

CHIDEOCK PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Village Hall, Chideock on Tuesday 28 January 2020 at 10 am.

The Parish Council meeting commenced at **10 am**.

Present: Cllr Vanessa Glenn, Cllr Anna Dunn, Cllr George Dunn, Cllr David Rogers., Cllr Roger Carey.

Cllr Peacock, elected on 23 January 2020 to fill the casual vacancy, signed the Declaration of Acceptance of Office prior to the start of the meeting, witnessed by the Clerk. Cllr Peacock also gave the Clerk his completed Registration of Interests.

In attendance: The Clerk, PCSO Bishop and 7 members of the public.

2418 Apologies.

Cllr Coates sent her apologies which were accepted.
Dorset Ward Councillor Simon Cristopher sent his apologies.

2419 Grants of Dispensations.

Cllr Peacock had completed a request for a Grant of Dispensation to allow him to take part in debate and decisions regarding the Budget and Precept. This was granted by the Clerk.

2420 Declarations of Defined Pecuniary Interests.

None declared.

2421 Minutes.

RESOLVED to accept and sign, as a true record,

- a) the minutes of the Parish Council meeting of 26 November 2019
Proposed by Cllr Rogers, seconded by Cllr Carey, carried unanimously.

2422 Dorset Ward Councillor and Police Reports.

a) PCSO Bishop reported as follows: -

- There have been further thefts from cars parked at Langdon Woods.
- There have been thefts of quad bikes in North and East Dorset and a vehicle was stolen in Charmouth which was then used to transport a stolen quad bike.
- He encouraged people to contact him for advice regarding security of such items
- There have been a couple of suspicious incidents where people have been offered services such as tarmacking of driveways. Anyone so targeted should report this to the police with as much detail as possible, and contact Dorset Trading Standards if applicable.
- There have been successful and unsuccessful thefts of anvils.

Cllr George Dunn asked PCSO Bishop about a possible letter to be placed on windscreens of cars parking on the pavement at Bilberry Close. PCSO Bishop said he was happy to be sent a draft for approval. He said that, where a company vehicle is involved, it may be profitable to phone the company and explain the situation. He said that any issues should be reported to him with, if possible, a photograph.

CC

b) The Clerk read out the report from Cllr Christopher, Dorset Ward Councillor: -

- I have expressed my concerns regarding traffic induced A35 problems to the Leader and will continue to do so. I met briefly with our New MP at a public event in the ward yesterday and will encourage him to be closely involved in Chideock matters during the five-year parliament
- Minds are very much focused on the 2020/2021 budget and proposals are coming forward for discussion at the Full Council meeting next month. Important decisions will be made concerning, in particular, adult social care and looked after children
- Planning inspectors have agreed with a decision to refuse an application at Owemoigne which will be seen as benchmark on the grounds of an unsustainable location. This will perhaps have ramifications in respect for locations for development outside of major settlements in the County

- As a member of the economic advisory panel I am naturally concerned about the provision of public transport. Rest assured there is continuing debate amongst Councillors as to how matters may be improved
- I have attended a meeting with many local farmers where the core issue was the need to reduce the impact of modern farming methods on river courses and reducing negative impact on climate change and biodiversity
- Should you have any ongoing concerns please do not hesitate to contact me.

Standing Orders were suspended for the following item.

2423 Democratic Period.

Several members of the public spoke about the recent flash flooding at the eastern end of the village, which mainly affected properties in the vicinity of Bilberry Close

- A mud flood came from the field to the north of the A35 opposite Broadmead, leaving 2 – 3 inches of mud on the road and pavements, which has not been cleaned up
- Who is liable for cleaning up the mud?
- The basic cause appears to be threefold: -
 - Hedges on Furches Hill on both sides of the A35 had been flailed a day or so before and the detritus had not been cleared up – this blocked the gulleys
 - The field opposite Broadmead had been ploughed so that furrows ran down towards the A35 – there is no ditch or water channel running along the boundary, so water run-off goes straight on to the A35
- Once residents cleared the flailing detritus from the gulleys the water level dropped but the collection chamber and gulleys then became blocked with silt from the field
- Luckily no properties suffered damage and it is understood that only one property suffered water ingress
- Connect came that night and cleared the chamber and gulleys – they were astonished that they were blocked as they had been cleared a few weeks earlier.
- The culvert which runs from the A35 under School Lane / FP17 leads to a ditch which is overgrown. The landowner needs to clear the ditch and ensure that it remains clear in future.

