

Bradpole Parish Council
Minutes of Virtual Annual Meeting of Bradpole Parish Council
Wednesday 5th of May 2021 at 6pm

Present Cllrs: Baker (Chairman), Chilcott, Wilson, A. Smart, W. Smart and Testroet
also present Sandy Goldsmith Parish Clerk, Joanne Hughes Deputy Clerk and DC Cllr Clayton
One member of the public present, Mr Paul Everall.

The Chairman welcomed everyone to the Annual Parish Council Meeting and informed those present that the meeting was being recorded and outlined the ZOOM meeting procedure.
Cllr Baker also explained that as this was the annual meeting there was the requirement to elect Councillors to the role of Chairman and Vice Chairman for the next year.

1. Apologies for Absence: Cllr Mather, Dorset Council Councillors Bolwell and Williams.

Cllr Baker stood down as Chairman and handed over to the Parish Clerk to request nominations.

- 2. Nomination and Election of Chairman: Cllr W Smart proposed Cllr Baker for the role as Chairman for Bradpole Parish Council, seconded by Cllr Chilcott. No other nominations for the role of Chairman, the Clerk asked Cllr Baker if he was willing to stand to which he said he was. The Clerk then asked Cllrs present to vote on the nomination, all in favour. Cllr Baker duly appointed as Chairman for Bradpole Parish Council. Resolved**
- 3. Nomination and Election of Vice Chairman: Cllr A Smart proposed Cllr Chilcott for the role of Vice Chairman seconded by Cllr Testroet. Cllr W Smart proposed Cllr Testroet for the role, seconded by Cllr Chilcott. Both Councillors agreed they were willing to stand for nomination. The Clerk asked Cllrs to vote for their chosen nominee, both Councillors received 2 votes. Cllr Testroet then declared that she would withdraw as Cllr Chilcott has far more experience. The Chairman then cast his vote in favour of Cllr Chilcott. Cllr Chilcott duly appointed as Vice Chairman for Bradpole Parish Council. Resolved**
- 4. Declarations of Acceptance of Office and Registration of Interest – Councillors to sign as soon as practicable after the meeting.**
- 5. Parish Councillor Co-option. After discussion and consideration of the previous circulated application from Mr Paul Everall, Cllr Baker proposed that Paul Everall be co-opted as a Councillor to serve on Bradpole Parish Council, seconded by Cllr Chilcott unanimously agreed by all Councillors present. Cllr Baker welcomed Cllr Everall to the Parish Council. Resolved Acceptance of Office and DOI to be signed as soon as practicable after the meeting.**
- 6. Appointment of Representatives on outside bodies**
 - a) Bridport Area Neighbourhood Plan – JCC Representatives:**
Cllr Baker appointed; Cllr Chilcott appointed as reserve representative.
 - b) Dorset Association of Parish and Town Councils – Western Area: Cllr W Smart appointed.**
 - c) Bridport Local Area Partnership: Cllr A Smart and Cllr Everall appointed**
 - d) Bradpole Village Hall: Cllr W Smart and Cllr A Smart appointed**
 - e) Right of Ways Liaisons Officers: Cllr Testroet and Cllr Mather appointed.**
- 7. Declarations of Interest: None at this time, Councillors to declare an interest at the time should the need arise.**

8. Minutes of Meeting held on 3rd April 2021 – Minutes taken as read, Cllr Chilcott proposed that the minutes should be signed as a true record of the meeting, seconded by Cllr A Smart. Unanimously agreed. Resolved
9. Report from Dorset Council Councillor – Cllr Clayton informed Councillors that Dorset Council had recently held their Annual Meeting and basically there were no changes from last year. He then went on to discuss the way DC will conduct Virtual Meetings after the 7th of May. He asked how BPC were going to carry out meetings whilst social distancing is still required. Cllr Baker outlined to him the agreed way forward and explained BPC scheme of delegation.
10. Democratic Ten Minutes: No members of the public present.
11. Matters Arising from Minutes 3rd April 2021
- a) Plastic Free Bradpole – Cllr Wilson reported that at this time he had no new information.
 - b) Fingerpost – Deputy Clerk reported that the renovations were progressing well, report circulated to Councillors prior to meeting.
 - c) Defibrillator – Report from Deputy Clerk circulated to Councillors prior to the meeting. After discussions Councillors agreed that the Clerks should progress with the purchase and installation of the defibrillator.
 - d) DCC Community Governance Review – To agree working party: After discussions the following Councillors to form the CGR Working Party for BPC. Cllrs, Baker, Everall, Chilcott, A. Smart and Wilson.
 - e) Health and Safety Policy – After discussing circulated draft policy, Cllr Baker proposed that BPC should agree and adopt the circulated policy, seconded by Cllr Chilcott, unanimously agreed. Resolved.

