



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at BOTHENHAMPTON VILLAGE HALL at 7pm on 8th JULY 2019**

Initials	Present	Initials	Present
JB	Cllr Jim Basker (Chair)	CA	Cllr Chris Addis
AL	Cllr Ann Langridge (Vice Chair)	CD	Cllr Chris Dobbs
CS	Cllr Colin Sparkes	TC	Tan Cox (Clerk)
Also Attended			
DB / KC	Cllr Dave Bolwell , Cllr Kelvin Clayton (until 8pm)		

Ref	Agenda Item	Action
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received	
	Apologies: Cllr Sarah Williams	
	Democratic half hour: See pages 11 - 12	
1	Reports from Dorset Council Councillors Cllr Kelvin Clayton advised that a member of the public had attended the Councillors' Saturday surgery and raised the issue of Crock Lane; concerns about traffic safety, speed and volume of traffic. KC said he spoken to BT at Dorset Council (Community Highways Officer) who asked that the Clerk contact him to discuss arranging a community speed watch and/or other traffic calming measures in the area. KC confirmed that Dorset Council needs quantifiable data in order to implement any traffic calming measures in Crock Lane. There was discussion and it emerged that other councils had implemented traffic calming measures locally, (for example at Chard).	TC


Minutes agreed: Chairman on 9th September 2019


 CHAIRMAN

Ref	Agenda Item	Action
	<p>Another issue raised at the Saturday Surgery regarded a hedge at the top of Pasture Way running north past Nordens. The hedge is between the path and the road, with the path on the left marking the boundary to gardens. The query related to who owns the hedge and who is responsible for it. CD said it is likely to be Dorset Council. JB/AL to go and look at the hedge/path. JB to contact highways authority to find out.</p> <p>Cllr Dave Bolwell advised that the next full council meeting for DC is on 18th July, he mentioned the Councillors' Surgery in Bridport being the first Saturday of each month. DB confirmed that he had taken notes on the Homestead Farm issues raised during the Democratic Half Hour.</p>	<p>JB/AL JB</p>
2	<p>Minutes of Parish Council Meeting – Monday 10th June 2019: There being no issue with the minutes these were signed and handed to the Clerk.</p> <p>Matters arising from Minutes of 10th June 2019: Councillors were asked to comment on the Summary of Actions on page 9. As follows:</p> <p>Rolled over actions:</p> <ul style="list-style-type: none"> ● Regarding Jellyfields noticeboard, securing and re-siting / and replacement of Walditch noticeboard – see 10 below. ● Regarding damage by lorries to Walditch Village Green – faculty has been sought and response is awaited. Roll over to December 2019. ● Regarding Play Area Inspection Reports – John Holt – It was found that the turf does need replacing however mid-summer is not the right time to do this - Nick David / Ashley Cooper should be asked to provide a quote for laying the turf later in the year (eg: September/October) ● Regarding Planning Application - WD/D/19/000963 – 11 Chestnut Road, Bridport, DT6 4JP – the PC has not received a response from the DC Planning Department and a follow up letter will be sent. ● Regarding John Gundry Play Area - arrange meeting with DC to gain his opinion regarding bark, equipment and repairs. JB advised that DC has been absent from work and that he will speak to him on his return. <p>The following actions were dealt with:</p> <ul style="list-style-type: none"> ● Regarding hedge on Lower Walditch Lane – investigate who owns this piece of land before the Parish Council takes further action. JB reminded councillors that the matter had been raised because the hedge appeared to have been taken out some months ago by person/or persons unknown. After research JB has now confirmed that the hedge belongs to the Highways Agency. He advised councillors that the hedge is regenerating itself and no further action will be taken. 	<p>LA</p> <p>JB</p> <p>JB</p>

