BURTON BRADSTOCK PARISH COUNCIL MINUTES



Minutes of the Parish Council meeting held on Wednesday 2nd December 2020 At 7.30pm Via Zoom

Present:

D Dixon (DD)

R Bryan (RB)

S Meek (SM)

A Bailey (AB)

D Batten (DB)

G Mulry (GM)

Mulry (GM)

D Venn (DV)

M Harding (Clerk/RFO) Cllr Mark Roberts DC

7 members of public

Chairman's welcome: ER chaired the meeting as per the current rolling chair program.

ER welcomed all and explained that this would have been the meeting where we had Christmas refreshments following the meeting.

The Chair reported the sad news that Michele Harding, Clerk for 7 years is leaving the PC. A big thankyou to Michele who is well thought of in the village and we could not have completed the play area project without her, and she will be a hard act to follow.

The PC are now in the process of looking for a new clerk.

The Chairman noted that many of the public may have attended to comment on the recent resignations, but it is not an agenda item. We must respect confidentiality and act within a legal framework.

Open Public Forum Part 1- limited to 3 mins per person

A resident spoke on the speed related issues in the village, the resident explained where she lived is affected by the recent accidents and speeding traffic entering the village from Bridport. It was suggested that the speed limit could be moved further out of the village. SM would report on this in the meeting.

A resident commented about the consideration for an HR advice service regarding the recent resignations of ClIr and the Clerk. What will this cost, are the Council complying with the current standing orders, are there any serious issues being considered? Also, what measures have been taken to retain the clerk in post. These comments were noted.

A resident explained that he was sorry that the members of the public cannot discuss what they wished to in this meeting but commented on the matters arising of the last minutes on communication with the community, there would be far more support from the village if the residents knew what was going on.

A resident thanked the Clerk as at last there has been progress with the finger post sign for the hall, village, church and school, the resident also wanted to thank all those involved in the redevelopment of the playground, it has been wonderful to see the number of families that have been engaging with the new equipment, thank you to you all.

At last, the hedge has been cut along common lane, which means the volunteers can now access the ditch and clear it out. The resident commented on the notes in the minutes regarding their accuracy. It was noted on the comments in the minutes of the last meeting and the changes made in the meeting, surely the amendments prior to approval could have been made prior to the meeting rather than making these during the meeting. Speaking as a volunteer the resident

explained that sometimes it feels that the group are not supported by the PC, an example of this is the risk assessment which was passed to the volunteer group to prepare rather than this being prepared by the Parish Council. It would be helpful if the PC took more interest in the work of the volunteers in the future.

A resident commented on how impressed they were with the way the Village Society and PC have worked well together during the Covid crisis links with communications and welcomed regular contact that would be advantageous with other groups such as the Church and other community groups in the village.

A resident also thanked the clerk for all her hard work over the years and spoke in support of a parish assembly being reinstated. The resident also commented that the specifications for painting the Post Office and Reading room that need to be comprehensive, but no one from the PC follows this up afterwards hence the issues with the paint on the Reading room windows. It was suggested that the volunteers could paint the telephone box if asked. Following the comments about Cattle in Corncrake in the last meeting the resident suggested planting more trees to make the village more sustainable. Finally, re the thatch on the PO, have specifications been gathered yet? DD responded ref the Corncrake, the draft management plan is out for consultation with the online comment feedback form, tree planting is part of the draft proposals and the group would welcome these views. DB responded re the PO thatch, 1 spec and quote has now been gathered a second quote has been promised and a 3rd has been requested. DB will be overseeing these works.

- **20/12-1 To receive apologies for absence –**Graham Moody
- **20/12-2** To receive declarations of Interest and grants of dispensation none
- 20/12-3 To approve the minutes of the Parish Council meeting held on 4th November 2020 and sign the same-Proposed SM Seconded AB

20/12-4 Matters arising from the above minutes for information only and ongoing actions

- a) Cllr Meek commented on item 20/11-4c Communication with parishioners, SM clarified the support he gave was for the whole proposal for communicating with the village and not just the Cllr email addresses.
- b) Play area signage: ER reported that the sign for the Shelter has been purchased and DB had offered to install. The WI bench location has now been agreed and a contractor will be engaged to move the benches to their new locations including securing the WI bench in its new location.
- c) Parish Maps- SM reported he collected the maps and placed them in the RR, SM offered to investigate framing the maps and come back with costs.

 Action SM
- **d)** DB reported that he has bought and paid for the Christmas Tree for the village green, to be reimbursed.

20/12-5 Items for decision: papers provided for all items for decision prior to the meeting

a) To consider the traffic calming report: The full report circulated to Cllrs and published on the website for info. SM spoke on the report in detail for the benefit of the members of the public at the meeting.

Meetings had been held with Highways and the following was discussed:

Village entrances - gateways. These can be provided at a cost to the PC, at the Coast Road and Barr Lane entrances to give the perception of narrowing and hazard, thus reducing speeds. The actual road width will not be narrowed, nor will Highways support a different road surface at these points. There could also be 3-2-1 countdown lines on the road. To be costed.

Beach road chicanes – people driving on the pavements. Recommendation -No action **New crossing by the toilets**- Recommendation - No action

Speeding down Cliff Road – DC will contact landowner to cut back vegetation

Priority in the Village Road Narrowing (Bridge House to Playground)- Recommendation – Monitor situation

The Pinch point near the Anchor- Recommendation - no action.

Parking at junction outside the 3 Horseshoes reducing visibility -Recommendation — monitor situation

Cobbled Pavement between Anchor and Charles Road- Being in an AONB and adjacent to listed buildings they cannot be changed- no action

Car parking on Barr Lane -Recommendation – feed back to residents for further views regarding parking on the Road rather than pavement.

Speeding traffic -Highways team stated that changes to speed limits are expensive and there is a long wait, even for areas where changes are supported.

Discussions regarding the dangers to cyclists, pedestrians and even drivers at the freshwater entrance through to the village but they feel that the data is not there to support changes.

We now have police data for collisions causing injury within the village itself.

Action – we can start a log of known collisions, with photo evidence as the police data is incomplete. A request for better signage of the sharp right-hand bend.

A SID is not supported by Highways as we have only one site that meets criteria and the SID needs to be moved every 8 weeks. They point out that their data indicate speeding is not as common or excessive as we have suggested. This is at variance with the Speed watch data so may reflect sampling error or position.

Recommendation: that we press on with other measures like the gateways and then ask for it to be repeated, with careful consideration to position of measuring equipment.

Cycle route to Bridport- Highways state that the section of the road between Barr Lane and Freshwater is too narrow for a cycle path using the highway. The cycle route subgroup will approach the landowner to the north of this section, having received an emphatic refusal from Freshwater.

Details and cost of gateways:

We can have a gate with the existing speed limit sign on it, either the existing painted white or a new one but cannot be any wider due to verge width also we can only have a white Glasdon post opposite.

The Council agreed in principle to put £3000 into the budget towards this project and to commence with the gateways project in first instance.

Proposed SM Seconded DB.

Cllr Mark Roberts offered his support should it required to promote this project with Dorset Council

b) To consider signing up to a Human Resources Advice service: DD reported on this item, the Council are having to deal with employment law and Code of conduct at present. The Staffing committee are investigating a formal grievance procedure. Therefore, the PC must adhere to confidential matters. DD reassured the parishioners that the PC are taking this matter extremely seriously. DD explained that personally, the email traffic on this topic has not been helpful given that it is confidential and as Chair has been unable to respond.

The Council recently updated its procedures regarding the employment of staff and has established a Staffing Committee to deal with all aspects of employment practice. In updating procedures, the Council has received support from DATPC. Also, support from the Clerk at Bridport Town Council.

DAPTC recommend that Councils consider making arrangements with an employment advisor to provide ready access to a range of employee/ employment advice. This is to ensure that any Council employee(s) are protected and that the Council is legally compliant in all aspects of employment practice. The PC have approached Katherine Motteram, a qualified Human Resources advisor with over 16 years' experience who runs an HR service in Bridport. Charges are incurred only when advice is requested.

The recommendation is that the Council sign up to the HR advice service provided by Katherine Motteram and provide the Staff Committee with a budget of £500 in order that the Committee can call on the HR service as and when required.

