



Bothenhampton & Walditch  
Parish Council since 1886

## MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING held at WALDITCH VILLAGE HALL, 7pm on 13<sup>th</sup> JUNE 2022

Initials	Councillors	Initials	Councillors
JB	Cllr Jim Basker (Chair)	GS	Cllr Graham Styles
CA	Cllr Chris Addis	MW	Cllr Martin Warne
TC	Tan Cox (Clerk)		
Also Invited: Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell			

Ref	Agenda Item	Owner
	<b>Declaration of Pecuniary Interests and Eligibility:</b> No Declarations were received	
	<b>Apologies:</b> Cllr E Berry	
1	<p><b>Reports from Dorset Council Councillors:</b></p> <p>Cllr KC attended the meeting and provided an update on a briefing he had received on the new building regulations that come into force on 15<sup>th</sup> June 2022. These new regulations cover climate change initiatives such as charging points for electric cars, solar and other new energies and is a step towards future home building standards which must be in place by 2025.</p> <p>There was some discussion around this and it was acknowledged that the BANP (Bridport Area Neighbourhood Plan) does have policies that link to the new regulations and that parish councillors should cite these on their responses to the Clerk who, in turn, will reference them to Dorset Council via the DC Portal.</p> <p>Cllr KC referred to a forthcoming meeting with the head of planning where he will bring issues forward relating to town and parish council applications that are recommended for rejection. The main issue was the 'failure to take these applications to the DC Planning Committee', and Cllr KC said that, in his experience, this does not seem to be happening.</p>	

*Jim Basker*

Minutes agreed on 18<sup>th</sup> July 2022

Ref	Agenda Item	Owner
	<p><b>Reports from Dorset Council Councillors:</b>  Cllr JB mentioned the application P/RES/2022/03490 relating to land South of Langdon Green, Marrowbone Lane, Bothenhampton which had been put before the parish council in 2021 as an outline plan and which the council had lodged an objection (providing clear rationale as to why), however, DC had chosen to ignore the objection and the outline planning consent was granted. The full application has now been received by the parish council and it has yet to make its comments, however this is a good case in point for Cllr KC to take forward. Cllr KC said that he did not want to cite individual cases.</p> <p>Cllr JB asked Cllr KC when the recommendations relating to the CGR were to be finally agreed. Cllr KC confirmed that the recommendation will form part of the Agenda which will be available for members of the public on the 7<sup>th</sup> July. The recommendation will be considered by the full DC council at their meeting on the 14<sup>th</sup> July.</p> <p>During the Democratic Half Hour Cllr KC was asked to intervene on the parish council's behalf regarding the lack of action and response relating to the Sycamore Avenue trees. Cllr KC made a note to do so.</p>	
2	<p><b>Democratic Half Hour:</b></p> <p>Mr Robin Stapleton, a resident of Walditch asked whether there has been any progress on the Sycamore Avenue issues, including the illegal felling of a tree on conservation area. Cllr JB confirmed that there have been tree preservation orders on the trees on the western side of the Hyde but other than that, there has been no response or action from DC Trees.</p> <p>The Clerk was asked to follow this up and to also send the latest correspondence to Cllr KC.</p> <p>Mr Stapleton referred to the Jubilee tree planted in Walditch and said that this could do with a one meter diameter ring of bare soil around the base, as at present, grass and weeds are sapping moisture and nutrients from the young tree. Clerk to arrange this.</p> <p>Cllr JB referred to residents of Lower Walditch and the dead apple tree in Howard Road amenity area. This should be replaced, and the matter will be referred to the Finance and Funding Sub-Committee which will meet in July 2022.</p> <p>Mr Stapleton also referred to a footpath leading from the A35 which includes a bridge and stile that crosses a field diagonally. Footpath number unknown. Mr Stapleton advised the parish council that the footpath is unpassable because of brambles and nettles. Cllr MW to raise with the VFO at his next meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr MW</p>
3	<p><b>Minutes of Parish Council Meeting – Monday 9<sup>th</sup> May 2022:</b></p> <p>The minutes of Monday 9<sup>th</sup> May, having been agreed by email have been uploaded to the parish council's website.</p>	

