

Bradpole Parish Council

Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 7th December 2023 at 7.30pm

Present: **Councillors:** Colin Baker (*Chairman*) **Officers:** Sandy Goldsmith (*Clerk*)
Paul Everall (*Vice Chairman*) Jo Hughes (*Deputy Clerk*)
John Mather
Patrick Mooney
Sharon Morgan
Tony Veglio
Alan Smart
Wendy Smart
Peter Wilson **Public:** None

Cllr Baker welcomed everyone to the meeting and thanked volunteer Councillors for assisting residents during the recent flooding issues experienced in the parish. Thanks were also conveyed to the Clerks and Bridport Town Council staff for their involvement.

1. Apologies for Absence:

Councillors: Neil Chilcott (*Vice Chairman*), Kelvin Clayton (*Dorset Council*)
Dave Bolwell (*Dorset Council*), Sarah Williams (*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 2nd November 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 Veglio Resolved

Unanimously agreed and the minutes were duly signed.

4. Matters Arising from 2nd November 2023 Minutes

a) **Railway Crossing Interpretation Board** - the Deputy Clerk had made final amendments to the draft of the railway crossing interpretation board and was now in the process of obtaining quotes for the production of the board.

b) **New Disabled Access at Gore Cross Path Fitness Trail** - the Clerk confirmed that the new disabled access gate was now complete and works would be undertaken in due course to scrape and clear the vegetation on the access path with a new layer of gravel added. It was also confirmed that the access path would be extended to reach the new piece of disabled access fitness equipment and a new disabled access bench which will be installed in the coming weeks.

c) **Dorset Council Owned Land - Nature Reserve, Court Close** - the Clerk confirmed that Cllr Clayton had received a response from the Dorset Council Coast & Greenspace Manager who advised that he would ask the West Dorset Senior Ranger to respond to Bradpole Parish Council regarding the current management plan for this piece of land - no response has been received to date.

d) **Bradpole Archives** - Cllr Morgan confirmed that a successful inaugural meeting had taken place and each member of the working group had been assigned a task to complete with the next meeting taking place towards the end of January or beginning of February. It was confirmed that the archives would be produced into hard copy booklets as well as electronic copies. A budget of £500 was therefore agreed for archive expenses.

Proposed: Cllr Mooney Seconded: Cllr Baker Resolved

e) **Bus Shelter A35 Lee Lane** - the working party had obtained three quotes to replace the bus shelter ranging from £7,000 to £16,000 including a quote from the original supplier of the existing bus shelter. Quotes had also been provided to refurbish the bus shelter. After discussion it was agreed to accept the

quote of £1,760.88 to refurbish the existing bus shelter which would be funded from CIL money. The Clerk confirmed that the hedge behind the bus shelter would be cut back by the Lengthsman to enable the refurbishment works to take place in approximately 8 weeks' time. The Clerk thanked Cllr Baker, Cllr Everall and Cllr Mather for their work on this project.

Proposed: Cllr Baker

Seconded: Cllr Everall

Resolved

- f) **Act of Remembrance Service** - the Clerk thanked the 8 Councillors who attended the remembrance service on 12th November and passed on to all Councillors a thank you on behalf of the Church and local community for all that Bradpole Parish Council has done for the community over the years.

5. Scheme of Delegation

None.

6. Reports from Dorset Council Councillors

None.

7. Democratic 10 Minutes

None.

8. Road Safety Issues Pymore Road in vicinity of St Catherine's School

A report by Councillor Mooney regarding road safety outside St Catherine's School had previously been circulated to all. It was confirmed that Bridport Town Council have advised that they will leave any required measures to Bradpole Parish Council re. residents request regarding road markings and traffic calming measures. After discussion, the Clerk recommended that the Parish Council write to Dorset Council to request the repainting of the road markings and clarification of the zig zag lines and the Clerk would ask the Lengthsman to clear the vegetation around the school signs.

9. Reports from Outside Organisations

- a) **BLAP** - Cllr Everall confirmed that he attended the BLAP Steering Group meeting where governance and 20mph were discussed. The next Parish Liaison meeting will be taking place on 13th December where Neil Wedge of the DAPTC will be guest speaker giving a presentation on standing for election.
- b) **Western DAPTC** - Nothing to report.
- c) **Bradpole Buzz** - Cllr Veglio reported that the Buzz group are undertaking routine maintenance and had also put forward a request for loppers and a strimmer - Clerk to look into due to insurance issues. The Clerk will also speak to Bridport Town Council for advice/assistance regarding the footpath at Railway Crossing Gardens which needs cleaning.
- d) **BANP** - Cllr Everall attended the BLAP JCC meeting where two matters were raised requiring decisions from Bradpole Parish Council:
- 1) **JCC request for parish contribution** - a parish contribution of £770.37 was agreed by the Council.
Proposed: Cllr Everall Seconded: Cllr Baker Resolved
- 2) **Future governance of the JCC** - a document regarding the future governance of the JCC from April 2024 was approved by the Council.
Proposed: Cllr Everall Seconded: Cllr Baker Resolved
- e) **Bradpole Village Hall AGM** - the minutes of the meeting had been received which included a thank you to the Parish Council for their donation to the village hall. It was also noted in the minutes that the Village Hall Committee are keen to know about the future of the hall office, currently used by the Parish Council. The Clerk confirmed that future requirements of the hall office are currently unknown.

