

Chairman Dr Graham Moody



Clerk M Harding

BURTON BRADSTOCK PARISH COUNCIL

Minutes of the meeting held on 15th May 2014

Present: Cllr G Moody, Cllr D Batten, Cllr D Venn, Cllr Dixon, Cllr A Ross, Cllr K Delves, Cllr Crooke, Cllr I Troupe, Cllr Russell (WDDC) Mrs M Harding (clerk), and 14 members of the public

2014/05-1 To elect the Chairman of the Council for 2014-15 and sign acceptance of office

Cllr Graham Moody was nominated by Cllr Delves and seconded by Cllr Crooke- **resolved**
No further nominations. Cllr Moody accepted the position

2014/05-2 To elect the Vice Chairman of the Council for 2014-15 and sign Acceptance of office

Cllr Dixon proposed that the role of Vice chairman continue to be done on a rotation basis
seconded by Cllr Batten- **resolved**

2014/05-3 Apologies- Cllr Coatsworth (DCC)

2014/05-4 Declarations of interest- none

2014/05-5 To consider the co-option of Councillors

Mrs Gill Mayo and Mrs Irene Troup had come forward to become a Parish Councillor. Mrs Mayo had previously sent apologies as she was unable to attend the meeting but was still interested in joining the Council.

Cllr G Moody proposed that the Council resolved to co-opt both Mrs Mayo and Mrs Troup onto the Parish council, seconded by Cllr D Batten- **Resolved**

The new Councillors were then given their acceptance and register of interest forms. It was also noted that the new Councillors and those co-opted last year would need to complete grants of dispensation forms- **Action Clerk**

2014/05-6 To reaffirm the Finance and General Purposes working group

Cllrs Moody and Batten were happy to continue on the group and it was recommended that another member should join the group. Cllr I Troup offered to fill the position

2014/05-7 To consider the Councillors Roles and delegated areas of responsibility

- a. Flood Warden
- b. National Trust Liaison
- c. Allotments officer
- d. Parish council website
- e. Post Office and Village Shop

2014/05-8 Appointment to outside Organisations

- a. BLAP
- b. WATAG

Mrs Michele Harding, *Clerk to the Council*

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- c. BB Flood Action Group
- d. BB Online
- e. Village Hall Trust
- f. DAPTC

The Council agreed to postpone both items 7 and 8 and defer until the June meeting when the Parish Plan should be finalised and working groups will be set up from volunteers. The Council will continue on as it is until then.

2014/05-9 Parishioners' comments: Agenda items only-15 mins-

D Edwards asked why the finance report did not show the Council's assets, Cllr Moody explained that this is the monthly finance report and information on the Council's assets is included in the Parish Council's approved Annual return, which once signed will be sent out to those on the reports list after the meeting.

J Harding explained that he couldn't hear the Councillors speak with the new lay out. It was explained that the Council is a meeting of the Members of the Council who need to discuss items between themselves and not necessarily address the public. While the public are invited, the meeting is not a meeting with the public except for the Parishioners' Comments items.

Nevertheless the Council will aim to speak up. It was suggested that a simple loop system is put in.

J Grantham read out his report on flooding concerning the works that is about to happen and the size of the pipes. Cllr Russell asked for a copy of the report which he will take back to WDDC. Cllr Ross explained he had raised the concerns of the pipe sizes and the timing of the works when there are events in the village including road closures to Rosie Dilke of WDDC.

P Tompkins also raised concerns about the forthcoming flood alleviation works.

J Harding commented that it was good to see Cllr Delves back.

2014/05-10 To approve the minutes of the last meeting on 9th April 2014 and sign the same

Cllr Batten pointed out some typing errors with these amendments the Council approved the minutes.

Proposed Cllr D Batten	Seconded Cllr E Crooke	Resolved
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2014/05-11 Matters arising for information only – None

2014/05-12 To consider the Parish Clerk's Report and Correspondence

The correspondence list had been circulated previously:

- a) Letter from B James regarding a request for a donation to Chancery house, the Council need an official letter from Chancery house including the benefits any donation would have to the Burton Bradstock community. A letter to be sent to B James. **Action Clerk**
- b) Cllr Ross commented on the Flood/sewerage emails and that the 30th July works will coincide with the busiest weeks in the BB Calendar, there will be in excess of 200 people exiting the Church and with the signage this will cause a trip hazard. An official letter will be drafted by Cllr Ross on the potential risks to that effect. **Action AR**
- c) Cllr Moody explained the emails regarding the info from Wessex Water to establish the procedures for reference when a flooding incident occurs and any compensation due.
- d) The issue of the advertising and using the pavement as a car park in the village has been reported to enforcement. The Council discussed the fact that the government is relaxing the laws on advertising. Cllr Dixon asked if we could contact Kevin Perry of WDDC enforcement to ask that the village be put in a special area of control given the AONB, Conservation area and

Heritage coast line. The Council will press WDDC for their policy and lobby the planning department.

