BURTON BRADSTOCK PARISH COUNCIL

Chairman: Cllr M Evans

Clerk: Mrs M Harding



Minutes of the Annual Parish Council meeting held on 6th June 2018

At 7.30pm at The Reading Room

Present: M Evans (ME) (Chairman) A Charlesworth (AC) A Bailey (AB)

D Batten (DB) R Bryan (RB) G Moody (GRM) S Meek (SM),

M Roberts (MR)(DCC) Mrs. M Harding (Clerk/RFO) J Russell (JR) (WDDC) 5 members of Public

- **2018/06-1 To receive apologies for absence** A Ross (AR) D Dixon (DD)Cllr K Day (DCC)
- **2018/06-2 To receive declarations of Interest and grants of dispensation** None.
- 2018/06-3 Parishioners' Comments (15 minutes on agenda items only) -None

Items for Decision:

- 2018/06-4To approve the minutes of the Annual Parish Council meeting held on 9th May 2018Proposed DBSeconded ME
- 2018/06-5 Matters arising from the above minutes for information only and ongoing actionsa. Parish Councillors responsibilities updated on the PC website
 - b. GRM continue to pursue the NT for a resolution regarding Cliff Road. Action GRM
 - **c.** DCC will carry out the agreed tree works on Thursday 14th June.
 - S106 funding yet to be applied for the Play area project, AB reported on the Dorset Leader Grant that could be another suitable source of funding and would provide the contact information.
 - e. Annual return submitted to PKF external auditors and the Notice for electors put on notice board and website on 3rd June.
 - f. A positive response was received from the Holiday letting companies and agreed to send a letter supplied by the Parish Council to all their holiday cottages owners explaining they will be also supporting the request.

2018/06-6 Correspondence- items for decision

- a. New Model Standing Orders- F & GP will meet on 11th July at 6.30pm to consider the new template.
 Action F & GP
- b. Complaint about the traffic flow in the village- The PC had received a tel. complaint regarding the traffic flow through the village the increase of traffic fumes due to the pinch point by the bridge where traffic must Give way, it was explained that the footway was introduced for public safety but agreed that with the increase in traffic and queuing in the

built up area is causing concern, it was suggested that priority could be given to traffic exiting the village as the footway was considered an important safety feature, a meeting with Highways officers will be arranged to discuss the concerns raised. Action Clerk/All

- **c.** The Clerk will attend a GDPR briefing on 2nd July at Blandford Town Council. **Action Clerk**
- Proposed warding arrangements for the Unitary Council- Clerk to attend the meeting on 11th June.
 Action Clerk
- e. Complaints had been received regarding the speeding bikes along the B3157 specifically around the area of Othona, the Clerk explained that this can be reported to Dorset Road Safe, it was also suggested that the residents in the area could set up a community speed watch programme, Clerk to advise the resident concerned.
- f. The contractor for the grass cutting on the playfield was unable to gain access into the field as a van and car were blocking the entrance and the bollard in front of the gate is missing. Clerk to order a new bollard, GRM and ME to fit, if this does not work then the PC will consider moving the gate to the road edge in order to stop parking in front of the access. Action Clerk/GRM/ME

2018/06-7 To discuss the Drain and proposed works to remove barriers and improve gradient The Drain- works on the Drain had been submitted to the PC to consider in order to meet a new funding stream to be obtained by RoW, the barriers would be removed, the drain profile re-graded and a handrail placed at the top of the drain, the PC would then monitor and pursue DCC Highways for a suitable barrier on the footway at the top to deter children from running straight out onto the road. Proposed DB Seconded ER

2018/06-8 To consider any planning applications received by the Council

- a. WD/D/18/000925- 1 The Old Coach House, Shipton Lane, -No Objections
- b. WD/D/18/000985- Old Apple Barn, High Street- No Objections
- **c.** Smithy enforcement issue- residents have complained that the property is being used outside the agreed planning constraints
- **d.** Shadrack enforcement-WDDC enforcement team have written to the owners and action is being taken, the property will be vacated

