



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at BOTHENHAMPTON VILLAGE HALL at 7pm on 9TH MARCH 2020**

Initials	Present	Initials	Present
JB	Cllr Jim Basker (Chair)	CS	Cllr Colin Sparkes
AL	Cllr Ann Langridge	MW	Cllr Martin Warne
GS	Cllr Gill Smith		
Also Invited		TC	Tan Cox (Clerk)
Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell			


Ref	Agenda Item	Action
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received	
	Apologies: Cllr Chris Dobbs, Cllr Dave Bolwell, Sarah Williams	
1	<p>Reports from Dorset Council Councillors:</p> <ul style="list-style-type: none"> ● Regarding Bridport Neighbourhood Plan – review the area of conservation within the BNP where it relates to Bothenhampton. Cllr Bolwell was not present, and it was agreed this item to be rolled over. ● Regarding National Planning Policy Framework – send information to parish council / Cllr JB. Cllr Bolwell was not present, and it was agreed this item to be rolled over. ● Regarding notification of pre-planning applications – arrange for the parish council to be notified of pre-planning applications and changes to existing applications. Cllr Bolwell was not present, and it was agreed this item to be rolled over. ● Other reports from Councillors <p>Cllr Clayton said that Dorset Council had met as a ‘full council’ and that the budget and council plan had been approved</p>	

Minutes agreed: on 13th April 2020

Ref	Agenda Item	Action
	<p>Cllr Clayton referred to the recent referendum and confirmed that the Bridport Area Neighbourhood Plan was passed and will go to Dorset Council Cabinet on 7th April to be formally approved and adopted. Cllr MW asked what the turnout was for the vote on the referendum and Cllr KC said that it was disappointing, however those that did vote were in favour by approximately 87%.</p> <p>Cllr Clayton informed the parish council that both Bradpole Parish and Symondsburry Parish have a Climate Emergency Plan and he asked whether the Parish Council will be producing anything. Cllr JB responded by saying that the Parish Council is very short of councillors and only just able to cope with its current workload, there was agreement that no new projects could be taken on at present.</p>	
2	<p>Democratic Half Hour: See pages 10 and 11.</p>	
3	<p>Minutes of Parish Council Meeting – Monday 10th February 2020: Cllr GS asked for a small revision to Item 8 in the minutes with regards the location of the dog bins and said that the location should be the ‘Valley Road area’ not Valley Road itself.</p> <p>Councillors were asked to comment on the Summary of Actions on page 7. As follows:</p> <ul style="list-style-type: none"> ● Regarding Parish Nature Reserves, the Clerk to write to BTC to confirm the telephone conversation that Cllr JB had with DarylC. The Clerk confirmed that the letter was written on 17th February 2020 a copy is on the Parish Council’s website. <p>Cllr JB said that he had met with DarylC and DavidD today at Jellyfields he confirmed that the management committee is being set up for controlling the 10-year plan and he said the Parish Council will choose its representative at its next meeting and inform David Dixon. DarylC confirmed that they will not be using solicitors to review the transfer documents therefore no solicitors’ fees are payable. Cllr CA volunteered to have a look at the transfer documentation when it is passed to us.</p> <p>Cllr JB said that there has been a considerable amount of work done to the hedge within Jellyfields and it looks good.</p> <ul style="list-style-type: none"> ● Regarding Dog Bins, contact the Lengthsman and ask for his advice on the practicality of the suggested locations, and if he agrees to include the provision and emptying of the dog bins in his schedule of work. The Clerk confirmed that the letter was written on 18th February attaching dog bin location maps. Follow up email sent to DarylC on 8th March 2020, awaiting response. Copy of the letter is on the Parish Council’s website. 	

