



Bothenhampton & Walditch
Parish Council since 1886

MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at BOTHENHAMPTON VILLAGE HALL at 7pm on 8th April 2019

Initials	Present	Initials	Present
RD	Mr Bob Dennis (Chair)	AL	Mrs Ann Langridge
CS	Mr Colin Sparkes (Vice Chair)	MW	Mr Max Watters
IB	Mr Ian Bark	GM	Mr Geoff Matthews
JB	Mr Jim Basker	TC	Tan Cox (Clerk)
	In Attendance		
DR	Mr D Rickard (WDDC / Town Cllr)	CD	Chris Dobbs

Ref	Agenda Item	Action
	Apologies: None	
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received	
1	Minutes of Meeting – Monday 11th March 2019: There being no issue with the minutes these were signed and handed to the Clerk.	

Minutes agreed: Chairman27th May 2019

Ref	Agenda Item	Action
2	<p>Democratic half hour:</p> <p>See pages 8 and 9.</p>	
3	<p>Reports from WDDC and DCC Councillors:</p> <p>DR provided a brief statement outlining his intention to not stand as Councillor in the forthcoming elections, his term of office will end in May 2019.</p>	
4	<p>Matters arising from Minutes of 11th March 2019:</p> <p>Councillors were asked to comment on the Summary of Actions on pages 7 and 8. As follows:</p> <p>The following actions were rolled over:</p> <ul style="list-style-type: none"> ● Regarding Dorset Council's re-organisation – TC to write a letter to WDDC/County Council to establish what the new structures will be and who our contacts for the future will be ● Regarding the verge on Lower Walditch Lane, JB to investigate who owns this piece of land before the Parish Council takes further action. ● Regarding WiFi connectivity in Village Halls JB to Contact OpenReach to enquire about hi-speed broadband in Walditch. <p>The following actions were dealt with:</p> <ul style="list-style-type: none"> ● Regarding Bridport Area Neighbourhood Plan – Councillors did provide feedback to IB regarding the BANP, no sub-meeting needed to be convened prior to 20th March. ● Regarding Planning Consultations – WD/D/19/000228 – 21 Elwell, Bridport, WD/D/19/000436 – Southover, Walditch Road. DC Planning System updated. ● Regarding damage by lorries to Village Green (Walditch) – Letter has been written, no response from BT, TC to send a reminder. ● Regarding Play Area Inspection Reports - <u>John Holt</u> GM said that he had received a quote from Edwards Sports Products Ltd – goal posts with nets and metal posts are £430.25 per set. The nets on their own are £35 each. There was some discussion about whether to replace the goal posts with metal (like for like) posts or replace with a light-weight removable version. There was discussion around repainting of the existing goal posts and just replacing the nets. <p>IT WAS AGREED:</p> <p>GM to contact handyman and arrange for repainting.</p> <p>GM to order the nets and send invoice (email) to TC who will pay electronically.</p>	<p>TC</p> <p>JB</p> <p>JB</p> <p>TC</p> <p>GM</p> <p>GM</p>

Ref	Agenda Item	Action
4	<p>The poor state of the turf was mentioned and discussed.</p> <p>IT WAS AGREED:</p> <p>GM to contact Ashley Cooper and Nick David to secure quotes for replacing the turf.</p> <p>GM to arrange for the replacement and when completed arrange for the invoice to be sent to TC for payment.</p> <ul style="list-style-type: none"> ● Regarding Play Area - <u>John Gundry</u> JB said that the area by the gate has been re-turfed by ND. JB said that the Lengthsman had put up a notice saying, 'No Dogs Allowed On Grass', but the equipment and tables do not appear to have been cleaned off. The Lengthsman had also made some alterations to the gate to enable children to open it. <p>There was discussion around the goal posts in the play park and which type should be installed and whether instead of one set of goal posts, there should be two so that a proper game can be played.</p> <p>IT WAS AGREED:</p> <p>JB to investigate the cost of replacing the goal posts on a like for like basis.</p> <ul style="list-style-type: none"> ● Regarding access to village hall by Clerk – BD has spoken to DW and a key has now been secured. ● Regarding Community Infrastructure Levy – Policy now approved and can be uploaded to the website. ● Regarding parish council website – some discussion around the need for a 'news feed' section on the home page, this will serve as a historical record of decisions taken by the parish council (an archive), an example could be the contract with ROSPA contractor to inspect play equipment in the parish. ● Regarding parish council website advertising – TC confirmed that she had contacted Lottie Welch and asked her to advertise the Council Website. A positive response has been received. TC has also contact Chris Wellman-Herald to put something in 'The Bridge' also ● Regarding risk management – An emailed version of a risk assessment and review activity took place between councillors in April 2019. Six fully articulated risks were written up and rated. These are available for inspection. ● Regarding play equipment inspections – TC contacted Ken Hussey and asked Councillors for their support to enter into an arrangement with KH to carry out a programme of work including monthly inspections and weekly visual inspections. The fee for both sites is £47.00 per quarter and includes an inspection and report. For weekly visual inspections and weekly log, the fee for both sites is £7.25. The fee for an unscheduled call out or to attend a requested site meeting is £18.50. <p>IT WAS AGREED:</p> <p>TC to arrange for the parish council to enter into a contract for an initial 12-month period.</p>	<p>GM</p> <p>GM</p> <p>JB</p> <p>TC</p>

