

Chairman Dr Graham Moody



Clerk M Harding

BURTON BRADSTOCK PARISH COUNCIL

Minutes of the meeting held on 5th March 2014

Present: Cllr Present: Cllr G Moody, Cllr D Batten, Cllr D Venn, Cllr A Ross, Cllr Dixon, Cllr Venn, Mrs M Harding (clerk), Cllr Coatsworth (DCC), Cllr Russell (WDDC) and 9 members of the public

2014/03-1 Welcome- Cllr G moody welcomed everyone to the meeting

2014/03-2 Apologies- Received from Cllr K Delves and Cllr Crooke.

2014/03-3 Declarations of interest- None

2014/03-4 Parishioners' comments: Agenda items only-15 mins-

R Jones- commented on the good piece written in the BVN this month by the Chairman and the Clerk.

2014/03-5 To approve the minutes of the last meeting on 5th February 2014 and sign the same

The Council approved the minutes

Proposed Cllr D Batten

Seconded Cllr A Ross

Resolved

2014/03-6 Matters arising for information only – None

2014/03-7 To consider the Parish Clerk's Report and Correspondence

The correspondence list had been circulated previously:

a) Cllr Moody commented on the request for the use of the tables for the Church Fete and the Village Fayre. It was proposed that the tables are made available for these village events each year subject to no conflicting uses.

Proposed Cllr G Moody

Seconded Cllr D Venn

Resolved

b) B James's letter was considered regarding the changes to the bus routes –nothing further to add to the minutes of the last meeting.

c) The resurfacing of the High Street has been put back from the 2014/15 highways projects because of all the disruption when the road was closed for the works in Abbotsbury. The buff coloured surface to the footway will be done April/May.

d) Cllr Venn queried why tree works were approved when the Parish Council objected.

Mrs Michele Harding, *Clerk to the Council*

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2014/03-8 To consider the Finance report and approve payments

- a. The Council considered and approved the report and payments. Part of report was to consider the HSBC High Interest Bond as this has now matured and better rates could be sourced. It was agreed that FSCS banks would be used and preferably local banks if possible. Cllr Russell noted that at a meeting about 2 months previously WDDC report on banks appropriate for investment and categorised by investment period. The Council approved the Clerk in conjunction with F&GP Members to seek alternative investment given the suggested criteria above. The asset register will also be reviewed and revised where appropriate.

Proposed Cllr D Batten

Seconded A Ross

Resolved

Action Parish Clerk /GM/DB

- b. To approve the updated Risk Register including actions taken to manage the risks and noting that the Reading Room Key log was now updated.

Proposed D Batten

Seconded Cllr D Venn

Resolved

- c. To consider the Publication Scheme- This document sets out the information of where, when and at what charge the Council provides information as routine. Routine information is freely available from the website and copies are placed in the Library. Charges for hard copies will now be made to cover administration, stationery and postage.

Proposed Cllr D Venn

Seconded Cllr D Dixon

Resolved

- d. To consider the review of the Financial Regulations- the New Model Financial regulations from NALC/DAPTC had been discussed by the F & GP meeting and tracked changes sent to Councillors prior to the meeting. The updated document includes the threshold of £60,000 for tendering via advertisement and sealed tenders, sealed tenders using an approved list for lower values, and a proposal to allow email tenders for the lowest values while aiming to reduce the opportunity for collusion. The document also contains proposals for the maintenance and use of an approved list of contractors and employment of a handyperson. On considering the Standing Orders against the Financial Regulations it was noted that the canvassing of councillors and declaration of family relationships (re employment applications) had not been included and it was recommended that these be added to the Standing Orders approved at the last meeting.

Proposed Cllr D Dixon

Seconded Cllr A Ross

Resolved

- e. To consider seeking to reduce the number of Member places on the Council

Cllr Moody explained that in order to have the General Power of Competence (which gives the Council the power to do anything that an individual can do) the Council has to have a qualified Clerk and 2/3rds of seats filled by elected Members (including those who had stood for election). The Council does not currently qualify on Members elected. The Council has 11 seats and struggles to fill these, the number having been increased from 9 to 11 to deal with Hive Beach Car Park. At present in order to be eligible for the General Power of Competence the Council would need 8 elected Members but if the number of seats went down to 9 then it would only need 6 elected Members (this does not include co-opted Members).

