



Bothenhampton & Walditch
Parish Council since 1886

MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING held REMOTELY at 5pm on 8th MARCH 2021

Initials	Councillor	Initials	Councillor
JB	Cllr Jim Basker (Chair)	CA	Cllr Chris Addis
AL	Cllr Ann Langridge	MW	Cllr Martin Warne
GSt	Cllr Graham Styles	TC	Tan Cox (Clerk)
EB	Cllr Edward Berry		

Also Invited Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell


Ref	Agenda Item	Action
	<p>Declaration of Pecuniary Interests and Eligibility: No Declarations were received</p>	
	<p>Apologies: Cllr A Langridge, Cllr K Clayton</p>	
	<p>CLERK'S NOTE</p> <p>Due to the COVID-19 virus and social distancing requirements this meeting was held remotely using video conferencing software.</p> <p>The L01-20 Local Authorities and Police and Crime Panels (coronavirus) (flexibility of local authority and police and crime panel meetings) (England and Wales) Regulations 2020, Regulation 5(2) require that all participants should be able to be seen and heard throughout the meeting and this condition was satisfied.</p>	
	<p>Resignation of Cllr A Langridge and Nomination of new Vice Chairman</p> <p>Cllr AL has offered her resignation and has stood down from the Parish Council as at 8th March 2020. All councillors were saddened by the news and thanked her for her hard work.</p> <p>A Nomination for the Vice Chairman of the main committee was received from Cllr GS, proposed by Cllr JB and seconded by Cllr EB.</p>	

Minutes agreed on 12th April 2021

Clerk to Parish Council
Tan Cox

Ref	Agenda Item	Action
1	<p>Reports from Dorset Council Councillors:</p> <p>Cllr DB provided an update on Homestead Farm and the ‘new application’ he is liaising with a Dorset Council’s Senior Planning Officer Bob Burden. There was a lot of discussion regarding the new application and the amount of paperwork and documentation that accompanies the application, height measurements of the building and other anomalies. It was agreed that the parish council should write a letter and input a comment onto the planning portal. Cllr GS to provide appropriate text to Clerk.</p> <p>Referred to a meeting that morning with Cllr GS. Also present were two officers from Dorset Council (Countryside and Highways) who met with the Bridport Tree Group (John Hinsley and Jo Hackett) and Cllr GS to rewild Slades Green with a number of trees. Dorset Council require the parish council to enter into a ‘License to Cultivate’ arrangement with Dorset Council, this means that the parish council can plant a specified number of trees at the location, but will be contractually bound to maintain the trees in the coming years.</p> <p>Cllr SW referred to the Dorset Council Local Plan and to the closing date of 15th March. She referred to Bridport Town Council’s response.</p> <p>Cllr SW referred to the changes in car park charges in Bridport and West Bay from April 2021. Charges in Bridport relate to Sunday charging to be aligned to the charge for Monday to Saturday. At West Bay the charge is raised incrementally per hour up to a full day costing £8 (long stay car parks). She referred to a consultation process relating to further changes to car park charges. The Clerk confirmed that this had been sent to B&W councillors.</p> <p>Cllr SW referred to the Census Day (21st March) and that information on the completion of the census can be found on the Dorset Council website.</p> <p>Cllr DB provided information on the provision of parking and facilities for motor homes which had been curtailed following bad experiences at West Bay Station car park. Cllr DB said that there may be further consultation on this and the position may change in the future.</p>	Cllr GS Clerk
2	<p>Democratic Half Hour:</p> <p>There were no items for discussion.</p>	
3	<p>Minutes of Parish Council Meeting – Monday 8th February 2021:</p> <p>The Minutes of 8th February were approved, and a copy will be posted to the website.</p> <p>Councillors were asked to comment on the Summary of Actions. As follows:</p> <p>Regarding Marrowbone Lane – enquire why the letter is not available to members of the public. Action completed.</p> <p>Regarding Transfer of Nature Reserves – send text to Clerk for letter to be sent to Dorset Council. Action completed.</p>	

