

	Date	Cat.	Type	In/ Out	From/To	Detail	Copied to / Action / Notes
Items in RED require decision / action. Other items may also require decision / action.							
AGENDA ITEM 1 - APOLOGIES.							
0	25/02/19	Apology			Cllr Hunt	Cllr Hunt is away on business	
AGENDA ITEM 7 - REPORTS							
1	30/01/19	BLAP Parish Liaison meeting	Notes	In	BLAP	Notes from meeting held on 23 January. Next meeting 27 February	Sent to all
2	31/01/19	Code of Conduct	Info	In	DAPTC	"A year-long Parliamentary inquiry into ethical standards in local government, that was published yesterday, has backed calls from the National Association of Local Councils (NALC) for reforms to the current regime aimed at improving behaviour in 10,000 local (parish and town) councils."	Sent to all
4	13/02/19	LGR	Info	In	LGRDorset	Newsletter	Sent to all
5	29/01/19	Parish Elections	Info	In	WDDC	Information and timeline for Parish Elections on 2 May 2019	Sent to all
AGENDA ITEM 8 - A35 matters.							
6	20/02/19	A35	Info	In	Mr Tony Peacock	Comments on Cllr Murray's Motions with Notice at the 29 January 2019 meeting and an update on the forecast of traffic and pollution for Chideock to 2049.	Sent to all
7	11/02/19	A35 safety issue	Reqst	Out	Connect	Reporting a build up of mud and detritus on the "virtual" walkway opposite Bridge Cottage and Chideock House / Tamarisk, which is a safety risk as it causes pedestrians to walk even closer to the westbound traffic. Please can the area be swept.	
8	13/02/19	A35 safety issue	Resp	In	Connect	"It will probably be the spring before we get a sweeper in again."	
9	11/02/19	Air Quality	Reqst	Out	HE, cc OL	"Thank you for your email of 28th January 2019 and for directing the Parish Council to your earlier email dated 19 December 2018 regarding a number of issues raised at recent meetings. However councillors would like further updates / clarification on some of these issues, as shown below: - With regard to the proposal for re-routing HGVs away from the A35, will you please advise on the practical viability of diverting vehicles from using the trunk road, and how it might be implemented. - With regard to the "trial experimental traffic management measures", you advised the council that you were looking to take a paper to the Investment Decision Committee in February / March 2019. Will you please give the current status on this. - With regard to your budgetary considerations for: Extending the 30mph limit Re-routing HGVs Mechanical ventilation councillors note that you do not recall making any specific commitment to provide an update to Sir Oliver Letwin by the end of January 2019. The councillors who attended the meeting with Sir Oliver felt that such a commitment had been made but, notwithstanding, will you please provide the council with the current status of this budgetary consideration."	

9A	25/02/19	Air Quality	Resp	In	HE	"Thank you for your email of 11 February 2019 regarding updates / clarification on issues raised at recent Parish Council meetings. Andy Roberts, Emma Bazeley and officers from West Dorset Council are meeting with yourself and the Parish Council this Friday 1 March and they will be pleased to respond to your questions, and have any additional discussion with you about the issues raised at the meeting this Friday. We hope this answers your enquiry. "	
10	12/02/19	Air Quality	Reqs't	Out	WDDC	"Chideock Parish Council requests answers to the following questions:- -The Parish Council understood that a new diffusion tube had been placed on a property near the top of Chideock Hill. Is this the case, and, if so, why is the data not being reported? - Why has monitoring stopped at the centre of the village i.e. at the Post Office? - When will the 2018 ASR be available on Dorsetforyou? In addition, a resident (Chideock House) has reported that recently there was a smell of burning plastic or rubber in her lounge. She immediately checked her multi fuel burner but that was not the source. On opening the front door she found that the smell came from outside, probably from a passing HGV or similar. She thinks that ,given that her house in the centre of the village where there is no footway on the south side of the road and where houses on both sides of the road are two storeys high, a vacuum is created which traps the pollution. She has asked the Parish Council to request a diffusion tube outside her house."	
