

MINUTES OF THE BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, WALDITCH ON MONDAY 8TH SEPTEMBER 2003.

Present: Mrs Regan (Chairperson), Mr Matthews (Vice-Chairman), Mrs England MBE, Mrs Warburton, Mr Dennis. In attendance: Rear Admiral Pritchard CB, Mr Tett, Mr Roberts, Mr Coatsworth, D. Barnes (Clerk)

1. APOLOGIES.

Mr Harrison.

2. MINUTES OF THE PREVIOUS MEETING.

The minutes of the previous meeting held on 11th August 2003 having been circulated to all members were corrected, then accepted as a true record of the meeting and duly signed.

3. MATTERS ARISING.

Item 4 - Democratic Half Hour: pedestrian crossing near junction of Sea Road and Hollow Way. This matter to be included on the agenda for 13th October meeting.

Item 9 - Newsletter. Unexpectedly, Mrs Regan has written this and circulated it to the other councillors. They approved it unanimously. Mrs Regan proposed that she should organise the printing and that she and Mrs Warburton should insert it into copies of the Team News. Mr Matthews seconded this and all of the other councillors agreed.

Item 22 - Footpaths & Roads. The overgrown weeds and grass along Main Street, Bothenhampton have been removed.

Item 29 - DAPTC: Welcome meeting for new councillors to be held on 29 September. Mrs Regan proposed, Mr Matthews seconded and the other councillors agreed that the Clerk should apply for two tickets for Mrs Warburton and Mr Dennis.

4. CO-OPTION OF COUNCILLOR.

As no parishioners put themselves forward for co-option, co-option was not proceeded with.

5. DEMOCRATIC HALF HOUR.

At 7.17pm the meeting was adjourned to enable members of the public to air their views on matters of local interest. At 7.44pm the meeting re-convened to complete the council's agenda, there being no further matters raised.

6. REPORT BY WDDC COUNCILLOR, REAR ADMIRAL G. PRITCHARD CB.

WDDC is preparing for the regular inspections it undergoes, scheduled for October and February and particular attention is being paid to its structures. The annual budget is being considered shortly, for completion by February.

The Admiral advised that all letters sent to the Chief Executive of the council are tracked, therefore a reply from his office is assured. Accordingly, a letter to him, chasing-up a matter raised with another officer who has not replied, is more likely to produce a result than chasing-up the original officer.

It is the policy of WDDC to engage with parish councils regarding computerised communication between the two authorities. Part-funding is available to set-up an intranet which would allow access to planning applications and other district council services from the parish council office.

7. REPORTS BY OTHER WDDC COUNCILLORS PRESENT.

Mr Roberts informed the meeting that funding may be available from WDDC to provide and maintain computer equipment; Sheila Davage to be contacted should the parish council wish to discuss applying for it.

Mr Tett advised the meeting that he has made representations to DCC in respect of the re-grading of Footpath 14 to a byway.

8. REPORT BY DCC COUNCILLOR, MR COATSWORTH.

Mr Coatsworth will continue to pursue the placing of a pedestrian crossing on the A35 in the chosen spot. He suggested that the parish council writes to the Highways Agency on this matter. He is meeting Mr Elliott from Wessex Water next week to state that the odours being emitted from the sewage works on Burton Road are unacceptable and to press him for an answer to his earlier request for him to make a public statement on the matter. Mr Coatsworth informed the meeting that the Environment Agency has been contacted in respect of the foul smells. As he is now Vice-Chairman of a Social Services committee, Mr Coatsworth welcomed any comments on matters which would be dealt with by the Social Services Department.

9. BOTHENHAMPTON FLOODING.

Mr Nick Browning, Principal Engineer of WDDC, was invited to speak on this matter and advised the meeting that WDDC is unable to obtain any grant aid for the improvements required, as the scheme is not large enough. Additionally, WDDC will always give priority to flood relief schemes which eradicate the flooding of houses; the flooding in Bothenhampton does not fall into this category. However, WDDC proposes to lay a bypass pipe around the properties at Manor Barn, which will link up to the pipes in Quarry Lane. This will represent a "relatively minor improvement". The 90 metres of pipework will run alongside Old Church Lane and Quarry Lane, access to properties will be maintained and the roads kept open. A press release will advise residents of the type of work to expect and its timescale, which Mr Browning estimated as three weeks. Work is due to start shortly. (A more comprehensive scheme was originally planned, to which the parish council had offered to contribute, as it affected the John Holt Play Area).

