

**Minutes of the Meeting of Bradpole Parish Council held at
Bradpole Village Hall on Thursday 6th October 2022 at 7.30pm**

1. Apologies for Absence:

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8. Democratic 10 Minutes

None.

9. Community Governance Review (CGR) - Appointment of Bradpole Parish Council Working Party

Although the reorganisation order for the CGR is still awaited from Dorset Council, it was agreed that a working party should be formed consisting of five Councillors and a Clerk. The terms of reference for the CGR Working Party were agreed: “to report on the legal re-organisation order, when received, to consider transition arrangements, seeking the best outcomes for our residents, to report back to full Council on these matters.” Cllr Baker, Cllr Everall, Cllr Morgan, Cllr A Smart and Cllr Veglio agreed to form the CGR working party.

10. Covid Dispensation Policy - to be reviewed and agreed

Agreed by all to continue the Grant of Dispensation for a further 6 months and review in April 2023.

Proposed: Cllr Baker

Seconded: Cllr A Smart

Resolved

11. Reports from Outside Organisations

- a) **BLAP** - Cllr Everall attended the Bridport Investment Plan meeting on 4th October where the draft investment plan was discussed. A revised version will go out for consultation at the end of the month.
- b) **Western DAPTC** - Cllr W Smart attended the Western Area DAPTC meeting on 8th September, the minutes of which have not yet been received.
- c) **Village Hall** - Cllr A Smart and Cllr W Smart confirmed that they will be attending the Village Hall AGM on Monday 10th October.
- d) **Bradpole Buzz** - the Clerk advised that the Buzz Group have been advised not to undertake any further planting in The Gore as there is already lots of planting and ease of grass cutting and maintenance must be considered.
- e) **BANP** - nothing to report. Cllr Everall confirmed that the next meeting is scheduled for December.

12. Chairman's Information

Nothing to report.

13. Planning Applications:

- a) **BPC corporate response to application, closing date prior to PC meeting: P/HOU/2022/05113 - 28 Suttill Crescent, Pymore - erect rear extension** - No objection - the proposed development is outside of the local development boundary being part of a redeveloped settlement on a Brownfield site within the Dorset AONB. Local Plan policy SUS2 allows settlements with no defined development boundary to have some growth to meet their local needs. “The site is within Flood Risk 1 with a low probability of flooding” (Local Plan ENV5). The proposal appears to be a more substantial replacement of an existing construction to provide for required specific internal alterations. As such there is no significant adverse effect for the adjoining property in accord with Local Plan ENV16. The use of materials, compatible with those existing, will ensure harmonisation of the site in line with BANP policy D1.
- b) **To consider any applications received after published agenda** - none.
- c) **Dorset Council Local Plan - update report from Cllr Everall** - Cllr Everall attended the planning meeting on 6th September and will chase up the presentation slides from the meeting. Cllr Everall reported from the meeting that 97% of enforcements do not go to court and the timing of the Local Plan has been put back with the consultation taking place in Autumn 2024, examination in 2025 and the plan coming into force in 2026. These timings were confirmed at the Dorset Council cabinet meeting in the week.

14. Correspondence:

- a) **DAPTC Information** - all information circulated.
- b) **NALC Information** - all information circulated.

- c) **NALC - Civility and Respect Invitation to Pledge** - no further action required.
- d) **Dorset Council Information** - all information circulated.
- e) **Letter from local resident in regard to overgrown shrubs and weeds in The Gore** - the Clerk advised that the Lengthsman and tree contractor will take a look at The Gore to see about reducing some of the height with any work taking place towards the end of October. The Clerk will notify the resident.
- f) **BLAP funding contribution request for 2023-24** - a funding request of £202.38 (£194.77 in 2022/23) to assist with the continued running costs of BLAP has been requested. Agreed for Cllr Everall and Cllr A Smart to discuss and report back to the November meeting.
- g) **To consider any correspondence received after published agenda** - the Clerk advised that an email had been received from the Clerk of Bridport Town Council requesting an informal meeting with the Chairman and Clerk of each parish council affected by the outcome of the Community Governance Review to explore the process of transition. The Clerk recommended that without receipt of the legal reorganisation order from Dorset Council, no meetings should take place with Bridport Town Council. All agreed, Clerk to inform Bridport Town Council.