Ref	Agenda Item	Action
4	<ul style="list-style-type: none"> ● Regarding parish council notice boards – JB had brought to the meeting a piece of rotting wood that had come away from the notice board in Walditch, demonstrating that it is due to be replaced. IB has looked at all the notice boards and, where the board has two doors, he said it is possible to fit a padlock and secure half the noticeboard for exclusive parish council use. <p>TC said that she is not happy with the current situation as she is legally required to display Notices to the public (she quoted Electoral documents and Audit), in support it was noted earlier that a member of the public within the democratic half hour audience asked for the dates and times of meetings to be displayed. TC confirmed that these have already been put up, but that people remove council papers to put their own adverts up.</p> <p>There was discussion around how many notices boards a parish council should have – ie how many it needs. The current provision is 5 notice boards scattered around both villages.</p> <p>IT WAS AGREED:</p> <p>IB said the council should stick with the 5 boards and that he will visit each board and secure the ones that can be secured and report back to the next meeting on the notice boards that need replacing.</p> <p>There was discussion around two notice boards that had single doors – one in Walditch and another outside Bothenhampton Village Hall.</p>	IB
5	<p>Reports from External Organisations:</p> <p>None.</p>	
6	<p>Bridport Area Neighbourhood Plan:</p> <p>Covered in point 4, page 2.</p>	
7	<p>Planning:</p> <p>A: PLANNING CONSULTATIONS</p> <ul style="list-style-type: none"> ● WD/D/19/000417 – Church Rise, Old Church Road – this is an old application and problems with drainage were reported with the original planning application. Their consultation recognizes that we objected at that time. ● WD/D/19/000554 – (retrospective) Land to rear of 7 & 8 Bothen Drive – this relates to a small piece of land holding a timber shelter used for feed and equipment on the site - neutral ● WD/D/19/000542 – 19 Bowhayes, Bridport – this is a bungalow with roof extension that will not affect anyone and a new garage - neutral <p>B: APPEALS</p> <ul style="list-style-type: none"> ● None 	

Ref	Agenda Item	Action
	<p>C: REFUSALS</p> <ul style="list-style-type: none"> • None <p>D: APPROVALS</p> <ul style="list-style-type: none"> • WD/D/18/001123 – 48 Crock Lane - noted • WD/D/18/000103 – 10 Lansdowne Road - noted • WD/D/18/001774 – 29 Crock Lane - noted <p>E: COMPLIANCE NOTICE / OTHER</p> <ul style="list-style-type: none"> • WD/D/18/002897 24 Manor Fields - Non-Material Amendments - noted <p>F: DECISION NOTICE</p> <ul style="list-style-type: none"> • WD/D/19/000624 – Homestead Farm, Main Street DT6 4BJ - noted <p>G: LETTERS</p> <ul style="list-style-type: none"> • WD/D/19/000677 – 65b Gundry Road, Bridport DT6 4SE - noted 	
8	<p>Finance and Budget:</p> <p>TC took councillors through the various financial documents these being:</p> <ul style="list-style-type: none"> • Accounts and budget presentation, including a copy of the bank reconciliation to the end of March 2019 and a copy of the latest Lloyds Bank statement. There was a query raised about the value of the play equipment – there was some discussion around the residual value of play equipment and the fact that the same (or likely more) would need to be spent to replace it. <p>IT WAS AGREED:</p> <p>Pending any further official guidance TC would continue to use the ‘historical cost’ principles in presenting the accounts.</p> <ul style="list-style-type: none"> • VAT Claim 1st April 2018 – 31st March 2019 – TC advised that an amount of £1078.11 would be repaid to the council. • Annual Governance and Accountability Return – 31st March 2019 was signed by the Chairman. • The Bank Reconciliation and various statements were all noted. • All payments were approved. 	
9	<p>Parish Maintenance:</p> <p>See section 4 of minutes.</p>	
10	<p>Play Area Inspection Reports:</p> <p>See section 4 of minutes.</p>	
	<p>Other Parish Matters:</p> <p>None</p>	