Ref	Agenda Item	Action
3	<ul style="list-style-type: none"> ● Regarding Homestead Farm, letter to be written to Mrs Irvine and Cllr JB will work on the text and forward to the Clerk. The Clerk confirmed that the letters were written to Mrs C Irvine and Mr K Hughes on 14th February, copies are on the Parish Council's website. ● Regarding Sycamore Avenue, Walditch, a follow up letter relating to the lack of action by landowner on maintaining the trees along the roadside. The Clerk confirmed that the letter was written to Mr G Hollingsworth and Mr G Cox, copy on the Parish Council's website. New Action - Clerk to write to GC at Dorset Council in April if no response received from them. ● Regarding Temporary Road Closure Barriers - notify Dorset Council. Barriers were removed prior to reporting. Action completed. ● Regarding 30 Mile an hour limit – write follow up letter to Dorset Council. The Clerk confirmed that the letter was written to BT (Dorset Council) see Parish Council website. Response received from Mr Mr Farnham <i>I'm now at the point of organising the required works that have to take place before advertising the making of the order. The works include the erection of what are called repeater signs along the roads and the removal of the current illuminated signs [including the removal of the electricity supply] just above the mini roundabout on Walditch Road and those on Lower Walditch Lane just east of the junction with Howard Road. And finally, the erection of new signs at the junction of with the A35.</i> <p><i>I'm hopeful that all the required works will be completed by the end of May 2020.</i> New Action - Clerk to put on T&T sub-committee agenda for 1st May</p>	<p style="text-align: center;">TC</p> <p style="text-align: center;">TC</p>
4	<p>Reports from External Organisations:</p> <ul style="list-style-type: none"> ● WATAG – next meeting 26th March 2020. Cllr MW to attend. ● BLAP – BLAP Parish Liaison Wednesday, 4th March and then Thursday 11th June both @ Mountfield. <p>Cllr AL attended the BLAP on 4th March and referred to a presentation which set out the steady demise of all the buses in West Dorset. She said the No 6 will be withdrawn from 1st May.</p> <p>Bridport Town Council are working on a Green Trail around the town that will link with footpaths in neighbouring parishes. (See page 4 below for more on this).</p>	

Ref	Agenda Item	Action
4	<p>Reports from External Organisations:</p> <ul style="list-style-type: none"> ● BANP/JCC – Thursday 5th March 2020. Cllr GS reported that now the referendum has taken place there will be no changes to the Bridport Area Neighbourhood Plan other than of a cosmetic nature. A final copy will be printed, and this will go on the BTC website. Parish Councils will be sent two copies, one will be in the library and another at Dorset Council. <p>Cllr GS reported that there are to be no pre-referendum costs passed on to neighbouring parish councils.</p> <p>She referred to the Plan and asked councillors to look at the pages to the rear of the plan which contains a number of projects. The BANP have asked parish councils to prioritise the projects that they would like to see moved forward. The BANP have asked that submissions be returned by 13th March. Councillors agreed that this is too tight a deadline for the Parish Council to debate the projects and come up with any meaningful recommendations.</p> <p>Cllr GS referred to the Green Trail and said that the four parishes will need to sort out their own footpaths and these will eventually link up with the footpaths in Bridport. She said fingerposts used in the Green Trail will be colour coded to denote a particular parish area. Financial contributions will be expected but these are unknown at the present time.</p> <p>Cllr GS said that additional members are required for the Steering Group and the Parish Council will be sent person specifications in due course.</p>	
	<p>Planning:</p> <p>Planning Consultations</p> <ul style="list-style-type: none"> ● WD/D/19/003186 HOMESTEAD FARM, DT6 4BJ – the Parish Council has debated this separately and the appropriate submission was approved by all councillors and will be updated to Dorset Council planning portal by the Clerk later that evening. ● WD/D/20/000091 6 PASTURE WAY, BRIDPORT, DT6 4DL – Cllr CS read out details and drew attention to the application including a fence that would surround the property. He said that the properties have a covenant that requires front gardens to be kept open. The recommendation to Dorset Council is neutral to extension, however a comment regarding the fence will be made. ● WD/D/20/000140 25 COOPERS DRIVE, DT6 4JU - Cllr CS read out details and drew attention to the application including a fence that would surround the property. He said that the properties have a covenant that requires front gardens to be kept open. The recommendation to Dorset Council is neutral to extension, however a comment regarding the fence will be made. 	