Ref	Agenda Item	Owner
3	<p><b>Minutes of Parish Council Meeting – Monday 9<sup>th</sup> May 2022:</b> (Continued)</p> <p>Councillors were asked to comment on the <b>Summary of Actions</b> of the minutes of 9<sup>th</sup> May, as follows:</p> <p>Regarding CGR Update – draft a letter for the Clerk to send to Dorset Council. This was superseded by a varied request to report via the DC website. Action Completed.</p> <p>Regarding A35 Communities Initiatives – Clerk to ask for minutes. Action Completed.</p> <p>Regarding Fitness Box in John Holt Play Area – provide text for appropriate reply. Action Completed.</p> <p>Regarding BANP Annual Monitoring Report – formulate reply. Action Completed.</p> <p>Regarding Howard Road Amenity Area – Print leaflet as A5 card. Action Completed.</p>	
4	<p><b>Reports from External Organisations:</b></p> <p><b>WATAG</b> – It was confirmed that no meeting had taken place since the AGM in January. Cllrs CA and MW to alternate attendance when the Group reconvenes</p> <p><b>BLAP</b> – Cllr GS confirmed that he attended the BLAP Annual Assembly on 31<sup>st</sup> May 2022 and said the main item was a presentation by David Sidwick, the new Police and Crime Commissioner for Dorset who explained his role, and the resources needed to address issues that were of particular concern to the public (such as anti-social behaviour). Mr Sidwick said a new Police and Crime Plan had been agreed; priorities included increasing police visibility.</p> <p><b>BANP/JCC</b> – Cllr JB said that the meeting is scheduled for 22<sup>nd</sup> June 2022 and he will report at the July Main Committee Meeting.</p>	
5	<p><b>Planning:</b></p> <p><b>Planning Consultations</b> The planning consultation and decision notices specified on the agenda were noted.</p>	

Ref	Agenda Item	Action
6	<p><b>Finance and Budget:</b></p> <p>Payments made from 10<sup>th</sup> May to 13<sup>th</sup> June 2022</p> <ul style="list-style-type: none"> <li>• Axminster Printing</li> <li>• Bridport Foundry</li> <li>• B Armstrong - Marshall</li> <li>• Dorset Council</li> <li>• Village Green Expenses</li> <li>• DAPTC Subs</li> <li>• Derek Smith</li> <li>• Zoom Subs</li> </ul> <p style="text-align: right;">Chairman <i>Jim Basker</i></p> <p>The Clerk said that the payments listed had already been paid and had been authorised via email. The invoice cover sheet will be signed by the Chairman.</p> <p>The Clerk's salary for June 2022 was approved as were any expenses.</p> <p>The Bank Balance as of 31<sup>st</sup> May 2022 was provided to Councillors for their perusal, the Bank Statement will be signed by the Chairman.</p> <p>The Deposit Account Statement was provided to Councillors for their perusal.</p> <p>The Cash Flow Forecast to 31<sup>st</sup> May 2022 was provided to Councillors for their review.</p> <p>The AGAR Accounting Statements (Part 3, Section 2, Page 5) 2021/22) was reviewed and will be signed by the Clerk and the Chairman</p> <p>The Clerk confirmed that Notice of Public rights commenced on the 13<sup>th</sup> June and that Notices to this effect were already on the noticeboards.</p> <p>The Clerk confirmed that the Insurance Premium Renewal had taken place, the insurers are now Ansvar, a charity insurer to non-profit sector, the premium being £936.31.</p> <p><b>THE FOLLOWING DOCUMENTS WERE APPROVED AND/OR AGREED, AND WHERE APPROPRIATE, SIGNED BY THE CLARK/CHAIRMAN:</b></p> <ul style="list-style-type: none"> <li>• Bank Statement and Invoice Cover Sheet (Approved and signed by the Chairman)</li> <li>• Cash Flow Forecast – approved</li> <li>• AGAR Accounting Statements (Part 3, Section 2, Page 5) 2021/22) (signed by the Chairman and the Clerk)</li> </ul>	
7	<p><b>Parish Council Sub-Committees:</b></p> <p>There were no sub-committees in the period.</p>	

Ref	Agenda Item	Action
8	<p><b>Other Parish Matters:</b></p> <p><b>Jubilee Tree Plaques</b> – two plaques have been purchased to celebrate the platinum jubilee and have been placed next to the Jubilee trees in Bothenhampton and Walditch. Cllr JB confirmed that the plaques were provided by the local foundry (Bridport Foundry).</p> <p><b>‘Village Green’ environmental event</b> – Cllr GS updated Walditch residents on the Environmental event that took place in March at Bothenhampton Village Hall. He spoke of the various outcomes including the consideration of a communal bike shelter to keep residents’ bikes. (These would be particularly helpful to those people who have terraced homes).</p> <p>A ‘bike buddy’ scheme to help novice bikers is being considered. Cllr JB suggested a similar meeting could be arranged for Walditch, with a suitable budget, subject to demand from residents.</p>	
9	<p><b>Correspondence:</b></p> <p>The following correspondence was sent during the period and can be found on the council’s website <a href="http://www.bothenhamptonwalditchparishcouncil.com">www.bothenhamptonwalditchparishcouncil.com</a></p> <p>Letter to Chris Loder MP, on c19 May, reporting residents’ concerns about the high speed of vehicles on a narrow stretch of Burton Road (B3157) in the Parish . Reply awaited.</p>	
10	<p><b>Miscellaneous Council Business:</b></p> <p>The Clerk had sent various <b>COUNCIL POLICIES</b> to Councillors for review and approval, these are documented in the Agenda. Cllr GS asked for a slight amendment to the Memorial Benches and Trees Policy. The Clerk to amend policy.</p> <p><b>ALL POLICIES WERE APPROVED</b> and the Clerk confirmed they will be uploaded to the Parish Council website.</p> <p>The Clerk had sent various <b>COUNCIL RISK ASSESSMENTS</b> to Councillors for review and approval, these are documented in the Agenda. Cllr JB suggested a reference to community resilience in extreme events when residents expect help from councillors. Cllrs agreed to Amend Risk 5 to include requesting sandbags from the BTC Lengthsman.</p> <p>The parish council’s risk register can be found on the Councillors Area of the website.</p> <p><b>ALL RISK ASSESSMENTS WERE APPROVED</b></p>	
11	<p><b>AOB:</b></p> <p>Cllr JB referred to an email that had been copied to the Parish Council from ‘Dorset Deserves Better’ (9<sup>th</sup> June 2022), addressed to Cllr Flowers, Leader of Dorset Council which cited reports of a changed target of 22000 houses in the Dorset County, (excluding Poole, Bournemouth and Christchurch). The location of sites and type of housing has not been revealed.</p>	