2018/06-9 Finance & General Purposes

a. To consider the Finance report of receipts and payments,

All payments were approved in line with internal controls; Cllr Evans had completed his monthly account checks. Bank Accounts total £78979.07 as at 31st May 2018 Proposed GRM Seconded ME

b. To consider the quotes for a survey of PC property

2 quotes had been gathered, Findley and Butler were appointed to carry out the surveys on the Reading Room, Post Office and Library at a cost of £100 plus Vat, this will be carried out prior to the annual insurance due in Oct 2018

c. To consider the adoption of the WDDC public toilets

The PC had received the costings for the toilets gathered for the last 3 years from the LGRC who are working on behalf of WDDC to liaise with Parishes. Last year the running costs were £16519 most of this on cleaning, the offer on the table at this point is to take on the freehold with a cash sum to cover 2 years of maintenance plus a grant of £20,000 to refurbish the toilets, so a total of £47074.00. The PC only received the information the day before the meeting, further questions need to be answered: are the sewerage costs in the water costs, is the freehold unrestricted, what are the terms of the transfer, if we cannot afford the toilets can we close them after the 2 years, can we add a charge for the toilets to assist with the running costs finally what is the deadline for a PC decision as the PC will need to consult the Parish? Clerk will follow up these queries for the July meeting. **Action Clerk**

d. To consider the costing for the spraying of village areas

Following the initial request for spraying in the village by the Volunteers where it is difficult to weed manually, Cllrs. were uncomfortable with the use of glyphosate in public areas, also finding someone qualified to carry out the work and that most of the areas are along the highway, Clerk to contact highways to confirm if this is possible. For the time being the volunteers will continue to weed the areas, it will mean that this takes many hours so the

volunteers may not get around to all the planned works. It was noted that the EA are using a spray on the river bank, further enquiries will be made. Action Clerk

e. To consider any village repairs or maintenance issues.

The jeep seat requires repair, this was missed from the last weekly/monthly inspection, and costs of repair are to be gathered. Clerk to speak to the contractor regarding the inspections.

The Clerk had provided costings for a quarterly inspection; this will be discussed further by the play area group and considered by the PC at a future meeting.

The allotment steps still require repair, the interim repair has not been successful, a specification will be drawn up with Allotment reps and the Allotment association in order to gather quotes and apply for a grant to put in new steps. Action ME/DD/AA

DD had a meeting with the contractor to agree the further paths in the allotments and some strimming works, quotes to be provided. **Action DD**

2018/06-10 Working Groups

a. Apple Pressing report

SM & GRM had previously circulated a report on the Community Apple Pressing day (a Parish Plan Project) to be held on 21st October including costs for a press and scratter in the region of £1240.00, the event would be open to all, apple juice will be available with possible donations. The Group recommended that the PC:

- Arranges and sponsors a community apple pressing as outlined above local community funding pots to be explored and PC to make up any short fall.
- Authorises the initial year's costs including the purchase of equipment as described above to be met from Parish Plan Project funds, the equipment to be procured competitively in accordance with the Council's Financial Regulations.
- Agrees to fund the on-going costs of the event, always subject to budgetary approval.
- Requests a further detailed report including an appropriate Risk Assessment on the event for its September meeting.
 Advertises the event in the BVN's September and October issues

Seconded ME

Action SM/GRM

b. Emergency Planning report

Proposed DB

SM reported that a meeting has yet to be held due to Cllr availability.

2018/06-11 Items for report in the BVN/website/Facebook/Twitter CLT, Apple pressing and the proposed WDDC Toilet transfer

Items for information:

2018/06-12 Correspondence items received for information -

- **a.** CLT- AB reported on the inaugural CLT meeting, where roles were agreed, and an item for the next month's agenda to consider PC support.
- **b.** Clerk and Chairman's seminars- ER will attend the new Cllr course on 7th July
- **c.** Neglected allotment letter has been sent and the plot holder is now leaving, this will now be reallocated to the next on the waiting list.
- **d.** The Library are looking at providing Free Tap water
- e. Bride Valley news editor, SM is looking into the role.

f. The PC has cover for GDPR within its public liability cover, but if found to be in breach would be liable for any fines.

2018/06-13 Date of the next meeting

The next meeting is 4th July, agenda items, CLT, play area report; SM gave his apologies for the next meeting.

2018/06-14 Parishioners' open comments (15 minutes maximum allowed)

- **a.** DB reported the broken road name sign at Annings Lane; a resident had already reported this to the Clerk and WDDC had been contacted.
- **b.** DB reported that there is likely to be Caravan movements during the coming week.
- **c.** DB reported on a car stolen in BB, the keys were from the house, for info only and Police were informed.
- d. It was reported that the sign on the toilet wall is not working as cars and vans are constantly parking and blocking the spaces for genuine users of the facilities, DB will go back to the garage and shop to remind them of their duties to their staff.
- e. A resident from a neighbouring parish spoke on the adoption of public toilets, commenting that their parish will not be taking them on due to the running costs and having to double the precept in order to do so. It was explained that this is not an asset to transfer it is a liability.
- f. MR spoke on the shadow authority, the new officers are in the process of being employed, and that the Councillor no's will go from 206 to 82 in April 2019.

Meeting closed at 9.10pm

Chairman Cllr M Evans

4th July 2018