A member of the public said she had noticed vehicles going southbound on Mill Lane and then turning when they see the no access signs at Roadstead Farm. She said that last year a homemade notice had appeared on the wall of Roadstead House (junction of Mill Lane / Duck Street/ Seahill Lane) and asked if proper signage could be arranged to direct vehicles down Seahill Lane not Mill Lane. The Clerk suggested that it could also direct pedestrians down Mill Lane.

A member of the public commented on the mud on Bridleway 18 where work is being done at Golden Cap Holiday Park. She had spoken to a workman who said it would be cleaned up once all work was complete. Surely it should be cleaned up daily.

A member of the public spoke of problems with surface water on North Road opposite Northdene. Hedge cuttings and mud regularly block the drains. She has asked the man who was cutting the hedge if he was going to clear the debris but he said that was not part of his contract. In the past the verge was cut back and cleared every year but now it is gradually growing out into the road. Water and silt comes through the hedge from the steep field opposite and then across the road to the main drain outside her house, which she tries to keep clear.

A member of the public asked how items of correspondence which are not given in full on the Actions and Information List can be made available to members of the public. The Clerk said that she is working towards putting all important items of correspondence, both from and to the Parish Council, on the website, but in the meantime, anyone can ask for copies.

Standing Orders were resumed.

2424 Reports / Updates by the Clerk and Councillors, and Updates to the Correspondence List.

Items 1 to 4 on the Actions & Information List were **NOTED** with those detailed below discussed in more detail.

Item 4 – National Trust Event – proposed road improvements. AGREED Chideock Parish Council supports the proposals – Clerk to write a suitable letter to the National Trust. **CC**

Cllr Anna Dunn gave a brief report from the recent Western Area Transport Group (WATAG) meeting. The main concern of the meeting is First Bus deregistering route 6 between Bridport Community Hospital and Beaminster from 1 May 2020. This leaves Beaminster without a bus service to Bridport and removes any possibility of travel by public transport between Bridport, Crewkerne and Yeovil.

AGREED to ask Dorset Council for a breakdown of how the public transport grant from the Department of Transport is spent. **CC**

Updates to Correspondence List.

AGREED that Items 1 to 3 be removed.

2425 A35 Matters, and Updates to the Correspondence List.

Items 5 - 19 on the Actions & Information List were **NOTED** with those detailed below discussed in more detail.

Item 6 – Request from Mr Kevin Heard (Chideock Bypass Working Group member) for a meeting with CPC. AGREED that this should not be part of a formal Parish Council meeting. Further **AGREED** that representatives of other groups with other views should be invited and that it should be an exchange of ideas and views.

Item 7 – Dorset Council Air Quality Action Plan. AGREED that the Clerk follows up on progress on the plan.

Item 10 – A35 Bridport Area Working Group. Clerk to check that all suggested items have been included on the agenda. **CC**

AGREED that the Clerk will ask Chris Loder MP to meet with the Parish Council after the Bridport AS35 Working Group meeting in March, probably in May. **CC**

Item 12 – Pavement Parking at Bilberry Close. AGREED that Cllr George Dunn will draft a suitable letter which the Clerk will ask PSCO Bishop to approve. **GD**

AGREED that Cllr Glenn will draft an article for the March Chideock News to clarify current progress on A35 issues. **VG**

Follow-Up List Updates. AGREED that

- Cllr George Dunn drafts a follow-up to Item 15 – Adverse Camber / Equalities Act
- Cllr George Dunn drafts a follow-up to Item 8 - Responsibility for informing public of Public Health issues.
- Items 12, 13, 14 ,15, 20, 21 ,22, 23 and 24 be removed.

AGREED that Cllr Peacock will be responsible for drafting letters regarding environmental issues, including pollution.

AGREED that Cllr Peacock will follow-up on the “Public Health Dorset study of pollution exposure to particulate matter” mentioned by Mr Kerry Pitt-Kerby (Dorset Council Environmental Health) in his letter dated 2 September 2020. **TP**

2426 Motions Received with Notice.

None.

2427 Planning Matters.

a) Applications.

WD/D/19/003035 & WD/D/19/003036 Erection of garden shed & greenhouse LUSHAYS, BRIGHTHAY LANE

Chideock Parish Council supports this application subject to the Conservation Officer's recommendations.

b) Determinations.

c) WD/D/19/001561 Replace entrance canopy THE GRANARY, PARK FARM, MAIN

STREET – APPROVED

d) Appeals.

None.

e) Other Planning Matters.