Ref	Agenda Item	Action
2	<ul style="list-style-type: none"> ● Regarding Notice boards at Pasture Way and Crown Roundabout – AL advised councillors that locks have been obtained and fitted. The notice board at the Crown Roundabout needed to be repaired and this has been done. She advised that although the Crown Roundabout notice board has been repaired the PC should be prepared to replace it in the next year or so. It was confirmed that the two padlocks have the same key and that two keys are available. <p>It was AGREED that the keys would be held by AL and CD.</p> <ul style="list-style-type: none"> ● Regarding John Holt Play Area - regarding the rocking duck – JB and AL have inspected the rocking duck and reported that it is adequate. During the visit they noticed that the red and blue climbing frames need to be repainted <p>AL volunteered to paint the climbing frames.</p> <ul style="list-style-type: none"> ● Regarding Possible Speed Limit on Crock Lane – AL explained that the issue isn't speed, but rather safety for pedestrians, traffic calming measures may improve safety for pedestrians. Residents are keen on 20-mile limit, however most cars are driving at less than 20 mile an hour because of the narrowness of the road. TC to contact BT (Community Highways Officer at DC). See 1 above. ● Regarding Tree to rear of 7 Howard Close – quotes have now been received and work will be underway in due course. ● Regarding Book Box in Bothenhampton – the PC has striven to get 3 quotes for this work. <p>It was AGREED that the quote for £272 be accepted.</p> <p>It was AGREED that the Clerk should pay Cllr AL for telephone box paint - £35.98.</p>	
3	<p>Reports from External Organisations:</p> <ul style="list-style-type: none"> ● WATAG – There was no meeting in June. ● BLAP – CS attended meeting on 26th June and referred to a letter he had obtained that provided an insight into what is happening at Dorset County especially regarding the Dorset Shadow Executive which had recommended preparing a new Dorset County plan, including a 5 year housing (land supply) for the area and affordable housing. ● BANP – CD advised that he was not able to attend the meeting due to illness, TC to circulate minutes when received. 	

Ref	Agenda Item	Action
4	<p>Planning:</p> <p>A: PLANNING CONSULTATIONS</p> <ul style="list-style-type: none"> ● WD/D/19/001274 2 ELWELL, BRIDPORT DT6 4DX – the property is located on the corner of Elwell and the application is to extend in all directions. CS found that local people had not been informed by DC Planning and were unaware of the application. The corporate view is that the application constitutes overdevelopment and the timber cladding to be used is not in keeping with the surrounding area. <p>B: APPEALS – None</p> <p>C: REFUSALS – None</p> <p>D: APPROVALS – None</p> <p>E: COMPLIANCE NOTICE / OTHER – None</p> <p>F: DECISION NOTICES</p> <ul style="list-style-type: none"> ● WD/D/19/001181 2 BOTHEN DRIVE, BRIDPORT, DT6 4DJ ● WD/D/19/000553 24 GLEBE CLOSE, BRIDPORT, DT6 4DT ● WD/D/19/001057 WALNUT COTTAGE, DT6 4BT ● WD/D/19/000142 MAY COTTAGE, OLD CHURCH ROAD, BRIDPORT, DT6 4BP ● WD/D/19/000143 MAY COTTAGE, OLD CHURCH ROAD, BRIDPORT, DT6 4BP ● WD/D/19/000953 1 NORDONS, BRIDPORT, DT6 4DU <p>G: LETTERS – Letter and map from R Robins regarding 2 storey extension at Landfall, Bothenhampton DT6 4BP – CS advised that this planning application has already been given permission, the land is privately owned and the matter should be resolved privately with the owner of landfall. JB to write to Mr Robins.</p>	JB

Ref	Agenda Item	Action
5	<p>Finance and Budget</p> <ul style="list-style-type: none"> ● Payments for Approval <ul style="list-style-type: none"> ● Darkin Miller Ltd ● Ken Hussey Q2 Inspection Report ● Walditch Village Hall ● Clerk's Salary - July (pre-approval) ● Clerk's Holiday Pay (up to 31st May 2019) ● Clerk's 3rd party payments ● David Landscapes Inv No 1006 ● M Riddington (Leaflet) ● Huck Nets – John Holt (net ground fixing pegs) ● A J Basker – (Double D Computers / printer ink) ● IMS Group – (Leaflet) <p>All payments were approved.</p> <p style="text-align: center;">Approved  Chairman</p> <ul style="list-style-type: none"> ● The Bank Statement as at 3rd July 2019 was provided to councillors for their perusal – it showed a balance of £20,200.98 	
6	<p>Play Area Inspection Reports</p> <ul style="list-style-type: none"> ● John Gundry Play Area – Walditch, AL said that the John Gundry Play Area is badly overgrown and needs to be maintained. <p>It was AGREED to contact the same contractors that quoted for work at 7 Howard Close / Valley View.</p> <ul style="list-style-type: none"> ● John Gundry Play Area – with reference to Ken Hussey's report detailing sockets in ground for goal. The decision on whether to remove the sockets or provide a goal to suit at a price of around £600. <p>It was AGREED that the goal post sockets will be removed and TC to ask lengthsman to do this.</p> <ul style="list-style-type: none"> ● John Holt Play Area – GM (Geoff Matthews) has painted the goal posts. AL has nets and pegs. TC to ask Lengthsman to put the net up. <p>It was AGREED that the Clerk should pay GM for white gloss paint and Velcro Net Fixing Strips - £23.19.</p>	<p>TC</p> <p>TC</p> <p>TC</p>