Cllr Clayton left the meeting.

12. Planning Consultation: P/HOU/2021/00639 – 1 Pymore Island, Pymore - Replacement of windows and doors. The Clerk reported that there were no representations from the public in regard to this application. After discussions Councillors agreed that they had no objections and supported the application. Deputy Clerk to submit response to planning.
13. Correspondence
- a) Letter from Chris Loder MP – Call for Evidence – Agreed response letter to be sent by the Clerk, she and the Chairman encouraged Councillors to complete the on line survey. The Clerk will also complete the on line survey taking into account comments made by Councillors.
 - b) Wessex Water – Flood Warden Newsletter – Circulated – Needs support from the Community
 - c) NALC Bulletins – Circulated to Councillors as necessary
 - d) DAPTC – Relevant information circulated to Councillors
 - e) DCC – Traffic Management Notices Circulated and displayed
 - f) Letter from Chris Loder MP – Broadband Update – Circulated – Councillors to send any comments to the Clerk.
 - g) To consider any correspondence after Agenda is published
 - i. Letter from member of the public in regard to the security of dogs within Gore Cross Green. Discussed by Councillors, Clerk to send letter of response.
14. Democratic Ten Minutes: No members of the public present.

15. Finances

a) **Payments for Approval: Cheques: 1741 Mr J Morey £90 Pageants Play Area Weekly Checks x 15 1742 Mr B Burton £500.00 Grass Cutting : 1743 Mrs J Hughes £358.01. Wages £322.71 (net) Pension Contribution £11.52, Ink and Paper £23.78 : 1744 Mrs S Goldsmith £607.32 Wages £476.44 Overtime £282.48 (net): 1745 HMRC £313.20 - Tax - J. Hughes £61.40 S. Goldsmith £151.80 1746 Wicksteed £119.40 New Swing Seats : 1747 Came & Co £962.22 Yearly Insurance**

b) **Bank Balances: Current Account £9,129.75 : Current Account : £50,957.96**

c) **Internal Auditors Report – Audit Year end 31st March 2021 – After discussing the written report from the Internal Auditor, Councillors agreed that the Clerk should look into a software package in regard to Parish Council Accounting System.
On line banking – After discussion Cllr Chilcott proposed that the Clerk progresses on line banking for the Parish Council Bank Accounts, seconded by Cllr Baker, unanimously agreed. Resolved.**

d) **Annual Governance Statement 2020-21 – After discussing and taken into account comment made by External Auditors in November 2020 in regard to Assertion 4. Cllr A Smart proposed that The Annual Governance Statement for year end 2020/21 be approved, seconded by Cllr Chilcott, unanimously agreed. Resolved**

e) **Annual Accounting Statement 2020-21 – After discussion Cllr Testroet proposed that The Annual Accounting Statement for year end 2020/21 be approved, seconded by Cllr Everall, unanimously agreed.**

**16. Parish Maintenance: Pageants Play Ground: New swing seats installed, new signs to be purchased. The Gore – Forest Tree Care to commence agreed work on the 8th of June.
Cllr Baker asked Councillors to consider the possibility of purchasing out door fitness equipment for Gore Cross Green. Councillors agreed that the Clerks should make enquiries and report back. Cllrs Chilcott and A. Smart willing to be involved in looking into the matter.**

17. Clerks Information: None

18. Councillors Information Items

Cllr Testroet: Information in regard to a foot path within Pymore that has been closed. Clerk to make enquiries with rights of way officers.

Cllr Everall: Information in regard to the Bridport Access and Movement Study and survey.

Cllr W. Smart: Information in regard to possible land within Bradpole that could be used for allotments.

19. Date of Next Meeting: To be agreed at a later date due to the current Covid Regulations and Requirements.

Meeting Closed at 7. 30pm

Signed:

Dated:

