Bradpole Parish Council

Minutes of the Meeting of Bradpole Parish Council held at Bradpole Village Hall on Thursday 14th March 2024 at 7.30pm

Present: **Councillors:** Colin Baker *(Chairman)*
Neil Chilcott *(Vice Chairman)*
Paul Everall *(Vice Chairman)*
Patrick Mooney
Sharon Morgan
Tony Veglio
Alan Smart
Wendy Smart
Peter Wilson
Kelvin Clayton *(Dorset Council)*

Officers: Sandy Goldsmith *(Clerk)*
Jo Hughes *(Deputy Clerk)*

Public: 1

Cllr Baker welcomed everyone to the final meeting of Bradpole Parish Council and reminded everyone that Councillors are now in the pre-election period. Cllr Baker also read out a letter received from an ex Bradpole Parish Councillor thanking all Councillors and Clerks past and present for a job very well done.

1. **Apologies for Absence:**
   Councillors: John Mather

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. a) **Minutes of Meeting held on 1st February 2024**
   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.
   b) **Minutes of Annual Parish Meeting held on 6th April 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 Everall** **Resolved**
   Unanimously agreed and the minutes were duly signed.

4. **Matters Arising from 1st February 2024 Minutes**
   a) **Railway Crossing Interpretation Board** - the Deputy Clerk confirmed that the interpretation board had now been installed. All those involved were thanked for their efforts.
   b) **New Paths - Gore Cross Recreation Ground and Pageants Field** - the Clerk advised that unfortunately, due to the wet weather it has not been possible to lay the paths but she will follow up with the contractor. If the works are not completed by 31st March, the Clerk confirmed that the work will still be honoured under Bridport Town Council. It was also confirmed that the commemorative bench has still not been delivered and this will also be followed up.
   c) **Bradpole Archives** - Cllr Morgan and Cllr A Smart advised that the archives project is two-thirds complete and has involved lots of input by Councillors. There are some areas still outstanding and a meeting will take place in April to finalise outstanding bits before work starts on putting together all the information into a first draft.
   d) **Moveable Assets** - the Clerk advised that a list of the moveable assets had been circulated to all. It was agreed by all that the assets be gifted as proposed:
   - Gazebo - Bradpole Fete Committee
   - Display boards, overhead projector and extension lead, photo copier, shredder, desk and office chair - Bradpole Village Hall
   Proposed: Cllr Chilcott **Seconded: Cllr Veglio** **Resolved**

5. Scheme of Delegation

None although it was noted that the Scheme of Delegation may be needed if something arises between 14th March and 31st March.

6. Reports from Dorset Council Councillors

Cllr Clayton advised that following receipt of another 20mph request outside St Catherine's School, Bridport Town Council will look to apply for 20mph again if the newly elected Councillors agree.

7. Democratic 10 Minutes

None.

8. Reports from Outside Organisations

a) BLAP - Cllr Everall attended three BLAP meetings:
- Health & Wellbeing meeting on 5th February - the dentistry and befriending projects were discussed.
- Parish Liaison meeting on 21st February - the key speaker was the Flood Risk Manager for Dorset Council.
- Steering Group on 7th March - an overview of the Help and Care project was provided whose main function is to deliver a health and wellbeing coaching service.

b) Western DAPTC - Cllr W Smart confirmed that the meeting took place on 15th February but the minutes have not yet been circulated.

c) Bradpole Buzz - Cllr Veglio advised that the Buzz Group have asked again about a water butt for Pageants Field but after discussion it was felt this would pose health & safety issues and a water bowser might be a better option under Bridport Town Council.

d) BANP - Cllr Everall confirmed that the BANP Steering Group met on 26th February where a light touch review of the Bridport Area Neighbourhood Plan was agreed. The BANP JCC meeting took place on 29th February which was inquorate but where the recommendations of the BANP Steering Group were accepted for a light touch review of the Bridport Area Neighbourhood Plan.

9. Community Governance Review

Cllr Baker advised that the formal TUPE letters had been issued to the Clerks.

10. 2024 Ward Election Arrangements

Cllr Baker advised that nominations for the 2024 elections were now open with any nomination forms to be submitted by hand (appointment only) to the Dorset Council elections team by 5th April. Cllr Baker also advised that the election notices have been placed on the parish noticeboards.