Ref	Agenda Item	Action
7	<p>Other Parish Matters</p> <ul style="list-style-type: none"> ● Bothenhampton <ul style="list-style-type: none"> ● Homestead Farm – See Democratic Half Hour ● Book Box – See 2 above ● Goal Posts and Nets in John Holt Play Area – See 6 above ● Walditch <ul style="list-style-type: none"> ● Field adjacent to the Cemetery/new play area in Walditch (next to Allotments) – The PC is awaiting the draft lease. The local community have yet to choose a name for the play area and DC, who is to advise on the design of the play area, has been absent from work. ● Bridleways W5/9 and W5/10 at Bonscombe Lane and the state of footpaths in Jellyfields Nature Reserve – Mr Goff has written to a member of the public regarding Jellyfields and the PC note the progress being made. The PC wrote to Mr Goff regarding Jellyfields and footpaths W5/9 and W5/10 but have had no response. <p>CS said the footpaths W5/9 and W5/10 do not exist, however JB pointed out that the Dorset Explorer OS map labels the W5/10 path, which is indeed marked on the map. There was detailed discussion over which footpaths existed and which did not. The map that CS had was old and possibly out of date, however, it showed the first part of a footpath as W5/9 which then becomes W15/24.</p> <p>Clerk to contact Dorset Council and ask for an up to date map of footpaths and bridleways for the Bothenhampton and Walditch parishes.</p>	TC
8	<p>Correspondence The following correspondence has been sent/received during the period:</p> <ul style="list-style-type: none"> ● Letter to Dorset Council regarding Clerk’s working hours ● Letter to D Redding regarding Homestead Farm (see 7 above) ● Telephone call followed up by email from Mr Paul Collins regarding Jellyfields ● Email to DAPTC regarding Contractors and Quotes (BTC/DC) and upper limit within financial regulations requiring 1 quote for work (see 10 below) ● Email to DAPTC regarding using projector / tablets for meetings (see 10 below) ● Email from DC Planning regarding 21 Elwell, Bridport DT6 4DX ● Email from DC Arboricultural Officer (West) Nick Collins offering tree surgery service to PC ● Letter to R Goff (DC) regarding Bridleways W5/9 and W5/10 at Bonscombe and state of footpaths in Jellyfields Nature Reserve (copied to Cllrs Williams, Clayton and Bolwell) ● Letter to C Lloyd (DC) regarding Sycamore Avenue, The Hyde, Walditch ● Email to Playdale regarding maintenance of play equipment in John Gundry Play Park ● Emails from Mr R Chadney and Mr K Morris regarding John Holt Play Park – parking ● Letters to Blossoms, Quarry Lane, Bothenhampton and to Beechwood, Quarry Lane regarding John Holt Play Park – parking 	