15. Finance:

a) Payments for agreement and approval:

- 1871 - Bridport Town Council - Lengthsman Scheme £2400 (including VAT)
- 1872 - PKF Littlejohn - External Audit £240 (including VAT)
- 1873 - B Burton - Grass Cutting £550
- 1874 - Mrs M Meech - Internal Audit £50
- 1875 - Mrs J Hughes - Wages and Pension Contribution £331.43
- 1876 - Mrs S Goldsmith - Wages £420.72
- 1877 - HMRC - Tax and NI £184.20
- 1878 - Village Hall - Hall Rental £33

Proposed: Cllr N Chilcott

Seconded: Cllr A Smart

Resolved

b) Bank Balances:

Current Account: £57,943.50

Deposit Account: £25,211.74

The Clerk also confirmed that the second precept payment of £20,639.00 had been received.

c) External Audit Return Year End 31st March 2022

The Clerk confirmed that the external audit was complete with no matters arising. Cllr Baker thanked the Clerk on behalf of the Parish Council for achieving a clean report.

16. Democratic 10 Minutes

Two members of the public attended the meeting to introduce themselves as the new owners of 1 Middle Street, Bradpole (previously the Post Office and Village Shop). They confirmed that they would be running their business from the address (communications accessories) which may require a planning application for change of use to B8 (storage).

17. Parish Maintenance:

The Clerk confirmed that work to cut down the overgrown shrubs and trees at Pageants Field backing onto Hemlets Close would take place towards the end of October. The Lengthsman would be undertaking the work which will require specialist equipment. Deputy Clerk to write a letter informing affected residents.

18. Clerks Information

The Clerks advised of the following:

- Councillors who use their own personal email address for parish council business may wish to consider having a separate email address to ensure their personal business is kept separate from parish council business should a Freedom of Information (FOI) request ever been made to the Parish Council.
- the Deputy Clerk confirmed she will be attending the DAPTC Clerks Conference on 19th October and will report back any relevant information to the Council.
- the Clerk thanked those Councillors who assisted with being available during the signing of the book of condolence following the death of Her Majesty The Queen. The book of condolence is now likely to go to either the Dorset History Centre or Bridport History Centre for archiving.
- it was agreed that Cllr A Smart, Cllr W Smart and Cllr T Veglio would ensure the Parish Council Surgery is covered on 13th October whilst the Clerk is on annual leave.

19. Councillors Information

- Cllr P Overall advised that he was unable to attend the Joint Councils Committee meeting regarding the Streetscape and Heritage Study but will circulate the meeting minutes when received.
- Cllr W Smart advised that she had received a phone call from a resident regarding excessive parking at Forsters Lane. As the parking is on private land, there is nothing the Parish Council can do. Deputy Clerk to write to resident advising of this.
- Cllr A Smart commented that the code for access to the Village Hall has been changed and he wasn't sure if the Village Hall Committee had advised the Parish Council of the new code. The Clerk confirmed that she wasn't aware the code had changed but would check.
- Cllr Veglio commented that the war memorial is being overgrown by brambles. The Clerk confirmed that the Lengthsman has this on his to do list. The Clerk also asked Cllr Veglio if he could take a look along the cycle path and copse near to the entrance of Lee Lane as a resident had advised the Clerk that trees had been cut down. Cllr Veglio to report back.

20. Date of Next Meeting

The next Parish Council meeting will take place on Thursday 3rd November 2022.

Meeting closed at 8.47pm

Signed: C Baker

Dated: 3rd November 2022