

# Bradpole Parish Council

## Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 3<sup>rd</sup> August 2023 at 7.30pm

**Present:**      **Councillors:** Colin Baker (*Chairman*)      **Officers:** Sandy Goldsmith (*Clerk*)  
Neil Chilcott (*Vice Chairman*)      Jo Hughes (*Deputy Clerk*)  
Paul Everall (*Vice Chairman*)  
John Mather  
Sharon Morgan  
Tony Veglio  
Alan Smart  
Wendy Smart  
Dave Bolwell (*Dorset Council*)

**Public:** 2

### 1. Apologies for Absence:

Councillors: Peter Wilson

### 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 6<sup>th</sup> July 2023

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 Morgan      Resolved**

Unanimously agreed and the minutes were duly signed.

### 4. Matters Arising from 6<sup>th</sup> July 2023 Minutes

- a) **“Ease of Access” - Pageants Play Area & Gore Cross Recreation Ground update** - the Clerk confirmed that the “keep clear, disabled access” signs have been temporarily fitted at each site and will shortly be fitted permanently.
- b) **Railway Crossing Gates update** - the Deputy Clerk confirmed that the old railway crossing gate had been removed from site with a temporary barrier installed in its place and the new gate was now under construction in the workshop. It was confirmed that the Lengthsman would be undertaking the onsite painting of the picket fences and Cllr Veglio and Cllr A Smart are currently working on information for an interpretation board.
- c) **Bradpole Parish Fete Public Meeting 10<sup>th</sup> July** - the Clerk and Cllr Baker attended the meeting during which a brief overview of the finances was given:  
£4,500 was raised with £2,000 remaining after expenses. £1,300 was presented to the Bridport Young Performers and £75 was presented to Bothenhampton Village Hall for the loan of tables and chairs for the day. It was confirmed that the next fete would take place in two years’ time.
- d) **Cemetery Wall Ownership** - the Clerk confirmed that the wall belongs to the Church and they are responsible for the repairs. Bridport Parochial Church Council have agreed to the repair works but the costs totalling approximately £14,000 now need to go before the Salisbury Diocese. As the wall borders a public right of way and poses a health & safety issue, it was agreed for the Clerk to report the issue to Dorset Council.
- e) **Village Hall Committee** - the minutes of the trustee meeting were circulated to all. The Clerk advised that the trustees have agreed not to have a Village Hall Committee and that any issues need to be reported directly to the trustees or caretaker. The AGM will be taking place on 9<sup>th</sup> October at 7.30pm. The trustees are also requesting that the Parish Council contribute to the cost of the Village Hall broadband
- f) **Future Parish Projects** - Cllr Chilcott suggested wheelchair accessible equipment be added to the fitness trail at Gore Cross Recreation Ground and confirmed he will provide further information for the next Parish Council meeting. Disabled access benches for Pageants Field were also suggested and the

Clerk advised that Allington Parish Council have confirmed they would be happy to fund a life buoy for their side of the River Brit at Pymore. Any additional ideas Councillors have for future parish projects to be brought to the September Parish Council meeting.

- g) **Overhanging Footpaths** - the Clerk confirmed that several footpaths need cutting back and the Lengthsman is working through a list. The overgrown hedge at Court Close is being dealt with by Dorset Council.

## **5. Scheme of Delegation**

None.

## **6. Reports from Dorset Council Councillors**

- Cllr Bolwell advised that a carparking charges petition put to Dorset Council had been rejected but confirmed that Dorset Council are now looking for evidence to see if they have got the new carparking charges wrong.
- Cllr Bolwell also advised that Dorset Council are looking at widening the pavement from Morrisons northwards.
- Cllr Baker requested an update on the Bridport Gateway Scheme to which Cllr Bolwell advised this was sitting with Dorset Council and there was currently no update.
- Cllr Bolwell advised that the pavement weeds in Bridport are a Dorset Council responsibility and these should be sprayed within the next week.
- The Clerk asked Cllr Bolwell if he could look into the upkeep of the land behind Badgers Row as this issue has been reported to Dorset Council but no response received.

## **7. Democratic 10 Minutes**

None.