Ref	Agenda Item	Action
	<p>Regarding Homestead Farm Appeal – identify the grounds put forward by the appellant and send text to the Clerk for a letter to be written to Dorset Council Action completed.</p> <p>Regarding Appointment of Councillor responsible for Flooding/Flood Prevention – send details of the role to Cllr CA. Action completed.</p> <p>Regarding Dorset Council Local Plan - councillors to look at the plan and send Cllr JB their views so that he can submit a collective / joint response. Deadline 28th February 2021. Action completed.</p> <p>Regarding Lengthsman Increase in hourly rate – write to Bridport Town Council to accept the increased charge. Action completed.</p> <p>Regarding Right to Regenerate - reflect Councillors' views in responding to the consultation document. Action completed.</p> <p>Regarding overhanging branches at The Old Vicarage Cllr will visit the property and speak to the resident. Action completed</p>	
4	<p>Reports from External Organisations:</p> <p>WATAG – there has been no WATAG meeting due to COVID-19.</p> <p>BLAP – Cllr GS referred to a BLAP meeting on Friday 12th March which he will be attending. Feed back will be at the meeting on 12th April 2021.</p> <p>BANP/JCC – Cllr JB attended the BANP meeting on 4th March. Progress on the 20 projects that the Steering Group is undertaking. A car port has been established at Plottingham. Planning decisions which cite the BANP (L1 and L2) should be reported to Sal Robinson (a method for doing so is being developed). The Clerk asked for examples of where this would be necessary (land outside the development boundary (Marrowbone Lane) and Homestead Farm are examples).</p> <p>Joint Council also made a significant response to the Dorset Local Plan.</p> <p>The Community Governance Review being undertaken by Dorset Council was discussed and we should decide on our response prior to the Annual Meeting in May.</p> <p>No budget has been set for the projects for the coming year (although B&W do not contribute to the projects, only the admin).</p>	

Ref	Agenda Item	Action
5	<p>Planning:</p> <p>Planning Consultations</p> <p>The planning consultation and decision notices specified on the Agenda were noted.</p> <p>There was some discussion around the inspection of the property (Church End in Walditch Road), because Cllrs CA and JB declared an interest, being immediate neighbours. It was agreed that Cllr CA would provide Cllr EB with some information on the proposed work and that Cllr EB would carry out the inspection.</p>	
6	<p>Finance and Budget</p> <ul style="list-style-type: none"> ● Payments for Approval – 9th February 2021 - 8th March 2021 <ul style="list-style-type: none"> ● DAPTC Introduction to Planning ● DAPTC Finding New Councillors ● Derek Smith Grass Cutting ● Dorset Council ● BANP Contribution Bridport Town Council ● Voucher – VFO and card ● Bridport Town Council – Dog Bins <div style="text-align: right; margin-right: 100px;">  Approved </div> <p>The Clerk said that some of the payments listed had already been paid and had been authorised via email. The invoice cover sheet was signed by the Chairman and scanned back to the Clerk.</p> <p>The Clerk's salary for March 2021 was approved as were any expenses.</p> <p>The Bank Balance as of 28th February 2021 was provided to councillors for their perusal, the Bank Statement was signed by the Chairman and scanned back to the Clerk.</p> <p>The parish council's Deposit Account balance was also sent to councillors for their perusal.</p> <p>The Cash Flow Forecast up to 28th February 2021 was sent to Councillors for their review.</p> <p>Cllr CA and the Clerk have a meeting scheduled for Wednesday, 10th March to go over the accounts.</p>	

