

Chairman: Mr D Venn



Clerk: Mrs M Harding

BURTON BRADSTOCK PARISH COUNCIL

Minutes of the meeting held on 4th June 2014

Present: Cllr D Venn, Cllr G Moody, Cllr D Batten, Cllr Dixon, Cllr K Delves, Cllr I Troupe, Cllr G Mayo, Cllr Russell (WDDC) Cllr Coatsworth (DCC) Mrs M Harding (Clerk), and 12 members of the public

2014/06-1 To consider the election of a Chairman for 2014-15

Cllr D Venn took the Chair for the meeting and explained that Cllr Moody had resigned from the role as Chairman; Cllr Venn thanked Cllr Moody for all his efforts as Chair for the past 3 years. As a result Cllr Venn asked for nominations to Chair this meeting.

Cllr Batten nominated Cllr Venn Seconded by Cllr Moody Resolved

Cllr Venn introduced the new Cllrs Irene Troup and Gill Mayo to the meeting.

This item is also to discuss how the Council will conduct meetings and who Chairs the meetings until the elections in May 2015.

Cllr Venn asked for nominations for a Chairman on a permanent basis. None were forthcoming Cllr Venn had previously circulated a proposal if no permanent Chair came forward.

After taking advice from WDDC electoral services it is acceptable although not best practice but the Council could work on a rotational Chair basis. On a meeting by meeting basis the last agenda item at each meeting would be to agree the BBPC Chair which would take immediate effect and last through to the same agenda item at the end of the following meeting. This will allow the BBPC Chair to deal with any matters arising during tenure, liaise as required with the BBPC Clerk, agree release of previous meeting minutes, approve the next meeting agenda, familiarise self with all correspondence and chair the next meeting.

Cllr Moody requested that the actions list be reinstated to help with continuity and completed actions are to be removed

Proposed Cllr G Moody Seconded Cllr K Delves Resolved

Cllr Venn then asked for nominations for the rota, Cllrs Venn, Batten, Moody and Dixon all put themselves forward Cllr Troup and Mayo would like to wait until they have attended a few more meetings. Cllr Crooke and Delves asked not to be on the rota, Cllr Ross will be approached after the meeting. Cllr C Venn offered to start the rota for the July meeting.

Proposed Cllr G Moody Seconded Cllr D Batten Resolved

2014/06-2 Apologies- Cllr Crooke and Cllr A Ross

Mrs Michele Harding, *Clerk to the Council*

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

Mob: 07814 016971 Tel: 01305 871268

Email: burtonbradstockparishclerk@gmail.com Website: www.burtonbradstockparishcouncil.org

2014/06-3 Declarations of interest- Cllr Troup declared an interest in an item under Planning. Cllrs who had previously not completed a dispensation form for the declaration of pecuniary interests handed them to the Clerk.

2014/06-4 Parishioners' comments: Agenda items only-15 mins-

Cllr Russell commented on the new format for Chairing the meeting, he asked that the Council move swiftly to a system of good practice to continue with an effective and competent Council.

2014/06-5 To approve the minutes of the Annual meeting on 15th May 2014 and sign the same

Cllr Batten noted that the thank you letter sent for the Notice Board was to Eddie Fry not Phillip Fry.

Proposed Cllr D Batten

Seconded Cllr G Moody

Resolved

2014/06-6 Matters arising for information only – Actions

- a. Dispensation forms were circulated to the new councillors.
- b. Letter sent to Chancery House and a response was received this will be dealt with by the F & GP
- c. Cllr Ross had reported the trip hazards in the village
- d. Clerk reported the signage and proposals for future signage to enforcement, no response to date to be followed up.
- e. The issue of the public being able to hear the meeting will be looked into, Cllr Delves will look into a microphone, Mr Edwards offered to assist.
- f. The Website now has links to the Dog Fouling report page on Dorset for you website.
- g. The BT/ DCC superfast team have sent an update on the project and are happy to come and talk to the Parish closer to the time. A link to the Superfast page on Dorset for you website will be added to the BBPC website.
- h. Cllr Dixon reported on the school/playing field use as the recommendations put forward by Cllr Dixon were not decided at the last meeting, an agreement needs to be drawn up and a spec/quotes need to be gathered for consideration. This will be dealt with at the July meeting.