Ref	Agenda Item	Action
11	<p><b>AOB:</b> (Continued)</p> <p>Cllr CA said that he has a meeting on 21<sup>st</sup> June at the John Gundry Play Area with a representative from the company who provided the play surface for the Burton Bradstock Play Area and he will be passing the quote for the surface to the parish council in due course for their consideration.</p> <p><b>ADDITIONAL MATTERS DISCUSSED:</b> There followed a brief discussion on various other issues:</p> <p>Casual Expenditure – Cllr CA referred to the auditor’s report and the red flag relating to budgets. He confirmed that although there are adequate paper trails and authorisation of invoices, there is a weakness at the budget approval stage. Cllr CA referred to recent purchases that had been made without an adequate budget. It was agreed that Cllr JB would withdraw from the Traffic, Transport and Footpaths sub-committee and instead join the Finance and Funding sub-committee.</p> <p>Walditch Village Hall Window contribution – Cllr CA referred to the recent purchase of a replacement window at the village hall. He reminded councillors that previous discussions had agreed a sum of £2,000 to be granted to the Village Hall Committee (to be taken from the CIL grant). Clerk to arrange.</p> <p>Councillors agreed to consider the creation of a charitable trust or similar for the protection of the parish’s open spaces. Cllr JB to speak to Cllr CB (Bradpole).</p> <p>Councillors agreed to consider further measures to respond to the CGR recommendation when it is finally ratified after the 14<sup>th</sup> July, in conjunction with Bradpole Parish Council. Item to be rolled over.</p>	Clerk
	The meeting ended at 8.30pm	

#### SUMMARY OF AGREED ACTIONS – 13th June 2022

Action	Owner	Page
Regarding trees on Sycamore Avenue – follow up with letter to Dorset Council and send latest correspondence on this to Dorset Councillor – Cllr KC.	Clerk	2
Regarding Jubilee Tree in Walditch – Arrange one meter diameter ring of bare soil around base	Clerk	2
Regarding dead apple tree in Howard Road amenity area – Put onto F&F Agenda to set budget for its replacement	Clerk	2
Regarding Footpath – Ask VFO to deal with the brambles and nettles	Cllr MW	2
Regarding Walditch Village Hall Window – Arrange transfer of funds	Clerk	6

**ROLLED OVER ITEMS – 13th June 2022**

Action	Owner	Page
Regarding further measures to respond to the CGR recommendation	All	6

**ITEMS REFERRED TO OSPA SUB-COMMITTEE – 25<sup>th</sup> July 2022**

Item	Page
None	

**ITEMS REFERRED TO F&F SUB-COMMITTEE – 29<sup>th</sup> July 2022**

Item	Page
Dead apple tree on Howard Road amenity area and its replacement	2

**ITEMS REFERRED TO TT&F SUB-COMMITTEE – 29<sup>th</sup> July 2022**

Item	Page
Footpath leading from the A35 which includes a bridge and stile that crosses a field diagonally. Footpath number unknown. Unpassable because of brambles and nettles. Cllr MW to raise with the VFO at his next meeting	2

**External Organisations - Acronyms:**

WATAG – West Dorset – Western Area Transport Action Group

BLAP – Bridport Local Area Partnership

BANP JCC – Bridport Area Neighbourhood Plan, Joint Councils Committee

DAPTC – Dorset Association of Town and Parish Councils

NALC – National Association of Local Councils

**External Organisations - Councillor representatives:**

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

BLAP – Cllr Graham Styles

BANP – Cllr Jim Basker

**Misc**

VFO - Volunteer Footpath Officer