

Actions and Information 2023.01 A and I List from 28 November to 30 January

	Date	Cat.	Type	In/ Out	From/To	Detail	
Items in RED require decision / action. Other items may also require decision / action.							
AGENDA ITEM 1 - APOLOGIES.							
1		Cllr Coates					
1A		PCSO Bishop				"I was going to be attending the meeting on Tuesday morning, however, I have had to change my shift to come in a little later to cover some meetings for a colleague, so won't be in attendance."	
AGENDA ITEM 5 - DORSET COUNCILLOR AND POLICE REPORTS							
1B	28/01/23	Police Report				<p>"Fortunately there has not been much to feedback on in the Community over the last couple of months. Slightly further afield, there have been a couple of caravan thefts in Charmouth that have occurred over the last months, so I would urge some vigilance around vehicle security and to report any suspicious activity to us. As always, it's online at www.dorset.police.uk, or on 101, but if you believe a crime is in progress, call 999 immediately.</p> <p>As I do on occasion, I would like to remind people to be aware of unsolicited contact from potential scammers. Most is done by phone call, so it is a good idea to either contact your phone provider to see if they offer any call screening services, or use an answer machine to take calls that you aren't expecting, or from numbers you don't know, then if you recognise the caller leaving the message you can phone back, or delete it if not. Of late there appear to be more scams occurring via text message or email, where they are trying to get you to click on links and fill in your bank details on fraudulent websites. With text messaging, note who the sender is, before opening the message. Just because the message says it is from a legitimate company, the NHS or the Government, does not mean it is and if it is not, the sending number will be an unknown mobile number. With regards to emails, scam emails will often contain grammatical errors. Essentially, always consider what the email or text is asking of you. If they want you to click a link to fill in banking details for example, just ignore and delete. If anyone wants any advice or information on scams, there is plenty at the Dorset Police website (above), or at www.actionfraud.police.uk"</p>	
AGENDA ITEM 7 - REPORTS / UPDATES BY THE CLERK AND COUNCILLORS.							
2	20/01/23	BLAP Parish Liaison Meeting	Notes of last and agenda for next	In	BLAP	"The next BLAP Parish Liaison meeting will be held on Tuesday 31st January at 4pm, in the Committee Room, Mountfield or via Zoom for those wishing to join virtually. We will be joined by Tony Burden Dorset Council's Road Safety Manager. "	Sent to all
AGENDA ITEM 8 - A35 matters.							
3	01/12/22	A-Road Task Force	Response	In	Chris Loder MP	Response to e-mail sent on 21 November. "I convened the last A Roads Taskforce meeting last week and will discuss in full detail the progress and next steps with the Parish Chair in a short while."	Did this discussion happen?

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4	25/01/23	Air Quaility	Request	Out	Dorset Council Environmental Health	"Further to the meeting held on 26 September 2022, between the Chideock Parish Council Air Quality Action Group and yourselves, you will recall that it was agreed to schedule a "Follow-up Meeting" for January 2023, by which time you felt that the environmental targets for the 2021 Environmental Act would have been published, which I believe has now happened. Chideock Parish Council remains concerned at the levels of traffic related NO2 pollution still being recorded in the Village and that no Particulate Matter (PM) monitoring has yet been set up despite evidence that this is also above the statutory levels. Will you, therefore, please provide some dates on which you would be available to meet with the Air Quality Action Group again. Chideock Parish Council suggests using the notes from the previous meeting (pdf copy attached) as the Agenda for this meeting and would be happy to again arrange for the use of the Village Hall Committee Room."	Sent to all
5	05/12/23	Bristol University	Update	In	Via Cllr Anna Dunn	"I chased up on the sample analysis and it still isn't completed, but I am now discussing with Dudley whether we should report what we already have to you early in the New Year, whether that includes the chemical analysis or not."	Sent to all
AGENDA ITEM 9 - RIVER WINNIFORD AND WATER POLLUTION ISSUES.							
		Dorset Council Updates.					
6	09/12/22	Seatown Lagoon	Update	In	Dorset Council	"Just an update on the Seatown Lagoon sign – I'm sure you have seen the temporary signs that went up last month; permanent signs will be fitted in the New Year. We have posters going to the holiday park for display in their lodges and communal areas, as well as leaflets for the pub and Sauna which will be delivered before Christmas. Please can you let me know if there are any other local businesses you think would want some leaflets?"	Sent to all
		Wessex Water Updates.					
7	30/11/22	Wessex Water Reply to Chris Loder MP	Response	In	Forwarded by Cllr McAra		Sent to all
8	11/01/23	Wessex Water Site Visit	Notes	In	Cllr A Dunn	Notes from the meeting with Wessex Water re the Chideock Water Recycling Centre and the Pumping Station	
9	13/01/23	Wessex Water Site Visit	Handouts	In	Forwarded by Cllr G Dunn		
		WRAG Updates.					
10	01/12/22	Update from WRAG meeting 30/11	Update	In	Cllr McAra to all Cllrs		
11	08/12/22	WRAG update	Update	In	From Andrew Carey (Char Valley PC) via Bob Woodbury		Sent to all
12	10/12/22	WRAG update	Update	In	Bob Woodbury	Information from 2 members of the 2 Char river groups re a visit to Chideock / Seatown	Sent to all
13	18/01/23	WRAG meeting					
14	19/01/23	WRAG Letter to CPC	Request	In	WRAG	Updates, report on the meeting held on 18 January and a request for a grant of £500 from the Parish Council	Sent to all

