

# BURTON BRADSTOCK PARISH COUNCIL

Chairman: Cllr M Evans

Clerk: Mrs M Harding



## Minutes of the Annual Parish Council meeting held on 8<sup>th</sup> May 2019

### At 7.30pm at The Reading Room

#### Present:

M Evans (ME) (Chairman)

D Batten (DB)

D Venn (DV)

G Moody (GRM)

A Charlesworth (AC)

S Meek (SM)

R Bryan (RB)

D Dixon (DD)

M Roberts (MR)(DCC/WDDC)

M Harding (Clerk/RFO)

5 members of Public

#### 2019/05-1 To elect the Chairman of the Council for 2019-20 and sign acceptance of Office

Cllr Mike Evans was nominated by DB and seconded by GRM

#### 2019/05-2 To elect the Vice- Chairman of the Council for 2019-20 and sign acceptance of Office

Cllr Graham Moody was nominated by AC and seconded by DB

#### 2019/05-3 To receive apologies for absence - A Bailey (AB) E Rees (ER)

#### 2019/05-4 To receive declarations of Interest and grants of dispensation – AC declared an interest in the item regarding signage.

#### 2019/05-5 Parishioners' Comments - (15 minutes on agenda items only)

Concerns were raised at the large signage on the five-bar gate at the Forge.

Cllr Mark Roberts the new Dorset Councillor reported that the new cabinet is being formed at the new Dorset Council

#### Items for Decision:

#### 2019/05-6 To consider the co-option of a Councillor for the 1 vacant seat- to be raised in the BVN

#### 2019/05-7 To consider that the PC is eligible to use the General Power of Competence

The Clerk had circulated the Legal topic note on the Power and the benefits to the Council.

The Council agreed that it is eligible to use the GPC having two thirds of Councillors elected and a qualified Clerk.

Proposed ME

Seconded DB

#### 2019/05-8 To reaffirm the Councillors Roles and delegated areas of responsibility, appointment to outside organisations and members of workings groups

The list of roles was circulated this was updated and will be circulated and placed on the PC website. The Parish plan topic leads will be updated when the Parish Plan is updated this year.

#### 2019/05-9 To approve the minutes of the Parish Council meeting held on 6<sup>th</sup> March 2019

Proposed RB

Seconded DB

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### 2019/05-10 Matters arising from the above minutes for information only and ongoing actions

There has still not been a response regarding the update of the licence for the library- Clerk to follow up

DV & DB are looking into the update of the village map, the Perspex needs to be removed first.

The Allotment agreement is to be updated, SM & DB to hold a meeting of allotment holders

The drain has not been completed, Clerk to follow up and ask for the repair of the sign post at the bottom of the drain.

GRM & DD to carry out the tree survey

### 2019/05-11 Correspondence- items for decision

- a. Item 4- Cliff Road garden- a request to maintain the area, the land ownership is currently unknown but it is untidy, the council support the tidying of the area but cannot approve it.
- b. Item 5- the grass contractors have yet again been unable to access the playing field due to cars parked inconsiderately in the lay by. The bollards put in place are being broken off, it was suggested that a more substantial bollard should be installed. Quotes will be gathered to install metal bollards which are locked. **Action Clerk**
- c. Item 6- PAT tests carried out in the RR and PO, some works are required, the smoke detectors will be replaced quotes being provided.
- d. Item 7- GRM reported on the water leak issues at the PO, the tenant in the PO had received a very large water bill, the leak was investigated by Wessex Water and an issue had been found which is the responsibility of the PO, the leak is possibly under the pub yard. The leak needs to be repaired asap, GRM has been making arrangements to meet with contractors but there are issues with some unable to work on the highway. One suggestion is to mole in a new main, but this will need to be carried out by WW and there is a delay in getting this work done. The Village Society trustees have been informed that the works could cost in the thousands to repair. The Council proposed that as an exception to standing orders and due the nature of the works that the works should be carried out asap, GRM to action in conjunction with the Clerk and Chair.

Proposed GRM

Seconded ME

**Action GRM**

- e. Item- 8- The PC had received a request to install a further strand of barbed wire to the top of the fence leading into the allotments at the National Trust end. Cattle last year had been able to reach in and eat the vegetation grown on the plots. **Action GRM**
- f. Item 9- A request was received from the Grass contractor regarding timings for marking the playing field. The clerk to contact the school regarding the markings required for their sports activities. **Action Clerk**
- g. Item 10- The School wish to install a new finger post sign by the Anchor, the PC have no problems with this assuming that Highways and Countryside have given approval.
- h. Item 11- The PC received an email regarding dustbins being left out in the street when it is not Bin collection day, the issue seems to be the holiday cottage bins which are often left out after

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collection for several days, Clerk to contact the holiday cottage company to request that the bins are put away.

