

CHIDEOCK PARISH COUNCIL

Clerk to the Council:

Sal Robinson
60 North Allington
Bridport
DT6 5DY
Telephone 01 308 426327
E-mail Chideock@dorsetparishes.gov.uk

Minutes of the Annual Parish Council Meeting held at the Village Hall, Chideock on Tuesday 27 May 2014 at 10:00 am.

Present: Cllrs Elizabeth Grant (Chair), Roger Carey, Kate Geraghty and Rob Murray.

In attendance: The Clerk and DCC Cllr Turner.

The Parish Council meeting commenced at **10:05 am**.

1471 Election of Chair and Signing of Declaration of Acceptance of Office as Chair.

Cllr Geraghty proposed Cllr Grant, who said she was willing to stand. Cllr Carey seconded and all voted in favour.

Cllr Grant signed the Declaration of Acceptance of Office in the presence of the Clerk and took the chair.

1472 Apologies. West Dorset Councillor Summers and PCSO Miners sent their apologies.

1473 Grant of Dispensations. None.

1474 Declarations of Defined Pecuniary Interests. None.

1475 Election of Vice-Chair and Signing of Declaration of Acceptance of Office as Vice Chair.

Cllr Grant asked Cllr Carey if he wished to stand – Cllr Carey agreed. Cllr Murray seconded and all voted in favour.

Cllr Carey signed the Declaration of Acceptance of Office in the presence of the Clerk

1476 Election of Councillors to Committees.

Given that there are only 4 Councillors, it was **AGREED** that all councillors be on the Finance and General Purposes Committee and the Planning Committee.

1477 Appointment of Representatives, who do not have to be Councillors.

The following appointments were **RESOLVED**:-

- a) Rights of Way – all Councillors
- b) Ancient Monuments – that Canon McDougal is asked to continue as representative.
- c) Village Hall – Cllr Murray
- d) Matters pertaining to A35 – Cllr Murray and Cllr Geraghty
- e) Dorset County Council Highways – all Councillors, with Cllr Carey have particular responsibility for flood issues.
- f) Bridport Local Area Partnership – Cllr Murray as required.
- g) Western Area Transport Action Group – the Clerk
- h) Dorset Association of Parish & Town Councils – Cllr Carey and Cllr Geraghty, with the Clerk as back-up.
- i) Clapps Mead Playing Field Management Group – Cllr Grant and Cllr Murray

Proposed by Cllr Carey, seconded by Cllr Grant, carried unanimously.

1478 Minutes.

a) **RESOLVED** to accept and sign, as a true record, the minutes of the Parish Council meeting of 29 April 2014, with the following amendment:

- Page 4, minute 1490, add “also Pettycrate Lane signage”

Proposed by Cllr Grant seconded by Cllr Geraghty, carried unanimously.

1479 County and District Councillors' and Police Reports.

a) DCC Cllr Turner reported as follows:

- A Ward Boundary Review for the area covered by Dorset County Council has started.
- "Ask Dorset" – DCC are holding a series of "road shows" to try to find out where people want money spent. Senior Cabinet members are involved. DCC have realised that surveys etc only reach a very small minority of residents and that something else is needed.
- The new WDDC Housing Allocation Policy strengthens the requirement for a local connection and specifies that, in most cases' 2 years residence is required.

Cllr Geraghty reminded Cllr Turner that he had queried the night lighting at the Seatown toilet block with WDDC, on CPC's behalf and had reported that action had been taken. However, the lights both inside and outside are on all night and are very bright. Please could Cllr Turner go back to WDDC and ask again for a) lower wattage bulbs and b) sensors.

Cllr Turner was asked if he knew anything about the proposed "gypsy site" application at Muddyford Lane (WD/D/14/000297). He said that this is a WDDC matter but that he knows that the AONB are involved with this.

b) PCSO Miners had sent the following report:-

"I have to send my apologies. Can you please make the council aware of the following?

There have been no notable crimes in Chideock that have been reported to Dorset Police over the last month but it is vital to remember to stay vigilant and that if anyone would like any crime prevention advice then they should feel free to contact me."

Standing Orders were suspended for the following item.

1480 Democratic Period.

There were no members of the public present.

Standing Orders were resumed.

1481 Reports / Updates by the Clerk and Councillors.

Items 1 to 11 on the Actions & Information List were **NOTED**, with the exception of those detailed below, which were discussed in more detail.

a) **Item 7A - Sea Hill Lane. AGREED** to ask Dave Maunder, DCC Highways, if he can attend at site meeting at 4:00 pm (or 3:30 pm at the earliest) on Monday 2 June. **CC**

b) **Item 4 - DAPTC Extraordinary Circular - Timetable for November AGM, including deadlines for resolutions. AGREED** that motions for the DAPTC AGM will be considered at the June CPC meeting. **CC**

c) **Item 11 - Seatown parking restriction signage on Sea Hill Lane. AGREED** that the Clerk contact Simon Gledhill (DCC Parking) to ask who is the best person to contact regarding the signage (the Turning Circle needs more prominent signage, the start and end points of the seasonal parking restriction is not clearly defined) and to query how much enforcement is carried out. The Clerk will then write to that person explaining the issue and asking what can be done to improve the signage so that there is no ambiguity as to where and when road parking is allowed and to try to ensure that the turning circle is left free for its proper use. **AGREED** that an article be put in the next Chideock News explaining the issue and the steps being taken, and that a copy of the article text be sent to West Dorset Leisure Holidays and the Anchor Inn, as the 2 businesses at Seatown. **CC**

Additional Item.

All Weather Footpath. The draft letter.re the All Weather Footpath was **NOTED** and **AGREED**. **CC**

1482 Planning Matters.

a) **Applications.**

WD/CA/14/00171 CHIDEOCK COURT, MAIN STREET T1 - Ash - Surgery to cut back to live growth points.

Chideock Parish Council has no objection, subject to the Tree Officer's recommendation.

b) **To consider any applications received after the agenda was circulated.** None.

c) **Determinations.**

1/D/11/001274 ANCHOR COTTAGE, SEA HILL LANE Retain oil tank enclosure & alterations to enclosure (Listed Building Consent) **WITHDRAWN** as more than 2 years have elapsed since registered on 01-Aug-2011

Actions and Information List Item 14 was **NOTED** and it was **AGREED** that the clerk follow this up with Andrew Martin, WDDC Planning, and ask what enforcement action is being taken.

d) **To note any determinations received after the agenda was circulated.** None.

- e) **Ridwood Affordable Housing Development.**
Item 13 on the Actions & Information List was **NOTED** and it was **AGREED** that Cllr Murray would attend the meeting on 2 June 2014 as the Parish Council representative.
- f) **Any Other Planning Matters.** RM
- i. **AONB.** No update.
 - ii. **Enforcement.** No update but see also Minute 1482 c) and Minute 1482 f) vii.
 - iii. **Golden Cap Caravan Park.** No update.
 - iv. **Mill Lane Bridleway 18.** Item 15 on the Actions and Information List was **NOTED**.
 - v. **Development at Anchor Inn.** Item 17 on the Actions and Information List was **NOTED**. **AGREED** to write to the AONB Team asking them to visit Seatown at night and to then inform CPC of their opinion of the Anchor lighting. CC
 - vi. **Seatown.** Items 16 and 16A on the Actions and Information List were **NOTED**.
 - vii. **WD/D/14/000297 Land Adjacent A35, Muddyford Lane.** Items 18 - 19 on the Actions and Information List were **NOTED**. Cllrs said they thought that there were more units on the land but that this should be verified before the Clerk reported it to WDDC. CC
 - viii. **1/D/13/001681 Land at Ruins Lane, Chideock.** Items 20 – 22A on the Actions and Information List were noted. **AGREED** to write to Oliver Letwin MP accepting his offer to discuss the general question of Planning Policies and Sustainable Development when he next meets with CPC. CC
 - ix. **Other.** **AGREED** to write to WDDC Planning requesting that they ensure that the contractors working replacing the gable wall at Montyike (corner of North Road / A35) carry out an inspection of the War Memorial on completion of the works and that any damage is repaired at the contractor's cost. CC