11	12/02/19	Air Quality	Resp	In	WDDC	"I have forwarded your enquiry to Coralie McGown, the council's Air Quality lead officer, for a detailed response. Coralie is on leave this week, so I anticipate her response will be towards the end of next week, at the very earliest, given current workloads."	
11A	22/02/19	Air Quality	Resp	In	WDDC	"1. Monitoring commenced August 2018. The results have been discussed at the meetings held between the Parish Council, Chideock Bypass Working Group & WDDC. The results have been requested to be made available on Dorsetforyou. 2. Monitoring continued from January 2010 to December 2016 and has provided some worthwhile data that has assisted the council with its co-location project for bias adjustment, and has been included within Defra's calculations for the National Bias Adjustment Factor. The unit developed a fault, which was not cost effective to correct. As the national bias adjustment factor is more than acceptable for diffusion tube adjustment, the decision was made to cease monitoring. 3. The ASR 2018 will shortly be made available on Dorsetforyou 4. The Chideock House B&B is located at the end of what is described as a street canyon. Monitoring is already undertaken within that area (approximately 30m diagonally away)."	
11B	22/02/19	Air Quality	Resp	Out	WDDC	"Thank you for your reply. Question 2 was referencing the 3 diffusion tubes (735, 736 and 737)) at the Post Office, not the real-time monitor. No results are given on dorsetforyou for this year. Is this an error or have the tubes been discontinued at this location? If yes, why?"	
11C	25/02/19	Bridport A35 Meeting	Notes	In	Bridport Town Clark	Draft notes from the meeting held on 1 February 2019	
12	31/01/19	By-pass proposal	Info	In	CBWG	Alternative Chideock Bypass Proposals	Sent to all

13	01/02/19	DVSA HGV Checks	Resp	In	DVSA	"Stuart Carter will be returning back to this role as of the 18th February and may be able to help further in the future. I will collate the information you have requested and get back to you, some of the information requested we may not be able to provide as it may be classed as sensitive. I will look to get back by the end of next week."	
14	13/02/19	DVSA HGV Checks	Chase	Out	DVSA	"A response by 20 February would be appreciated."	
15	13/02/19	DVSA HGV Checks	Resp	In	DVSA	"I am unable to comment on the commitment from our CEO, the response you kindly copied to me was from before my time. I see the conversations started back on April 9th long before I took over the role, of which I have now reverted and I can only suggest you contact the EDM Stuart Carter. Regarding the amount of checks carried out, I cannot disclose the detailed content of the checks. We have carried out during October and November, but were unable to support the site in December and January due to sickness, of which on one of the checks has resulted in a brake pipe defect. A number of checks are further planned for February."	
16	18/02/19	Issues re dropped kerb / tactile paving at Bilberry Close	Info	In	Resident via Cllr Dunn	Issue re parking over the dropped kerb / tactile paving at Bilberry Close. What action can CPC take?	Sent to all
17	04/02/19	Quarterly HE meetings	Resp	Out	WDDC	"The Parish Council has formally agreed to WDDC Environmental Health attending the Quarterly meetings with Highways England in relation to discussion of and actions on Air Quality. It was also agreed that Mr Tony Peacock attend the meeting, again in relation to Air Quality. The next meeting is at 10 am on Friday 1 March at Chideock Village Hall."	
18	11/02/19	Quarterly HE meetings	Info	Out	Mr T Peacock	"At the Parish Council meeting on 29 January 2019 it was formally agreed to invite you and representatives from WDDC / Dorset Council to attend future quarterly meetings with Highways England in an advisory capacity in relation to discussion of and actions on Air Quality. Please let me know if you wish to take up this role. The next meeting is at 10 am on Friday 1 March 2019, in the Village Hall. An agenda will be circulated in advance of the meeting"	
19		Quarterly HE meetings	Meeting			Nest meeting 10 am Friday 1 March	Draft agenda attached
19A	25/02/19	Pavement camber, dropped kerbs	Info	Out	Mr R Flinders	"The issue regarding the adverse camber on the pavement on the north side of Main Street was considered as part of the Highways England commissioned "Dorset Villages Community Severance and Pedestrian Safety" study. Pertinent information from the final report is attached, with pertinent paragraphs in RED. As you will see, the issue is recognised but no "viable" solution was found. The Parish Council will continue to pursue this with Highways England on behalf of both you and other residents. The lack of dropped kerbs was also investigated and in this case, improvements have been recommended. Pertinent information is attached, highlighted in GREEN."	

