

Bradpole Parish Council

Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 5th August 2021 at 7.30pm

Present: **Councillors:** Colin Baker (*Chairman*)
Neil Chilcott (*Vice Chairman*)
Paul Everall
John Mather
Wendy Smart
Kelvin Clayton (*Dorset Council*)

Officer: Jo Hughes (*Deputy Clerk*)

Public: 2 members of the public

Cllr Baker welcomed everyone to the first face-to-face meeting held since March 2020 and explained that due to the ongoing Covid situation, the Parish Council were dealing with new ways of working and as a result the agenda for the evening was briefer than normal to deal only with those matters that required a decision to ensure the length of the meeting could be kept to a minimum. Cllr Baker thanked both the Clerk and Deputy Clerk for their efforts in ensuring the hall was prepared in a Covid safe manner for the meeting and the Deputy Clerk was also thanked by Cllr Baker for deputising the meeting in the absence of the Clerk.

1. Apologies for Absence:

Councillors: Alan Smart
Mecki Testroet
Peter Wilson
Dave Bolwell (*Dorset Council*)
Sarah Williams (*Dorset Council*)

2. Declarations of Interest and Grants of Dispensation

None at this time. Councillors to declare an interest at the time should the need arise.

3. Minutes of Meeting held on 5th May 2021

Minutes taken as read. Cllr Baker asked if the minutes should be signed as a true record of the meeting.

Proposed: Cllr Everall Seconded: Cllr Chilcott Resolved

Unanimously agreed and the minutes were duly signed.

4. Matters Arising from the Minutes of 5th May 2021

No matters outstanding.

5. Scheme of Delegation

No decisions have been taken under the Scheme of Delegation since the last meeting.

6. Report from Dorset Council Councillors

Cllr Clayton provided the following update from Dorset Council:

- The Dorset Council Climate & Ecological Emergency Strategy and Action Plan has been passed.

- Dorset Council are currently undertaking a Bus Service Review in response to the Government's new Bus Strategy 'Bus Back Better' and a public consultation is currently available on the Dorset Council website.
- Dorset Council are working on a Customer Transformation Plan that will make the council's online service more accessible, more consistent and personalised and provide residents with a single access point for dealing with the council and tracking progress of service interactions.
- Dorset residents will be receiving a letter through the post from 6th August from the Electoral Commission as part of the annual canvas to identify any residents who are not registered to vote or those whose details are not correct. Dorset Council are encouraging residents who need to make changes to complete their details online.
- Dorset Council has held a meeting regarding the council's car parking charges alignment strategy and will be considering final amendments before ratification.

7. Democratic 10 Minutes:

Two members of the public were present.

- A member of the public attended the meeting to see how Bradpole Parish Council operates with a view to possibly joining the parish council.
- A member of the public attended the meeting to introduce himself to the Parish Council and provide some background information regarding a potential future planning application. A copy of the outline plans will be forwarded to the Clerk for circulation to Councillors. Cllr Baker advised the member of the public that the Parish Council website was a good place to start in terms of researching planning policy.

8. New Code of Conduct and Register of Interests for Councillors

The Clerk had previously circulated the new Code of Conduct to all and it was unanimously agreed by all to adopt the new code.

Proposed: Cllr Chilcott

Seconded: Cllr Overall

Resolved

9. New Tenancy Agreement for Bradpole Parish Council Allotment Gardens

The Deputy Clerk had previously circulated to all the new Allotment Gardens Tenancy Agreement for Bradpole Parish Council and it was unanimously agreed by all to adopt the new tenancy agreement.

Proposed: Cllr W Smart

Seconded: Cllr Chilcott

Resolved

10. To Consider Dorset Council Transfer of Assets within Bradpole Civil Parish

The Clerk had previously circulated to all a list of the Dorset Council assets within the parish. It was agreed that Bradpole Parish Council do not wish to opt in to undertaking any transfer of assets within Bradpole Civil Parish from Dorset Council and therefore no further action is required.