1483 Finances.

Cllr Grant reported that she has sold £18.75 worth of Footpath Guides and has passed the money to the Clerk.

a) **Play Area Grass cutting.**

Actions & Information List Item 23 and 24 were **NOTED**. **AGREED** that cheques for the Play Area Grass cutting be made payable to Mr Lee Martin, not Mrs Theresa Mudford.

b) **Payments.**

RESOLVED to make the following payments:-

Clerk's Salary & Expenses for May	£251.39
Mr I Wigglesworth – Internal Audit	£60.00
Mr Lee Martin for Play Area mowing	£70.00
Playsafety – RoSPA Inspection	£85.20
Chideock Village Hall – May	£25.00

Proposed by Cllr Grant, seconded by Cllr Carey, carried unanimously.

c) **Insurance Renewal.**

RESOLVED to

- i. Remove any assets which no longer required insurance – Chain Link Triple removed from policy on 20/5/2014, reducing the total premium by £5.00.
- ii. Continue to use Came & Company as brokers, Norwich Union as insurers
- iii. Enter into a new Long Term Agreement a year early for a 5% discount on this year's annual premium
- iv. Renew the policy for a premium of £406.97, for 1 June 2014 – 31 May 2015.

Proposed by Cllr Murray, seconded by Cllr Carey, carried unanimously.

d) **Village Hall.**

RESOLVED to grant £300.00 to Chideock Village Hall, to be held by the Village Hall Committee in a dedicated Earmarked Capital Fund for repairs.

Proposed by Cllr Grant, seconded by Cllr Murray, carried unanimously.

e) **Foss Orchard Car Park.** Items 26 and 27 on the Actions & Information List were **NOTED**.

AGREED that the new signs should state that the spaces are for shop use from 7 am to 8 pm, not 8 am to 7 pm as given on the current signs.

RESOLVED to purchase 3 new signs for the shop car park spaces, at a total cost of £27.50. CC

Proposed by Cllr Grant, seconded by Cllr Carey, carried unanimously.

f) **Internal Audit and Annual Return.**

- i. **RESOLVED** to accept the Internal Auditor's Report.
Proposed by Cllr Grant, seconded by Cllr Murray, carried unanimously.
- ii. **RESOLVED** to accept and sign the statutory Annual Return for 2013-14, Pages 2 and 3, with Page 3 answers of Y for Q 1 – 8, N/A for Q 9.

Proposed by Cllr Carey, seconded by Cllr Grant, carried unanimously.

The Clerk was congratulated for once again achieving a satisfactory internal audit result.

g) **Responsible financial Officer.**

RESOLVED, as per the Internal auditor's recommendation, to re-appoint the Clerk as Responsible Financial Officer.

1484 Clapps Mead Playing Field.

AGREED to ask DAPTC for their view of the request from Playmapp (Actions and Information List Item 28) for details of the Play Area to be made public via their website. Cllrs felt that it is not a good idea. **CC**

AGREED that the issues raised in the RoSPA report be investigated and actioned. **EG**

The new football nets have been ordered from Huck Netting.

Cllr Grant said that she will arrange a meeting of the Playing Field Management Group as soon as possible and they will discuss details of prices and specifications for basket swings. Any recommendation will then be presented to CPC either at a Finance and General Purposes Meeting in June or at the June Parish Council meeting. **EG**

1485 Flood Management Plan for the Winniford Valley.

Nothing to report.

1486 Current Consultations.

a) Review of WDDC planning application requirements checklist. Response submitted.

1487 Motions Received with Notice.

None.

1488 Correspondence. There were no other items of correspondence to be brought to Councillors' notice.

1489 To confirm the date and time of the next meeting of Chideock Parish Council.

The next meeting of Chideock Parish Council will be on Tuesday 24 June 2014 at 10:00 am.

The meeting closed at **12:05 pm.**