2014/06-7 To consider the Parish Clerk's Report and Correspondence

The correspondence list had been circulated previously:

- a) Item 6- Community energy seminar- John Lewis has kindly offered to go to the seminar on 9th June
- b) Item 19- Ref the request to maintain the Bench at the Cliff top and replace the plaque, the Clerk to contact Mr Short and ask for more info on the plaque. **Action Clerk**
- c) Item 21- Report of several accidents at the barriers on the footway known as "the Drain". The Clerk was asked to report this to Highways but not to remove the barriers but to see if there are barriers that are fit for purpose. **Action Clerk**

2014/06-8 To consider the following planning applications and any other applications received by the council

- a. *WD/D/14/001064- Essenden, Barr Lane, Infill existing garden room to form kitchen.* The Council raised no objections to this application.

Proposed Cllr G Moody

Seconded D Batten

Resolved

- b. *WD/D/14/001257- 10 Beach Road Burton Bradstock- Single storey dwelling with garage (outline)*. The Council raises no objections but commented that the Council is not in favour of garden grabbing and any development should be in keeping with surrounding properties.

Proposed Cllr G Moody

Seconded Cllr E Crooke

Resolved

2014/06-9 Financial and General Purposes

a. To consider the Finance report and approve payments

The report was previously circulated to the Council; Cllr Batten commented that the cheque for Bridmet was for stands for the Bollards not the bollards themselves. The Clerk will arrange dates for a F & GP meeting with Cllrs Moody Batten and Troup.

Proposed Cllr K Delves

Seconded Cllr D Batten

Resolved

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

John Lewis (Handyman) reported to the meeting on the issues raised in the Annual Inspection report, the biggest concern is the matting under the play equipment which may all need replacing. The Council discussed the future maintenance of the play area. J Lewis was asked to gather costs for the repairs for consideration at the July meeting. The new Parish plan working group for recreation could look at the playground in the future.

c. To consider the proposed works to the Allotment access and wall repairs

Cllr Dixon reported that he had approached the Allotment Association who confirmed that they would like the project to breach the wall and create a new access point to continue. Also an email from Rob Rhodes of NT confirmed their position, they are happy for the breach of the wall with a self-closing gate; the stone is to be kept on site for future repairs to the wall on a joint volunteer day. Cllr Dixon has spoken to one of the allotment holders to allay any fears of the breach. The Council proposed to continue with the plan to breach the wall.

Proposed Cllr D Dixon

Seconded Cllr G Moody

Resolved

d. To consider the quotes for the works to the Reading Room

The list of 3 Contractors who tendered for the works was circulated to the Council. Cllr Moody explained that the contractors had made some errors on their quotes but these had now been dealt with. Cllr Moody explained that listed building consent was required to put in the roof vents or there is a possibility that there could be vents put in the chimney breast.

Cllr Moody proposed that the Council accept the tender from Contractor A for the internal works only at this point, apply for planning permission for the vents then re look at the two lowest quotes for the external works when there is a better idea of the problems as it could only be blocked gutters.

Proposed Cllr Moody

Seconded I Troup

Resolved

e. To consider the 5 year electrical inspection of Council Property

The electrical inspection is due, the Clerk was asked to gather quotes for the inspection of the Post Office and Reading Room including the annual PAT test.

Action Clerk

f. To consider the proposed agreement with EA for the Flood warning station at Burton Bradstock.

The Council had received a communication from the EA regarding the Flood warning station and a potential agreement as it is on Council property. A rental of £200 for 21 years has been

offered with £500 towards legal fees. The Council were happy in principle but would like to see a copy of the agreement and require it to be index linked.