## **8. Reports from Outside Organisations**

- a) **BLAP** - Cllr Everall advised that the next BLAP Parish Liaison meeting will take place on 15<sup>th</sup> September which Chris Loder MP will be attending. Cllr Everall also confirmed that he attended the BLAP Health & Wellbeing working group meeting which reported a serious lack of NHS dentistry in the area. The findings have been sent to key NHS groups and the MP Chris Loder. The next Health & Wellbeing meeting will be looking at befriending. The next BLAP meeting is scheduled for 7<sup>th</sup> September.
- b) **Western DAPTC** - Cllr W Smart advised that there was nothing to report.
- c) **Village Hall** - Cllr A Smart confirmed there was nothing to report.
- d) **Bradpole Buzz** - the Clerk confirmed that a revised tree plan for Pageants Field is being considered.
- e) **BANP** - Cllr Everall advised that the BANP JCC met on 3<sup>rd</sup> August with Ian Bark elected as Chair and Paul Everall elected as Vice Chair for the next 12 months. Monitoring reports were reviewed and amended and will be published on the website and a light review of the BANP will be carried out by the Steering Group. It was also advised that the new JCC from April 2024 should contain one member from each new Ward plus Symondsbury with four members required to be quorate. Cllr Everall also advised that the budget was discussed and it is likely that Bradpole Parish Council will receive a letter requesting a contribution.

## **9. DC proposals to divert footpath 8 and extinguish footpath 24 - Spray Copse Farm - update from Councillors who attended site meeting with DC Officer**

Following a meeting between Councillors and a Dorset Council Transport Planner, it was confirmed that footpath 24 will be extinguished along the fence line of Spray Copse Farm with Dorset Council landscaping the area as a one off which will then become the responsibility of the landowner.

## 10. Community Governance Review

### a) Working Party Group - to receive report and agree recommendations

The notes of the CGR Working Group meeting held on 19<sup>th</sup> July had previously been circulated to members of the working group. The working group had a number of recommendations that were put to Full Council for agreement:

1. TUPE applies to Council re-organisation and BPC will continue to comply.
2. Appoint BPC's two Vice Chairman Cllr Chilcott and Cllr Everall to be responsible for dealing with the exchange of TUPE information between BPC and BTC.
3. Appoint the Chairman Cllr Baker and Vice Chairman Cllr Everall to be responsible for producing formal written notification to employees in accordance with TUPE.
4. Continue to maintain written record of TUPE actions.
5. Members of the working party may continue to represent BPC at any Transition Plan Meeting.

**Proposed: Cllr W Smart**

**Seconded: Cllr Mather**

**Resolved**

Clerk to confirm the recommendations with Bridport Town Council.

Clerk to also circulate potential dates to members for the next CGR Working Group meeting.

### b) Clerks Meeting with BTC Officers on 31<sup>st</sup> July - Report from Clerks

Both the Clerk and Deputy Clerk had attended the Clerk's meeting at the Town Council offices alongside two other Clerks and three Bridport Town Council Officers. The Clerk advised that much of the information had already been provided to BTC and she expressed concern that there appeared to be a lack of communication between BTC Officers. Budgets were discussed at the meeting and the Clerk had confirmed with BTC that Bradpole Parish Council will be composing a draft budget which will be submitted to BTC by November. The Clerk had also confirmed to BTC that the Clerks priorities at this time are to the parishes and not BTC. At the meeting, BTC had advised that they will be drafting a flyer for the recruitment of new councillors with events taking place at various locations including Gore Cross Recreation Area on Saturday 30<sup>th</sup> September at 2.30pm. Bradpole Councillors are welcome to attend.

## 11. Chairman's Information

- Cllr Baker advised that the Parish Council website had recently crashed and in the Deputy Clerk's absence, he had contacted the webmaster to report the issue which was resolved the same day despite the webmaster being on annual leave.

## 12. Planning Applications:

**a) P/HOU/2023/04059 - 4 Bishops Farm Cottages, Higher Street, Bradpole DT6 3HZ - remove existing single storey side extension. Erect new single storey side extension. Increase width of bay window. Relocate front door to side of property. Remove cladding and replace with painted render. (revised application)** - the revised application was for a slightly smaller side extension with more room for parking within the curtilage of the property. After discussion, Councillors had no objections to the application as before but agreed that concerns regarding parking should be highlighted.