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AGENDA ITEM 11 - PLANNING MATTERS - Determination							
14A	25/01/23	P/LBC/2022/06804	Application withdrawn			The Orangery North Road North - Internal and external alterations	
AGENDA ITEM 11 - PLANNING MATTERS - Planning Other							
15	01/12/22	Draft Dorset Local Plan	Press Release	In	CPRE	Dorset CPRE Calls on Dorset Council to Consult Communities on Key Policies for next Draft Local Plan	Sent to all
16	08/12/22	Proposed Tree Preservation Order	Consultation	In	Dorset Council	<p>"This is to inform you that the provisional Tree Preservation Order (TPO) has been made at Park Farmhouse, Main Street, Chideock, Bridport, DT6 6JB on 8 December 2022 for the following reason(s):</p> <p>The following is the statement of the Council's reasons for making the Order (as required by REGULATION 5 of The Town and Country Planning (Tree Preservation) (England) Regulations 2012):</p> <p>- Following submission of Planning Application ref: P/HOU/2022/05735, for development on neighbouring land, an investigation confirmed that the tree associated with Park Farmhouse is currently unprotected by a Tree Preservation Order. A site visit was undertaken, and an assessment was made of the trees on site. Ash (T1) is considered important visually for the local and surrounding area and therefore its long-term protection and retention is sought."</p>	Sent to all
AGENDA ITEM 12 - FINANCES							
17		Appointing New Clerk	Suggested timetable		Cllr McAra	<p>End of January - basic advert placed in the Chideock news/Seatown Facebook (this means we would not miss that window for this months coming Chideock News). the advert could ask people to contact us with an expression of interest with no further timetable details agreed as yet.</p> <p>31st January - Associated documents i.e. JD/and spec/interview panel and interview arrangements (six questions/meet and greet the PC and the Parish clerk)/Timetable-to be signed off and agreed at the parish council meeting.</p> <p>1st Feb - Job advert placed in all relevant parishes and DAPTC website -closing date the 24th Feb.</p> <p>28th Feb; Parish council short list.</p> <p>2nd week in March - Interview dates.</p> <p>Start date will depend upon the individuals current commitments but we are keen to start them on the 1st April, to allow handover period .</p>	

