

Chairman: Mr D Venn



Clerk: Mrs M Harding

## BURTON BRADSTOCK PARISH COUNCIL

### Minutes of the meeting held on 2<sup>nd</sup> July 2014

Present: Cllr D Venn, Cllr G Moody, Cllr A Ross, Cllr Dixon, Cllr K Delves, Cllr I Troupe, Cllr G Mayo, Cllr Coatsworth (DCC) Mrs M Harding (Clerk), and in excess of 100 members of the public (full Village Hall)

#### 2014/07-1 Welcome

Cllr D Venn welcomed a packed village hall to the meeting. He explained that a private meeting of the Parish Council and Village society had previously been held at the Reading Room prior to the Parish Council meeting. Cllr Venn also explained that Laura Tarling Stakeholder Manager for the Post Office would give a short presentation and take questions from the floor.

#### 2014/07-2 Apologies- Cllr Crooke and Cllr D Batten

**2014/07-3 Declarations of interest-** These had been received by the Clerk and Cllr Troup declared an interest in Planning at Essenden.

#### 2014/07-4 Future of the Post office Service in the Village Laura Tarling

Laura Tarling spoke to the meeting about the way the Post Office is changing with the network modernisation programme. People are changing the way they shop, and the post office wants to be competitive and relevant to the community. The Post Office are talking to Post Masters to improve and extend the service, some are taking on the modernisation and some are taking other career choices or retiring. Laura explained that the Post Office is very much dedicated to keeping the Post Office service in Burton Bradstock, finding suitable premises and securing a viable business to run alongside a Post office Local service. 95% of the current services will be available in the Post Office Local model but manual bill payments and cheques will no longer be accepted. A lot of research has been done and this kind of service is already working in Bridport and there are 2000 branches in the country.

Laura explained that the current Post Mistress has indicated that she wishes to leave the Post Office in Burton Bradstock, the position has been advertised and the closing date is 8<sup>th</sup> July. Laura is not in a position to tell the meeting how many registers of interest have been received or to discuss the current post mistress's contract. The Post Office could be moved from its current location as long as it was run alongside a sound business. The Post Office is taking the lead on looking for a replacement Post master/mistress at this stage. Laura was asked if the Parish Council should be advertising for a suitable replacement as the landlords of the PO and village shop. Laura reiterated that at this point the PO is looking for a person, premises and a sound retail business. Laura was asked how the new postmasters are paid, she explained that instead of receiving a fixed

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salary remuneration would be based on the number of transactions undertaken – It is likely that the Burton Bradstock Post Office Local would generate £7000-£8000 per annum.

Concerns were raised that Post Offices will not be handling cheques and by changing this service will reduce the customers. Laura explained that Debit cards can be used to withdraw cash and pay bills. Asked about security Laura said that the Post Office provides the cash for transactions and each premises is risk assessed and securities are put in place.

Laura explained that the transition to a new Post Office Local could take many months with funding available to make necessary changes as part of the transition. . It was suggested that a Post Office like the service in Portesham village hall could work; Laura explained that this is an outreach service and was not the service that the Post Office was looking for at this time for Burton Bradstock.

Concerns were raised over the lack of information available so far.

Laura explained that the first meeting was held this evening with the Parish Council and Village Society trustees prior to the Public meeting to answer any questions regarding the current premises. Laura explained that if anyone was interested to contact the Post Office, this could be done via the Clerk to the Council or from the Post office website

It was explained that the BBPC only became aware of the situation when the position was advertised in April and subsequently tried to contact the Post Office for further information which took several weeks because no one would speak to anyone other than the Post Mistress, Eventually the Parish Council made contact with Laura Tarling and this meeting was arranged. This item on the agenda closed at 9pm Laura was thanked for her time and left the meeting. Cllr Moody proposed that the Parish Council register its interest in the Post Office Local for Burton Bradstock Seconded By Cllr K Delves all in support. **Action Clerk**

#### **2014/07-5 Parishioners' comments: Agenda items only-15 mins-**

P Tomkins suggested that the Parish Plan should say that the Flood alleviation project was already underway prior to the project being halted; this will be considered this later in the agenda. J Grantham also commented on the recent flash flood and reported conversations with Mr Gale on the foul drains. He praised the PC on the outstanding work on the Parish Plan but asked that the detail regarding the water flow in the pipes be amended.

