

# Bradpole Parish Council

## Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 6<sup>th</sup> April 2023 at 7.30pm

**Present:**      **Councillors:** Colin Baker (*Chairman*)      **Officers:** Sandy Goldsmith (*Clerk*)  
Neil Chilcott (*Vice Chairman*)      Jo Hughes (*Deputy Clerk*)  
Paul Overall  
Sharon Morgan  
Tony Veglio  
Alan Smart  
Wendy Smart  
Peter Wilson      **Public:**      None

### 1. Apologies for Absence:

Councillors: John Mather (*Bradpole Parish Council*), Kelvin Clayton (*Dorset Council*)

### 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 2<sup>nd</sup> March 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 Overall**

**Resolved**

Unanimously agreed and the minutes were duly signed.

### 4. Matters Arising from 2<sup>nd</sup> March 2023 Minutes

- a) **Blocked drain gullies, Lee Lane** - The Clerk confirmed that Dorset Council have jetted and cleared the blocked drains in Lee Lane and all are now working.
- b) **Ease of Access - Pageants Play Area** - Cllr Chilcott confirmed that two working group meetings had taken place to discuss the Ease of Access project for Pageants Play Area and a meeting with a local contractor had also taken place and a quote was awaited. An update report will be presented at the next Parish Council meeting in May.
- c) **Rights of Way Path Improvements** - The Clerk advised that footpath improvement work has been carried out by the Dorset Council Rights of Way team from Happy Island Way to Willow Way and from the Gore Wildlife Corridor to Higher Street, Bradpole. The work was possible thanks to a Defra grant. The Clerk advised that complaints have been received regarding a van that parks at the end of the Gore Wildlife Corridor right of way making it difficult for people to access and exit the footpath. It was agreed for the issue to be followed up with the Rights of Way team.
- d) **Maintenance Work to Gravel Path, Gore Cross Green** - The Clerk confirmed that she is waiting to hear back from Bridport Town Council who are looking at the maintenance of the path at Gore Cross Green.

### 5. Scheme of Delegation

None.

### 6. Report from Dorset Council Councillors

No Dorset Council Councillors present.

### 7. Democratic 10 Minutes

No members of the public present.

## 8. Reports from Outside Organisations

- a) **BLAP** - Cllr Everall attended the BLAP Parish Liaison meeting on 5<sup>th</sup> April where a presentation was given by Ian Rees of Dorset AONB on river water quality. Continuing road works on the A35 and issues getting to properties were also discussed.
- b) **Western DAPTC** - Nothing to report. Clerk to provide Cllr W Smart with the date of the next DAPTC Western Area meeting.
- c) **Village Hall** - nothing to report.
- d) **Bradpole Buzz** - the Clerk confirmed that she will be speaking to the Buzz Group about the request for replacement trees and a request for bulbs. The future continuation of the Bradpole Buzz Group had also been raised by members of the group in light of the pending CGR implementation. Deputy Clerk to email the group to advise them that there will be continued support of the group following the CGR.
- e) **BANP** - Cllr Everall advised there was nothing to report and the next meeting is in June.
- f) **Bradpole Fete Committee** - Cllr Chilcott had attended the last fete meeting and confirmed that it was all progressing well and the donation of £350 from Bradpole Parish Council was greatly appreciated. Volunteers for the fete are required and any interested individuals should contact the fete committee.

## 9. Community Governance Review

a) **Working Party Meeting held on 22<sup>nd</sup> March** - The working party met on the 22<sup>nd</sup> March to review the Bridport Town Council informal CGR meeting of affected councils that had been held on 2<sup>nd</sup> March. The legal paperwork had still not been received and although the Bridport Town Council transition document covered most points, it lacked detail and there was concern that the process was being driven by the town council officers with lack of Councillor involvement from the affected parishes and the town. As a result, the Bradpole Parish Council CGR working party put forward the following proposals:

- Bradpole Parish Council should seek an initial informal meeting with councillors from the other authorities (including the town) to put in place responsibility for the oversight of the transition phase;

**Proposed: Cllr Everall**

**Seconded: Cllr Morgan**

**Resolved**

- Three councillors should be appointed to represent Bradpole Parish Council at any such meeting.

**Proposed: Cllr Everall**

**Seconded: Cllr Morgan**

**Resolved**

It was agreed by all that Cllrs Baker, Everall and Morgan be the three councillors appointed to represent Bradpole Parish Council with two out of the three councillors attending any such meeting. The Clerk and Chairman to write to the other affected councils to arrange an initial meeting.

The Clerk also advised that the next CGR working party meeting would take place on either 25<sup>th</sup> or 26<sup>th</sup> April - date to be confirmed.

b) **Clerks meeting with Officers from BTC on 13<sup>th</sup> March** - The Clerk confirmed that the initial meeting with town council officers was positive and concentrated on confirming the assets and areas of responsibility of Bradpole Parish Council as well as manpower requirements.

## 10. Chairman's Information

- Cllr Baker and Cllr Chilcott had completed and filed the Clerks appraisal;
- TUPE has been discussed with the Clerks from a Bradpole Parish Council perspective in relation to the CGR.
- The CGR information on the website has been restructured and updated to provide readers with information on how we have got to where we are now.
- There will be no Chairman's weekly report this week as Cllr Baker is away.