11. Planning

P/HOU/2021/01775 - 32 Coneygar Close, Bradpole - replace porch with single storey side extension - Planning approved 15th July 2021

P/HOU/2021/00837 - 23 Coneygar Close, Bradpole - erect replacement conservatory - Planning approved 29th July 2021

No further planning applications had been received since the agenda was published. The Deputy Clerk confirmed that there are three closed planning applications that are currently awaiting a decision from Dorset Council.

12. Correspondence

- a) DAPTC Information - relevant information circulated to Councillors and referred to on weekly newsletter.

- b) NALC Information - relevant information circulated to Councillors and referred to on weekly newsletter.
- c) Dorset Council Information - relevant information circulated to Councillors and referred to on weekly newsletter. Cllr Baker confirmed that the Dorset Council Community Governance Review (CGR) had launched and a three-month public consultation was now underway until 28th October. The Bradpole Parish Council CGR working party would be meeting with other parishes and would report back to full council in due course.

No further correspondence had been received since the agenda was published.

13. Finances

- a) Payments for agreement and approval:
 - 1766 Mr B Burton - July Grass Cutting £500
 - 1767 Mrs J Hughes - July Wages £314.91 and Pension Contribution £11.52
 - 1768 Mrs S Goldsmith - July Wages £413.16 and Administration Expenses £13.10
 - 1769 HMRC - J Hughes PAYE £69.20 and S Goldsmith PAYE £103.20

Total payments for agreement and approval £1,425.09

Proposed: Cllr Chilcott Seconded: Cllr W Smart Resolved

- b) Bank Balances:

Current Account £15,685.18

Deposit Account £51,009.03

- c) Transfer of Bank Accounts from TSB to Unity Trust Bank

Cllr Baker confirmed that a process of due diligence had been carried out to ensure the integrity of Unity Trust Bank. The new current account would cost £6 per month to operate and no interest would be payable on the deposit account (currently approximately £12 per month with TSB) but these costs would be offset by the savings made in the Clerk's time with the new bank account being online and the customer service experience with Unity Trust being a much easier process.

Proposed: Cllr Everall Seconded: Cllr W Smart Resolved

- d) Bank Signatories

To operate the new online bank account with Unity Trust, two Councillor signatories would be required in addition to the Clerk, Sandy Goldsmith. Agreed that in addition to Sandy Goldsmith, Cllrs Baker and Everall to be set up as signatories with the potential for additional Councillors to be added in the future.

Proposed: Cllr Chilcott Seconded: Cllr Mather Resolved

- e) Working Party for Budget/Precept 2022/23

Members for the budget and precept working group for 2022/23 were agreed as Cllrs Baker, Chilcott, Everall, Mather and W Smart.

14. Clerk's Information

The Deputy Clerk confirmed that the Village Hall Trustees had agreed to a new parish office tenancy agreement. The office rent would stay at the current rate until June 2022 and would then increase by the cost-of-living index or 3%, whichever was the higher rate. The new tenancy agreement will be circulated to Councillors once received.

15. Councillors Information

Cllr Everall raised three points:

- Cllr Everall advised that he attended the Dorset Council's 'Bus Back Better' workshop on 26th July but had not received the promised presentation slides and bus usage information.
- Cllr Everall attended the Bridport Area Neighbourhood Plan (BANP) Steering Group meeting which he confirmed was poorly attended and would require additional resources both financial and human to enable the BANP projects to be undertaken and that the Joint Council's Committee (JCC) would need to address this matter.
- Cllr Everall advised that as a member of the BLAP Health & Wellbeing working group he would be attending the next meeting.

16. Date of Next Meeting

Thursday 9th September at 7.30pm at Bradpole Village Hall (subject to Covid regulations and requirements). An informal parish walkabout for Councillors will be organised for Wednesday 18th August - Clerk to confirm time.

Meeting Closed at 8.15pm

Signed: Cllr C J Baker (Chairman)

Dated: 9th September 2021

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