

CHIDEOCK PARISH COUNCIL

Clerk to the Council:

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Dear Councillor

I hereby give notice of the **ANNUAL** Chideock Parish Council meeting to be held on **24 May 2022 at 7pm at Chideock Village Hall**, to which you are summoned to attend, to deal with the business as shown on the agenda below.



Sal Robinson, Clerk to the Council, 19 May 2022

ESTIMATED DURATION - approx. 2.25 hours, depending on length of Democratic Period.

5 0. Election of Chair and Signing of Declaration of Acceptance of Office as Chair.

1 1. Apologies. To receive and, if applicable, resolve to accept apologies for absence.

1 2. Grants of Dispensations.

To resolve to grant pre-requested dispensation from a Defined Pecuniary Interest arising from an Agenda item.

1 3. Declarations of Defined Pecuniary Interests.

Councillors are reminded of the requirement under the Code of Conduct to declare any defined pecuniary interest 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.

2 4. Minutes:

RESOLVE to accept and sign, as a true record,

a) the minutes of the Parish Council meeting of 29 March 2022.

b) The minutes of the Planning Committee meeting of 3 May 2022.

AGREE the minutes of the Annual Parish Council meeting of 10 May 2022 (the minutes will be approved by electors at the next Annual Village Meeting).

2 4A. Election of Vice-Chair and Signing of Declaration of Acceptance of Office as Vice Chair.

1 4B. Election of Councillors to Committees.

RESOLVE that all councillors are members of the Finance & General Purposes Committee and of the Planning Committee.

5 4C. Appointment of Representatives, who do not have to be Councillors.

a) Rights of Way matters

b) Village Hall representative

c) Environmental and Air Quality matters

d) All other matters pertaining to the A35 Trunk Road Dorset

e) Dorset Council Highways Matters

f) Bridport Local Area Partnership (BLAP) Steering Group

g) Western Area Transport Action Group (WATAG)

h) Dorset Association of Parish & Town Councils (DAPTC) – Western Area Committee – quarterly meetings held in Bridport.

i) Community Flood Group representative

j) Clapp's Mead Playing Field maintenance co-ordinator

k) Parish Liaison Meeting representative – meetings of the 14 parishes within the Bridport Local Partnership area, held approximately bi-monthly in Bridport

l) All-Purpose All-Weather Footpath representative.

15 5. Dorset Councillor and Police Reports.

30 6. Democratic Period. Opportunity for members of the public to ask questions or speak on matters of interest.

- 10 7. **Reports / Updates by the Clerk and Councillors.** Comments on, and additions to, the pre-circulated **Actions and Information List for Agenda Item 7**, and determination of any action required.
AGREE to not create a Chideock Parish Resilience Plan at this time.
- 20 8. **A35 Matters.** Comments on, and additions to, the pre-circulated **Actions and Information List for Agenda Item 8**, and determination of any action required.
- 5 9. **Motions Received with Notice.**
None.
10. **Planning Matters.** Councillors are asked to review applications via <https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning/planning-application-search-and-comment>
- 0 a) **Planning Applications.**
- b) **Applications received after the agenda was circulated.**
- c) **Determinations.**
P/TRC/2022/02142 Clapp's Mead Playing, Field Mill Lane - T1 Oak - Remove all deadwood T13 Ash x 2 - Remove all defective branches including limb over property, leaving a 4m stub & remove all deadwood T16 Oak - Remove all deadwood T17 Ash - Fell - basal rot. **Granted.**
- d) **Appeals.**
- e) **Other planning matters – see Actions and Information List.**
- i. AONB, Lighting / Dark Skies, Dorset National Park, Conservation Areas.
- ii. Enforcement, Retrospective Planning Applications.
To consider various enforcement issues which are not being addressed by Dorset Council.
- 2 iii. Other.
11. **Finances.**
- 2 a) **RESOLVE** to make the following payments: -
- | | | | |
|------|---|---------|-----------------|
| i. | Clerk's Salary and Expenses for May | £TBA | |
| ii. | Repayment to Clerk for new Dog signs | £45.00 | |
| iii. | Village Hall Hire – 3, 10 and 24 May | £42.00 | |
| iv. | Mr Ian Wigglesworth for Internal Audit | £60.00 | |
| v. | Re-issue Bridport Leisure Centre Grant cheque | £100.00 | |
| vi. | DAPTC Subscription | £224.02 | (£241 budgeted) |
- b) **RESOLVE** to pay any invoices received after the agenda was circulated.
- 5 c) **Internal Audit & Annual Governance and Accountability Return. Attached.**
RESOLVE to accept the Internal Auditor's Report.
RESOLVE to sign the Declaration of Exemption from External Audit, given that both income and expenditure for 2021-2022 are less than £25,000.
RESOLVE to accept and sign page 5 of the Annual Governance and Accountability Return 2021-2022, - this must be approved by the Council and signed by the Chair and Clerk
RESOLVE to accept and sign the Annual Governance and Accountability Return 2021-2022, page 6 - this must be approved by the Council and signed by the Chair.
- 3 d) **Asset Register and Insurance Renewal. Attached.**
The Clerk is satisfied that all Assets are listed and insured as required. Items with a value less than £250 are not insured due to the insurance policy excess of £250.
DECIDE whether to continue to insure the Vehicle Activated Sign.
RESOLVE to
- To take out Parish Council insurance cover with Pen Underwriting Limited for a premium of £584.64 if the VAS is insured, £???? if the VAS is not insured, for the period 1 June 2022 – 31 May 2023. (£630.00 budgeted).
- 1 e) **Reserves.**
RESOLVE that the following amounts be moved from Restricted Reserves to the Clapp's Mead Maintenance Fund:-
- | | | |
|---|---------------------------|---------|
| • | Playing Field Maintenance | £48.09 |
| • | Mower Hire | £70.00. |
- 5 f) **Foss Orchard Car Park – see Actions and Information List.**
RESOLVE to approve that work be carried out by the Bridport Lengthsmen to tidy up the garden area at Foss Orchard Car Park at a cost of £90 ex VAT = £105 inc. VAT.

- 10 **12. Clapp's Mead Playing Field – see Actions and Information List and attachments.**
- a) Receive updates regarding the Playing Field and Play Area.
CONSIDER the actions recommended in the RoSPA Inspection Report from the inspection conducted by Mr Hussey in March.
RESOLVE to retrospectively approve the purchase of 3 dogs signs at a cost of £37.50 ex VAT = £45 inc. VAT.
 - b) Receive updates regarding The Friends of Clapp's Mead.
- 5 **13. Dorset Rights of Way; Dorset Highways; Flood Management – see Actions and Information List.**
- a) Receive updates regarding Rights of Way matters.
 - b) Receive updates regarding County Highway matters.
 - c) Receive updates on flood related issues on both Dorset Highways and the A35.
- 2 **14. Consultations.**
- a) **Consultation on preventing charges for DIY waste at household waste recycling centres and call for evidence on booking systems at household waste recycling centres – by 4 July.**
See <https://consult.defra.gov.uk/waste-and-recycling/consultation-on-diy-waste-and-call-for-evidence/>
 - b) **Local Heritage List Project – no apparent end date.**
- 1 **15. Correspondence.** Councillors should ask the Clerk if they wish to see individual items of correspondence.
- 5 **16. Confirm the time and date of the next meeting of Chideock Parish Council.** The next scheduled meeting is at **7 pm on Tuesday 28 June 2022.**