- i. **AONB / Lighting & Dark Skies, Dorset National Park, Conservation Areas.**
No updates.
- ii. **Enforcement and Retrospective Planning Applications.**
Items 19A to 21B on the Actions and Information List were **NOTED**.
- iii. **Mill Lane / Bridleway 18.**
AGREED that the Clerk will draft a letter to West Dorset Leisure Holidays asking that use of Bridleway 18 by vehicles is discouraged due to the pending referral by Dorset Council of the Definitive Map Modification Order to the Planning Inspectorate. **CC**
- iv. **Bullen's Lane / Bridleway 20 at Junction with A35.**
No update.
- v. **All Weather Path between Chideock and Eype / Symondsburry.**
AGREED that the Clerk asks for an update on the request made to Dorset Council Rights of Way. **CC**
- vi. **Seatown.**
No updates.
- vii. **Seatown Regeneration Project.**
Item 22 on the Actions and Information List was **NOTED**.
- viii. **Additional Matters.**
Item 23 on the Actions and Information List was **NOTED**.
Cllr Dunn said she attended to Dorset Council Planning Peer Review and that, in her opinion, it was a "talking shop".
AGREED to investigate the suggestion of improved signage at the junction of Mill Lane, Duck Street and Seahill Lane. **CC**

2428 Finances.

The Clerk reported that TSB has processed the change of signatory mandate, but the electronic record of signatures yet to be updated. It was **AGREED** by all that until it is updated it would be prudent for the 2 existing signatories to sign cheques.

a) Payments.

RESOLVED to make the following payments: -

- | | | |
|------|--|-----------|
| i. | Clerk's Salary for January and Expenses for December and January | £241.65 |
| ii. | Chideock Village Hall Hire – January | £27.00 |
| iii. | PNW Services – Bus Shelter Cleaning Oct, Nov & Dec | £25.00 |
| iv. | Reg123 - Renewal of Website Domain Name for 2 Years | £23.98 |
| v. | Bridport Town Council – Clapp's Mead Brook Works | £1,200.00 |
| vi. | Pryce Countryside Services – works at Seatown | £1,180.00 |

Proposed by Cllr Anna Dunn, seconded by Cllr Roger Carey, carried unanimously.

b) Accounts and Budget Monitoring to 31 December 2019.

NOTED.

c) Foss Orchard Car Park.

Items 24 to 30 on the Actions & Information List were **NOTED**.

RESOLVED to accept the quotation from Bridport Town Council for cutting the hedge at Foss Orchard Car Park and to enter into an agreement with Bridport Town Council for twice yearly trimming of the hedge at Foss Orchard Car Park. Proposed by Cllr Carey, seconded by Cllr Glenn, carried unanimously.

RESOLVED to accept and sign the SWARCO "Head of Terms" Agreement for electric car charging equipment at Foss Orchard Car Park, which will be paid for and maintained by Highways England. Proposed by Cllr George Dunn, seconded by Cllr Rogers, carried unanimously.

RESOLVED to authorise the Clerk to liaise with HE / SWARCO and to keep councillors informed of progress. Proposed by Cllr George Dunn, seconded by Cllr Peacock, carried unanimously.

RESOLVED that any further major decisions regarding the electric car charging point at Foss Orchard Car Park can be made by a minimum of 4 councillors via e-mail – this is required due to the short time-table as all works must be completed by 31 March 2020. Proposed by Cllr Carey, seconded by Cllr Peacock, carried unanimously.

d) Draft Budget and Precept for 2020-2021.

The following changes were **AGREED**: –

- Reduce budget amount for Stationery from £120.00 to £60.00

- Reduce budget amount for Print Cartridges from £120.00 to £80.00
- Increase budget amount for subscriptions from £260.00 to £265.00

RESOLVED to accept the Budget and Precept for 2020 – 2021. Proposed by Cllr Carey, seconded by Cllr Rogers, carried unanimously.

Budget and precept details are appended to these minutes.

2429 Clapps Mead Playing Field.

Items 31 to 33 on the Actions & Information List were **NOTED**.

Chideock W.I. offer of a picnic bench for Clapp's Mead - determination of who will install it, how, when and at what location deferred to the next meeting.

CC

2430 Dorset Highways and Flood Management.

Items 33A to 39 on the Actions & Information List were **NOTED**.

AGREED that the Clerk will draft letters to some or all of DEFRA, Highways England, Connect Balfour-Beatty, Environment Agency, Dorset Council, the Chideock Manor Farm Manager and the Chideock Manor Land Agent regarding the flooding issue from surface water run-off from fields in the vicinity of Bilberry Close.