The way in which to reduce the number is to ask WDDC for a Community Governance Review, which WDDC is not obliged to do but would have to consider. If WDDC says no then the next step would be to organise a petition of at least 250 electors and then a review would be have to be undertaken.

The Council is also aware of the proposal for the Joint Neighbourhood Plan for Bridport and some adjacent parishes to include the Burton Bradstock properties at West Bay-East Cliff. In a Community Governance Review it might be appropriate to consider changing the Parish Boundary to put the properties at West Bay inside the Bridport Boundary, assuming the residents are happy with such changes.

The Council proposed to apply to WDDC to reduce the number of councillors to 9 or the minimum recommended by WDDC and for the Parish Boundary to be considered in the Review.

Proposed Cllr D Venn

Seconded Cllr D Dixon

Resolved

2014/03-9 To receive an oral report from the North Hill Flood Scheme Stakeholder meeting

Cllr Ross reported that a Stakeholder meeting had been held on 4 March to discuss the project which has hit problems because of the Environment Agency's fund allocation system and competition from other priority areas such as the Somerset levels. On the current basis the project is unlikely to proceed but in which case the drainage improvement works in Shipton Lane and Shadrach would still be undertaken. There was the suggestion that the Flood Action Group could look to do the remainder of the work themselves but this could still be in far too much money to fund. Cllr Ross noted that a meeting had been arranged for the forthcoming Friday with Oliver Letwin to see if he might be able to help. A further report would be made to the meeting in April.

2014/03-10 To consider Corncrake Licence and measures to reduce poaching

Cllrs Moody and Dixon had previously met with Mr and Mrs Mayo regarding the Licence at Corncrake and measures to reduce the poaching near the timber bridge. It was agreed that the preferred way to tackle the poaching would be to put a fence from the SE corner of the timber bridge in a SE direction to the hedge to fence off the poached area and create a pinch point for the footpath to the East. A straining post would need to be put in as part of the fence. The ROW Officer will be contacted to consider the works. The licence will be amended to finish at the end of October instead of November and the cattle will not need to be removed in the month of August. The licence will be reduced to reflect the changes to £325.00 per year payable in April and October.

Proposed Cllr G Moody

Seconded Cllr D Dixon

Resolved

Action Parish Clerk

2014/03-11 To consider electricity supplier and changes to the electric meters in the Reading Room

A review of the electricity meter, supplier and heating is required at the Reading Room. The meter feeding the night storage heater would be removed and a new heater installed using the day meter and a review of the market for a new energy supplier carried out.

Proposed Cllr G Moody

Seconded Cllr D Batten

Resolved

Cllr Dixon suggested looking at renewable energy tariffs working within the PC's sustainability statement. It was also suggested to look at the draft proofing on the door to the RR.

2014/03-12 To consider the Grass maintenance specification

Changes are required to the schedule of the grass cutting. The Volunteers have offered to do the work around the bus stop and a 1m path at Cliff Road. They had also been asked to undertake the maintenance of the small patch of land near the corner of Middle Street and Grove Road, once DCC has completed the work to eradicate the Japanese Knotweed. A specification would be prepared to cover the rest.

Proposed Cllr D Batten

Seconded Cllr D Dixon

Resolved

The Council has received emails regarding the maintenance of the playing field from the Chairman of the School Governors expressing concerns re maintaining grass that is not owned by the school. The school uses the field for football, running tracks and sports day so markings are required. This is still ongoing.

2014/03-13 To consider any planning applications received by the council since the last meeting –None

The planning application refused at Ancren has now been submitted for appeal. The Council has no new information to make so there is no further action.

2014/03-14 AOB for information only- None

2014/03-15 Parishioners' comments (15 minutes)

J Lewis asked if the council has a risk assessment for trees on Council property: Council to action.

J Lewis also asked the Council to confirm who will complete the entry for the Best Village Competition. The Clerk was asked to complete the entry form with the assistance of J Lewis.

J Lewis commented on the forthcoming BLAP Assembly. The Council are aware as BLAP send regular emails. Regarding the Corncrake fencing, can the drainage be looked into prior to the licence commencing? There is a wobbly sign, the Clerk will report to the ROW Officer.

Cllr Russell questioned the Volunteers' insurance and it was confirmed that as long as the work is undertaken under Council supervision and has the approval of the Council they are covered by the Council's public liability policy. Cllr Moody asked that the position of the Volunteers is included in the Risk Register.

2014/03-16 Date of next Parish Council meeting- 2nd April 2014

Meeting closed 8.43pm