

Bradpole Parish Council

Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 2nd March at 7.30pm

Present: **Councillors:** Colin Baker (*Chairman*) **Officers:** Sandy Goldsmith (*Clerk*)
 Neil Chilcott (*Vice Chairman*)
 Paul Overall
 John Mather
 Sharon Morgan
 Tony Veglio
 Alan Smart
 Wendy Smart **Public:** 1
 Kelvin Clayton (*Dorset Council*)

1. Apologies for Absence:

Councillors: Peter Wilson (*Bradpole Parish Council*), Dave Bowell (*Dorset Council*),
Sarah Williams (*Dorset Council*), Jo Hughes (*Deputy Clerk*)

2. Declarations of Interest and Grants of Dispensation

Declarations of Interest - none at this time. Councillors to declare an interest at the time should the need arise.

3. Minutes of Meeting held on 2nd February 2023

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

Proposed: Cllr Chilcott **Seconded:** Cllr Mather **Resolved**

Unanimously agreed and the minutes were duly signed.

4. Matters Arising from 2nd February 2023 Minutes

- a) **Blocked drain gullies, Middle Street and Higher Street** - The Clerk informed the meeting that she had reported the issue online and had recently been informed by Dorset Council that the drains in both areas had been cleared. Cllr A Smart informed meeting that he had been contacted by a local resident regarding block drains in Lee Lane. He had told the resident to report the matter to Dorset Council online. The Clerk stated that she had also reported the Lee Lane issue online, as had the Chairman.
- b) **Suitable land for future allotments** - No further information at this time regarding any available land. The Clerk has been handed several pro forma letters from residents within the Parish, each of these residents will need to be contacted as they will need to complete an application form. The Clerk also advised Councillors that she felt that acquiring any new land for allotments would need to be delayed until after 31st of March 2024 in view of the forthcoming boundary changes and abolishment of Bradpole Parish Council.

5. Scheme of Delegation

None.

6. Report from Dorset Council Councillors

Cllr Clayton gave an update regarding the informal Community Governance Review (GCR) meeting held earlier in the day at Mountfield, involving Bridport Town Council Councillors and Officers and Councillors and Officers from Bothehampton and Walditch Parish Council, Symonsbury Parish Council and Bradpole Parish Council. He confirmed that he had chased up Dorset Council in regard to the legal documentation and had received a reply back earlier in the afternoon which confirmed that the order and associated plans had been drafted. A final review meeting has been arranged for next Tuesday. The final order will then be submitted for signing and sealing hopefully by the end of that week. Copies of the order will then be circulated.

7. Democratic 10 Minutes

The member of the public asked if the land near to the flats in Gore Cross Way could be considered for possible allotments as she believed that in the past there had been allotments on the land. The Clerk informed the member of the public that this land was owned by Dorset Council and she should make enquiries with them.

8. Reports from Outside Organisations

- a) **BLAP** - Cllr Everall attended the last meeting where a representative from Bridport Heritage Forum gave a short talk which included a request for information in regards to any artefacts from the Parishes. Cllr Everall also spoke about the Health and Wellbeing Working Party meeting he had attended. The meeting was not well attended. The state of dentistry was discussed, also the setting up of a befriending service for people living in social isolation.
- b) **Western DAPTC** - Cllr W Smart had been unable to attend owing to her injury, apologies sent. The minutes will be circulated when received.
- c) **Village Hall** - nothing to report.
- d) **Bradpole Buzz** - Cllr Veglio reported that he had attended a recent meeting and that the group were enquiring about the replacement of two trees that had died. He will advise them to contact the Clerk.
- e) **BANP** - Cllr Everall advised that he had nothing to report as the JCC meeting which was due to take place today, 2nd March had been cancelled.

9. Community Governance Review

- a) **Working Party Meeting held on 13th of February** - The Chairman had circulated a report from the working party prior to tonight's meeting. The next working party meeting to be held on March 22nd by which time it is hoped the legal paperwork will have been received. The group will be addressing issues raised at the informal meeting held at BTC this morning.

Cllr Clayton and member of the public left the meeting.

- b) **Meeting with Bridport Town Council and other Councils, 2nd of March** - The Clerk confirmed that the information given by Cllr Clayton was correct. Will Austin, Bridport Town Clerk, gave a slide presentation in regard to the Town Council Plan for the transition which now needed input from the Parish Councils. The outcome of the meeting will be discussed with the working party at their next meeting and recommendations sent out to Councillors. When received, a copy of the slide presentation will be circulated to all Councillors.

10. Chairman's Information

Nothing new at this time.

