



Bothenhampton & Walditch
Parish Council since 1886

MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING held REMOTELY at 7pm on 13TH JULY 2020

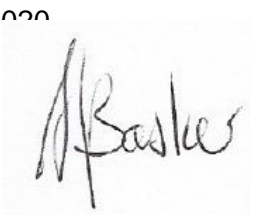
Initials	Present	Initials	Present
AL	Cllr Ann Langridge (Acting Chair)	CA	Cllr Chris Addis
MW	Cllr Martin Warne	GS	Cllr Gill Smith
GSt	Cllr G Styles	Cllr IB	Ian Bark (Mayor of Bridport)
Also Invited		TC	Tan Cox (Clerk)
Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell			

Ref	Agenda Item	Action
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received	
	Apologies: Cllr Chris Dobbs, Cllr Jim Basker, Cllr Kelvin Clayton	
	Resignation – Cllr Colin Sparkes The Clerk confirmed that the above councillor had stepped down on 11 th July 2020.	
1	Reports from Dorset Council Councillors: <ul style="list-style-type: none"> ● Cllr Sarah Williams attended the meeting and gave an update on the purchase of the nature reserves by Bridport Town Council. Cllr SW confirmed that this is still in progress and there is nothing new to report. She also reported an issue with the Rise Market and Bakery Shop in Bridport which she said may not have planning permission and the Town Council is looking into this. ● Cllr David Bolwell attended the meeting and gave an update on Homestead Farm and the lack of interest of the Conservation Officer to re-inspect the conservation issues around the application. There was a lot of discussion around this and Cllr DB confirmed that he is continuing to monitor the situation. ● Cllr Sarah Williams outlined the initiative to improve broadband coverage within West Dorset. She referred to the local MP Chris Loder who is working on behalf of his constituents on this and the need to improve the service. Cllr SW confirmed that she had submitted the comments relating to Walditch to Chris Loder. 	

Minutes agreed on 14th September 2020

Ann Langridge

Ref	Agenda Item	Action
	<p>Report from Mayor of Bridport:</p> <p>The Cllr Ian Bark (Mayor of Bridport) attended the meeting to speak about the Town's target to achieve Plastic Free Status. He outlined that, historically this has consisted of a small working group set up at the Town Council about 9 months ago. As Mayor of Bridport, IB set the topic as one of his targets for the future, he said it includes the 'wider Bridport' communities. The main thrust of the talk was based on 'single use' plastic items and the role of the various communities to tackle this. He spoke about the manufacture, use and disposal of such items. He asked the Parish Council to become an ally, taking the 'plastics free pledge'. This involves removing 3 single use plastic items from our daily lives; commit to include the 'single use' plastic stance in our communications, help to raise awareness and support plastic free initiatives within our community. The Parish Council unanimously agreed to support this initiative and the Clerk asked IB to send all logos and information to her so that a website page can be created.</p>	
2	<p>Democratic Half Hour:</p> <p>Cllr GSt said that he had received an item for the Democratic Half Hour from a neighbour who complained about the heavy lorries that continue to use Main Street for delivering building materials. The complainant believes that Main Street had a weight restriction in place some time ago, but this seems to have been disregarded and she is asking the parish council to appeal to Dorset Council to restore the weight restriction. This matter to be referred to the Traffic, Transport and Footpaths sub-committee.</p>	
	<p>Minutes of Parish Council Meeting – Monday 8th June 2020:</p> <p>The Minutes of 8th June were approved, and a copy will be posted to the website.</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 Sycamore Avenue, Walditch – Clerk confirmed that she had written to Cllr D Bolwell explaining the situation and the lack of response from Dorset Council. Item placed on the Main Committee Agenda for September 2020. Roll Over. ● Regarding Planning Process – Cllr JB has approached Cllr CS and explained the process. ● Regarding Census analysis – Cllr AL confirmed this had been sent to all councillors. ● Regarding Playdale – Clerk confirmed start date of 17th July 2020. ● Regarding Rolled Over item, Walditch Village Hall windows – Cllr CA confirmed that several quotes had been received and they are being considered. 	