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18	24/01/23	Appointing New Clerk	Update		Clerk	<p>"The draft job description and application form are complete. They will included in the papers for the meeting next Tuesday – to be sent out on 26 February i.e. this coming Thursday. I now have grave doubts about parts of the timetable provided by Vanessa and suggest the following: - 20th January - DONE 31st January - Associated documents i.e. JD/and spec/interview panel and interview arrangements (six questions)/meet and greet the PC and the Parish clerk)/Timetable-to be signed off and agreed at the parish council meeting. AGREED for the job description and application form only. Time is then needed to make any amendments, arrange for publication etc. 6 questions – good idea but will the possible questions be ready for me to distribute with the papers on 26 February for agreement on 31 Jan? I suggest that the PC agrees on 3 councillors to take the whole interview process forward, including drafting possible questions, interview place, etc. which can be agreed by councillors by e-mail and signed of at the CPC meeting on 28 February. By 6 Feb 4st-Feb - Job advert placed in all relevant parishes and on DAPTC website (which should reach all parishes) - closing date the 24th Feb. I suggest also the community website, CPC website and FB page and maybe a couple of Bridport FB pages? Any other suggestions? 28th Feb; Parish council short list. 2nd week in March - Interview dates.</p>	Sent to all
19	21/12/22	Internal Auditor	Response	Out	Mr Cliff Allen	"I do hope that you received the e-mail below. I do need confirmation that you will take on the role and your fee."	
20	22/12/22	Internal Auditor	Response	In	Mr Cliff Allen	"I've read through the material that you sent and come to the conclusion that although I would be willing to do so my experience of local government finance is negligible. So, I'm not sure that I would be the right person for this role."	Sent to all
21	18/01/23	Internal Auditor	Response	Out	Mr Cliff Allen	<p>"My apologies for the late response. First there was Christmas, then New Year and then I ended up in hospital! I am out now and very slowly getting back to "normal". I think I may have sent too much information! The Internal Audit Form / Checklist is the key document and can be filled in from the paper information (accounts, associated paper work e.g. invoices etc) I provide and, if necessary, by asking me to answer any queries. The checklist then allows you to fill the Audit page of the Annual Governance and Accountability Return. I have resent these 2 documents. I would be most grateful if you would reconsider your decision. "</p>	Sent to all
22	23/01/23	Internal Auditor	Response	In	Mr Cliff Allen	"I have retired from CIMA, my former professional body, so I am no longer a member of a regulated body. I have over 40 years experience in accounting much of it in Financial Controller or Finance Director roles before setting up my own practice. Whilst I have a wealth of accounting experience in both commercial and charity settings I have never had any involvement in accounting in Local government and my general internal audit experience is very limited. I understand what is required and I am confident that I could do the work so if you can assure me that my lack of specific experience is not a problem then I am prepared to do the audit? I propose a one off fee of £60 for setting up documentation, familiarisation and working out the process plus £60 per annum to carry out the audit, if this is acceptable?"	Sent to all

23	24/01/23	Internal Auditor	Response	In	Mr Cliff Allen	"I am sure that your lack of specific experience is not an issue. If you can do charity audits, then I am sure you can do a parish council! Your suggested fees are more than acceptable to me, and I am sure councillors will agree. Formal acceptance of your offer will be made after next Tuesday's Parish Council meeting. We can talk about how you wish to conduct the familiarisation later."	Sent to all
AGENDA ITEM 13 - CLAPPS MEAD PLAYING FIELD							
24	23/01/23	Hedge on Mill Lane boundary	Info	In	Cllr G Dunn	"Whilst dog walking this morning I had a most interesting conversation with Dave Symonds. In summary he is offering to trim the Clapp's Mead Hedge on the Mill Lane side (on the line of the new fence) twice a year free of charge. He correctly points out that this will help driver and pedestrian visibility on this bend improving line of vision and therefore safety. He explained to me that he already trims the hedging for Brook Cottage and then further along Mill Lane so it's no big deal for him to trim Clapp's Mead hedge literally as he's passing by. He does this twice a year. I thanked him for his offer and said that I would be in agreement with his proposal but would have to get Parish Council opinion before giving a final yes or no."	
AGENDA ITEM 14 - DORSET RIGHTS OF WAY; DORSET HIGHWAYS; FLOOD MANAGEMENT							
	RIGHTS OF WAY						
25	15/01/23	All weather path	Letter to Chris Loder MP	In	From Mr Maskell	Extract: - "Mr. & Mrs. Coates will proceed with putting in a planning application for a new Bridleway to be constructed on their land that is immediately adjacent to the North side of the A35, East from the village. This would provide a traffic-free route, from the East of the village to the car park at the A35/Quarr Lane/Eype Down Road cross-roads."	Sent to all
26	26/01/23	All weather path	Request	Out	Russell Goff, Countryside Management	"The Parish Council understands that Tara Hansford has left Dorset Council and that you have taken over from her. The council asks you to explain what your role now entails. I look forward to hearing from you."	
	DORSET HIGHWAYS						
	FLOODING						
27						Various blocked drains were reported by Cllr McAra and have been cleared by Dorset Highways.	
AGENDA ITEM 15 - CONSULTATIONS							