Ref	Agenda Item	Action
7	<p>Parish Council Sub-Groups:</p> <p>Open Spaces and Play Areas Sub-Committee met on the 22nd February 2021. The Chair of the OSPA highlighted the main points to note:</p> <ul style="list-style-type: none"> ● Nature reserves and the transfer to the Town Council. (Cllr Cllrs EB and JB met with Dorset Council Countryside staff and Daryl C from Bridport Town Council on Friday 4th March to walk around both nature reserves and discuss progress). ● Play areas, discussion on the follow up to the inspector's recommendations and the location and siting of the litter bin in the Lower Walditch Play Area. ● Reports of dogs on John Holt Play Area – there are signs saying 'no dogs' ● Updated Terms of Reference for OSPA ● Tree project at Slades Green and the requirement to agree to a License to Cultivate. Scan of the site by DC is outstanding (to establish whether there are any utilities under the soil in the area). ● The Climate Change Emergency declared by the Dorset Council does not seem to have permeated down to the various departments within the Dorset Council. <p>Finance and Funding Sub-Committee met on the 5th March 2021. The Chair of the F&F highlighted the main points to note:</p> <ul style="list-style-type: none"> ● Money for Lower Walditch Play Area – there is a small surplus of S106 monies that is unspent, there are two grants totalling £1032 to be made available to the play area. Cllr CA referred to the notice boards that are to be purchased and the parish council will reclaim the VAT and make this available for future spend. ● Replacement of Cllr AL on the Finance and Funding sub-committee. Cllr CA will continue with the Finance and Funding sub-committee and should another councillor want to join the sub-committee they should let their interest be known. ● Expressed grateful thanks to Cllr AL who has been an invaluable asset to the Finance and Funding sub-committee over the preceding year. <p>Traffic and Transport & Footpaths Sub-Committee met on the 5th March 2021. The Chair of the T,T & F highlighted the main points to note:</p> <ul style="list-style-type: none"> ● Continuing to ensure good liaison and cohesion between the lengthsman and the VFO (Voluntary Footpath Officer) ● Feedback from the Parish Plan on various requests on the parish's highways ● Joint meetings between lengthsman and the VFO and Cllrs MW and GS. 	

Ref	Agenda Item	Action
8	<p>Other Parish Matters:</p> <p>Parish Plan</p> <ul style="list-style-type: none"> ● The minutes of the last Parish Plan meeting was sent to councillors. There were no matters arising. The next Parish Plan Meeting – 18th March 2021 	
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 Dorset Council regarding transfer of nature reserves ● Letter to Planning Inspectorate regarding Homestead Farm Planning Application - Appeal ● Letter to Bridport and West Dorset Sports Trust and the Real Tennis Club (Walditch Road) regarding ice on Walditch Road and footpath W5/7. ● Letter to Mr & Mrs de Greeff and DC Highways (via portal) regarding steps on Bothen Hill. 	
10	<p>Miscellaneous:</p> <p>Clerks Hours – the Chairman referred to the workload undertaken by the Clerk and to a proposed increase in weekly hours from 14 to 17. There was discussion in the Clerks absence and it was unanimously agreed that the increase is warranted and should be granted. The Chair will write to Dorset Council who administer the Clerk's salary.</p> <p>Governance Review – Cllr JB said that this was related to the parish plan, consultation starts from July. The parish council could decide that no change is necessary. Cllr JB asked for this to appear on the Agenda for 12th April 2021.</p>	Cllr JB
11	<p>AOB</p> <p>Cllr JB referred to the Annual Meeting (May 2021) and to his Annual Report that he has written highlighting what the parish council has achieved in the year. His Annual Report will be featured in the 'Bridge'.</p> <p>There was a short discussion about the lack of councillors and various courses of action that could be taken. Cllr CA suggested notices alongside the parish council's achievements (dog bin installations, speed limit restrictions etc). Cllr CA and Clerk to discuss this on Wednesday 10th March. The Clerk suggested laminated notices could be put up by the entrances to both nature reserves asking for councillors. Cllrs MW and EB said that they were notified of vacancies via the leaflets that were hand delivered around the parish. There was some agreement that another leaflet drop could be undertaken</p>	
	<p>The meeting ended at 6.45</p>	

Date of the next Parish Council Meeting: 12th April 2021 via Zoom

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

SUMMARY OF AGREED ACTIONS – 8th March 2021

Action	Owner	Page
Regarding Homestead Farm – New Planning Application – the parish council should write a letter and input a comment onto the planning portal.	Cllr GS/Clerk	2
Regarding Clerks Hours – write to Dorset Council to increase Clerk's hours.	Cllr JB	6

ROLLED OVER ITEMS – 8th March 2021

Action	Owner	Page
Governance Review	All	6

ITEMS REFERRED TO OSPA SUB-COMMITTEE – 26th April 2021

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None	3

ITEMS REFERRED TO TT&F SUB-COMMITTEE – 30th April 2021

Item	Page
None	

ITEMS REFERRED TO F&F SUB-COMMITTEE – 30th April 2021

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

Clerk to Parish Council

Tan Cox

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