

These are DRAFT minutes which may be amended prior to adoption at the next Parish Council meeting.

CHIDEOCK PARISH COUNCIL

**Minutes of the Parish Council Meeting held at the Village Hall, Chideock on Tuesday
30 January 2018 at 10 am.**

The Parish Council meeting commenced at **10.03 am**.

Present: Cllr Roger Carey (Chair), Cllr Rob Murray, Cllr Peter Hunt, Cllr Laurie Elliot, and Cllr Vanessa Glenn.

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

2081 Apologies.

Cllr David Rogers and Cllr Kate Geraghty sent their apologies, which were accepted.

Apologies from West Dorset Councillor Simon Christopher and PCSO Alex Bishop, Dorset Police, were received after the meeting. PCSO Bishop had intended to attend.

2082 Grants of Dispensations.

None.

2083 Declarations of Defined Pecuniary Interests.

None.

2084 Minutes.

a) RESOLVED to accept and sign, as a true record, the minutes of the Parish Council meeting of 28 November 2017.

Proposed by Cllr Elliot, seconded by Cllr Glenn, carried unanimously by those who were at the meeting.

b) RESOLVED to accept and sign, as a true record, the minutes of the Planning Committee meeting of 4 January 2018.

Proposed by Cllr Carey, seconded by Cllr Elliot, carried unanimously by those who were at the meeting.

2085 County and District Councillors' and Police Reports.

None.

Standing Orders were suspended for the following item.

2086 Democratic Period.

A member of the public spoke about a pothole on the A35 opposite Rose Cottage. It was reported by 2 residents to Highways England, copied to Oliver Letwin MP. The pothole was subsequently filled but has opened again. It is not satisfactory to have to wait until the resurfacing work in September for a proper repair.

The Clerk said that David Groves of Connect had informed her that the pothole was the responsibility of the utility company who had carried out the original work but that Connect had repaired it out of good will. The Clerk further said that she had reported to Connect that it repair had failed and said that she would follow this up.

A member of the public asked how many defibrillators there are in the village. The Clerk said that there are two – one at the George public house, the other at Seatown. The member of the public said that he would be happy to have one on the Wall of his house in Seahill Lane.

Standing Orders were resumed.

2087 Updates to the Follow-Up List.

AGREED that the following items be added to the Follow-Up List

- Erection of the fencing in Clapps Mead Play Area.

CC

Cllr Murray said that he would like to amend how the Follow Up List works and that he will talk to the Clerk about this outside the meeting.

2088 Reports / Updates by the Clerk and Councillors.

Items 1 - 3 on the Actions & Information List were **NOTED**.

2089 A35 Matters.

Items 4 - 32 on the Actions & Information List were **NOTED** except for those detailed below, which were discussed in more detail.

Item 10 – Air Quality Management – suggestions from Mr Tony Peacock. AGREED that these will be considered by Cllr Elliot and Cllr Murray for inclusion in future correspondence with WDDC.

**RM/
LE**

Item 14A – DVSA Vehicle Checks. Cllr Elliot said that communication with DVSA is unsatisfactorily slow. The Clerk said that this is because she does not have an e-mail address for an individual, and that e-mail correspondence seems to be dealt with by various people, which leads to a lack of consistency. The Clerk said that she will attempt to get an e-mail address for an individual.

CC

Item 18 - 25 – Low Emission Zone. AGREED that the Parish Council needs to be more proactive in dealing with Highways England and to ask for monthly updates rather than waiting 3 months between Quarterly meetings. The Parish Council does not consider desk-top studies to be acceptable. It was suggested that Oliver Letwin MP be asked to chair a meeting between Highways England representatives and Parish councillors.

CC

Items 31 and 32 – Bilberry Close Traffic Counter. AGREED to press DCC to reinstate counter.

Cllr Glenn apologised for not producing a draft A35 Communications Strategy but will do this prior to the February Parish Council meeting.

2090 Motions Received with Notice.

None.

2074 Planning Matters.

a) **Applications.** None.

b) **Determinations.** None.

c) **Appeals.** None.

d) **Any Other Planning Matters.**

i. **AONB / Lighting & Dark Skies, Dorset National Park, Conservation Areas.**

Actions and Information List Item 33 – AONB Dorset AONB Annual Forum.

