

# BURTON BRADSTOCK PARISH COUNCIL

Chairman: Cllr M Evans

Clerk: Mrs M Harding



## Minutes of the Parish Council meeting held on 10<sup>th</sup> January 2018

### At 7.30pm at The Reading Room

#### Present:

Cllr M Evans (Chairman)

Cllr A Bailey

Cllr D Batten

Cllr R Bryan

Cllr A Charlesworth

Cllr D Dixon

Cllr S Meek

Cllr G Moody

4 members of Public

	Minute	Action
<b>2018/01-1</b>	<b>To receive apologies for absence</b> Cllr A Ross, Cllr D Venn and Mrs. M Harding (Clerk)	
<b>2018/01-2</b>	<b>To receive declarations of Interest and grants of dispensation</b> Cllr Bryan declared an interest in relation to the Correspondence item on damage to Gages Lane	
<b>2018/01-3</b>	<b>Parishioners' Comments - (15 minutes on agenda items only)</b> None.	
	<b>Items for Decision:</b>	
<b>2018/01-4</b>	<b>To approve the minutes of the meeting of the Parish Council held on 13<sup>th</sup> December 2017</b>  In minute 2017/12-9 the third bullet in "next steps" was replaced by "Meet to decide next steps". With this change the Minutes were approved Proposed Cllr M Evans                      Seconded Cllr G Moody	
<b>2018/01-5</b>	<b>Matters arising from the above minutes for information only and ongoing actions</b>	
	a. Cllr Moody was in touch with the NT Ranger now that he had returned from holiday	
	b. The parking bars outside the Library had been completed	<b>GRM</b>
	c. A replacement cleaner would be considered in closed session	
	d. The Clerk had written to express the Council's support for the Future Dorset local government re-organisation	
	e. Quotes are being gathered for the parking sign outside the toilets	
	f. Repairs to the roundabout surface is on this Agenda	
	g. Cllr Moody would circulate papers relating to the Council's previous decisions on salting and gritting	<b>Clerk</b>
	h. Cllr Bailey would seek to arrange a visit to Toller Porcorum's community land trust development that would enable both Housing Leads to attend	<b>GRM</b> <b>AB</b>
	i. Application for the fixed rate bond was in hand	
	j. Inspection of the trees in the triangle at the playing field was in hand	<b>Clerk/ME</b> <b>Clerk</b>
	k. The damaged bollard outside the toilets had been reported	
	l. The flood prevention equipment funded by SSE had been ordered.	

## Burton Bradstock Parish Council

### 2018/01-6 To consider the policies and procedures of the Council

This item concerned communications between Councillors, emails in particular, getting items on to the Council's Agenda and conduct at Council meetings (including Committee meetings).

In relation to communications between Councillors, the exchange of information and views via email or other means was in order, but Councillors need to be aware of:

- the need for openness
- that emails are in effect in the public domain unless they relate to confidential issues that would be discussed by Council in a closed session
- all Council decisions except in relation to applications for tree works must be taken at a Council meeting (including any committee meetings)
- the need to prevent email traffic from being excessive.

The Agenda is set by the Clerk, as Proper Officer, in consultation with the Chairman. Councillors and members of the public should address agenda items to them. In the event of such a request being refused, the Council's Standing Order contain provisions for inclusion of written motions on agendas and the convening of extraordinary meetings of the Council – see sections 9 and 6 respectively.

Discussion of conduct at meetings in relation to declarations of interest and pre-determination was deferred until the Clerk was present so that her advice could be sought.

Clerk

### 2018/01-7 Correspondence- items for decision

- a. In relation to the Allotment Works, in view of the extent of the expenditure and uncertainties involved it was agreed to:

- i. seek competitive quotes for the purchase of materials
- ii. proceed with the works being undertaken by Mr Fontein with the Allotment Lead Councillors monitoring progress against labour cost after two months, reporting to the April Council meeting.

Proposed Cllr G Moody

Seconded Cllr D Batten

Clerk

ME/DD

Clerk

Clerk

- b. It was agreed to:

- i. accept the boat with thanks and to purchase a pint of beer for the donor
- ii. seek West Dorset DC's permission to site the boat for use as a flower display on the tarmac on the western corner of the junction of Cliff Road with Common Lane – close to the telegraph pole

Proposed Cllr G Moody

Seconded Cllr A Charlesworth

Clerk

GRM

- c. In relation to damage to Gages Lane, the owner of Gages had been contacted. Some damage had been done by a large tractor delivering hay to the stables but this required no remedial action. Mr John Lewis

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to be informed.

### **2018/01-8 To consider any planning applications received by the Council**

- a. WD/D/17/002691 – St Marys Church, Church Street, BB. Removal of Chimney above Vestry and replacement with Vent Pipes Installation of External Glazed Doors to the North Porch (Full) – there were no objections.

Proposed Cllr M Evans                      Seconded Cllr D Batten

### **2018/01-9 Finance & General Purposes**

- a. **To receive the Finance report receipts and payments and F & GP recommendations**

All payments were approved in line with internal controls;  
Cllr Evans had completed his monthly account checks.

Proposed Cllr G Moody                      Seconded Cllr M Evans

- b. **To consider any Village Repairs or Maintenance including allotment paths**

Other than allotment repairs, considered under item 7 above, there were no repairs or maintenance items to consider.

- c. **To consider the repair of the play area surface around the roundabout**

Following receipt of the clarification of Wessex Ground Services' quote and confirmation by Cllr Moody that the current area was approximately 7 metres square it was agreed to accept Wessex Ground Services' quote for 49 sq metres and to include shockpads of £2,260 plus VAT.

Proposed Cllr D Batten                      Seconded Cllr M Evans

AB

### **2018/01-10 Items for report in the BVN/website**

This would comprise the usual Parish Council items together with information about the Village Shop's parcel returns service, which Cllr Bailey would draft.

#### **Items for information:**

### **2018/01-11 Correspondence items received for information -**

An item from the Sutton Poyntz Society, received after the Correspondence list had been completed, commenting on Local Plan drafting in relation to DDBs was discussed. The Parish Council confirmed its support for retention of the DDB and expressed support for Sutton Poyntz Society's comments in so far as Burton Bradstock Parish Council was concerned. Clerk to write to West Dorset DC accordingly, cc Sutton Poyntz Society.

Clerk

### **2018/01-12 Parishioners' open comments (15 minutes maximum allowed)**

P Broomhead:

- Asked what progress had been made on improvements to the Drain. Cllr Evans noted that this was being pursued by the Clerk.
- Noted that a display in the Church of the proposed alterations to St

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Marys, including the internal improvements not included in the planning application, was imminent.

P Tompkins noted that the leak in Shipton Lane near to the entrance to Norburton Hall had been remedied by Wessex Water. It was noted that on previous occasions Wessex Water had disclaimed any responsibility for the leak.

Clerk

J Lewis noted that a kerbstone had been knocked out of the surround to the Village Green and needed replacing.

Clerk

It was noted that two former Parish Councillors had died recently – Jim Harding and Greta Heal. The Council wished to express its condolences to their loved ones and its thanks for past service.

**2018/01-13      The Council resolved to move to a Closed session to discuss confidential matters**

Proposed Cllr M Evans

Seconded Cllr G Moody

Meeting closed at 20.55

Chairman Cllr M Evans

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7th February 2018