10. PARISH ROOM.

Mrs Regan reported that she has received a more accurate estimate of the proportionate cost of a Parish Room in relation to the proposed alterations and improvements to Bothenhampton Village Hall, this being £24,250 including V.A.T.. The Clerk was instructed to complete the form which is used to seek approval from central government for the parish council to borrow money to finance the build; the form to be returned to Mrs Regan as soon as possible. Mr A. Stuart at WDDC, the parish council's preferred lender, was confirmed as the officer to whom all correspondence and any application should be sent. A RESOLUTION to apply for a loan from WDDC for the creation of a Parish Room within Bothenhampton Village Hall, provided that the other proposed modifications to the hall deemed this to be appropriate, was proposed by Mrs Regan and seconded by Mrs England. All of the other councillors present voted in favour. Mrs Regan advised that there is plenty of time to make the application.

11. SEWAGE WORKS & PUBLIC MEETING.

It was confirmed that Bridport Town Council should be asked to co-sponsor the public meeting which has been called for. Mrs Regan will write to its Chairman in this respect and the Clerk was instructed to write to the Town Clerk similarly. He was also instructed to write a covering letter to Dr Oliver Letwin M.P., to formally request his presence at the meeting. WDDC Councillor, Mr Tett, was invited to speak on this matter and, as he will be in attendance, he was asked to convey to the Town Council at the meeting of its Finance and General Purposes Committee on 10th September, that co-sponsorship is the parish council's preference. He informed this meeting that Dr Letwin has already expressed his willingness to attend a public meeting and that the Town Clerk will contact Wessex Water regarding its sending of a "responsible representative". Mr Tett will suggest to Dr Letwin that he requests the attendance of the Managing Director or Chairman of Wessex Water at the public meeting in order to make a statement.

12. PLANNING

A] Applications received from WDDC/DCC -
WDDC -

1/W/2003/1647 & 1/W/2003/1646 - Ab Antiquo, Main Street, Bothenhampton: Erect extension & two-bay garage - No Comment to return.

1/W/2003/1626 - 55 Valley Road, Bothenhampton: Erect extension - granting of permission recommended provided that the sewage pipework is inspected and considered suitable for development work to be carried out adjacent to it without hindrance or damage to neighbouring properties.

1/W/2003/1644 - Spring Farm, Duck Street, Bothenhampton: Demolish building and erect one dwelling - No Comment to return.

1/W/2003/1536 - 20 Uplands, Walditch: Demolish existing garage, erect new garage & first floor extension with pitched roof - Refusal recommended as the application now stands. The proposed balcony would intrude upon neighbours' privacy to an unacceptable extent. However, there is no objection to any other part of the proposal.

DCC -
None

B] Decisions by WDDC/DCC

WDDC -

1/W/2003/1122 - 1, Cross Roads, Walditch: Erect two-storey extension - permission refused.

1/W/2003/1276 - 22 Pasture Way, Bothenhampton - erection of conservatory: permission granted.

1/W/2003/1107 - May Cottage, Old Church Road, Bothenhampton - erection of holiday cottage for disabled & modification of vehicular access: permission granted.

Trees - consent granted for removal of trees at Lychets, East Road.

DCC -
None

13. FINANCE.

A] Statement of Account as at 31 July 2003.

The Clerk informed the meeting of the current situation.

B] The following accounts were approved for payment:

David Landscapes - grass cutting - £424.18

Mrs Regan - expenses - £5.50

D. R. Barnes - Clerk's salary - £242.33
Walditch Church - churchyard maintenance - £550.00
Walditch Village Hall - hire - £15.00
Bothenhampton Village Hall - hire - £25.00
G. Jones, surveyor - parish room - £70.50

Mrs Regan proposed that these accounts should be paid; this was seconded by Mr Matthews and agreed by all of the other councillors.

C] General.

The Clerk read out a letter from WDDC confirming that, as requested by the parish council, interest accrued on the parish council funds invested there would be added to the capital sum in future and not paid to the parish council's current account.