#### **2014/07-6 To approve the minutes of the meeting on 4<sup>th</sup> June 2014 and sign the same**

Cllr Dixon asked that the item considering the allotments records that the NT would not permit access to the river for water. Also to confirm the grass cutting was queried on Charles Road not Grove Road. With those amendments the Council approved the minutes as an accurate record of the meeting.

**Proposed Cllr D Dixon**

**Seconded Cllr A Ross**

**Resolved**

#### **2014/07-7 Matters arising for information only – Actions**

- a. No response from Mr Short regarding the Cliff Road bench to date.

- b. "The Drain" was reported and is awaiting works
- c. The enforcement issue regarding excessive signage in the village is in hand but no comment on changing legislation for the village signage.
- d. Contractors to quote for the electrical inspections have been arranged for 3<sup>rd</sup> July
- e. The Council are still waiting for costs on the Finger post repairs.
- f. Corncrake working group met on 12<sup>th</sup> June and are preparing a management plan to improve biodiversity and linking with the school another meeting has been arranged for 15<sup>th</sup> July.

**2014/07-8 To consider the Parish Clerk's Report and Correspondence**

The correspondence list had been previously circulated:

- a) BDO (External Auditor) had requested further information on the PC borrowings this was actioned
- b) A request that the RBL Flagpoles are replaced on the RR and new flags, Council approved the works to be carried out by Handyman but materials are to be provided.  

<b>Proposed Cllr Moody</b>	<b>Seconded Cllr A Ross</b>	<b>Resolved</b>
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- c) An email complaint was received about the parking in the village after receiving advice from WDDC that it was a Parish matter, clerk to follow this up as the PC are not responsible for parking issues.  

		<b>Action/Clerk</b>
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- d) The Volunteers had submitted their updated list of proposed works in the village for approval by the Council in order that they are covered by the PC insurance.  

<b>Proposed Cllr Moody</b>	<b>Seconded Cllr I Troupe</b>	<b>Resolved</b>
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**2014/07-9 Parish plan 2014-2019 –adoption draft (GM/DD)**

Cllrs Moody and Dixon have been working on the final draft for adoption which had been previously circulated. There are some page numbers to be amended and changes to no 3.51 and 3.53 with typing errors. Also to incorporate the items mention at the meeting regarding flooding, GM and DD will clarify with AR the correspondence with WDDC regarding the water flow after relining the pipes.

Proposal that the Draft Parish Plan is adopted subject to the changes above and a launch is arranged for September including the setting up of the working groups at the September meeting.

<b>Proposed Cllr G Moody</b>	<b>Seconded Cllr K Delves</b>	<b>Resolved</b>
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**2014/07-10 Affordable Housing and 106 contributions (GM)**

Cllr Moody had circulated a report and wanted to bring to the attention of the Council the changes to be made to the affordable housing contribution. The Government are looking to change this and remove any contribution from developments for fewer than 10 new dwellings; this would have a detrimental effect on the rural communities. Cllr Moody proposed that the Council write to the MP to point this out and bring this to the attention of BLAP and other Parishes including the DAPTC.

<b>Proposed Cllr Moody</b>	<b>Seconded Cllr D Dixon</b>	<b>Resolved</b>
	<b>Action/Cllr Moody to draft letter clerk to send</b>	

**2014/07-11 To receive a report from the Flood Working Group(AR)**

Cllr Ross read out his report to the meeting, he explained that on 8<sup>th</sup> September there will re-lining of the ground water pipes along Shadrach, Middle Street and Grove Road. Rosie Dilke is also looking to help alleviate flooding in the village by installing 4 grills in Shipton Lane. Wessex Water was called out to the foul drain at the foot of Gages lane and Shadrach the EA was also contacted. Alan is arranging a meeting with Gary Cleaver of DCC regarding the flood water off upper Gages Lane into the ditch as this is on a Bridleway.

Finally Cllr Ross thanked the Flood Group and the volunteers for the helping to prevent flooding in the village

**2014/07-12 To consider the following planning applications and any other applications received by the council**

- a. *WD/D/14/001317- 14 Beach Road, BB, Demolish Porch and erect conservatory on East elevation.* The Council raised **no objections** to this application.
- b. *WD/D/14/001284- Essenden Barr Lane, BB erect two dwellings (outline)- Single storey dwelling with garage (outline).* The Council **raised objections** to this application as it is outside the DDB, in a prominent place and doesn't conform to the BBPC parish plan. Clerk to draft response and circulate for comment before being sent to WDDC planning department.