10. Community Governance Review

- a) **Response to invitation from BTC to provide governance proposals - to agree**

The CGR governance proposal paper by Cllr Baker had previously been circulated to all. The paper was accepted and it was agreed to submit to BTC in time for the next BTC CGR meeting on 13th November.

b) To receive any relevant CGR information

Cllr Baker provided a brief overview of the BTC CGR meeting that took place on 8th November. It was during this meeting that governance proposal ideas/suggestions were requested from the parishes by BTC. Bradpole Parish Council will be responding to Bridport Town Council with the proposal paper agreed under minute ref. 10 a.

c) Overtime payments to Clerks if excess hours are incurred as a result of CGR - to agreed procedure as stated in Clerks contracts

The Clerk advised that general overtime for the Clerks has to be authorised by Full Council as detailed in the contracts of employment. For the purposes of overtime incurred as a result of the CGR, the Clerk requested that this authorisation be delegated to the Chair and Vice Chairs (two out of three to authorise) and reported back to each meeting - agreed by all.

Proposed: Cllr A Smart

Seconded: Cllr W Smart

Resolved

11. Chairman's Information

Cllr Baker advised the following:

- Following all the recent flooding and the assistance provided by Bradpole Councillors, Cllr Baker commented on the importance of having Councillors representing the areas in which they live.
- Although the AONB have changed their name to Dorset National Landscape, this name change will not affect Bradpole Parish Council's responses to planning applications where the term AONB can still be used.

12. Planning Applications:

The Deputy Clerk confirmed that the planning application for 2 Newfoundland was still under Dorset Council officer consideration and no further planning applications had been received.

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) Road safety issues, Pymore Road complaint from member of the public** - covered under agenda item 8 (minute reference 8).
- e) Request from local residents in regard to the supplying of sandbags by Dorset Council** - the Clerk confirmed that she had responded to local residents with the relevant information. Cllr A Smart requested that thanks be sent to Shaun Coombes and his team for delivering sandbags to residents in Caley Way.
- f) Dorset Council Electric Vehicle Charging Sites with Bradpole Village request for possible sites** - after discussion it was agreed that there are no suitable areas in Bradpole Village but the business park at Gore Cross on Dorset Council owned land might be an option.
- g) To consider any correspondence received after published agenda:**
Three residents have contacted the Parish Council for support following the recent flooding. Clerks to produce a report regarding the areas of concern and send to Dorset Council. Cllr Wilson all highlighted the importance of residents raising road issues with Dorset Council as they arise.

14. Finance:

a) Payments for agreement and approval:

1992 - B Burton - Grass Cutting November - £275.00

1993 - Bradpole Village Hall Rent - £20.00

1994 - Bridport Town Council BANP Contribution - £770.37

1995 - Mrs Meech Internal Audit £75.00 (replacement cheque, original lost in the post)

1996 - VOID

1997 - Mrs S Goldsmith £801.16 - Wages and Back Pay £718.38, Postage £6.00, Topsoil £76.78

1998 - HMRC £380.52

1998 - Mrs J Hughes £1,115.39 - Wages and Back Pay £1051.25, Pension Contribution £37.57, Inks £26.57

NB. Following the nationally agreed April 2023 pay settlement, the Clerks salaries have been agreed and represent the new salary levels and back dated pay.

Proposed: Cllr A Smart

Seconded: Cllr Morgan

Resolved

b) Bank Balances: Current Account: £28,052.25 Deposit Account: £25,469.19

c) Enquiries to be made with TSB in regard to implications of the Community Governance Review
Cllr Baker confirmed that he had met with TSB for initial discussions and Cllr Baker and the Clerk will now put together a plan to take the Council through to 31st March 2024.

15. Democratic 10 Minutes

None.

16. Parish Maintenance

- the Clerk advised that the tree works at The Gore have commenced.

17. Clerks Information

- **Christmas Arrangements** - the Clerk confirmed that information regarding Christmas arrangements will be posted on the website and Facebook page next week and that the emails would be monitored between the Christmas and New Year period. The Deputy Clerk will be on leave from 22nd December until 7th January.

18. Councillors Information

- Cllr W Smart reminded the Council of a request for a litter bin in Court Close. The Clerk confirmed that the request will need to go to Dorset Council.

19. Date of Next Meeting

The next Parish Council meeting will take place on Thursday 11th January 2024.

Meeting closed at 9.25pm

Signed: C Baker

Dated: 11th January 2024