Ref	Agenda Item	Action
9	<p>Parish Council Sub-Groups: Sub-groups for the following dates were agreed:</p> <ul style="list-style-type: none"> ● Traffic and Transport Sub-Committee – November 2019 ● Open Spaces and Play Areas Sub- Committee next meeting 19th July 2019 ● Finance and Funding Sub-Committee next meeting 19th July 2019 	
10	<p>Miscellaneous:</p> <p>Leaflet – The Chairman brought councillors up to date on the quotes received, the costs involved and the distribution date.</p> <p>It was AGREED that the PC would engage IMS to print and distribute leaflets.</p> <p>Notice Boards – The Chairman explained that a request had been made (via Anne Loades) to place an additional notice board at No 1 Gundry Road (P Tuckwell) and for it to be sited in the front garden of their property.</p> <p>There was discussion around this and although the PC needs to replace and/or resite the existing Jellyfields notice board it was not felt appropriate for a new board to be placed in the front garden of a private residence. JB to write a letter to P Tuckwell.</p> <p>Using a projector and/or tablets to facilitate council meetings – The Clerk said that she had approached DAPTC to ask a general question of other Dorset parish councils whether or not any used projectors and/or tablets to assist in their council meetings. TC referred to the list of responses and said that there is a lot of interest in this, with some councils already using projectors and tablets. The drive to save money (ink and paper) being a major factor.</p> <p>TC said that after some consideration it had become apparent that the use of a projector would not be possible, mainly due to the use of Walditch as a meeting venue which is too small to accommodate projector and screen. However, she said that there is an added complication in that a new computer would also be required as she would need one to project and another to type up the minutes (and couldn't do both at the same time!)</p> <p>CS said that he was not able to use his existing computer and that it had broken down, he asked that all papers be mailed to him.</p> <p>TC raised the possibility of introducing a pilot trial of one tablet (the purchase of one tablet and USB or micro card / whichever applicable), for one Councillor to use. The general idea being to pass the tablet around at each successive meeting to gauge interest in the tablet and how it worked and to decide whether Councillors would want to have their own tablet. TC said that she could retain the tablet and pre-load all the paperwork for the meeting and then hand to the Councillor at the start of the meeting. Alternatively, Councillors could retain the tablet and just upload the paperwork from the USB or micro card which could be handed to them by TC. Either way, it will reduce the use of paper and ink and could save money in the end.</p> <p>It was AGREED that the Clerk would purchase one tablet and USB/Micro card</p>	<p>JB</p> <p>TC</p>

Ref	Agenda Item	Action
10	<p>Miscellaneous:</p> <p>Financial Regulations – The Clerk said that she had approached DAPTC to ask a general question of other Dorset parish councils about their Financial Regulations and what they advised in relation to limits for quotes and spend. There had been a limited response from other parish councils to this query.</p> <p>It was AGREED that the Clerk would amend the PC’s Financial Regulations to raise the lower limit to £500.</p> <p>Engagement of new Internal Auditor – The Chairman advised councillors that a new internal auditor had been appointed this being Richard Williamson, a retired Marshwood Vale resident.</p> <p>Lengthsman’s hours and details (.xls file sent prior to meeting) a list of questions regarding work completed by the Lengthsman had been sent to councillors prior to the meeting. There was discussion around what the lengthsman did as opposed to what other contractors (such as David Landscapes) do. CD advised that where the PC had a waste bin installed (for example in John Holt Play Area), it is the lengthsman who empties it. Other bins are emptied by Dorset Waste Partnership. TC to follow up with the lengthsman what bins he empties.</p>	<p>TC</p> <p>TC</p>
11	<p>AOB:</p> <p>Agenda terminology – the need to use the word ‘summoned’ The Clerk advised councillors that it is a legal requirement to use the word summoned and referred to Legal Topic Note 55 produced by NALC.</p> <p>Dormant Bank Account – AL updated councillors with regards progress in reclaiming the funds held within the dormant account. She explained that the money has gone into a fund and the parish council would need to go through the bank to get the money back, however there is no obligation on their part to assist and there is no time period by which the funds would be given back.</p> <p>Sycamore Avenue, the Hyde, Walditch Road – the Chairman read the letter that he had written to Mr Chris Lloyd, the temporary tree officer at DC and the reply received from Mr Lloyd which stated that a TRN (Tree Replacement Notice) will be served and hopefully the replanting will be carried out between November and December 2019.</p> <p>Walditch Village Notice Board – the issue regarding Walditch Village notice board was raised again, including the size and material used (not average size so would need to be made bespoke). AL asked whether it could be sited on the Village Green. TC to look at the Village Green Deed to see if there is an objection.</p>	<p>TC</p>
	<p>Items for next Agenda:</p>	
	<p>The meeting ended at 9.30pm</p>	

Date of the next Parish Council Meeting: 9th September 2019 @ 7pm Walditch Village Hall