Action Clerk

g. To consider the AONB Finger Posts grant

John Lewis has been gathering quotes for the project. It is not clear at this stage how much the Dorset AONB fingerpost project would fund. J Lewis and the Clerk will gather all costing's for the July meeting.

Action JL/Clerk

2014/06-10 Draft Parish plan- next steps

Cllr Moody had previously circulated the Draft Consultation he explained that the presentation and readability needs work but final comments are requested from Councillors over the next 2 weeks. Comments are due from external bodies. Councillors recommended photos for the final document. The Council hope to sign off the document in July and present it in September.

2014/06-11 To consider the Councillors Roles and responsibilities, appointments to outside organisations and Parish plan working groups- deferred from May meeting (GM)

Cllr Moody had previously circulated a draft Schedule of Duties & Responsibilities for Councillors. The Council went through and updated the list, Clerk to update. The list also contained possible working group leads from the Parish Plan, the Council agreed to adopt the Councillor list and defer the working group leads until the after the Parish Plan has been agreed

Proposed Cllr G Moody

Seconded Cllr D Batten

Resolved

2014/06-12 Update on the Post Office and Village Shop

Cllr Delves explained that he had spoken to Gwen Holdcroft and a report was circulated to Councillors. The Council have now been able to contact the Post office and they explained that there has been no interest registered as yet, also there is no fear of losing the Post office in the village. Any changes to the Post Office location would go to consultation of the village. A dedicated Post Office stakeholder manager has offered to come to speak to the Council. The Council suggested she is invited to the July meeting including a Q & A session.

Action Clerk

2014/06-13 AOB for information only

Cllr Delves spoke about "the Drain" footway and asked that ownership of the wall also be investigated when the barriers are considered.

Cllr Dixon reported that the first Corncrake meeting will be held on 12th June at 7pm in the Reading Room, He also queried the grass cutting on Grove Road, and the Council confirmed that this was not PC property.

Cllr Moody reported that a channel will be dug at the end of the timber bridge on Corncrake to get rid of excess water and then assess what needs to be done from there.

Cllr Batten reported dogs not on leads worrying the cattle on the footpath in Corncrake. Can signs be put up to remind people to keep dogs on leads, a discussion continued as to the regulations

and keeping dogs under control whilst on a footpath where there is livestock. The Clerk was asked to take advice from NFU on this matter. The Corncrake working group will look at this.

Nettles were reported at the bottom of the Drain at Grove House; this is not PC responsibility but will report to Highways.

The Clerk noted that a request for permission to do extra cuts in the growing season was not dealt with at the July meeting; this will be on the agenda in July.

2014/06-14 Parishioners' comments (15 minutes)

It was noted that there is a safety issue when having dogs on a lead with cattle and it is better that the dog could get away if chased by cattle. Also that the dog fouling signs are too nice and not strong enough and don't warn people that they could be fined. Cllr A Ross is looking into this.

J Harding reported that the farm in the field next to Corncrake has done a very good job in the gateways where it was boggy.

It was also noted that there were many sponsors of the playing field and could they not be approached to see if there were any further monies available to update or pay for repairs to the playing field.

J Lewis commented that in the field next to the River works are being done to the Weir, the Council explained that the EA have been working on this. Also Mr Lewis commented on the Post Office and that it can't be made viable then do the Council need to be discussing other options for the building.

B James commented that she felt that there wasn't enough room for another shop in the village. Cllr Moody reported that Saj from BBCars had said he has expressed an interest in the Post Office.

Cllr Russell commented that he felt that a closed meeting should be held before a public meeting to discuss the Post Office issues.

D Edwards reiterated the previous comments about the Playground being done through sponsorship also it is not just for the children of the village but the grand children too.

2014/06-15 Date of next Parish Council meeting- 2nd July 2014

Meeting closed 9.50pm