

# BURTON BRADSTOCK PARISH COUNCIL

The Reading Room, High Street, Burton Bradstock, Bridport, DT6 4QA.



Email: [theclerk@burtonbradstockparishcouncil.org](mailto:theclerk@burtonbradstockparishcouncil.org)

Website: [www.burtonbradstockparishcouncil.org](http://www.burtonbradstockparishcouncil.org)



Dear Councillor,

You are hereby summoned to attend the Parish Council Meeting of Burton Bradstock Parish Council to be held on:

**Wednesday 4<sup>th</sup> October 2023, commencing at 7.30pm  
at The Reading Room, High Street, Burton Bradstock, Bridport DT6 4QA.**

## AGENDA

1. To receive apologies for absence
2. To receive declarations of interest and grants of dispensation
3. To approve the minutes of the Parish Council meeting held on 6<sup>th</sup> September 2023
4. Matters arising from the above minutes
5. Public Forum (maximum 15 minutes) - an opportunity for members of the public to make a comment or statement on agenda items only
6. Chairman's Announcements
7. Planning Matters  
To consider any planning applications, appeals or enforcements in circulation:
  - **P/FUL/2023/04484** Bridge Cottage, 87 High Street, Burton Bradstock, Bridport DT6 4RA - Division of existing cottage into 2no. dwellings - comments by 6.10.23
  - **P/FUL/2023/04859** NCI Lookout Hut, Beach Road, Burton Bradstock, Bridport DT6 4RF - Replacement of look out hut - comments by 5.10.23
  - **P/FUL/2023/05141 & P/LBC/2023/05142** Shadrack Dairy Farm, Mill Street, Burton Bradstock, Bridport DT6 4QZ - Conversion of barn to separate single dwelling - comments by 10.10.23
8. Financial Matters
  - To consider the finance reports and payments list for approval
  - To consider the annual insurance premium
  - To consider request from Bridport Citizens Advice Bureau (CAB) for financial assistance
  - To consider request from the Village Society for the Parish Council to purchase the Christmas tree for the village green - estimated cost £85 based on last year
  - To consider future reinvestment of fixed deposit currently with Unity Trust Bank
  - To set a date for the F&GP meeting post Councillor finance training on 7<sup>th</sup> November
9. Dorset Council Matters
  - Report from Cllr Mark Roberts
10. Parish Council Property  
To consider and agree any actions in relation to Parish Council property:
  - a. The Reading Room (recommence discussions post F&GP meeting eg. Capital allowance that can be earmarked)

- b. Play Area and Recreation Field
    - Maintenance updates - including goal posts and concrete slope - report from Cllr Henderson
    - Replacement bench for play area - update
    - Contractor access issues for grass cutting - update
    - Grounds maintenance contract reviewed specification - update
    - Playing Field hedge/fence line improvements proposal
  - c. Allotments
    - To consider project to install a water tank and pump at the allotments
    - To consider submitting a grant application to the Wessex Water Community Fund to fund the allotment water tank and pump project
  - d. Corncrake
    - To receive any updates from the Corncrake Management Working Group - verbal update
  - e. The Post Office and Village Shop
    - Replacement Post Office shop sign - update
11. Other Council Matters  
To consider and agree any actions in relation to other Council Matters:
- a. To receive any updates from the Burton Bradstock Road Safety Working Group - report from Cllr Ward
  - b. New website and .gov.uk emails - update
  - c. New defibrillator - installation update and to consider the quote to fit the defibrillator and connection box onto backboard and mount on posts
  - d. Bredy Road (Larkfield Caravan Park) bin relocation - update
  - e. Missing kissing gate between Corncrake and Bredy Lane - update
  - f. Village Volunteers "Thank You" meal - update
  - g. Communications - To consider items for the November BVN (deadline 13<sup>th</sup> October), website and social media
  - h. Village survey - Cllr Lockwood report including costs to be agreed. Actions requiring councillors to deliver door to door
  - i. Village Coffee Morning on Saturday 21<sup>st</sup> October - to agree Cllr rota (Cllr Mealing 9-11)
12. Correspondence Received  
To consider and agree any actions in relation to Correspondence Received:
- a. 09.09.23 - Email received from resident advising of underground wasps' nest in children's play area - Clerk responded and organised for wasp nest removal.
  - b. 10.09.23 - Email received from resident via Cllr Hawes regarding "wild camping" outside resident's house on Annings Lane - to be discussed.
  - c. 11.09.23 - Email received from resident advising of broken bridge slats on bridle way bridge which runs along Annings Lane by the river - Clerk responded and reported to Dorset Council.
  - d. 12.09.23 - Request received from Environment Agency to carry out electro-fishing survey on the River Bride - surveying took place 15.09.23.
  - e. 12.09.23 - Email received via Dorset Council from a member of the public regarding concerns of unsafe beach at Hive Beach - Clerk forwarded to National Trust who have responded to member of the public.
  - f. 28.09.23 - Email from allotment tenant requesting permission to access and take monthly samples from the river adjacent to tenants plot - to be discussed.
13. Open Public Forum (maximum 15 minutes) - an opportunity for members of the public to make a comment or statement.
14. Date of Next Meeting: Wednesday 1<sup>st</sup> November 2023

**Signed by the Clerk:** *Jo Hughes Locum Clerk*

**Dated:** 29<sup>th</sup> September 2023