

# BURTON BRADSTOCK PARISH COUNCIL

Chairman: Cllr M Evans

Clerk: Mrs M Harding



## Minutes of the Parish Council meeting held on 6<sup>th</sup> April 2017

### At 7.30pm at The Reading Room

**Present:** Cllr M Evans, Cllr D Dixon, Cllr D Venn, Cllr G Moody, Cllr D Batten, Cllr A Bailey, Cllr A Ross, Cllr S Meek. Mrs. M Harding (Clerk) and 5 members of Public.

#### Minute

#### Action

**2017/04-1 To receive apologies for absence-** Cllr R Coatsworth and Cllr J Russell (WDDC)

**2017/04-2 To receive declarations of Interest and grants of dispensation – none**

**2017/04-3 Parishioners' Comments - (15 minutes on agenda items only) – none**

#### Items for Decision:

**2017/04-4 To approve the minutes of the Parish Council meeting held on 1<sup>st</sup> March 2017 and sign the same-**

Cllr Batten pointed out some typos which were amended at the meeting

Proposed Cllr M Evans                      Seconded Cllr S Meek                      **Resolved**

**2017/04-5 Matters arising from the above minutes for information only and ongoing actions**

- a. Willow tree has been cut back over PO
- b. We are still waiting for a contractor to look at the thatch clerk to follow up
- c. Invoice from the VST has been settled for half share in costs of new handrail
- d. Cllrs Dixon, Moody and Evans attended the planning training at WDDC
- e. PAT tests have been booked for RR and PO
- f. Wessex Ground services were awarded the grass cutting contract for the play area as well as the playing field as the original contractor awarded was unable to full fill the contract
- g. Hags have now been in contact and a site meeting was held to look at the play equipment, Touchwood has also had a site meeting and is providing material for the Duck race stall. Cllr Evans will prepare items for the stall for people to comment and view the progress made so far other play area group members and Cllrs are welcome assist.
- h. Corncrake Trees- Cllr Bailey asked if there was a surplus from the Corncrake tree project at £175.00 per tree to purchase further fencing and a plaque for each of the sponsors this can then be placed on the fencing initially, it was agreed that this is available. It was also hoped that there will be some grazing available after the first cut of hay in July for Sept/Oct as Cllr Bailey may know someone interested. Cllr Dixon explained that the Yellow rattle is now showing and a meeting with the contractors to show where the footpaths are when cutting in order to protect the yellow rattle.

**AB/DD**

**2017/04-6 Correspondence- items for decision**

- a. Common Lane ditch-Cllrs Moody and Dixon had previously met with Blair Turner to discuss the quote supplied at nearly £4000 and had asked for it to be broken down, this has still yet to be sent. The DCC are seeking payment of works to their drainage as well as our request to clear the ditch. It was agreed that this is a poor example of the working together scheme. Cllr Moody will forward this info to all Cllrs.  
It was proposed that the PC wait for further info on a breakdown of costs and

**GRM**

## Burton Bradstock Parish Council

to speak to the volunteers re clearing weeds

Proposed Cllr D Batten                      Seconded Cllr M Evans                      Resolved

- b. Future of Village Shop and PO-Cllr Moody explained that he had met with Gill and Pete Mayo of Maydown Farm Shop and PO, he asked at the meeting if they were happy for this to be discussed in public but no discussion on any commercial or financial issues, Mr and Mrs Mayo were happy for the discussion to continue.

Cllr Moody reported that an informal discussion had been held with Mr & Mrs Mayo leading up to the 3 year of the tenancy. Turnover has not been good and the PO has reduced their commission charges so the Mayo's are not sure about renewing their lease after the 3 years. The PC and VST would like to promote the business on a use it or lose it basis in the hope that more will use the community facility and local business. It was suggested that it could be promoted in the village and for tourists using Facebook, twitter, website and local camp site etc.

GRM/VST

A further closed meeting will be held in the future to discuss sensitive information with the PC and VST. It was agreed that Cllr Moody and another Cllr would represent the PC in any future meetings with the Mayo's

Proposed Cllr G Moody                      Seconded Cllr D Batten                      Resolved

- c. Letter of request for funding by Loders PTFA- It was decided not to support this request for funding although 4 children attend Loders School as any support would be better guided towards Burton Bradstock School
- d. Broken Posts on Common Lane-The PC had received a quote for the posts at a cost to supply and erect one number Broxap BX17 Chamfered hardwood (probably not oak?) with a red/white reflective strip in the verge including standard give and take traffic management and control would be £285.00/bollard, it was agreed this is too expensive and the clerk was asked to enquire about the alternative plastic bollards and to ask if the PC could find a cheaper option would they still fit them.
- e. Changes to the Dorset Councils Partnership Tree and Landscape- the PC received an email informing them that Parish and Town Councils will no longer be consulted on tree works applications. The PC can make comments if they wish but will have to check the planning portal for such applications in future. The Clerk will gather further information on the lists sent to ward members.