AGENDA ITEM 10 - PLANNING MATTERS - Planning Other							
20	04/02/19	Enforcement	Reqst	Out	WDDC	"The Parish Council notes that, whilst the original planning application WD/D/18/002121 for HELL FARM BUNGALOW has been withdrawn, no full planning application for the change of use along with the external alterations undertaken has been submitted. Please will you investigate and let me know the results."	
21	04/02/19	Enforcement	Resp	In	WDDC	"Darren Rogers has asked me to contact you and clarify the position with regard to the above property. The application submitted by the owners was on the incorrect planning forms and had to be sent back. My colleague, Mr Thompson, will be in contact with them to explain what they need to do and you will receive a copy of the new application in due course. I hope this clarifies the current position."	Sent to all
22	11/02/19	Resident permits for Anchor car park	Reqst	Out	Simon Williams, SRP Consultant	"I am sure the matter of resident permits for the Anchor car park came up during the Seatown Regeneration Feasibility Study. Before Palmers bought the car park the owner allowed residents to purchase permits to allow them to use the car park without paying. I don't know how much they cost. At the last Parish Council meeting a resident asked what is happening about this. She forcefully pointed out that many residents can only get to Seatown by car but are put off doing so by the high parking charges, especially as they only want to stay for a relatively short time. If Palmers were to install parking meters this situation would be addressed but I gather that they have no intention of so doing. I'm attaching the last communication between the Parish Council and Palmers, from 2007 just before I became Clerk. As the Anchor improvements are long finished I would like to re-open the subject with Palmers but I have no idea who I should communicate with."	
23	11/02/19	Resident permits for Anchor car park	Resp	In	Simon Williams, SRP Consultant	"As you know I approached Palmers via their agents to request a more flexible parking fee system but to date they have declined I do plan to try again once the passing bays have been finished and the gates at the sea front replaced by stones etc All this in hand. I plan to do a 'before and after' PowerPoint with all the photos and write to Palmers, making the point most forcibly that all these do benefit Palmers and the anchor considerably. That have contributed nothing to the project. So if you can hold off for a little while and wait for me to approach them again directly, we will see if we get anywhere."	
24	11/02/19	Sea Hill Lane passing places	Reqst	Out	Dorset Highways	"The Parish Council thanks you for the work so far and hopes that BT will get their pole moved ASAP. I have been asked to query what measures are being taken to prevent the new earth banks from being eroded by run-off from the field, which would also obviously bring mud onto the road."	

25	11/02/19	Sea Hill Lane passing places	Resp	In	Dorset Highways	"The BT pole is hopefully in hand as they finally turned up on site today. With regard to the bank, I will ask the scheme designer Jill Barry to comment as required. You will have noted we are running slightly behind schedule due in part to the inclement cold weather we had a couple of weeks ago. Not necessarily the impact on site but in fact due to the construction gangs being on call and working on snow ploughs/gritting etc. day and night during those few days. Due to the kind co-operation of the caravan park owners we have continued with the diversion route which has worked very well. If you have any further questions please do not hesitate to ask."	
26	11/02/19	Sea Hill Lane passing places	Resp	In	Dorset Highways	"Due to the topography I do not anticipate there being a greater level of field run-off than previously. The banks are currently bare soil, but by the end of the project they will have been seeded with an appropriate mix of low growing grass and wild flowers which is currently being devised by the ecology team. The roots will then help to stabilise the banks, as will the roots of the hedging plants as they become established and start to grow. By late spring/early summer the bare earth should be completely covered with vegetation. The banks were vertical, but are at a shallower angle now and protected by the kerb so they should be long term stable. Any water which does seep out through the bank will then be clear, and not carry mud out onto the highway. The whole idea being that what was there previously worked, and the new will match in with it, to minimise the impact upon wildlife and ecology, and to be visually unobtrusive. The kerbing will help to divert any water from the highway into the gullies, and all the gully system will be jetted before we leave site to ensure it is fully functioning. During construction we have uncovered a previously tarmacked over gully and that has been put back into working order as well."	