CC

2431 Current Consultations.

- Dorset Council Plan 2020 – 2024. Response submitted.
- Dorset Council Draft Economic Growth Strategy 2020 to 2024. Response submitted
- Dorset Council Voluntary Community Sector Grants Review – by 11 March 2020. Deferred to the next meeting.

2432 Correspondence.

There were no other items of correspondence to be brought to Councillors' notice.

2433 Date for the Annual Village Meeting.

Provisionally **AGREED** 5 May.

2434 To confirm the date and time of the next meeting of Chideock Parish Council.

The next scheduled meeting is at 10 am on Tuesday 3 March 2020.

The meeting closed at **12.30 pm**.

AGREED BUDGET AND PRECEPT FOR 2020 – 2021

| INCOME | Budget 2019/20 | Budget 2020/21 | % change | Increase / Decrease | 2019/20 Band D | 2020/21 Band D |
|--|---------------------------|--|-----------------|---|-----------------------------|-----------------------------|
| Precept | £16,319.23 | £16,462.45 | 0.88% | 143.21 | Tax Base = 344.6 | Tax Base = 332.2 |
| Vat Refund | £217.77 | £659.43 | 202.82% | | £47.36 | £49.56 |
| Rent for Flow Meter | £140.00 | £140.00 | 0.00% | | | |
| | | | | | | Increase = |
| TOTAL PREDICTED INCOME | £16,677.00 | £17,261.88 | 3.51% | 584.88 | | 4.64% |
| | | | | | | £2.20 a year |
| EXPENDITURE | | | | | | |
| Clerk's Salary (Gross) | £3,622.00 | £3,766.88 | 4.00% | 3% increase + 1% contingency for overtime | | |
| Clerk's Salary Contingency (Gross) | £0.00 | £1,000.00 | N/A | | | |
| Clerk's Travel | £150.00 | £75.00 | -50.00% | | | |
| Councillor's Travel / Phone calls etc | £50.00 | £50.00 | 0.00% | | | |
| Clerk's Office Allowance | £72.00 | £72.00 | 0.00% | | | |
| Postage/Phone | £30.00 | £30.00 | 0.00% | | | |
| Stationery (V) | £120.00 | £60.00 | -50.00% | | | |
| Stationery - print cartridges etc (V) | £120.00 | £80.00 | -33.33% | | | |
| Training - Clerk & Councillors | £200.00 | £200.00 | 0.00% | | | |
| Internal Audit | £60.00 | £60.00 | 0.00% | | | |
| Insurance | £500.00 | £510.00 | 2.00% | See over | | |
| Room Hire | £513.00 | £513.00 | 0.00% | See over | | |
| Subscriptions | £260.00 | £265.00 | 1.92% | See over | | |
| ROSPA - Annual Playing Field Inspection (V) | £100.00 | £100.00 | 0.00% | See over | | |
| Playing Field Maintenance (V) | £250.00 | £2,000.00 | 700.00% | Confirmed - to get the brook cleared. Plus contingency | | |
| Clapps Mead Play Area Mowing (V for 2020-21) | £300.00 | £900.00 | 200.00% | See over | | |
| Playing Field Mowing (V) | £720.00 | £720.00 | 0.00% | See over | | |
| Playing Field Depreciation | £600.00 | £600.00 | 0.00% | Fund =£947.63 ¹ | | |
| Brook maintenance | | £500.00 | | | | |
| Foss Orchard Car Park Resurfacing / Maintenance | £1,100.00 | £1,000.00 | -9.09% | Fund = £9614,787 ¹ | | |
| Foss Orchard Car Park River Bank Maintenance | £1,000.00 | £1,000.00 | 0.00% | Fund = £9108.03 ¹ | | |
| Community Fund Grant | £500.00 | £500.00 | 0.00% | Fund = £2665.14 ¹ | | |
| Village Clock Servicing Grant 2020 - 2023 | £210.00 | £210.00 | 0.00% | Reserve = £439.20 ¹ | | |
| Cemetery Grass Cutting Grant / Maintenance | £700.00 | £500.00 | -28.57% | | | |
| General Grants | £300.00 | £500.00 | 66.67% | Includes possible grant to Chideock News and Leisure Centre | | |
| All Weather Footpath | £0.00 | £0.00 | 0.00% | Reserve = £200 | | |
| Adverts (V) | £0.00 | £0.00 | 0.00% | Reserve = £80 | | |
| Bus Shelter Maintenance | £100.00 | £100.00 | 0.00% | | | |
| Bridleway (Mill Lane) | £0.00 | £0.00 | 0.00% | Reserve = £120.70 | | |
| Salt/Grit for Winter | £0.00 | £0.00 | 0.00% | Reserve = £330 | | |
| Highways contigency - lenthsmen etc | £500.00 | £0.00 | N/A | Reserve = £1000 + £500 in 2019-20 budget | | |
| Village Hall Repair Grant | £700.00 | £700.00 | 0.00% | | | |
| Recharge of Parish Council Election Costs | £1,000.00 | £500.00 | -50.00% | Reserve = £1,000 + £1,000 in 2019-20 budget | | |
| Devolution of Services - Contingency | £2,500.00 | £500.00 | -80.00% | | | |
| Fingerpost Renovation | £400.00 | £0.00 | N/A | | | |
| War Memorial Maintenance | £0.00 | £250.00 | N/A | | | |
| | | | | | | |
| TOTAL PREDICTED EXPENDITURE | £16,677.00 | £17,261.88 | 3.51% | 584.88 | | |
| | | | | | | |
| ALL EXPEDITURE MARKED V INCLUDES VAT WHICH CAN BE RECLAIMED AND IS SHOWN UNDER PREDICTED INCOME | | | | | | |
| | | | | | | |
| Treasurer's Reserve at 31/09/2019 | £9,605.08 | of which £600 is Cash Flow Reserve | | | | |
| | | £8045.94 is Restricted Reserve, | | | | |
| | | leaving £1559.14 as General Reserve | | | | |
| Note 1 - Fund values as at 31/9/2019, which is before any "grants" from 2019/20 precept applied | | | | | | |