There are no issues with the current process of gathering 3 quotes given the area of expertise required and there is an urgency to this service. It was confirmed that no charges will be made unless advised is required. It will then be up to the Staffing committee to use that service if it was felt necessary. Proposal to sign up to the above proposals.

Proposed DD Seconded RB

c) To consider the costs of replacement gates on Corncrake for grazing purposes:

AB commented that the potential grazier would only take on the licence if the PC accept liability if someone left the gate open and the cattle got into the area with the trees or install kissing gates, so the PC looked to modify the gates, this will then reduce that risk. There is a risk that smaller livestock could get stuck in the kissing gates so a suggested modification to the current gates with offset hinge sets was considered.

A quote has been received to modify the Corncrake pedestrian gates to make them wheelchair accessible and cattle safe. Also, to replace the insecure fencing adjacent to the gate into the playing field. Supply and fit 3 self-closing gate kits, supply, and fit posts to limit the opening of the gates, supply and fit 4m section of fencing adjacent to the play park. £550.00+VAT It was noted that there has been negativity in the village to cattle grazing the field so we need to be aware that some may leave the gates open in view of Covid, so keeping the public informed of the short grazing period as and when this occurs and the reason for the grazing being part of the project. Signs could be placed on the gates when cattle are in the field. The above proposal was agreed.

Proposed AB Seconded DD

d) To consider receipts and payments for Dec

All payments have been checked in line with internal controls. List of payments circulated prior to the meeting. Bank balances as of 30th November 2020-£83,328.56

Proposed ER Seconded DB

e) To consider the draft budget and precept for 2021-22

Budget and precept recommendations were circulated to the council by the F & G P meeting, these are also on the PC website. It was recommended that the precept was not increased. The F & GP group also recommended grants to the BVN, D & SAA and CAB in line with previous years. The above grant proposals were agreed. Proposed AB Seconded DB

The precept and budget were approved with the allocation to the budget lines for the HR person, gates for Corncrake and traffic calming project as agreed in the meeting, the precept will not be increased and set at £24,875.53

Proposed DD

Seconded RB

20/12-6 Items for information only

The correspondence list was circulated.

DD commented on the School taking on the phone box for a display to be taken on from January to Easter. To confirm details in January 21.

Cllr Mark Roberts reported budgets for the directorates, Adult services, Children services, Place and Corporate services. Initial look is a budget deficit is £41M no cuts for frontline services. This will not affect items like potholes as this comes from different pots and government funds. This budget was not helped buy the fire at the Chickerell waste depot.

Staff will be working from home 3 days a week when fully back to work and hot desking. Savings will be made in not keeping offices open all day. MR commented that he had asked the planning department for the planning for North Hill Close to go to committee.

Items for the BVN- Corncrake management plan consultation and explanation of the grazing plan. Parish Plan extension to end of January, current vacancies.

20/12-7 Items for the PC meeting on 6th January 2021: Agreement for use of the playing field by the school. Schools use of the Phone Box. Three planning applications to be added to the January agenda due to time constraints. Review of footpaths and access issues (DB).

Open public forum part 2

A resident commented on the cycle route and asked which route was chosen, DD responded, the road from Marsh Barn is noted for road widening and it belongs to DC could be considered, Freshwater was approached but this was rejected, also suggested the Golf Course side of the road and currently looking at the north side of the main road. There is a project with Bridport TC, aiming to promote the use cycles instead of cars for a 7-mile radius of Bridport.

A query reference thatching quotes, have the Village society been involved in the process of quote gathering. A question about the small business grant is this for the Reading Room only or can it be used of the PO; the grant is for the registered business address of the Parish Council being the Reading Room.

A resident spoke that the school has lost its Christmas fair and instead holding raffle, tickets are available from the PO. Also, to note the advent window scheme happening in the village all the way through December. Support is welcomed for these village events.

Maintenance issues- there is a kerb stone loose on the village green, to be inspected by contractor and a hole has appeared in the play area, ER to action the play area works.

A resident commented on the footpath by Larkfield, the wooden retaining posts are loose and a trip hazard.

A resident commented on the professional way the meeting was run and wanted to add to the comments about the Clerk, its being a great pity she is leaving, she has done a great job and is one of the most professional Clerks he has come across.

Meeting closed at 9.07pm