**b) P/FUL/2023/02787 - 1 Middle Street, Bradpole - reinstatement of external flue for wood burning stove** - Councillors agreed with the Conservation Officers report and therefore supported this application.

**c) Tree Work - P/TRC/2023/04244 Proposal: Various tree works as per submitted schedule at St James Park Nursing Home** - for information only.

**d) To consider any applications received after published agenda:**

**P/FUL/2023/03943 – Unit 2 St Andrews Trading Estate (Bridport Parish) - change of use to hair dressing, beautician and gymnasium and erect entrance canopy** - after discussion, Councillors had no objections to the application but raised concerns over the proposal having just 10 parking spaces.

## 13. Correspondence

**a) DAPTC Information** - all information circulated to Councillors/referred to in weekly newsletters.

**b) NALC Information** - all information circulated to Councillors/referred to in weekly newsletters.

**c) Dorset Council Information** - all information circulated to Councillors/referred to in weekly newsletters.

**d) National effort to promote Neighbourhood Development Plans - request for help** - Councillors considered the request for help but did not feel it was appropriate to respond.

- e) **Dorset Council Housing Strategy Consultation** - the Dorset Council Housing Strategy consultation has launched which the Clerk advised is being advertised on the Parish Council Facebook page and noticeboards. If Councillors wish to respond, they can do so individually. Additional guidance has also been circulated to Councillors,
- f) **Advice (CAB) AGM Invitation** - information circulated to all Councillors.
- g) **DC Planning - response to consultation period enquiry** - the Deputy Clerk advised that a response had been received from Dorset Council Planning who have advised that the difference in consultation times between statutory consultees and members of the public is due to statutory consultees receiving notification of planning applications as soon as they are validated whilst the public consultation period cannot start until site notices are published with both statutory consultees and members of the public having a 21 day consultation period.
- h) **To consider any correspondence received after published agenda:**
  - A letter of thanks was received from Bridport CAB for the Parish Council's £400 donation.
  - A letter was received from a resident who wished to be considered for co-option to the Parish Council. The Clerk requested that any comments in relation to the application be sent to her via email and the co-option will be considered at the September meeting.

#### 14. Finance:

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

1952 - B Burton - Grass Cutting - £550.00

1953 - Bradpole Village Hall Rent £15.00

1954 - Mrs J Hughes - Wages £420.53, Pension Contribution £13.00, Paper £4.75, CGR Car Parking £2.72

1955 - Mrs S Goldsmith - Wages £468.78, Inks £44.56, Ease of Access Signs £41.97,  
Printing/Laminating £9.95

1956 - HMRC - £129.80

1957 - BT Final Invoice Broadband Line Parish Office £16.33

**Proposed: Cllr Chilcott**

**Seconded: Cllr A Smart**

**Resolved**

##### b) Bank Balances:

Current Account: £29,575.92

Deposit Account: £25,361.51

#### 15. Democratic 10 Minutes

A member of the public had attended the meeting to see how the Council operates with a view to being co-opted to the Council. The resident is new to Dorset and has the time to put something back into society.

#### 16. Parish Maintenance

a) **Damage to Parish Council Notice Boards, Jessopp Avenue** - the Clerk confirmed that the repairs to the notice board are on the builders to do list.

#### 17. Clerks Information

- The Clerk reminded all Councillors that it is their responsibility to ensure that their Register of Interests is kept up to date.

#### 18. Councillors Information

- Cllr Mather advised that new signage along the cycle path had been damaged with spray paint. The Clerk confirmed that this has been reported to Dorset Council.

- Cllr Overall advised that the Bridport Town Centre Working Group Learning Hub has been widely supported and funding is now being applied for from Dorset Council.

#### 19. Date of Next Meeting

The next Parish Council meeting will take place on Thursday 7<sup>th</sup> September.

**Meeting closed at 9.02pm**

**Signed: C Baker**

**Dated: 7<sup>th</sup> September 2023**