Clerk

Clerk

### 2017/04-7 To consider any planning applications received by the Council

- a. **WD/D/17/00388**- 1 Furzey Corner- Demolition of existing conservatory and addition of two new rear facing windows- no objections-  
Proposed Cllr G Moody                      Seconded Cllr M Evans                      Resolved  
Comments to the 2 applications below to be sent via email to meet the comment by date  
Proposed Cllr M Evans                      Seconded Cllr G Moody                      Resolved
- b. **WD/CA/17/00149**- Burton Bradstock School- 1 No. Ash – Fell
- c. **WD/CA/17/00155**- 7 High Street- T1: Ash - reduce crown overall by 2m

## Burton Bradstock Parish Council

### 2017/04-8 Finance & General Purposes

#### a. To receive the Finance report receipts and payments

All payments were approved in line with internal controls; Cllr Evans had completed his monthly account checks. A report was also produced on the year end totals for 2016-17.

Proposed Cllr G Moody                      Seconded Cllr M Evans                      Resolved

#### b. F & G recommendations

At the last meeting of F & GP the following documents were updated and presented to the full Council for approval

##### Grant awarding Policy

Proposed Cllr D Batten                      Seconded Cllr G Moody

##### Financial Regulations

Proposed Cllr D Batten                      Seconded Cllr M Evans

##### Code of Conduct to include email and social media

Proposed Cllr D Batten                      Seconded Cllr D Dixon

**Repairs and Maintenance contract** (to be renewed every 3 years) this will be adapted in line with the Financial regulations looking at markets every 3 years.

Proposed Cllr M Evans                      Seconded Cllr D Batten

#### c. To consider quotes for volunteers tools

Peter Tomkins had gathered 4 quotes from local companies but not all companies could supply all the tools, it was agreed that Peter in conjunction with the Clerk and Chair would order/purchase the tools on a value for money basis the costs will either be paid direct or reimbursed accordingly.

Proposed Cllr G Moody                      Seconded Cllr M Evans                      Resolved

Clerk/PT/ME

#### d. To consider the report on village repairs and maintenance-

Volunteer shed has now been installed and tools moved across, thanks to Peter Tompkins for agreeing to have the shed on his property but it is the responsibility of the Parish Council for Insurance purposes.

### 2017/04-9 Items for report in the BVN/website

Allotment vacancies, Cllr vacancies, promoting the Farm shop and PO, thank you to all who helped on the clean-up day

#### Items for information:

### 2017/04-10 Correspondence items received for information -

- a. A letter was received regarding the Allotment Orchard which has been set up by some Allotment holders after the new allotment agreement was sent to all allotment holders. The Allotment Orchard was set up by some of the allotment holders on a plot that was difficult to let as it was in a shady part of the site, the wall adjacent to the plot was repaired but at present there is no formal agreement in place so it was agreed that this will be discussed with the Allotment association/Allotment Orchard reps at the next meeting with Cllrs in May as there is currently no agreement in place at present date to be agreed.

ME/DD/AA

## Burton Bradstock Parish Council

- b. A request for some more bulbs for the common lane bus shelter was received this will be dealt with on the July agenda.

### 2017/04-11 Parishioners' open comments (15 minutes maximum allowed)

- a. Mrs Skirme spoke on the land adjacent to the timber bridge where the land has been cultivated very close to the river edge, also that spraying has been carried out with no public information it was explained that the width is within guidelines but there is no requirement to inform the public when spraying. Mrs Skirme also commented on the tree works carried out at the Cemetery and that they were not informed about it happening, it was explained that this should be discussed with the PCC who carried out the works. Peter Tompkins would follow up. Finally Mrs Skirme commented on the dog poo bin and the need for it to be located outside of the children's play area. This will be considered as part of the play area project.
- b. P Tompkins commented on the issue of parking in the layby by the toilets by staff at the Garage and shop, the parking is hazardous and does not leave parking for those requiring the toilets or using the play area. Cllr Dixon will follow up again and ask both businesses to make other arrangements.

DD/Clerk

### 2017/04-12 WDDC planning consultation comments-

Following on from the WDDC session on planning which was attended by ME, GRM, DD and the Clerk the WDDC options consultation was discussed and the comment date had been extended so the PC could respond by the following day. Cllr Dixon had produced a report and comments on the questions asked in the consultation on sustainable development, the number of dwellings per annum, identifying sites for growth, development outside the DDB and other development site options, this was agreed by the PC and would be submitted the following day

DD/Clerk

**Proposed Cllr Dixon**

**Seconded Cllr Moody**

### 2017/04-13 Items for the Annual Parish Council meeting on 3<sup>rd</sup> May 2017

Election of Chairman/Vice Chairman reaffirming of PC docs etc and Councillor responsibilities/ reps

Meeting closed 9.15 pm

Chairman Cllr M Evans

\_\_\_\_\_

3<sup>rd</sup> May 2017