## 11. Planning Applications:

a) **To consider any planning applications**

- i) **P/HOU/2022/07657 - 2 Newfoundland, Bradpole DT6 3JB** - erect single storey detached office/studio - Conditional response to be submitted - Councillors commented that the proposed development was very large and may therefore be considered disproportionate, external lighting arrangements should be given consideration and if agreed the development should be for the sole use as an ancillary to the residential property and not for any other purpose.
- ii) **P/HOU/2023/01291 - 33 Fox Close, Bradpole, DT6 3JF** - proposed porch extension. Corporate response submitted - no objections.

**b) To consider any planning matters received after published agenda:**

- i) **P/HOU/2023/00455 - 8 King Charles Way, Bradpole** - conversion of loft includes rear dormer windows and rooflights to front property - application approved 4<sup>th</sup> April 2023.
- ii) **P/HOU/2023/01050 - 26 Norman Close, Bradpole** - erect balcony and install French doors - application refused 4<sup>th</sup> April 2023.

**12. Correspondence**

- a) **DAPTC Information** - all information circulated.
- b) **NALC Information** - all information circulated.
- c) **Email correspondence for member of the public in regard to dangerous parking outside of St Catherine's Primary School, Pymore Road** - The Clerk advised that an email had been received from a resident regarding dangerous parking outside St Catherine's Primary School during school drop off and pick up times. Agreed for the Deputy Clerk to write to the school Headteacher and School Governors to remind parents and carers to park safely, legally and considerately to ensure the safety of pedestrians and other road users
- d) **To consider any correspondence received after published agenda** - The Clerk advised that an email had been received from a resident regarding the Parish Councils funds in light of the pending CGR. The Clerk advised the resident that as the CGR legal documents have not yet been received, the Parish Council were not in a position to comment on future expenditure but reassured the resident that the Parish Council will still be carrying out necessary work and improvements within the parish until 31st March 2024.

**14. Finance:**

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

- 1915 - Bridport Town Council - Lengthsman Scheme October 22 - March 23 - £2,400.00
- 1916 - Bridport Town Council - BLAP 2023/24 Contribution - £202.38
- 1917 - K Hussey - Playground Inspection - £22.20
- 1918 - VOID
- 1919 - Bradpole Village Hall - Hall Rents February/March - £48.00
- 1920 - Bradpole Village Fete - Donation for Childrens Activities - £350.00
- 1921 - DAPTC - Subscriptions and Mail Box Hosting - £905.89
- 1922 - Groves - Purchase of Three Trees for King's Coronation - £204.97
- 1923 - Mrs J Hughes - Clerks Allowance - £150.00
- 1924 - Mrs S Goldsmith - Clerks Allowance - £150.00
- 1925 - Mrs J Hughes - Wages and Pension Contribution - £359.73
- 1926 - Mrs S Goldsmith - Wages and Overtime (April 22 - March 23 - 30 hours) - £825.80
- 1927 - HMRC - £293.00

**Proposed: Cllr Chilcott**

**Seconded: Cllr A Smart**

**Resolved**

**b) Bank Balances:** Current Account: £19,390.93 Deposit Account: £25,304.28

**c) Budget Group to Review Reserves as of 31<sup>st</sup> March 2023**

Clerk and Deputy Clerk to review the Parish Council reserves and take to the Finance Working Group to take to Full Council.

**d) BDO Audit Year End 31<sup>st</sup> March 2023**

The Clerk confirmed that BDO, the newly appointed external auditor has circulated the 2022/23 AGAR paperwork for completion and signing at the June Parish Council meeting.

**15. BPC Community Events 2023:**

- a) **Kings Coronation - 6<sup>th</sup> May 2023** - The Deputy Clerk confirmed that three fruit trees have been purchased for the local schools to mark the King's Coronation and it is hoped that the Buzz Group will

be involved with the planting of the trees. The Clerk advised that the purchase of a coronation bench is also being progressed.

**16. Democratic 10 Minutes**

No members of the public present.

**17. Parish Maintenance:**

**a) Pageants Field Repair Work to Gate Post** - The Clerk advised that the fallen gate post has had a temporary repair until the requirements of the Ease of Access project are known. Cllr Chilcott advised that it would assist the Ease of Access project if the gate could be rehung the other way. Clerk to ask the lengthsman if this is possible. The Clerk also advised that the play area and fitness equipment had been given a clean bill of health following the latest inspection.

**18. Clerks Information**

- The Deputy Clerk confirmed that the final CIL report for 2022/23 would be submitted to Dorset Council.
- The Clerk advised that the May meeting is the Annual Parish Council meeting which includes the election of the Chair and Vice Chair. Councillors to let the Clerk know of nominations prior to the May meeting.
- Cllr W Smart and Cllr Veglio agreed to assist with the Parish Surgery on 13<sup>th</sup> April.

**19. Councillors Information**

Cllr Morgan agreed to assist Cllr W Smart with the village checks due to limited mobility.

**20. Date of Next Meeting**

The next Parish Council meeting will take place on Thursday 4<sup>th</sup> May 2023.

**Meeting closed at 8.35pm**

**Signed: C Baker**

**Dated: 4<sup>th</sup> May 2023**