Action Clerk

2014/05-13 To consider the following planning applications and any other applications received by the council

- a. *WD/D/14/000774- Hive Beach Cafe, Erect temporary Marquee for a period of 49 days during July/Aug.* The Council discussed the application and agreed that it would not object to the 7 week period in total but would keep an eye on the situation.

Proposed Cllr D Dixon

Seconded A Ross

Resolved

- b. *WD/D/14/000941- Bridport and West Golf Club- Erection of starters hut with associated paving.* The Council raised no objections to this application.

Proposed Cllr G Moody

Seconded Cllr E Crooke

Resolved

2014/05-14 Financial and General Purposes

a. To consider the Finance report and approve payments

Cllr Moody explained that the internal audit was completed and an invoice received from Ian Wigglesworth. He noted that the audit fee had been £50 for some years and recommended that the Council approve an increase of £10 pa in the audit fee to £60 pa. Also the £2000 variance in the report for the year to date was money set aside for the Parish plan sampling exercise and printing costs which has not yet been spent.

Proposed Cllr K Delves

Seconded Cllr D Batten

Resolved

b. To consider the Annual Return sections 1 & 2

The Annual Return 2014 had been circulated to members, the Council approved the return the document was then signed and will be sent off as soon as the minutes are completed.

Proposed Cllr D Dixon

Seconded Cllr K Delves

Resolved

A copy of the return will be sent to all on the reports list

2014/05-15 Post Office and Village Shop Tenancy

Cllr Moody explained that he had received a phone call from the Post Office tenant, Gwen Holdcroft, regarding the Post Office service. Given that Gwen is required to give 6 months' notice on her tenancy with the Council but it may take up to 9 months to move the Post Office service, she wanted know if Cllr Moody would be flexible with the lease. Cllr Moody had explained that although that seemed sensible in providing continuity of a Post Office service in the village he could not make that decision and it would have to be discussed by the Council. The Council were first made aware of the situation when the Post Office advertised for expressions of interest in providing a "Post Office Local" service, which closed on the 15th April. The village SPAR had expressed an interest but had yet to hear anything directly, although it was understood that the SPAR head office had been contacted mistakenly.

The Council proposed that subject to official confirmation of the service transferring the Council would be flexible to facilitate a continuous Post Office service in the village.

Cllr Crooke reported that if the 6 month term of the lease was terminated it could not roll over; the Council would have to put proper arrangements in place, such as granting a new lease or licence which could be renewable monthly.

The Council agreed in principle to this proposal.

Proposed Cllr G Moody

Seconded Cllr A Ross

Resolved

The Council discussed the issue of the Post Office and village shop separating and the concern that the Post Office Local or slimmed down version based at the current premises is not being considered. Peter Broomhead, a Village Society PO Trustee, and the Clerk had tried to make contact with the Post Office about this situation but the Post office would only speak to the post mistress. Cllr Delves had offered to speak to Gwen about the situation and whether she would give permission for the Council to contact the Post Office. The Council are aware that Gwen would not sign up to Post Office Local scheme. The Council considered that if there was no Post Office Gwen would be in breach of her tenancy.

This will be reported at the next meeting.

Action KD

2014/05-16 Parish Plan- Outcome of Consultation

Cllr Moody had circulated the summary of the 10 responses received; the Council were disappointed by the lack of response but felt that the consultation period should be brought to a close after valiant attempts to engage. The Council agreed close the consultation, finalise and put forward the Plan. Cllr Moody would aim to draft necessary changes, consult with Cllr Dixon and bring the revised draft to the June meeting for finalisation.

Action DD

Proposed Cllr G Moody

Seconded Cllr D Batten

Resolved

2014/05-17 Community Governance Review

Cllr Moody explained about a Community Governance Review that would be required if the Council wished to reduce its members from 11 to 9 councillors. This would facilitate the Council obtaining the "General Power of Competence" for which the Council need to have a qualified Clerk, which it now does, and 2/3rds of the full complement of Councillors elected or stood for election. This would mean that the Council would have more flexibility with its Powers, for

example concerning the village shop. At present the Council is restricted to the Section 137 power in order to spend money for community benefit, the amount per elector being £7.20 for 2014-15. In order to activate a Community Governance Review the Council would need to have a petition of at least 250 people, WDDC have already said they do not have the funds to consider one currently but with a petition signed by 250 or more Parish electors the District Council would have to undertake a review.

