



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at WALDITCH VILLAGE HALL, 7pm on 3rd APRIL 2023**

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
	<p>Declaration of Pecuniary Interests and Eligibility:</p> <p>No Declarations were received.</p>	
	<p>Apologies:</p> <p>Cllr M Warne</p>	
1	<p>Reports from Dorset Council Councillors:</p> <p>Cllr KC attended the meeting and provided a brief update on what is happening within Dorset Council.</p>	
2	<p>Democratic Half Hour:</p> <p>A Walditch resident (Mr Stapleton) thanked the Parish Council for the installation of the handrail at the end of Monarch Way footpath – W5/16.</p> <p>There was discussion about the tree issues and the conversation that Cllr JB had with 'Andrew Douglas, Acting Senior Trees Officer of the Tree Team at Dorset Council who said to Cllr JB that all the past correspondence has probably been lost. RS asked about the tree preservation orders (TPOs) that Dorset Council said they would put onto some of the large trees around the Hyde/Norman's land to ensure their protection (even though they are in a conservation area), as this is no deterrent to felling.</p> <p>Notices informing people of the TPOs were also not being displayed, despite being a legal requirement.</p>	

Cllr Jim Basker

Minutes agreed on 15th May 2023

Ref	Agenda Item	Owner
2	<p>Democratic Half Hour:</p> <p>The Clerk was asked to write to Dorset Council (James Bennett) to confirm that that the 29 trees in the park west of Sycamore Avenue below The Hyde at DT6 4LB now have TPOs'.</p> <p>There was discussion relating to the Forestry Commission and how that organization may help the Parish Council with the ongoing protection of trees in this area. The Clerk agreed to contact the Forestry Commission and ask for their advice.</p> <p>Some discussions around the potholes in the villages and confirmation that Dorset Council has been informed. Cllr Clayton advised that Dorset Council has a working programme to fix these.</p>	<p>Clerk</p> <p>Clerk</p>
3	<p>Minutes of Parish Council Meeting – Monday 13th March 2023:</p> <p>The Minutes of 13th March having been agreed by email were accepted, and a copy has been posted to the website.</p> <p>Carried forward Actions:</p> <p>Regarding DAPTC Representatives & Area Committees – the Clerk confirmed that she had communicated with the CEO of DAPTC on 13th March 2023 advising him that a parish councillor will attend when available. No further action.</p> <p>Regarding Parish Plan – the Clerk confirmed that the latest version of the parish plan has been uploaded to the website. No further action.</p>	
4	<p>Reports from External Organisations:</p> <p>WATAG – Cllr MW attended the meeting on 30th March and provided a brief summary for councillors shortly thereafter.</p> <p>BLAP Liaison – the next meeting is on the 5th April 2023. Cllr GS said that this meeting will be attended by Ian Reese from Dorset AONB and focus on rivers in the area. Cllr Styles also said that he had received a note of future topics to be covered by BLAP and said he would respond on behalf of the Parish Council.</p> <p>BANP / JCC – the next meeting is on 15th June 2023. This will be attended by Cllr JB.</p>	
5	<p>PLANNING for information only</p> <p>(All planning applications are sent to councillors on the date they are received by the Clerk. Councillors respond and the corporate view is provided to Dorset Council via their Planning Portal).</p> <p>Planning Consultations</p> <p>The planning consultations specified on the agenda were noted.</p>	