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	<ul style="list-style-type: none"> ● WD/D/19/003178 THE OLD POST OFFICE, WALDITCH ROAD, WALDITCH, BRIDPORT, DT6 4LB - Cllr CS said there were two applications and the two have become confused. Cllr CS read out the details and the recommendation to Dorset Council is neutral. He said that there are two trees in back garden with a TPO on them. ● WD/D/19/003179 THE OLD POST OFFICE, WALDITCH ROAD, WALDITCH, BRIDPORT, DT6 4LB – as above ● WD/D/20/000312 1 PLUMPTREE GARDENS, BRIDPORT, DT6 4AD - Cllr CS read out the details and the recommendation to Dorset Council is neutral. <p>Planning Decision Notices (for information only) None</p>	
6	<p>Finance and Budget:</p> <ul style="list-style-type: none"> ● the following payments were approved: ● Payments for Approval <ul style="list-style-type: none"> ● Dorset Council 3rd Party Payments (Feb 2020) ● Dorset Council Tree Inspection – John Holt ● Axe Valley / West Dorset Ring and Ride ● Ken Hussey ● Clerks Expenses ● Late invoice - Playquest ● Late invoice - Playdale ● Late invoice – Axminster Printing (Leaflets) <div style="text-align: right; margin-right: 100px;">  Approved </div> <p>The Bank Statement as at 3rd March 2020 was provided to councillors for their perusal – it showed a balance of £15,061.04; a copy was signed by the Chairman.</p> <p>The Clerk’s salary for March 2020 was agreed as were the Clerk’s expenses.</p> <p>Cllr CA explained the figures within the Cash Flow Forecast and confirmed that it shows that the Parish Council is solvent.</p>	

Ref	Agenda Item	Action
7	<p>Parish Council Sub-Groups: all sub-groups have met and the minutes were forwarded to councillors. There were several recommendations to the main committee:</p> <p>Open Spaces and Play Areas Sub-Committee - 21st February 2020.</p> <p>Recommendation: The parish council publish a Quarterly Bulletin in the Bridge (as other parishes do).</p> <p>There was a lot of discussion around this and how to best present the bulletin, whether to use The Bridge or whether to just pin to notice boards. It was agreed that the Clerk would contact The Bridge and ask whether they would welcome news from the parish council for inclusion into the Bridge on an occasional basis. If there is a positive response to this Cllr GS will put something together for the May issue of the The Bridge. It was agreed that the Clerk would be the conduit for sending the bulletin to The Bridge editor and she would also put the bulletin onto the website.</p> <p>Finance and Funding Sub-Committee - 6th March 2020</p> <p>Recommendation: Before making further commitments with Bridport Town Council on the Nature Reserve project, the Parish Council needs more information on ongoing costs. Further to Cllr JB's feedback (see item 3, page 2) the unexpected payment of fees has been resolved. Cllr CA is content with the annual payment of £500 towards the maintenance of the sites and the one-off payment of £500 towards the creation of the 10-year plan.</p> <p>Recommendation: The Parish Council have asked to be part of BTC's management team committee when it is set up for drafting the management plan and the ongoing management of the nature reserves. The Parish Council has not heard anything more on this and enquiries should be made to BTC (DarylC) to find out the status of the transfer. (see item 3, page 2).</p> <p>Recommendation: Withhold payment of the invoice from Playquest (and delay signing the order for the play equipment), until confirmation from DC on the availability of the S106 monies has been received. Cllr JB said that the official order from Playquest is legally binding and he will not sign it until funds have been confirmed.</p> <p>Recommendation: Write to DarylC and ask for a response to our letter sent on 15th February 2020, in particular advice on the cost of a dog bin and the cost of installation (if not included in the price). In the meantime, the Parish Council to investigate whether dog bins are available for purchase elsewhere and their cost. The Clerk confirmed that a follow up email was sent to DarylC. It was agreed to wait until the quote is received back from BTC and then refer it to F&F for consideration.</p>	<p>TC</p> <p>TC</p> <p>Refer F&F</p>

