns on the car parking issues at the WDDC toilets in the lay-by owned by the PC. A letter written by Mrs Painter of Shipton Gorge who had an issue with a gentleman working in the Spa who was rude to Mrs Painter when she questioned the parking in the lay-by. Mr Adderley asked if the Council can do anything about this-Cllr Moody explained that this has come up before and the PC are aware that staff of the garage are using it and we could put up notices and charges. This will be further discussed at the December meeting.

*J Harding-* commented on the Post Office the lack of enthusiasm for using the shop and asked what was happening. The Council explained that the PO had been contacted and there is no further news at this time but that 2 applications are being considered. He also commented that the village didn't come

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anywhere in the Best Village Competition again and wondered what feedback the judges had given. The Council had not yet received any feedback.

*J Russell*- Commented on cycle paths being considered by DCC from Burton to Bridport, he explained that none are on the list at present and if the PC would like this to be considered then the PC need to make a specific request for one. Cllr Batten will follow this up.

*P Tomkins*- Asked the Council to confirm if monies allocated out of the loan obtained are for Corncrake projects. Cllr Moody explained that the loan was not specifically for Corncrake but for village projects and the question of "How would you spend £100,000" was to gather interest from residents not that this was available to spend. He also reported the wall collapsed into the stream on Common Lane- this has been reported and is in hand. P Tompkins asked if the PC gave approval for the repair to the FP behind the garage. It was explained that this is on John Lewis' to do list and explained that this will be done as soon as he returns form holiday

*G Adderley*- Thanked the Clerk for the wonderful plan of the allotments and all the efforts of the PC in supporting the allotment association. He also commented on the possible charges to the school for the playing field and why the PC would consider charging for the use. Cllr Moody explained that Council have just taken on the costs of the grass cutting which the school used to pay for which included white lining that costs approximately £450 per year.

It was also reported that there are cracks where the white lining is, but that the volunteers had filled these holes.

Meeting Closed at 9.28 pm

Chairman Cllr D Batten

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3<sup>rd</sup> December 2014