

CHIDEOCK PARISH COUNCIL

Clerk to the Council:

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Dear Councillor

I hereby give notice of the **Annual** meeting of Chideock Parish Council to be held at the Chideock Village Hall, Chideock on **Tuesday 31 May 2016 at 10:00 am**, to which you are summoned to attend to deal with the business as shown on the agenda below.



Sal Robinson, Clerk to the Council, 25 May 2016

ESTIMATED DURATION approx. 2 hrs.

- 5 **1. Election of Chair and Signing of Declaration of Acceptance of Office as Chair.**
- 1 **2. Apologies.** To receive and, if applicable, resolve to accept apologies for absence.
- 1 **3. Grants of Dispensations.**
To resolve to grant pre-requested dispensation from a Defined Pecuniary Interest arising from an Agenda item.
- 1 **4. Declarations of Defined Pecuniary Interests.**
Councillors are reminded of the requirement under the 2012 Code of Conduct to declare any defined pecuniary interest as given in Appendix A of the Code which relate to items on this agenda, either now or as soon as they become aware of the interest. Please declare the item, nature of the interest and the action to be taken, prior to the item being dealt with.
- 5 **5. Election of Vice-Chair and Signing of Declaration of Acceptance of Office as Vice Chair.**
- 2 **6. Minutes:**
RESOLVE to accept and sign, as a true record, the minutes of the Parish Council meeting of 26 Apr 2016.
- 2 **7. Election of Councillors to Committees.**
RESOLVE that all councillors are members of the Finance & General Purposes Committee and of the Planning Committee.
- 5 **8. Appointment of Representatives, who do not have to be Councillors.**
 - a) Rights of Way
 - b) Ancient Monuments
 - c) Village Hall
 - d) Matters pertaining to the A35 Trunk Road
 - e) Dorset County Council Highways Matters
 - f) Bridport Local Area Partnership
 - g) Western Area Transport Action Group
 - h) Dorset Association of Parish & Town Councils
 - i) Community Flood Group
 - j) Clapps Mead Playing Field Management Group
- 15 **9. County and District Councillors' and Police Reports.**
- 30 **10. Democratic Period.** Opportunity for members of the public to ask questions or speak on matters of interest.
- 10 **11. Reports / Updates by the Clerk and Councillors.** Comments on, and additions to, pre-circulated **Actions and Information List** and determination of any action required.
- 10 **12. A35 Matters - see Actions & Information List.**

13. **Planning Matters.** Councillors are asked to review applications via dorsetforyou.com prior to the meeting. Paper copies of the current and any relevant previous applications are with Cllr Murray.

a) **Applications.**

WD/D/16/000811 ROZELLE, MAIN STREET Single storey extension, loft conversion and external alterations. (Full)

b) **To consider any applications received after the agenda was circulated.**

c) **Determinations.**

WD/D/16/000324 APPLETREE THATCH, MAIN STREET Conversion of single dwelling into 2 no dwellings and associated landscape works (Full) **APPROVED**

WD/D/16/000325 APPLETREE THATCH, MAIN STREET Conversion of single dwelling into 2 no dwellings and associated landscape works (Listed Building Consent) **APPROVED**

d) **To note any determinations received after the agenda was circulated.**

e) **Ridwood Affordable Housing Development – see Actions & Information List.**

f) **Other planning matters - see Actions and Information List.**

i. AONB & Lighting / Dark Skies

ii. Enforcement.

iii. Mill Lane Bridleway 18.

iv. Seatown.

v. Seatown Regeneration Feasibility Study Project.

RESOLVE to accept the priority order for improvements, with or without amendment, and to support the project(s) to deliver them.

vi. Changes to Planning Consultation with Parish and Town Councils.

vii. Other.

14. **Finances.**

a) **RESOLVE** to make the following payments:-

i. Clerk's Salary & Expenses for May

£TBA

ii. Chideock Village Hall Hire – May

£76.50

iii. Lee Martin for Mower Hire

£TBA

b) **RESOLVE** to pay any invoices received after the agenda was circulated.

c) **Foss Orchard Car Park – see Actions and Information List.**

d) **Year End Accounts – see attached documents.**

RESOLVE to accept the Annual Accounts for 2015-2016

e) **Internal Audit & Annual Return – see attached documents.**

RESOLVE to accept the Internal Auditor's Report.

RESOLVE that Ian Wigglesworth continues as Internal Auditor for the Financial Year 2016-2017.

RESOLVE to accept and sign the statutory Annual Return for 2015-2016, pages 2 and 3. **(Page 2 answers should be Y for Q 1 – 8, N/A for Q9, but this must be approved by the Council and signed by the Chair and Clerk)**

f) **Responsible Financial Officer.**

RESOLVE to re-appoint the Clerk as Responsible Financial Officer.

g) **Insurance Renewal -see Actions and Information List.**

RESOLVE to

i. Continue to use Came & Company as brokers, Norwich Union as insurers.

ii. To renew the policy for a premium of £461.14 for 1 June 2016 – 31 May 2017.

15. **Clapps Mead Playing Field – see Actions and Information List.**

a) Receive updates regarding the Playing Field and Play Area.

16. **DCC Highways and Flood Management – see Actions and Information List.**

Receive an update regarding highway and flood related issues.

17. **Consultations – see Actions and Information List.**

a) Dorset Combined Authority consultation. By 17 June.

18. **Motions Received with Notice.**

None.

19. **Correspondence.** Councillors should ask the Clerk if they wish to see individual items of correspondence.

20. **Confirm the time and date of the next meeting of Chideock Parish Council.** The next scheduled meeting is at 10:00 am on Tuesday 28 June 2016.