AGREED to ask Cllr Geraghty to attend to represent Chideock Parish Council.

ii. **Enforcement and Retrospective Planning Applications.**

Nothing to report.

iii. **Mill Lane Bridleway 18.**

Actions and Information List Item 34 – Mill Lane Bridleway 20 Proposed

Definitive Map Modification Order. AGREED that the Clerk forwards the request

for an update to Mike Harries, WDDC Director for Environment and the Economy.

CC

iv. **Bullen's Lane / Bridleway 20 at Junction with A35.**

Nothing to report.

v. **All Weather Footpath.**

Nothing to report.

vi. **Seatown.**

Nothing to report.

vii. **Seatown Regeneration Project.**

Actions and Information List Item 35 – Proposed Information and Interpretation Signage. Cllrs endorse Cllr Geraghty's comments which had been circulated to all councillors prior to the meeting. The Clerk said that no mention is made of the dog restrictions. Clerk to forward all comments to Mr Simon Williams, SRP consultant.

CC

viii. **Other**

Items 36 and 37 on the Actions & Information List were **NOTED**.

Item 36A – Letter re WD/D17/001515 - Yew Tree House. **AGREED** that the draft response to the complaint be sent.

2091 Finances.

a) Payments.

Item 37A on the Actions & Information List was **NOTED**.

- | | | |
|------|--|---------|
| i. | Clerk's Salary for January | £235.76 |
| ii. | Chideock Village Hall Hire – January | £54.00 |
| iii. | Bridport Town Council – Clapps Mead mowing | £600.00 |

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

b) Damage to the Bus Shelter on the Northern Side of the Road at Chideock Bridge.

Items 40 – 41A on the Actions & Information List were **NOTED**.

c) Accounts and Budget Monitoring to 31 December 2017.

The Accounts and Budget Monitoring Report was **NOTED**.

d) Budget / Precept 2018 – 2019.

The amendments to the Budget for the actual DAPTC subscription amount and for "replacement" of the reserved £250 insurance excess amount following the bus shelter claim were **AGREED**.

Formal **RESOLUTION** of the Budget and Precept amount was proposed by Cllr Murray, seconded by Cllr Hunt, carried unanimously.

Budget details are appended to these minutes.

e) Foss Orchard Car Park.

Items 42 - 45 on the Actions & Information List were **NOTED**.

f) Parish Council Website.

The Clerk's proposal to build a Parish Council website using the free community organisation services provided by HugoFox.com; to go live as of 1 March 2018; and to purchase the domain name chideockpc.org.uk at a cost of £11.99 for 2 years and then £11.99 for each subsequent year (current price) was accepted by **RESOLUTION**. Proposed by Cllr Murray, seconded by Cllr Glenn, carried unanimously.

CC

2092 Clapps Mead Playing Field.

Actions & Information List Item 46 – Erection of Fencing in Play Area. **AGREED** to accept the quotation and ask for the work to be carried out as soon as Bridport Lenghtsman manpower issues are resolved.

CC

2093 Dorset Highways and Flood Management.

Items 47 - 52 on the Actions & Information List were **NOTED**.

2094 Current Consultations.

Highways England's Strategic Road Network Initial Report (RIS2). Cllr Murray's consultation response was by **ENDORSED** by all councillors and will be submitted by the Clerk prior to the due date of 7 February 2018.

AGREED that the response, or a summary, should be published on the Community website.

The Clerk read out the following statement, which was **ENDORSED** by all councillors.

"Chideock Parish Council gratefully acknowledges the significant number of hours and amount of effort what Cllr Murray has put into the research, drafting, revision and completion of the Council's considered response to the RIS2 Initial Report Consultation.

At the same time, the Parish Council acknowledges the time and effort Cllr Elliot has

contributed to furthering the Council's work on A35 Matters, and Cllr Geraghty's labours, under very difficult personal circumstances, to progress the plans for sea front and other major improvements at Seatown.

Broadly, the Parish Council acknowledges the significant amount of entirely voluntary time and effort that all Councillors contribute, month in and month out, to the delivery of services in the Parish on reporting and monitoring of Highway issues, Planning, Flood Management, operation and maintenance of Foss Orchard Car Park and Clapps Mead Playing Field and Children's Play Area, and of course, maintaining a Balanced Budget and sound Financial Management."