Ref	Agenda Item	Action
12	<p>Correspondence:</p> <ul style="list-style-type: none"> • Emails from Anne Loades regarding field next to cemetery – dealt with under democratic half hour. • Email from Simon Brody to D Rogers re Homestead Farm - noted. • Various letters to BT of Dorset Council regarding Walditch - awaiting replies. • Letter to David Landscapes regarding turf for John Gundry – this has been done. • Email from Mr Briggs of 7 Howard Close regarding a tree at the rear of his property – IB to outline a letter for TC to send letter to WDDC Tree Officer. TC to write to Mr Briggs advising him that the council is writing to Tree Officer and will follow up in due course. 	IB TC
13	<p>Policies:</p> <p>See section 4 of minutes.</p>	
14	<p>Parish Council Website Sub-Group:</p> <p>See section 4 of minutes.</p>	
15	<p>Risk Management Sub-Group:</p> <p>See section 4 of minutes.</p>	
16	<p>AOB:</p> <p>JB referred to a mail he received from ND (David Landscapes) regarding the various footpaths / pathways in Walditch. JB said he needs to explore with Daryl Chambers, surveyor for Bridport Town Council and the footpaths officer based at WDDC the legal and topological issues surrounding the Jellyfields and Bonscombe footpaths.</p> <p>There was some discussion around the election process and the completion of the election nomination form. TC said that she will look in her files to see if she has one to email to councillors. TC to print election nomination form out for Bob and MW.</p>	JB TC
	The meeting ended at 9pm	

Date of the Annual Parish Council Meeting: 27th May 2019 @ 6.30pm Bothenhampton Village Hall

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

SUMMARY OF ROLLED OVER ACTIONS

Action	Owner	Page Ref
Regarding Dorset Councils' re-organisation – write a letter to WDDC/County Council to establish what the new structures will be and who our contacts for the future will be.	TC	Rolled over
Regarding verge on Lower Walditch Lane – investigate who owns this piece of land before the Parish Council takes further action	JB	Rolled over
Regarding WiFi connectivity in Village Halls – Contact OpenReach to enquire about hi-speed broadband in Walditch.	JB/TC	Rolled over

SUMMARY OF AGREED ACTIONS

Action	Owner	Page Ref
Regarding damage by lorries to Village Green (Walditch) – Letter has been written, no response from BT, reminder to be sent.	TC	2
Regarding Play Area Inspection Reports - <u>John Holt</u> Contact handyman and arrange for repainting.	GM	2
Order the nets and send invoice (email) to TC who will pay electronically.	GM	2
Contact Ashley Cooper and Nick David to secure quotes for replacing the turf.	GM	3
Arrange for the replacement and when completed arrange for the invoice to be sent to TC for payment.	GM	3
Regarding Play Area Inspection Reports - <u>John Gundry</u> Investigate the cost of replacing the goal posts on a like for like basis	JB	3
Regarding Play Area Inspection Reports – Future Inspections Arrange for the parish council to enter into a contract for an initial 12-month period with KH.	TC	3
Regarding Notice Boards – each board to be secured for council use, those not able to be secured will be reported to the next parish meeting.	IB	4
Regarding Email from Mr Briggs of 7 Howard Close – letter to be sent to WDDC Tree Officer and email to be sent to Mr Briggs.	IB/TC	5
Regarding various footpaths / pathways in Walditch – legal and topological issues surrounding Jellyfields and Bonscombe footpaths	JB	6
Regarding election process TC to email and print nomination forms if needed.	TC	6

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR – Monday, 8th April 2019

More than a dozen people attended the Democratic Half Hour at Bothenhampton Village Hall. The issues debated were as follows:

Field adjacent to Cemetery in Walditch – Change of use of Field, Gundry Road

Anne Loades attended the meeting and read a planning application statement relating to properties in the area. It appears that residents were told that they would have a play area when they moved onto the estate.