| | | | | | | | |
|--|--------------|---------|---|---------|------------------|--|--|
| SUBSCRIPTIONS | | | | | | | |
| DAPTC | Subscription | | £210.75 | | Confirmed amount | | |
| | LCR | | £17.00 | | | | |
| | | | | £227.75 | | | |
| CPRE | current cost | | | £36.00 | | | |
| | Total | | | £263.75 | | | |
| ROSPA INSPECTION | | | | | | | |
| 1st 5 items | | £66.50 | | | | | |
| 4 additional items at £3.50 | | £14.00 | | | | | |
| Giving | | £80.50 | | | | | |
| VAT at 20% | | £16.10 | | | | | |
| Total | | £96.60 | | | | | |
| VILLAGE HALL HIRE | | | | | | | |
| 10 full meetings @ £27 per session | | £270.00 | | | | | |
| Annual Village meeting | | £27.00 | | | | | |
| Assume 8 other uses of Hall @ £27 | | £216.00 | | | | | |
| Total | | £513.00 | | | | | |
| INSURANCE | | | | | | | |
| Last year's net premium | | £433.69 | | | | | |
| Increased by 4% | | £446.70 | as per this year | | | | |
| Plus Insurance Premium Tax at 12 % | | £500.30 | | | | | |
| CLAPPS MEAD GRASS CUTTING, excluding the Children's Play area | | | | | | | |
| 15 cuts at £40 a cut - Playing Field | £600.00 | | every 2 weeks | | | | |
| VAT at 20% | £120.00 | | | | | | |
| Total | £720.00 | | VAT will be claimed back | | | | |
| CLAPPS MEAD GRASS CUTTING, Children's Play area | | | | | | | |
| 15 cuts at £20 a cut - Play Area | £300.00 | | every 2 weeks at same time as Playing Field | | Confirmed amount | | |
| 15 cuts at £30 a cut - Play Area | £450.00 | | every other week | | Confirmed amount | | |
| VAT at 20% | £150.00 | | | | | | |
| Total | £900.00 | | VAT will be claimed back | | | | |
| VAT CALCULATOR at 20% | | | | | | | |
| Item | Gross amt | | VAT amt | | Net amt | | |
| Stationary | £120.00 | | £20.00 | | £100.00 | | |
| Print cartridges | £120.00 | | £20.00 | | £100.00 | | |
| ROSPA | £96.60 | | £16.10 | | £80.50 | | |
| Playing Field | £2,000.00 | | £333.33 | | £1,666.67 | | |
| Playing Field Mowing | £720.00 | | £120.00 | | £600.00 | | |
| Playing Area Mowing | £900.00 | | £150.00 | | £750.00 | | |
| | | | | | | | |
| Predicted total VAT | | | £659.43 | | | | |