2094 Correspondence.

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

2095 To determine the date of the Annual Parish Meeting.

The Annual Village Meeting will be held at 7.30 pm on Tuesday 8 May 2018.

It was **AGREED** that the format should be reviewed and possibly changed.

2096 To confirm the date and time of the next meeting of Chideock Parish Council.

The next scheduled meeting is at 10 am on Tuesday 27 February 2018.

The meeting closed at **11.55 am.**

Budget & Precept 2018 – 2019

INCOME	Budget 2017/8	Budget 2018/9	% change	Increase	2017/8 Band D	2018/9 Band D
Precept	£15,626.05	£16,019.91	2.52%	393.87	Tax Base = 341.8	Tax Base = 339.7
Council Tax Support Grant	£65.00	£0.00	-100.00%		£45.72	£47.16
Interest	£4.00	£0.00	-100.00%			
Vat Refund	£79.43	£179.43	125.90%			
Rent for Flow Meter	£125.00	£137.00	9.60%	<i>Estimate from Environment Agency</i>		
TOTAL PREDICTED INCOME	£15,899.48	£16,336.34	2.75%	436.87		
EXPENDITURE						
Clerk's Salary (Gross)	£3,416.48	£3,450.64	1.00%			
Clerk's Travel	£150.00	£150.00	0.00%			
Councillor's Travel / Phone calls etc	£50.00	£50.00	0.00%			
Clerk's Office Allowance	£66.00	£72.00	9.09%			
Postage/Phone	£30.00	£30.00	0.00%			
Stationery (V)	£90.00	£90.00	0.00%			
Stationery - print cartridges etc (V)	£120.00	£120.00	0.00%			
Training - Clerk & Councillors	£0.00	£0.00	N/A	Reserve = £235.00		
Internal Audit	£60.00	£60.00	0.00%			
Insurance	£490.00	£480.00	-2.04%			
Room Hire	£442.00	£513.00	16.06%			
Subscriptions	£265.00	£260.00	-1.89%			
ROSPA - Annual Playing Field Inspection (V)	£100.00	£100.00	0.00%			
Playing Field Maintenance (V)	£50.00	£50.00	0.00%	Reserve = £48.09		
Hire of Mower for Clapps Mead Play Area	£280.00	£300.00	7.14%			
Playing Field Mowing (V)	£500.00	£720.00	44.00%			
Playing Field Depreciation	£500.00	£500.00	0.00%	Fund = £2237.34 ¹		
Foss Orchard Car Park Resurfacing / Maintenance	£600.00	£1,100.00	83.33%	Fund = £7811.10 ¹		
Foss Orchard Car Park River Bank Maintenance	£1,000.00	£1,000.00	0.00%	Fund = £7029.46 ¹		
Community Fund Grant	£350.00	£350.00	0.00%	Fund = £1795.89 ¹		
Village Clock Servicing Grant 2020 - 2023	£210.00	£210.00	0.00%			
Cemetery Grass Cutting Grant / Maintenance	£650.00	£650.00	0.00%			
General Grants	£200.00	£200.00	0.00%			
All Weather Footpath	£0.00	£0.00	0.00%	Reserve = £200		
Adverts (V)	£0.00	£0.00	0.00%	Reserve = £80		
Bus Shelter Maintenance	£80.00	£80.00	0.00%	to cover cleaning		
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 contingency - lenthsmen etc	£500.00	£500.00	0.00%			
Village Hall Repair Grant	£700.00	£700.00	0.00%			
Special Village Hall Capital Grant	£5,000.00	£0.00	-100.00%			
Parish Poll	£0.00	£850.70	N/A			
Recharge of Parish Council Election Costs	£0.00	£1,000.00	N/A			
Devolution of Services - Contingency	£0.00	£2,500.00	N/A			
Insurance Excess	£0.00	£250.00				
TOTAL PREDICTED EXPENDITURE	£15,899.48	£16,336.34	2.75%	436.86		
ALL EXPENDITURE MARKED V INCLUDES VAT WHICH CAN BE RECLAIMED AND IS SHOWN AS INCOME						
Treasurer's Reserve at 31/12/2016	£2,637.37	of which £600 is Cash Flow Reserve				
		£1509.30 is Restricted Reserve,				
		leaving £528.07 as General Reserve				
Note 1 - Fund values as at 31/9/2017 before "grants" from 2017/8 precept applied						