**Action Clerk**

- i. Item 12- GRM reported on the Burton Bradstock Apple pressing day booked for 6<sup>th</sup> October 2019, further information will be circulated closer to the time.
- j. Speed awareness- An email had been received following the accident in the village recently and the concerns regarding the preceptive speed of traffic through the village. There is a combination of lack of visibility as well as speed. It was suggested that the local PCSO needs to be made aware specifically along Barr Lane where cars are often parked on the pavement which blocks the visibility. PC to request a proposal from the resident to consider the options. Clerk to respond to the concerned resident and copy in MR.
- k. The Chairman of the DAPTC had sent an email requesting information from Parish Council's, RB to look into this for a response for July 2019.
- l. The latest quarterly play inspection has taken place, the recreation group will look into what works are required prior to the new play equipment being installed.
- m. Signage on the side of Road- a complaint was received regarding the signage along the road through the village advertising events, concerns were raised as to whether they were compliant. Also, it was requested that only be signs in the village are there for the village events. The Clerk will request that the community highways officer looks into this and removes any signage that is not compliant.

### **2019/05-12 To consider any planning applications received by the Council**

- a. WD/D/19/0001817-Barrowfield Close-amended plan/description- erect single storey rear extensions- the consultation date did not meet the PC meeting dates so an extension was requested. The case officer had already dealt the application and explained that as the PC did not object to the first application then there was no need to comment, Cllrs were concerned that if these amended plans had been detrimental then the PC would have not been considered, the Clerk to respond to that effect.

### **2019/05-13 Finance & General Purposes**

- a. **To consider the Annual Return 2018-19 Part 1**  
This was previously circulated and approved  
Proposed ME                      Seconded GRM
- b. **To consider the Annual Return 2018-19 Part 2**  
This was previously circulated and approved  
Proposed ME                      Seconded GRM
- c. **To consider the update of the BBPC policies and procedures-** the F & GP working group will meet in June to look at the policies and other matters provisional date of 19<sup>th</sup> June was suggested.
- d. **To consider any village repairs or maintenance issues-**

DB reported the broken finger post sign at the bottom of the drain, also the signs on the village green from D-Day and a further sign that was under the Lime Tree dating back to 1994, these need to be repaired. At

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this point a resident in the village who had a connection with a previous Chairman offered to re new the signs for the Parish Council. The resident was thanked by the Council.

### e. To consider the Finance report of receipts and payments.

All payments were approved in line with internal controls;

ME carried out the monthly check. Bank Accounts total £100094.53 as at 30<sup>th</sup> April 2019

It was noted that as part of these bank accounts £38223.29 is ring fenced for the Play area project from grants and donations

Proposed ME

Seconded DB

### 2019/05-14 Items for report in the BVN/website/Facebook/Twitter

Vacancy on the Council and a potential co-option, to thank people for tidying up outside their properties in preparation for the Best Village competition, the emerging emergency plan, play area project update, apple pressing day.

#### Items for information:

**2019/05-15 Play area project-** the project order has been placed with Sutcliffe play; the commencement date is 24<sup>th</sup> June to be completed for the Summer holidays. Further fund raising is now being organised for phase 2.

**2019/05-16 CLT report –** Housing needs survey has been completed; the membership is now more than 100 shares. Sites are being considered.

**2019/05-17 Corncrake report-** Fencing was due to be completed at the end of April DD to follow up. The trees planted are looking good and hedges in good order.

**2019/05-18 Emergency Plan-** AC reported that the plan is still in the early stages, the village is to be split into wards and each of the Councillors will be responsible for a ward ns possibly try to recruit residents with each ward. The communication would work in a pyramid system to assist in a village emergency. It was agreed that training would be required for the flood barriers for Councillors. Residents would be invited to offer their services and equipment; these lists would not be in the public domain but kept in a central document centre.

**2019/05-19 Correspondence items received for information -** report circulated

**2019/05-20 To consider items for the next PC meeting 5<sup>th</sup> June 2019 TBC**

**2019/05-21 Parishioners' open comments (15 minutes maximum allowed)**

It was suggested that the PC put a piece in the BVN for holiday home owners to again support the work of the Volunteers.

Meeting closed at 9.10pm

**2019/05-22 The Chairman resolved to move to Closed session to discuss the PO and Village Shop**

The PC discussed the issue of the water leak GRM to action. No further action at this time.

Meeting closed at 9.35pm

Chairman Cllr M Evans

5<sup>th</sup> June 2019