

# Bradpole Parish Council

## Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 7<sup>th</sup> September 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*)  
Sharon Morgan  
Tony Veglio  
Alan Smart  
Wendy Smart  
Peter Wilson  
Kelvin Clayton (*Dorset Council*)

**Public:** 1

### 1. Apologies for Absence:

Councillors: John Mather, Dave Bolwell (*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. Co-option of Councillor

After consideration of the previously circulated application from Patrick Mooney, Cllr Chilcott proposed that Patrick Mooney be co-opted as a Councillor to serve on Bradpole Parish Council, seconded by Cllr Everall and unanimously agreed by all Councillors present. Cllr Baker welcomed Cllr Mooney to the Parish Council. Acceptance of Office signed. DOI to be completed as soon as practicable after the meeting.

**Proposed: Cllr Chilcott      Seconded: Cllr Everall      Resolved**

### 4. Minutes of Meeting held on 3<sup>rd</sup> August 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 A Smart      Resolved**

Unanimously agreed and the minutes were duly signed.

### 5. Matters Arising from 3<sup>rd</sup> August 2023 Minutes

a) **Railway Crossing Gates update** - the Deputy Clerk confirmed that the gate ironmongery had been shot blasted and powder coated and was back in the workshop waiting to be fitted to the new gate with installation of the gate expected in the new couple of weeks.

#### b) Future Parish Projects updates and to agree as necessary

1. Extending fitness equipment for disabled persons - £3,000 funding agreed, to include signage to be added to the existing fitness equipment sign. Deputy Clerk to progress.

**Proposed: Cllr Chilcott      Seconded: Cllr A Smart      Resolved**

2. Two disability access picnic tables - £1,500 funding agreed in principle from CIL funds.

**Proposed: Cllr Baker      Seconded: Cllr A Chilcott      Resolved**

3. Replace Parish Notice Board - the Clerk advised that the builder who had repaired the notice board wall at King Charles Estate had advised against re-fixing the noticeboard to the repaired wall due to a lack of support. It was therefore proposed to install a free-standing noticeboard in a style similar to those already in the Parish. £1,000 was proposed and agreed by all with funding coming from the maintenance budget.

**Proposed: Cllr Baker      Seconded: Cllr S Morgan      Resolved**

4. Life Belts at the River Brit, Pymore - the Clerk advised that she is waiting to hear back from the Pymore Management Company and Allington Parish Council regarding life belts for the River Brit at Pymore but Councillors agreed to a £250 contribution from Bradpole Parish Council.

**Proposed: Cllr Baker      Seconded: Cllr S Morgan      Resolved**

#### 5. Village Hall Kitchen Equipment

Councillors agreed to £1,000 towards new kitchen equipment for the Village Hall. Clerk to liaise with the Village Hall Trustees to determine what equipment is required.

**Proposed: Cllr Chilcott**

**Seconded: Cllr C Baker**

**Resolved**

6. Refurbish Bus Shelter at Lee Lane on the A35 - Councillors agreed to £1,000 to refurbish the bus shelter. The Clerk confirmed that she would work with Bridport Town Council on this project.

**Proposed: Cllr Chilcott**

**Seconded: Cllr C Baker**

**Resolved**

7. Interpretation Board for Railway Crossing Gardens - £1,000 agreed for the new interpretation board to compliment the newly replaced Railway Crossing Gate. Deputy Clerk to speak to Dave Dixon of Bridport Town Council regarding the Town Council's interpretation boards for design ideas.

**Proposed: Cllr Chilcott**

**Seconded: Cllr W Smart**

**Resolved**

8. Coronation Bench - £850 already agreed and the Clerk confirmed that the bench is on order.

Total agreed expenditure for the above projects - £9,600.

Further CIL money is expected but not guaranteed for other possible Parish projects:

1. Defibrillators at Pymore and King Charles Estate - deferred as expensive and requires community involvement.

2. Disabled access at Gore Cross path to Fitness Trail - agreed for Cllr Veglio to investigate costs and report at October Parish Council meeting.

3. Dog litter bins on Village Road and Cycle Path - to be investigated.

4. Bus shelter replacement - too expensive.

c) **DC Owned Land - Nature Reserve, Court Close** - the Clerk confirmed that Cllr Bolwell has not received an update regarding the nature reserve.

d) **DC Proposals to divert footpath 8 and extinguish footpath 24 - Spray Copse Farm** – after discussion, Councillors agreed that the response for both of these applications should be, “I see no reason at this stage to object to the proposed division and extinguishment, but reserve the right to do so later.”

**Proposed: Cllr Baker**

**Seconded: Cllr Veglio**

**Resolved**

#### 6. Scheme of Delegation

None.

#### 7. Reports from Dorset Council Councillors

Cllr Clayton advised that the Dorset Council Housing Consultation is underway and to encourage people to respond. Cllr Clayton also advised that budget setting will be a major focus for Dorset Council in the coming months.

#### 8. Democratic 10 Minutes

None.

#### 9. Reports from Outside Organisations

a) **BLAP** - Cllr Everall attended the BLAP Steering Group meeting and will be attending the Parish Liaison meeting on 15<sup>th</sup> September which Chris Loder MP will be attending.

b) **Western DAPTC** - Cllr W Smart advised that the meeting had been cancelled and will be rearranged for October.

c) **Bradpole Buzz** - Cllr Veglio advised that the post straps on the trees at Gore Cross Green need removing. The Clerk confirmed that she would get the Lengthsman to do this.

An updated map for the Pageants Field Tree Planting proposal was circulated to all Councillors which included the addition of the Coronation bench to be located by the copse. All Councillors agreed with the updated plan which the Clerk will now progress with the Buzz Group.

d) **BANP** - Cllr Everall was invited to and attended the Foundry Lea development meeting where it was confirmed that the developers are producing a newsletter to confirm what is happening.