**Proposed Cllr G Moody                      Seconded Cllr D Dixon                      Resolved**

- c. *WD/D/14/001339- 79 Mill Street, BB-Re-roofing and re-dress existing lead work to suit. Minor lime mortar pointing repairs to parapet wall copings. Minor lime mortar pointing repairs to chimneys (Listed Building Consent)-* the Council raises **no objections** to this application

**Proposed Cllr G Moody                      Seconded Cllr K Delves                      Resolved**

**2014/07-13 Financial and General Purposes**

**a. To consider the Finance report and approve payments**

The report was previously circulated to the Council; the Council were asked to approve the actions listed in the report including an increase of the Allotment rents in line with the CPI and to encourage on line banking payments 50p would be discounted.

The Council approved the report and actions

**Proposed Cllr G Moody                      Seconded Cllr K Delves                      Resolved**

**b. To consider the updated agreement with the EA for the Flood Warning Station at Burton Bradstock**

The Council proposed to accept the Heads of Terms from the EA and ask for a draft lease for consideration at the September meeting.

**Action Clerk**

**Proposed Cllr G Moody                      Seconded Cllr I Troupe                      Resolved**

**c. To consider the tenders for the playing field grass cutting and lining**

The Clerk had gathered 3 quotes for the grass cutting and lining, the tenders were discussed tenderer B would be offered the contract assuming the first year quote reflected a part year. Clerk to clarify.

**Proposed Cllr G Moody                      Seconded Cllr I Troup                      Resolved**

**d. To consider the user agreement for the playing field (DD)**

Cllr Dixon had prepared a user agreement and had previously circulated the draft to members. Cllr Dixon explained that the agreement with the PTA for the duck race will be a separate agreement. Cllr Dixon agreed to ensure that the new grass cutting contract integrates with the user agreement and will send the final agreement to the school for signing.

**Proposed Cllr D Dixon**

**Seconded I Troup**

**Resolved**

**e. To consider the works to the play area in line with the recent annual inspection(JL)**

John Lewis had previously supplied a list of costs to do the remedial repairs to the value of £150 and further quotes will be gathered for the major works to the grass and ground works. JL was asked to do the works within the costs

**Proposed G Moody**

**Seconded Cllr A Ross**

**Resolved**

**f. To consider additional grass cuts to the village grass when necessary.**

The Council considered this and agreed that it would be the current Chairman who would approve further cuts.

**Proposed Cllr G Moody**

**Seconded Cllr A Ross**

**Resolved**

**2014/07-14 AOB for info only**

Cllr Dixon has received the Final Management Plan for the AONB and will circulate to all

**2014/07-15 Parishioners' comments (15 minutes)**

*D Edwards* commented on the report regarding the re-lining of the pipes

*J Lewis* asked for help to move all the furniture back upstairs in the Reading Room, the bollards have now been installed outside the toilets, John Lewis was thanked for this work. The breach in the allotment wall is now done and a gate will be installed shortly at a cost of approx. £65.

*Mr Troup* commented on the planning at Essenden which the council objected to, he explained that there is a substantial contribution to be made of £76000 of which £54000 would be towards affordable housing and this would be lost if the planning was not approved. Cllr Dixon defended the DDB with the intention of controlling development in the parish.

*P Tompkins* commented that it would be difficult to defend the adjoining meadow if the planning at Essenden were approved.

*Mr Broomhead* commented that it would be good to send out a press release considering the huge crowd that attended the meeting for the item on the Post Office. The PC agreed to do press release the Clerk will prepare and circulate for comment.

**Action Clerk**

*B James* thanked the Council giving a donation to Chancery House. B James also commented on the parking issues in the village and asked if the yellow lines can be extended. The Clerk will gather further information on the parking issues in the village.

*J Grantham* commented on the Post Office and that the village should adopt the use it or lose approach, the social element of the Post Office is very important urged the Council to take the lead.

**2014/07-16 To consider the Chairman for the next PC meeting- 3<sup>rd</sup> September 2014**

Cllr David Dixon was proposed to Chair the September meeting and to act as Chair up until the end of that meeting.

**Proposed Cllr K Delves**

**Seconded Cllr G Moody**

**Resolved**

Cllr Darren Batten was proposed as second Chair if the Chairman is absent during the holidays if Cllr Dixon was unavailable

**Proposed Cllr G Moody**

**Seconded Cllr A Ross**

**Resolved**

**Meeting closed 10.35pm**