11. Chairman's Information

Cllr Baker advised the following:
- The Clerks appraisals have been completed.
- The structure of the website is being updated to reflect the upcoming changes to Bridport Town Council with the website becoming a community-based website with a Bradpole Ward section.
- Cllr Baker advised that he has been in correspondence with the Monarchs Way Association Chair regarding the possibility of installing interpretation boards along the 650 miles route of the Monarchs Way footpath (in Bradpole, this would be sited near the memorial stone of King Charles). Cllr Baker confirmed that the Association would be paying for all materials. This project will now be carried over to Bridport Town Council.
- The Local Plan has been deferred until 2027.
- Council tax bills have now gone out and a post has been placed on Facebook.

12. Planning Applications:

a) To receive any update on current applications

P/FUL/2023/07114 - Unit 2 Seals Cove, St Andrews Trading Estate, Shoe Lane, Bridport DT6 3EX - retention of raised decking and nautical attraction - application withdrawn 4th March 2024.

P/HOU/2023/03710 - 2 Newfoundland, Bridport DT6 3JB - erect studio/office with ancillary

accommodation - still under officer consideration.

b) Applications received after published agenda

P/HOU/2024/00980 - 1 Bishops Farm Cottages, Higher Street, Bridport, Dorset DT6 3HZ - erection of new single storey extension to the east of the house - Councillor comments had previously been circulated which raised concerns over the proposed materials for the roof and walls. After discussion, Councillors took a vote with 2 for, 5 against and 1 abstention. It was agreed that the views of residents will also need to be reflected so the Parish Council's response will not be submitted until the 28th March deadline.

P/NMA/2024/01340 - Former Providence Cottage, Railway Crossing, Bridport DT6 4AR - non-material amendment to Approval P/A/W/06/000040 (demolish existing dwelling, garage and outbuildings. Erect two storey dwelling) to add a small window and rooflight to the east elevation, change the conservatory roof material and form a small radius to ease access - for information purposes only.

It was agreed that any applications received between now and 31st March 2024 (if not controversial) would be considered under the Scheme of Delegation.

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) Correspondence received after published agenda - the Clerk advised that a letter had been received from a resident thanking the Parish Council for all their work over the years.

14. Finance:

a) Payments for agreement and approval:

2020 - Mrs J Hughes £510.94 - Wages March (£495.14), Pension Contribution £15.80
2021 - Mrs S Goldsmith £499.98 - Wages March
2022 - HMRC £156.20

Proposed: Cllr Chilcott Seconded: Cllr Everall Resolved

b) Bank Balances: Current Account: £35,372.76

The Clerk advised that there is around £10,000 still to be paid out of agreed expenditure and around £5,500 of VAT to be reclaimed so it is expected that the balance to be transferred to Bridport Town Council will be around £30,000.

15. Democratic 10 Minutes

None.

16. Parish Maintenance

- The Deputy Clerk confirmed that the new piece of disabled access fitness equipment has been sanded and repainted by Broxap.
- Cllr Mooney advised that the railway crossing gate still requires a bit of painting.

16. Clerks Information

- The Deputy Clerk advised that she is on annual leave from 18th - 22nd March and any outstanding end of year reports would be completed by 31st March.
- The Clerk took the opportunity to pass on her thanks to all Councillors past and present during her 16 years in post as Clerk and also thanked the Deputy Clerk for her work and over the last 3 years.

17. Councillors Information

- Cllr W Smart thanked the Clerks for their hard work over the years and also passed on the thanks of the Bradpole Councillors to Ward Councillor Clayton for attending the majority of the Parish Councils meetings over the years.

- Cllr Wilson advised that the bank at Dodhams Lane is collapsing and Bridport Town Council will need to be aware of this going forward. Cllr Wilson also passed on his thanks to the Chairman and Clerks for their work.
- Cllr Everall advised that the next Foundry Lea Working Group meeting in on 20th March.
- Cllr Baker as Chairman gave his closing remarks for the final meeting of Bradpole Parish Council.

Meeting closed at 8.35pm

Signed: Cllr C. Baker **Dated: 28th March 2024**