Ref	Agenda Item	Action
4	<p>Reports from External Organisations:</p> <ul style="list-style-type: none"> ● WATAG – there has been no WATAG meeting due to COVID-19. ● BLAP – A meeting of BLAP took place on 17th June 2020 but no B&W Parish Councillor was available to attend. <p>Note: The Clerk asked for a Deputy representative to attend BLAP in the event Cllr AL is not available. Cllr GS volunteered.</p> <ul style="list-style-type: none"> ● BANP/JCC – Cllr GS was asked to clarify the request for £500 to the BANP/JCC budget being established for various projects within the Bridport area. Cllr CA asked for information on what the money would be used for and whether a similar amount would be requested next year (ie: is it an annual payment). He said that if it is an annual payment the parish council needs to include it in its precept request to Dorset Council. <p>Cllr GS said that she has no precise details on which projects will be commenced and that this information is awaited. Cllr GS to establish whether the request for £500 will be made annually and also establish details regarding the proposed neighbourhood plan projects and whether these would benefit the parish directly.</p>	Cllr GS
5	<p>Planning:</p> <p>Planning Consultations</p> <p>GSt referred to a potential training opportunity relating to planning – the Clerk to check on whether this training is still to be provided.</p> <p>The new planning process was discussed, and a couple of new ideas were floated, relating to contentious planning applications. Clerk to draw up a revised procedure for agreement and send to all councillors.</p> <p>The planning consultation and decision notices specified on the Agenda were noted.</p>	TC TC
6	<p>Finance and Budget</p> <ul style="list-style-type: none"> ● Payments for Approval – 14th July to 14th September 2020 <ul style="list-style-type: none"> ● Dorset Council 3rd Party Payments ● Derek Smith Garden Service ● PlayQuest ● DAPTC Subs ● Bothenhampton VH <p style="text-align: right;">  Approved </p>	

Ref	Agenda Item	Action
6	<p>Finance and Budget (Cont)</p> <p>TC said that most of the payments listed had already been paid and had been authorised via email.</p> <p>The Clerk's salary for July 2020 was approved as were any expenses.</p> <p>The Bank Balance as of 30th June 2020 was provided to councillors for their perusal – the Statement was signed by the Chairman and scanned back to the Clerk.</p> <p>Councillors noted the Cash Flow Forecast.</p> <p>The Clerk confirmed that the Notice of Public Rights and Publication of unaudited AGAR for y/e 31st March 2020 has now been displayed on noticeboards. She confirmed also that the finalised AGAR has been sent to the External Auditors (PKF Littlejohn LLP) for approval.</p>	
7	<p>Parish Council Sub-Groups:</p> <p>Open Spaces and Play Areas Sub-Committee met on the 29th June 2020. The main points to note were:</p> <ul style="list-style-type: none"> • Rewilding Project – resident leaflet and distribution • Play Area Insurance – not completed (roll over) • Jellyfields update – site visits to Bothenhampton Nature Reserve and first draft of management plan now being discussed. Also, the need for volunteers for the nature reserve. • Both play areas are now open <p>Finance and Funding Sub-Committee met on the 3rd July 2020. The Chairman asked whether there were any questions arising from the minutes. There was minimal discussion around the minutes and no matters arising.</p> <p>Traffic and Transport & Footpaths Sub-Committee met on the 3rd July 2020. The main points to note were:</p> <ul style="list-style-type: none"> • The Voluntary Footpaths Officer (VFO) and the need to co-ordinate his work with the Lengthsman. It was agreed that Cllr MW and Cllr GS to meet with the Lengthsman on alternate months. Cllr GS to meet with him regards play areas and open spaces. Cllr GSt to accompany Cllr MW for the first meeting with the Lengthsman. • Article in the Bridport News with picture of VFO undertaking clearing work on footpath. • Speed limits on Burton Road / Walditch Road 	<p>Cllrs MW/ GS/ GSt</p>