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6	<p>Finance and Budget:</p> <p>Payments made from 14th March 2023 to 3rd April 2023</p> <ul style="list-style-type: none"> • Groves • Dorset Council • Toolstation • Derek Smith <p style="text-align: right;"><i>Cllr Jim Basker</i></p> <p style="text-align: center;">Chairman</p> <p>The Clerk said that the payments listed above had already been paid and had been authorised via email. The Invoice Cover Sheet was signed by the Chairman and handed to the Clerk.</p> <p>The Clerk's salary for April 2023 was approved as were any expenses.</p> <p>The Bank Statements to 31st March 2023 (Treasurers Account and Deposit Account) were provided to Councillors for their perusal, the Treasurers Bank Statement was signed by the Chairman and handed to the Clerk.</p> <p>The Cash Flow Forecast up to 31st March 2023 was sent to Councillors for their review and approval.</p> <p>Internal Audit The Clerk updated Councillors on progress with the internal audit.</p> <p>External Audit The Clerk updated asked that the following documents be considered:</p> <p>BDO LLP CONFLICT OF INTEREST form AGAR Section 1 – Annual Governance Statement</p> <p>THE FOLLOWING DOCUMENTS WERE APPROVED AND/OR AGREED, AND WHERE APPROPRIATE, SIGNED BY THE CHAIRMAN:</p> <ul style="list-style-type: none"> • Bank Statement and Invoice Cover Sheet (Approved and signed by the Chairman) • Cash Flow Forecast – approved by Councillors • Conflict of Interest form – approved and signed by the Chairman and Clerk • AGAR Section 1 – Annual Governance Statement signed by the Chairman and Clerk 	

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7	Parish Council Sub-Committees: There were no sub-committee meetings in the period.	
8	Other Parish Matters: CGR – Cllr JB confirmed that a lawyer has been identified (and contacted) to deal with the employment/redundancy issues arising from the Bridport Town Council merger. Cllrs JB and GS referred to a request from Bridport Town Council (D Dixon) to comment on future community engagement to be undertaken prior to the 31 st March 2024, designed to inform residents of the upcoming changes. It was agreed that informal responses would be made. Councillors confirmed that no formal document has yet been received from Dorset Council confirming the detail of the merger. National Emergency Alarms An email and toolkit was sent to the parish councils by DAPTC outlining the government's intention to introduce National Emergency Alarms via mobile phones. It was agreed that the flyer should feature on the council's website and should be placed on the noticeboards.	
9	Correspondence: The following correspondence was sent during the period and can be found on the council's website www.bothenhamptonwalditchparishcouncil.com Letter to National Highways regarding A35 / Footpath W5/5	
10	AOB: Quarry Lane Cllr GS said that he had been asked to raise an issue within Quarry Lane – relating to parking at the end (which is a cul-de-sac) and the inability of delivery lorries / refuse collection vehicles from turning as parked cars are in the way. Residents want 'no parking' signs and 'dead end' signs at either end. Clerk suggested that Cllr GS advise the complainants to approach Dorset Council/Highways via its Portal to request these signs. DLHUC Consultation on Permitted Development DAPTC had forwarded details of a consultation and survey relating to permitted development rights supporting temporary recreational campsites, renewable energy and film making. Cllr JB said he would respond to NALC and to the main consultation posted by www.gov.uk government/consultations DAPTC Invoice An invoice for £860.89 has been received and was discussed. Authority to pay has been passed to the Finance and Funding sub-committee to be held on 28 th April 2023.	Cllr JB
	The meeting ended at 7.50pm	

Date of the **ANNUAL MEETING**: 15th May 2023 at Bothenhampton Village Hall, 7pm
Previous council minutes can be found on www.bothenhamptonwalditchparishcouncil.com

SUMMARY OF AGREED ACTIONS – 3rd April 2023

Action	Owner	Page
Regarding contacting Dorset Council to confirm whether or not the promised TPOs had been placed on the trees in the Hyde/Norman's land (within the conservation area)	Clerk	1
Regarding contacting the Forestry Commission to establish how they may help the Parish Council deal with the ongoing protection of trees on Hyde/Norman's land (within the conservation area)	Clerk	1
Regarding DLHUC Consultation on Permitted Development. Respond to NALC and to the main consultation posted by cabinet office.	Cllr JB	4

ITEMS REFERRED TO OSPA SUB-COMMITTEE – 24th April 2023

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None	

ITEMS REFERRED TO F&F SUB-COMMITTEE – 28th April 2023

Item	Page
DAPTC Invoice	4

ITEMS REFERRED TO TT&F SUB-COMMITTEE – 28th April 2023

Item	Page
None	

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