## 10. Community Governance Review

### a) Report from Clerk in regard to meeting with BTC Surveyor 5<sup>th</sup> September 2023

The Clerk and Surveyor of Bridport Town Council had undertaken a Parish walkabout to discuss the Bradpole Parish Council's assets in preparation for the transition to Bridport Town Council from 1<sup>st</sup> April next year. The Clerk confirmed that it was a positive meeting.

### b) Report from Cllrs in regard to meeting with BTC 7<sup>th</sup> September 2023

An overview of the meeting which was attended by Cllr Everall, Cllr Veglio, Cllr Morgan and the Deputy Clerk was provided which included confirmation that all parish services and contracts will continue with Bridport Town Council from 1<sup>st</sup> April 2024 for the first year. Bridport Town Council also confirmed that they were happy to receive input and draft budgets from the parishes as the town council starts work on their budget for 2024/25.

### c) Report from CGR Working Party Group

It was agreed that a future meeting will be arranged for the Community Governance Review Working Group after further information is received from Bridport Town Council. It was also agreed that a poster provided by Bridport Town Council promoting "Meet your local Councillors" sessions during September and October should be added to the Parish Council's website, Facebook and noticeboards alongside a poster created specifically by Bradpole Parish Council for the session running at Gore Cross Recreation Area on 30<sup>th</sup> September.

Cllr Clayton left the meeting at 8.30pm

## 11. Chairman's Information

Cllr Baker advised the following:

- Climate Action Plan review was completed in September 2022. Following the outcome of the Community Governance Review, the future management of the Climate Action Plan for the Bradpole area will pass over to Bridport Town Council.
- Annual Parish Plan review will be completed by the Deputy Clerk by December 2023.

## 12. Planning Applications:

### Appeals:

a) **P/HOU/3023/01050 - 26 Norman Close, Bridport** - erect balcony and install French doors - appeal commenced 7<sup>th</sup> August 2023.

### b) To consider any applications received after published agenda:

- **P/FUL/2023/02787 - 1 Middle Street, Bradpole** - reinstatement of external flue for wood burning stove - application approved 1<sup>st</sup> September 2023.

- **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 - application withdrawn 4<sup>th</sup> September 2023.

- **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 - application approved 6<sup>th</sup> September 2023

- **P/HOU/2023/04860 - 109 East Road, Bridport, DT6 4AL** - remove existing infill lean-to extension and single garage and construct a single storey 2 bedroom annexe - as this was a revision of an application received earlier in the year, after discussion it was agreed by all to respond to the application as before.

## 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) To consider any correspondence received after published agenda:

- A letter has been received from the resident of Gore House advising that they are looking to connect their property to the mains sewer but as this involves crossing Parish Council land, permission is sought

from the Parish Council to allow this. The Clerk advised that the letter of permission needs to come from the contractor undertaking the work and as there is Japanese Knotweed in the area, the contractor needs to ensure that this area is unaffected by the works. Councillors agreed in principle that they had no objections to the works being undertaken subject to a formal request from the contractor.

- A letter was received by the Clerk from a resident happy to assist with the Parish archives. Agreed that this would be an agenda item for the October meeting.

- The Clerk advised that the Village Hall trustees will be increasing the hourly rent for using the hall to cover rising costs i.e., heating oil. For regular users, the charge will increase to £8 per hour and for occasional users, the cost will increase to £12 per hour.

#### **14. Finance:**

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

1959 - B Burton - Grass Cutting August - £550.00

1960 - Quantum Enterprise - Website Hosting Annual Fee - £61.00

1961 - Bradpole Village Hall - August Rent £15.00

1962 - Mrs J Hughes £433.53 - Wages £420.53, Pension Contribution £13.00

1963 - Mrs S Goldsmith £473.58 - Wages £468.78, Printing & Laminating £4.80

1964 - HMRC - £129.80

1965 - Mrs S Goldsmith £109.08 - Buzz Group Flower Bulbs £64.00, 2 Pairs of Secateurs £45.08

1966 - RMS Builders - Repair to Brickwork, King Charles Estate Noticeboard £240.00

**Proposed: Cllr Chilcott**

**Seconded: Cllr S Morgan**

**Resolved**

**b) Bank Balances:** Current Account: £21,910.31 Deposit Account: £25,400.46

##### **c) Indicative Budget 2024/25 - to agree working party**

It was agreed that both Clerks and the following Councillors would form the 2024/25 budget working party: Cllr Everall, Cllr Mooney, Cllr Baker, Cllr Morgan and Cllr W Smart. A meeting will be set for October.

#### **15. Democratic 10 Minutes**

None.

#### **16. Parish Maintenance**

Nothing to report.

#### **17. Clerks Information**

- The Clerk advised that the Deputy Clerk would be covering the Parish Council surgeries on the 14<sup>th</sup> and 28<sup>th</sup> September. Cllr W Smart agreed to assist with the 14<sup>th</sup> and Cllr Morgan agreed to assist with the 28<sup>th</sup>. Cllr Mooney advised that he would also attend if available.

#### **18. Councillors Information**

- Cllr W Smart advised that she has been in touch with a representative of the Church regarding the hedge from the Church to Court Close and they advised that they will contact Magna and Dorset Council. The Parish Council will also report to Magna.

- Cllr Veglio confirmed he will arrange a meeting with a contractor to look at disabled access at Gore Cross Recreation Area.

#### **19. Date of Next Meeting**

The next Parish Council meeting will take place on Thursday 5<sup>th</sup> October.

**Meeting closed at 9.06pm**

**Signed: C Baker**

**Dated: 5<sup>th</sup> October 2023**