27	13/02/19	Sea Hill Lane passing places	Info	In	Dorset Highways	"Sea hill lane will be thoroughly swept this morning and B.T will be repositioning their pole next week."	
27A	24/02/19	Seatown beach access	Req'st	Out	Simon Williams, SRP Consultant	<i>"t the last Parish Council meeting a member of the public complained that the only way to the beach is by jumping off the concrete apron, which is not easy for those of advancing years! The Parish Council understood that steps from the apron to the beach were to be installed as part of the rock armour works. So the question is - was this done, and if not, why not?"</i>	
27B	25/02/19	Seatown beach access	Resp	In	Simon Williams, SRP Consultant	<i>"As you know, the plan is to replace the current gates and chains with a series of stone blocks which will have gaps between them (rather than bollards originally planned), to allow pedestrians to walk through. This will mean they can access the beach via the slipway. Nigel Wraxall is organising the stone and I am pressing him to progress this as soon as possible. The wooden steps were shown on the original draft plans but after further consideration, WDDC engineers concluded that they would be subject to erosion/ sea damage and be a heavy maintenance liability. As a result they were excluded. I also recall that either CPC or CS raised concerns about them at the time. This was all discussed and explained when the Seatown Regeneration Plan was finalised and agreed. Trust this explains the situation."</i>	Clerk to check the SRP reports

28	29/01/19	Planning portal	Info	In	WDDC	Information about the new planning portal going live 31 January 2019	Sent to all
29	31/01/19	Planning portal	Complaint	Out	WDDC	Complaint regarding information not transferred to the updated system	Sent to all
30	31/01/19	Planning portal	Resp	In	WDDC	Unsatisfactory reply - Will Austin, Bridport Town Clerk, will pursue.	Sent to all
AGENDA ITEM 11 - FINANCES							
31	30/01/19	Precept	Info	Out	WDDC	Precept request submitted	
35A		<i>Updated Payments</i>				<i>i. Clerk's Salary and Expenses for February £306.43 ii. Chideock Village Hall Hire – February £27.00</i>	
31A		<i>Grant to Chideock News</i>	<i>Report</i>		<i>Clerk</i>	<i>Community Fund = £2,224.33 as at 31/12/18. £350 budgeted to go to CF at Year End</i>	
32	04/02/19	Toilet cleaning	Reqs't	Out	Cllr Turner	"What is the current situation regarding the toilet cleaning contract?"	
33	04/02/19	Toilet cleaning	Resp	In	Cllr Turner	"Kingdom still have the contract & been supported with additional cleaning."	
AGENDA ITEM 12 - CLAPPS MEAD PLAYING FIELD							
34	04/02/19	Agility Cube	Order	Out	Caledonia Play	"The Parish Council wishes to order the Agility Cube as per the original quote but with the design that still conforms with the current safety standard but does not have counter-sunk holes."	
35	05/02/19	Agility Cube	Resp	In	Caledonia Play	"Thank you for you email confirming that the Parish Council wish to good ahead with the installation of the agility cube."	
36	07/02/19	Agility Cube	Info	In	Caledonia Play	"We will plan to deliver and install 7th March"	
37		<i>Agility Cube</i>	<i>Report</i>		<i>Lyn Crisp</i>	<i>Lyn Crisp and Theresa Mudford have cleared a large area of bramble and over grown shrub etc etc to ensure there is sufficient space for the Agility Cube. The original fence between the play area and the river has been uncovered. The posts have given way but the wire fencing is OK. Fixing it is beyond Lyn and Theresa - volunteers are needed.</i>	
38	19/02/19	Agility Cube - grant from WDDC	Info	In	WDDC Leisure Development	"Further to your conversation with my colleague Rosie Nippard regarding the above grant, I have today requested that a BACS transfer of £862 representing the total amount of grant awarded, be credited directly into Chideock Parish Council's bank account. Please let me know if the payment does not arrive shortly. As the grant has been paid in advance, please would you submit proof of expenditure once the play equipment has been installed. This can be sent via email to leisureWDWP@dorset.gov.uk or posted to me at the above address."	This is because of LGR
38A		<i>Earmarked Fund</i>	<i>Report</i>		<i>Clerk</i>	<i>Earmarked Fund = £3,743.19 as at 31/12/2019. Plus £862 grant from WDDC Leisure Development Fund, due 26 February. Giving £4605.19 which is sufficient for the cost ex VAT of the Agility Cube (£4360) + new football nets.</i>	
39		Football nets	Report		Clerk	New nets are required. The Clerk is finding out the cost from Huck Nets - the last set lasted for 4.5 years and cost £82.40 ex VAT.	