Ref	Agenda Item	Action
7	<p>Recommendation: With regard the grass cutting tender, the lowest of the two tenders should be considered. The Clerk had provided councillors with a summary of the two tenderers and there was some discussion.</p> <p>The Clerk spoke on behalf of Cllr Dobbs who had recommended that the Parish Council retain the services of the existing contractor as he is reliable and has experience of doing the job over many years. Councillors did consider this factor but his quote is more expensive than the alternative and consequently councillors unanimously agreed to award the contract to Derek Smith Gardening Services.</p> <p>Recommendation: Cllr CA referred to the work that had been carried out at the John Gundry Play Area by the Friends of John Gundry and also to an invoice from Playdale dated 9th March in the sum of £6,012 + VAT. Cllr CA said that the F&F would be recommending that the Parish Council agree to support the Friends of John Gundry and pay the invoice. The result would be a play area that is safe and fit for purpose.</p> <p>Cllr CA also said that a number of items in the Play Area had been sponsored by local residents including all four swing seats.</p> <p>Cllr AL asked about the goal posts and Cllr CA said that Bridport Round Table will provide £250 and the Friends of John Gundry will raise the remaining £250 in order to replace the goal posts in the Play Area.</p> <p>It was agreed to pay the invoice to Playdale. Cllr JB signed the official order and passed to the Clerk for onward transmission.</p> <p>Traffic and Transport Sub-Committee arranged for 21st February 2020</p> <p>Cllr MW said that a Volunteer Footpath Officer has been appointed. Some discussions around the first aid course that the volunteer wants to attend, and Cllr MW will see him prior to the sub-committee meeting on 1st May to discuss the question of the course.</p> <p>Parish Council Plan Working Group arranged for 20th March 2020, 3pm at Greystones. Co-opted councillors are JB/AL/GS/MW.</p>	
8	<p>Other Parish Matters:</p> <ul style="list-style-type: none"> ● Grass Cutting Contract – selection of contractor – see 7 above ● Volunteer Footpaths Officer – see 7 above ● Newsletter (reference OSPA minutes) - – see 7 above ● Dog bins - – see 7 above ● Memorials Policy – there was a lot of debate around this policy, especially relating to the pricing in the Policy and whether the prices quoted would actually cover the cost of installing and insuring a bench. The Clerk agreed to research this, and the matter will roll over until 13th April 2020 	TC

Ref	Agenda Item	Action
9	<p>Correspondence:</p> <p>The following correspondence was sent during the period and can be found on the council's website www.bothenhamptonwalditchparishcouncil.com</p> <ul style="list-style-type: none"> ● Letter to Mrs C Irvine, Bothenhampton ● Letter to Mr K Hughes regarding Homestead Farm ● Letter to Dorset Council regarding Walditch Speed Limit ● Letter to BTC regarding Nature Reserves ● Letters (x 2) to BTC regarding additional dog bins ● Letter A Hollingsworth and Mr G Cox regarding Sycamore Avenue, Walditch 	
10	<p>Miscellaneous:</p> <p>Climate Change Agenda –</p> <p>Rolled over from 10th February meeting - Char Valley PC is providing an event on 21st March 2020 at Whitchurch Cononorum Village Hall. Discuss attendance at this event. Cllr JB to attend.</p> <p>Parish Council Plan – working group JB/AL/GS/MW – 20th March 2020 – Ideas on topics and themes for the council plan</p>	
11	<p>AOB:</p> <p>Late invoices</p> <p>The late invoices referred to above (item 6 above) were discussed; the Playquest invoice will be deferred, the Playdale invoice will be paid and the Axminster Printing invoice will be paid.</p> <p>DAPTC Workshop – keeping your community safe and well</p> <p>Cllr GS raised this and said that she would like to attend. Cllr JB has already been booked on. It was agreed that attendance would be shared each year.</p>	
	<p>Items for next Agenda:</p>	
	<p>The meeting ended at 8.55 pm</p>	

Date of the next Parish Council Meeting: 13th April 2020 @ 7pm Walditch Village Hall

Previous council agenda and minutes can be found on www.bothenhamptonwalditchparishcouncil.com

SUMMARY OF AGREED ACTIONS – 9th March 2020

Action	Owner	Page
Regarding Sycamore Avenue, Walditch, Clerk to write to GC at Dorset Council in April if no response is received.	TC	3
Regarding 30 Mile an hour limit in Walditch, Clerk to put on T&T sub-committee agenda for 1 st May	TC	3
Regarding Quarterly Bulletin - contact The Bridge and ask whether they would welcome news from the parish council for inclusion into the Bridge / act as conduit for sending the bulletin to The Bridge editor and upload onto website.	TC	6
Regarding Memorials Policy – further research by the clerk and roll over until April	TC	7

ITEMS REFERRED TO F&F SUB-COMMITTEES

Item	Page
Await quote from DarylC regarding cost of dog bins and refer to sub-committee for consideration.	6

External Organisations - Councillor representatives:

WATAG – Cllr Chris Addis (Deputy - Cllr Martin Warne)

BLAP – Cllr Colin Sparkes (Deputy – Cllr Ann Langridge)

BANP – Cllr Chris Dobbs (Deputy Cllr Gill Smith and/or Cllr Jim Basker)

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR – Monday, 9th March 2020

HOMESTEAD FARM

The Clerk had received a written summary from Mrs Pat Brody relating to the Section 73 Application and Cllr JB read the summary to those present.