Residents:

- are concerned that the 'designated use' of the area has changed, from playing field to allotments.
- are upset that children who live nearby have nowhere to play.
- want to know why we gave the land back to BTC to be used for allotments.
- want to know why they were not consulted about this and their opinions not sought.

The Chairman BD asked GM to comment as he is a long-standing member of the council and can remember the events at that time.

GM explained to residents that he was a member of the Parish Council well before the housing estate in question was built. The payment of a sum of money to the Parish Council under a section 106 agreement was negotiated between County Hall in Dorchester and the developers Betterment Properties as a normal part of the planning process, and was intended to benefit the local inhabitants, with no unusual or special restrictions attached. The Parish Council decided initially to use a portion of it to defray some of the costs associated with the landscaping and maintenance costs of the large, undulating open space at the centre of the estate and its listed trees. At that time there was no mention whatsoever of creating a play area beyond the estate boundaries, that idea came a year or two later when it was found that some children from families who had moved to the estate had started playing in the vacant field next to the cemetery. It was suggested that the Parish Council should attempt to regularise this use. Enquiries revealed that because the field had been acquired for use as a future extension to the Cemetery the Town Council, nominally in charge of the area, were only acting as agents of the ecclesiastical authorities based in Salisbury, who were apparently the owners and decision makers. After protracted three-way discussions lasting over a year the diocese decided that the field could temporarily be used for the children to play in. They would also permit the parish council to maintain it. Under no circumstances would they accept the installation of any fixed play equipment, for fear of disturbing mourners attending funerals the Woodland part of the cemetery just over the hedge. If the Town Council/ Salisbury Diocese wishes to use the field for a different purpose that is their prerogative.

It was established that at some point BTC approached the parish council about the area and whether they could take it back, the parish council discussed it and, based on the information that they had at the time relating to the use of the area by children, and the fact there were people waiting for allotments, the parish council decided that turning it over to allotments would be the appropriate way to go.

Ann Loades read the parish council minutes dated March 2018 where the matter had been discussed. There was considerable tension from residents at this point relating to the lack of consultation and another resident pointed out that the area is an estate with social housing, private rented and shared

ownership properties, many of which have small children. An additional point was made that the roads on the estate are used as a rat run through to the A25, and this makes them very unsafe for children.

Residents also raised the subject of parking around the allotment entrance and asked whether the parish council had made any effort to carry out a feasibility study to ensure that enough parking is available.

The Chairman asked residents what they wanted the parish council to do. The consensus was that the parish council should look at where there is another suitable place for children to play or failing that ask BTC to change the use back to a play area rather than allowing allotments.

IB referred to the parish council's statutory obligation to provide allotments. CD said he was clerk at the time the decision had been made (March 2018) and explained the rationale when making the decision, he added that he had not seen a child in the play area for some considerable time.

CD reiterated that the land belongs to church which is, in turn, leased to BTC. The church are the freeholders. CD said there could be a way forward, if half the field were used for allotments and half were designated a play area.

The Town Councillor DR interjected and said that the field was an open space and was used for recreation but could not have fixed play equipment on it. He confirmed that the demand on BTC for allotments has been enormous; there are nearly 200 allotments already. He explained that there is a cost involved in looking after allotments, and BTC were keen to expand into the parishes to provide allotments as there are people within the parish that are waiting for allotments. The parishes did not have the money to provide allotments and if this was mandatory, the precept of everybody in the area would go up.

Southover, Walditch

Mrs Elizabeth Hallett attended the meeting to say a few words about the planning application for Southover, in the Walditch conservation area. This is simply that she would like to reassure our neighbours and members of the Parish Council that she believes the design submitted to extend the bungalow is sensitive to the varied but harmonious range of houses within the neighbourhood – ranging from the C18th thatched cottages, the limestone and slate-roofed cottage and the Victorian redbrick villas opposite, to the 50s rendered bungalow and the 80s detached houses on either side. She hopes that the architecture won't draw attention to itself, rather that the proposed natural slate roof, oak lintels to the window frames and the ginger-sand render will mellow, and echo the colours of the local limestone, to create a beautiful home from something that at present slightly recalls the design of an old scout hut.

The Chair thanked Mrs Hallett for her contribution.

List of Abbreviations used in Minutes

BT	British Telecom
ND	Nick David / David Landscapes
DW	David Weston (Bothenhampton Village Hall Committee Chair)

KH	Ken Hussey ROSPA contractor
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