39A	25/02/19	Football nets	Resp	In	Huck Nets	"4mm 12 ft by 6 ft football nets, single colour = I can offer you a special price of £59.25 ex VAT (per pair), normal price = £79.00 ex VAT"	
40	04/02/19	FP20	Reqs't	Out	DCC RoW	"Many thanks for the work to replace the 2 bridges and improve the surface of BW20 to the north of Clapps Mead. BUT the original request from the Parish Council was for surfacing FP 20 where it crosses Clapps Mead - this hasn't been done and once again it is a muddy quagmire."	
41	04/02/19	FP20	Resp	In	DCC RoW	"I was unaware that there was a request for anything further than surfacing leading up to the bridges and gates around the play area."	

42	05/02/19	FP20	Resp	In	DCC RoW	"As discussed Dorset Rangers can coordinate/oversee the improvement works to the PROW and contribute 50% of material costs but ideally the parish/community groups/local businesses etc (doesn't matter where from) need to find £800:00 as a contribution. If you can agree to fund £800:00- Bran will get this work started asap."
43	07/02/19	FP20	Resp	Out	DCC RoW	CPC will contribute £800.00 on receipt of an invoice.
44	07/02/19	FP20	Info	In	DCC RoW	"I will set the works in motion and ensure that the contractor is aware that there needs to be a smooth gradient between the path and the ramps to the bridge, I will also request that these sections will be set deeper in the ground and compacted and rolled as to ensure that there will be limited movement over the years. I must add the compaction of footfall equestrian traffic will always damage a path over time, the two requests I will put to the contractors are is the best defence for this, however if there are defects in the soil underneath these pockets will develop and maintenance/ supplementary stone is the only answer. I hope this has helped and I will ask the contractors to take the next opportunity around the weather to start the works without damaging the field."
44A	21/02/19	FP20	Complaint	Out	DCC RoW	<i>Complaint from Lyn Crisp forwarded to DCC RoW - "Have now spent 3 hours today digging out the 5 bar gate and trying to level the field behind it so it will open. This was left by ROW Team who ruined the field with their vehicles and then just pulled the gate shut bringing all the mud with them so you could not open or shut it. When they return - may I suggest that they do NOT use the gate or they wait until the field is dry as they will just make a complete mess again. Also not impressed that when they cut back to put new bridges in that they just left all the mud and tree branches, etc., in a big heap by the side of the bridge."</i>
44B	25/02/19	FP20	Resp	In	DCC RoW	<i>"When I visited site to sign off the job and noticed no excessive damage however when the next contractor turns up I will ask them to roll any tracks before they leave."</i>
44C		Playing Field Maintenance	Meeting			<i>A meeting is needed between councillors and volunteers and Lyn Crisp to determine what maintenance work is needed, when it is to be done and by whom. £250 has been set aside in the budget. Clerk suggests that Cllr Carey or another councillor organises this.</i>
45	08/02/19	Picnic in the Park	Reqs't	In	Chideock Society	<i>"We ask the Parish Council to work with the Chideock Society in hosting a Fields in Trust Fun Afternoon on Clapps Mead Playing Field on the afternoon of 6th July 2019. The event has been registered with Fields in Trust. The idea would be to have a picnic and some stalls and games for the children. If it was based on the idea of the Mini Fete last year other Groups and individuals would be welcome to set up their own stalls, e.g. Chideock W.I., Friends of St. Giles etc., All would be asked to donate 10% of their profit to the Parish Council Community Fund. This event will be organised by The Chideock Society. I look forward to hearing from you."</i>
AGENDA ITEM 16 - Annual Village Meeting.						
46						Format?????