The Council considered waiting until the elections next May or initiating a petition. The Council proposed to wait until after the elections in May 2015 as with the two new Members the Council might not need to go through the process, as if 8 or more people stand for election the PC would have enough Councillors elected or who stood for election to qualify.

Proposed Cllr D Dixon

Seconded Cllr G Moody

Resolved

2014/05-18 Allotment management

The Clerk with Cllr Dixon had prepared and circulated a report on the Allotments. It detailed the issues with some neglected plots and the walkway that had been proposed between the old and the new allotments. 2 plot holders have expressed concerns with the walkway regarding rabbits and sheep which have got into the new allotments from time to time.

Cllr Dixon had contacted the NT Ranger who is happy with the proposal for the walkway with a self-closing gate to stop the sheep.

The Allotment Association would be asked if this walkway is wanted and a decision can be made then regarding this work.

The Allotment association had inspected the plots and wanted letters sent to the plot holders who have neglected their plots. The Council agreed to delegate this to the Clerk to send a 30 day notice to remedy letter.

Action Clerk

Proposed Cllr D Dixon

Seconded Cllr G Moody

Resolved

It had also been reported to the Clerk that the dividing wall between the Allotments and the NT field is in need of repair. The Council asked if John Lewis could take a look at the potential works required. This will be further discussed at the June meeting.

2014/05-19 Dog Fouling

Cllr Ross reported issues of dog fouling on the beach; it is not good where children play. Cllr Ross raised the profile of reporting online where a £1000 fine can be enforced if caught. Cllr Ross will put notices on the Notice boards; the Clerk will put a link on the website.

Action AR/Clerk

Proposed Cllr A Ross

Cllr G Moody

Resolved

2014/05-20 Playing Field Maintenance

Cllr Moody recommended that this item be brought forward to the public session. Cllr Moody reported that the Council need to decide the principle of whether there should be any charge or no charge to the School for the use of the playing field including white lining for sports day and football. Cllr Moody explained that the School does not have a playing field and had used the playing field for as long as anyone can remember. The School / DCC has been paying for the cutting and white lining costs through DCC Works and the 3 year contract ended at the end of March 2014.

The Governing body had queried why the School was paying for the maintenance of a playing field that they don't own. The School have put in place grass cutting until the end of term whilst the Parish Council discuss and arrange grass cutting contracts.

Cllr Dixon explained that as a parent he would like to see the School continue to use the area and the Parish Council shouldn't put anything in their way.

Cllr Moody explained that initial costings could be in the region of £500 to £600 and lining would cost a further £500. He noted that the School has a budget and had shown willing to contribute towards the costs. He argued that in this situation there was no barrier to the School's and children's use of the field and that a contribution from the School should be agreed so that the full cost would not be passed on to local Council Tax payers.

Cllr Dixon proposed that the Council offer the playing field free of charge but have a proper agreement with the school and the use is at their own risk, if for instance there were rabbit holes on the football field the School would have to take responsibility.

A proposal that the School is offered the playing field FOC

Proposed Cllr D Dixon

Seconded Cllr D Venn

5 votes FOR

3 votes AGAINST

Resolved

2014/05-21 AOB for info only

Cllr Delves commented on the new Notice board on the wall of Shadrack Dairy Farm thanks to Shadrack Dairy Farm and Mr Philip Fry, letters of thanks to be sent. **Action Clerk**

Cllr Dixon noted that a footpath fence had been erected on Billy Bragg's land and then it was taken away again and was surprised that the PC wasn't notified about it.

2014/05-22 Parishioners' comments (15 minutes)

D Edwards commented that he was pleased that the PC was not going to charge the School for playing field maintenance.

P Tompkins asked in relation to advertising etc, where does the village stand with signage for the Village fair and Church Fete, Cllr Dixon explained that there is online guidance on Dorset For you.

Mr Troup asked about superfast broadband and are the Council pursuing the project to ensure that the village are in the roll out. It was noted that the majority of the Parish was in the roll out for completion in 2016. The Clerk was asked to contact the BT Team at DCC for further info.

It was reported that a new traveller's site has been set up at Piddlehinton so now when travellers stop they can be moved on to this site by police.

It was noted that the Post Office also handles prescriptions for residents who can't get to Portesham or Bridport.

2014/05-23 Date of next Parish Council meeting- 4th June 2014

**2014/05-24 To approve the Council moves to closed and private session to discuss the following item
To discuss the Post office and Village Shop- ownership and expenses issue**

Proposed Cllr G Moody

Seconded Cllr E Crooke

Resolved

The meeting moved into closed and private session at 9.15pm

2014/05-25 To discuss the Post Office and Village Shop-ownership and expenses issues

The Council discussed a range of issues connected to the ownership of and expenditure on the Post Office and Village Shop.

Meeting closed 9.50pm