11. Clerk's Staff Appraisal

The Chairman informed Councillors that as agreed in November 2022 the Clerk's appraisal date would now be the 1st of April each year. To comply with the Parish Council Standing Orders this had to be agreed by Councillors at a Full Council Meeting. Cllr Chilcott proposed that the Clerk's appraisal date should be changed to the 1st of April each year which was seconded Cllr Veglio.

Proposed: Cllr Chilcott

Seconded: Cllr Veglio

Resolved

12. Planning Applications:

a) To consider any planning applications

- i) **P/HOU/2023/00455 - 8 King Charles Way, Bridport DT6 4AH** - conversion of loft includes rear dormer windows and rooflights to front of property - corporate response submitted.
- ii) **P/VOC/2023/00411 - Broad Road Farm, Beaminster Road, Bridport DT6 3TS** - variation of Condition 2 of planning permission P/FUL/2022/02251 - corporate response submitted.

- b) **Received after published agenda:**
- iii) **P/HOU/2023/01050 - 26 Norman Close, Bradpole** - erect balcony and install French doors. Cllr Baker declared an interest at this time. Comments to Deputy Clerk by Friday 17th of March.

13. Correspondence

- a) **DAPTC Information** - all information circulated.
- b) **NALC Information** - all information circulated.
- c) **Letter from resident asking for support from the Parish Council in regard to future maintenance of Lee Lane by Dorset Council** - The Clerk had received a request from a local resident asking if the Parish Council would support their application for the drains in Lee Lane to be cleared, jetted and the road surface repaired. After discussion Councillors agreed that an online submission would be made.
- d) **To consider any correspondence received after published agenda** - None.

14. Finance:

a) **Payments for agreement and approval:**

1909 - Dorset Council - Rights of Way SLA 2022/23 - £2,725.37 (VAT £454.23)

1910 - Information Commissioner - GDPR Data Protection Fee - £40.00

1911 - VOID

1912 - Mrs J Hughes - Wages and Pension Contributions - £383.13

1913 - HMRC - £180.20

1914 - Mrs S Goldsmith - Wages £483.82 - Wages and Admin Expenses - Printing £9.60, Postage £5.44

Proposed: Cllr Chilcott

Seconded: Cllr Morgan

Resolved

b) **Bank Balances:** Current Account: £19,413.43 Deposit Account: £25,286.89

c) **Amendment of BPC Reserves Policy**

Draft policy circulated to Councillors prior to the meeting. After discussion, Cllr Chilcott proposed that BPC adopt the amended Reserve Policy. Seconded by Cllr A Smart. Unanimously Agreed. Resolved.

Proposed: Cllr Chilcott

Seconded: Cllr A Smart

Resolved

15. BPC Community Events 2023:

- a) **Kings Coronation - 6th May 2023** - The Clerk reported that she and the Deputy Clerk were working on the purchasing of a new bench and liaising with the schools in regard to the trees.
- b) **Bradpole Village Fete - 3rd June 2023** - The Clerk reported she had attended a meeting on the 27th of February. Arrangements seem to be progressing well. She had informed the Fete Committee that the Parish Council was willing to sponsor the Children's Activities by donating £350 towards the cost of the fete. She had also confirmed that the Parish Council required a pitch for the day. She pointed out that as many Councillors as possible will need to help out on the day.

16. Democratic 10 Minutes

No members of the public present.

17. Parish Maintenance:

- a) **Railway Crossing Gates** - Report from working party group circulated. The preferred/recommended quote agreed by Councillors. A final site meeting will be held with a representative to confirm details prior to accepting the quote.
- b) **Gravel Footpath Adjacent to Gore Cross Recreation Ground** - The Clerk reported that enquiries were under way in regard to resurfacing the path.
- c) **"Ease of Access" - Pageants Play Area** - In view of concerns raised by the Play Ground Inspectors, Councillors agreed that a working party should be set up to look at this issue and then report back to full council. Working Party members appointed, Cllrs Chilcott, Smart, Morgan and Veglio.
- d) **BPC ROW Improvements** - The Clerk reported that the Dorset Council Rights of Way Team had

already commenced improvement work on the path leading from The Gore to Higher Street. The work on the path from Willow Way to the Co-op should commence within the next week.

- e) **Bus Shelter** - The Clerk reported that she is now looking into replacing the current temporary wood panel with a more suitable wooden one, which would be painted and a notice board mounted on it.

18. Clerks Information

Annual Parish meeting to be held at 7.15pm on Thursday 6th April followed by the April Parish Council meeting.

19. Councillors Information

Cllr W Smart raised concerns over the condition of the ground into the entrance of Gore Cross Recreation Ground.

20. Date of Next Meeting

The next Parish Council meeting will take place on Thursday 6th April 2023.

Meeting closed at 8.55pm

Signed: C Baker

Dated: 6th April 2023