Ref	Agenda Item	Action
8	<p>Other Parish Matters:</p> <p>Flyposting on Walditch Village Green Cllr CA was asked what this related to and he was not aware of any notices being put up on the village green. It was agreed that any notices that are put up should be removed immediately.</p> <p>Grant to Holy Trinity Old Church, Bothenhampton The Grant Award to Holy Trinity Church, Bothenhampton was discussed:</p> <p>IT WAS AGREED to award a grant of £750</p> <p>Future grants to the two churches, Holy Trinity Church, Bothenhampton and St Mary's Walditch was discussed.</p> <p>IT WAS AGREED that support for the two churches would be on a bi-annual basis. The Clerk to notify the Churchwarden of this.</p> <p>Bothenhampton Men's Club The situation with regard storage for the parish council was discussed. No further action to be taken on this at the present time.</p> <p>The re-siting of the filing cabinet was discussed, and it was thought that it could be located at Holy Trinity Church, Bothenhampton and Cllr JB to approach them to see if space can be found. Cllr CA suggested space within Bridport Town Council/Bridport Library.</p> <p>List of contractors for work at John Gundry The Clerk had forwarded the list of contractors and their quotes. It was agreed to appoint Above and Below as they were the most competitive quote.</p>	Cllr JB
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 Cllr Bolwell regarding Sycamore Avenue 	
10	<p>Miscellaneous:</p> <ul style="list-style-type: none"> ● DAPTC AGM on 14th November 2020 – Cllrs JB and CA were identified to attend. ● DAPTC Representative – Cllr JB was nominated as official representative. <p>Parish Council Plan – next parish plan meeting is scheduled for 16th July 2020. Working group consists of JB/AL/GS/MW/GS.</p>	

Ref	Agenda Item	Action
11	<p>AOB</p> <p>Confidential Waste Bags</p> <p>The Clerk said that the previous Clerk (Cllr C Dobbs) purchased a number of security bags for confidential waste to be taken away and shredded. These were last seen in Chris's house. Cllr GSt said he would try to find them.</p>	Cllr GSt
	The meeting ended at 9pm	

Date of the next Parish Council Meeting: 14th September 2020 @ to be advised

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

SUMMARY OF AGREED ACTIONS – 13th July 2020

Action	Owner	Page
Regarding Planning – Clerk to check on planning training and let councillors know date(s).	TC	3
Clerk to revise planning process and send to councillors for agreement	TC	3
Regarding BANP/JCC - check to establish whether the request for £500 will be made annually and establish details regarding the proposed neighbourhood plan projects and whether these would benefit the parish directly.	Cllr GS	3
Regarding Volunteer Footpath Officer (TT&F Sub Committee). It was agreed that Cllr MW and Cllr GS to meet with the Lengthsman on alternate months. Cllr GS to meet with him regards play areas and open spaces. Cllr GSt to accompany Cllr MW for the first meeting with the Lengthsman.	Cllrs MW/ GS/ GSt	4
Regarding re-siting of filing cabinet – Approach Holy Trinity Church to see if they have space for the filing cabinet.	Cllr JB	5
Regarding Confidential Waste Bags – try to find supply of bags	Cllr GSt	6

ROLLED OVER ITEMS – 8th June 2020

Action	Owner	Page
Regarding CIL money, Cllr JB said that Walditch Village Hall had now asked for a second quote for double glazed windows and this is awaited.	Cllrs JB & CA	2
Regarding Sycamore Avenue – place on Agenda for September 2020	Clerk	2

ITEMS REFERRED TO OSPA SUB-COMMITTEE – 29th JUNE 2020

Item	Page
None	-

ITEMS REFERRED TO TT&F SUB-COMMITTEE – 3rd JULY 2020

Item	Page
Regarding heavy lorries that use Main Street for delivering building materials. The complainant believes that Main Street had a weight restriction in place some time ago, but this seems to have been disregarded and she is asking the parish council to appeal to Dorset Council to restore the weight restriction.	2

ITEMS REFERRED TO F&F SUB-COMMITTEE

Item	Page
None	-

External Organisations - Acronyms:

WATAG – West Dorset – Western Area Transport Action Group

BLAP – Bridport Area Local 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 Ann Langridge (Deputy – Cllr Graham Styles)

BANP – Cllr Jim Basker (Deputy Cllr Gill Smith)

Misc

VFO - Volunteer Footpath Officer

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR – Monday, 13th July 2020

Written submission by resident of Main Street regarding heavy lorries on Main Street and the re-establishment of a weight limit on lorries entering the area – transferred to TT&F to consider.