14. RISK ASSESSMENT.

The Clerk informed the meeting of the requirement to carry out a Risk Assessment on an annual basis, which is designed to ensure that the council has considered all the risks it faces, both financial and otherwise. He considered that many of the risks are insurable and included in the current insurance policy. Mr Matthews and Mr Dennis will carry out the Risk Assessment, in conjunction with the Clerk. This was proposed by Mrs Regan, seconded by Mrs England and agreed by all of the other councillors.

15. RESOLUTION RE: ANNUAL ACCOUNTS 2001-2.

This was postponed until the next meeting.

16. INTERNAL AUDIT 2002-3.

Mrs Regan and the Clerk confirmed that the internal audit function must be carried out by a suitably qualified person who is independent of the council. Mrs Regan proposed that the Clerk should write to three local accountants to invite them to submit a tender; this was seconded by Mr Matthews. Mr Dennis proposed that the Clerk should ascertain the cost of placing an advertisement for this work in the Bridport News, should the tenders be unsuccessful; this was seconded by Mr Matthews.

17. REQUESTS FOR GRANTS.

None.

18. VITAL VILLAGES

Mrs Regan reported that the Parish Plan is almost ready for printing and should be published in October, then distributed to each household.

19. FOOTPATHS & ROADS.

Mrs Regan informed the meeting that working parties have been set-up to collect litter along footpaths in the parish and that Footpath 23 in Walditch has been reinstated on the official map.

20. STREET LIGHTING.

Nothing to report.

21. NEIGHBOURHOOD WATCH.

Mrs Regan reported that there is increased participation in this group; Mrs Warburton is more heavily involved.

22. CONSERVATION & OPEN SPACES.

Nothing to report.

23. PLAY AREAS.

John Holt - Mrs Regan instructed the Clerk to request WDDC to carry out the free annual inspection of the play equipment. Walditch Village - Mr Matthews reported that he is waiting for further quotations in respect of work still to be carried out there.

'Cemetery Field', Lower Walditch - Grass cutting is in progress.

24. BRIDPORT REGENERATION AREA PARTNERSHIP.

Nothing to report.

The Clerk confirmed to Mrs England that the next meeting is on 16th September.

25. A35 COMMUNITIES INITIATIVE.

Nothing to report.

26. DAPTC.

The Clerk distributed copies of the August 2003 Newsletter. Mr Matthews reported that he and Mrs England attended a recent DAPTC meeting at which doorstep recycling and the sewage works on Burton Road were discussed. A new Chairman and officers were elected. Mrs England reported that the ship-to-ship oil transfers in Lyme Bay were also discussed, with concern being shown for the environmental risks involved. The next meeting will be held on 4th December. The Clerk passed correspondence regarding the Code of Conduct to Mrs Regan.

27. CORRESPONDENCE.

From WDDC - a letter launching the 2003-4 Countryside and Conservation Grant Scheme, previously copied to Mr Matthews, who informed the meeting that the scheme does not apply to Play Areas.

A letter confirming the receipt of Mr Dennis' Registration of Interests form.

From DCC - Newsletter re the Bournemouth, Dorset & Poole Structure Plan.

Notification that September 2003 is 'Archive Awareness Month' and that the Dorset Record Office is holding an Open Day on 27th September.

Dorset Strategy - passed to Mrs Regan.

Passenger Transport newsletter - to be passed to Mr Harrison.

Central government - Notification that the Rural Services Standard was published on 14 July.

Other - Local Council Review newsletter - passed to Mrs Regan.

The Post Office - notification of its decision to close the post office on St Andrews Road, Bridport on 11th October 2003.

CPRE - Newsletter.

WATAG - minutes of its 31 July meeting and notice of its meeting on 18 September.
Advertising literature from grave headstone makers and play equipment suppliers.

The next monthly meeting will be held in Bothenhampton Village Hall on Monday, 13th October 2003 at 7.00pm.

There being no further business to discuss, the meeting closed at 9.27pm.

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR:

1. Planning Application for 20 Uplands, Walditch.
2. Wall falling into ditch in Walditch.
3. Damage to trees on Walditch private land.
4. Permitted use of land and buildings by Coopers Farm Trading, Bonscombe Lane, Walditch.
5. Walditch Village Play Area - communication of resignation of previous parish council representative, her replacement and future work to be carried out.
6. Parking restriction along Walditch Road.
7. Valley View - weeds in gutters.
8. Waste bin on Walditch Road.
9. Litter in Walditch.
10. Parking on Crock Lane.