The applicant, Mr Hughes responded by saying that there has been a lot of debate about the height of the building and said that the architect did not put the height on his sketches. He said that Dorset Council had agreed one height only and this related to a slab that was laid after the planning application had been approved. There have been discussions between the architect and Dorset Council planning and a Section 73 planning application has subsequently been submitted. Attention has focused on various heights that were not based on the one agreed height (ie, the height determined by the slab). Some of the height calculations were arrived at using perspective drawings rather than the true elevations. The architect has submitted the true elevations that are based only on the single agreed level, that being the level of the slab that was agreed with the council.

Cllr JB asked about the single height that was agreed. KH said the height of the slab that was put in – all heights relate to that slab and that was what was agreed with Dorset planning.

Cllr JB asked who put the slab in – KH said the builders.

Cllr JB asked when was the slab put in. KH said all the work was done post planning once the building started. The first thing was the demolition, then the groundwork, at that point the levels were decided together with the drainage plan. The levels and heights based on the slab were the only levels that were agreed. KH said that there were no heights on the drawings at all and planning officers signed the building off with no heights agreed.

A Resident (Graham) said that he found it strange that drawings could be submitted to Dorset Council as 'sketches' with no height details on them. If this was the case, then the plans were therefore agreed without the heights being known to the planners.

Residents feel that they have been deceived about the extent and size of the property, the vast majority of people reject the documents as flawed, and the lack of height detail is an example. Mr Hughes has been going around from door to door with a petition and one person has said that the approach is unnerving and intimidating.

A Resident (Robin Carter) said he has been involved on the periphery and has helped with financial support during the period when independent professionals needed to be engaged to produce independent reports for Dorset Council consideration. He confirmed that he had worked Mr Brody who was expecting a totally new application, and not a Section 73 application. RC said that the original application was made on the grounds that the building was sustainable and green on the assumption that Dorset Council planners will look favourably on any sustainable and green build and planning permission will more readily be granted. This was its headline banner. RC described the build as is and said that it is neither sustainable or green, and that this is a common view of residents. He concluded by saying that the building is a large structure which dominates the main street, we can argue about levels and heights, but it is still a huge structure and is inappropriate for the village.

Mr KH said he would like to comment on the survey that he has undertaken. He said that he visited residents and asked for signatures where there was no objection to the height of the building. He said he has collected 13 signatories. He said 6 of those that signed live opposite the build on the high pavement.

Cllr CA asked what the question was to residents. KH said it was simply whether or not the resident objected to the height of Homestead Farm.

Cllr GS how did you conduct your survey. KH said he knocked on doors and had lots of conversations with householders, many did not object but were friends of those that did so would not sign the survey on that basis. KH apologised that one person had found him intimidating and said it was not his intention.

Cllr GS asked how many doors did you knock on in total. KH could not be clear about the total number of houses that were included in his survey, and he referred to some where the door was not opened, the occupant being out.

Cllr AL said that although some people had signed the survey, many would have signed in because they are fed up with the building work; their doors and windows are filthy, and they just want it to end. KH said that if roofs have to come off, this could be another 6 months of work.

Cllr CA commented that KH had carried out an unsolicited survey, and not impartial. He said the parish council could not take the results seriously.

A resident (Graham), commented that KH going around with a petition can be seen as intimidating and that KH had deliberately avoided the people that would object.

CORONAVIRUS COVID-19

KH asked about the Parish Council's Policy around Coronavirus and the quarantine measures that may need to be put in place and how this might affect the villages older population. Cllr AL said that this had been discussed at the BLAP and the advice was to refer to official government advice. The Parish Council are assuming that information will be passed to us if we need to do anything.

We have put notices up on the noticeboards.

Cllr JB expressed the need for additional councillors to join the Parish Council.