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

SUMMARY OF ROLLED OVER ACTIONS – 8th JULY 2019

Action	Owner	Page Ref
Regarding Jellyfields noticeboard, securing and re-siting and replacement	-	2
Regarding damage by lorries to Walditch Village Green – faculty has been sought and response is awaited. Roll over to December 2019.	JB	2
Regarding Play Area Inspection Reports – John Holt –Nick David / Ashley Cooper should be asked to provide a quote for laying the turf later in the year (eg: September/October)	AL	2
Regarding Planning Application - WD/D/19/000963 – 11 Chestnut Road, Bridport, DT6 4JP – follow up letter to be sent.	JB	2
Regarding John Gundry Play Area - arrange meeting with DC to gain his opinion regarding bark, equipment and repairs. JB advised that DC has been absent from work and that he will speak to him on his return.	JB	2

SUMMARY OF AGREED ACTIONS – 8th JULY 2019

Action	Owner	Page Ref
Regarding Crock Lane – contact BT (Community Highways Officer)	TC	1
Regarding hedge at the top of pasture way running north past Nordens.		
- Visual inspection	JB/AL	2
- Contact Highways authority to find out who owns Hedge.	JB	2
Regarding Play Area Inspection Reports – John Holt –Nick David / Ashley Cooper should be asked to provide a quote for laying the turf later in the year (eg: September/October).	AL	2
Regarding Planning Application - WD/D/19/000963 – 11 Chestnut Road, Bridport, DT6 4JP send follow up letter.	JB	2
Regarding John Gundry Play Area - arrange meeting with DC to gain his opinion regarding bark, equipment and repairs.	JB	2
Regarding Notice boards at Pasture Way and Crown Roundabout –the keys to be held by AL and CD.	AL/CD	3
Regarding Book Box in Bothenhampton – the quote for £272 be accepted. Cllr AL be re-imbursed	AL/TC	3
G: PLANNING LETTERS – write to Mr Robins.	JB	4

SUMMARY OF AGREED ACTIONS – 8th JULY 2019 - Continued

Action	Owner	Page Ref
Regarding John Gundry Play Area – Walditch, contact the same contractors that quoted for work at 7 Howard Close / Valley View to carry out essential maintenance and remove the goal post sockets.	TC	5
Regarding John Holt Play Area – Lengthsman to install goal nets and pegs. GM to be reimbursed for paint and fixings.	TC	5
Regarding Bridleways W5/9 and W5/10 at Bonscombe Lane – contact Mr Goff for updated map of footpaths and bridleways for the Bothenhampton and Walditch parishes.	TC	6
Regarding Leaflet – engage IMS to print and distribute leaflets.	TC	7
Regarding projector and/or tablets to facilitate council meetings – Clerk to purchase one tablet and USB/Micro Card as appropriate	TC	7
Regarding Financial Regulations – Clerk to update new financial limits	TC	8
Regarding Lengthsman hours – discover what bins are emptied by Lengthsman	TC	8
Regarding Walditch Village Noticeboard – check deed for Village Green to see if new noticeboard can be sited on Village Green	TC	8
Regarding DHH – Homestead Farm - Parish Council to write to the Planning Department	JB	12

ITEMS REFERRED TO SUB-COMMITTEES – 8th JULY 2019

Item	Page Ref
None	

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR – Monday, 8th July 2019

There were over 30 members of public in attendance almost entirely focused on the Homestead Farm development:

Issue: Homestead Farm

Eileen Harding attended the meeting and said the development does not only effect Main Street, she has had to remove her hearing aid when in the garden. She said that Bothenhampton is within a conservation area and AONB. Officers should have been consulted and they were not, she maintains the application is flawed from the start. EH read from an official text that stated development in conservation area must preserve or enhance the area and should be appropriate in proportion and building materials - this is not the case. The distant views over Dorset were an important part of the village setting and the proportions of the development have been deliberately misstated. The building should be demolished.

Carol Irvine spoke in support of previous statement and said she had a number of questions to leave with the Parish Council – CI approached the Clerk at the end of the DHH and gave a hand-written note to the Clerk.

The owner of Homestead Farm, Mr K Hughes had attended the meeting and attempted to respond to the various questions and criticisms that had been aired by the many members of the public in attendance. Prior to speaking he handed the Clerk and Councillors a document that included his Architect's original sketch perspective and a relatively recent photo which showed the extent of the views remaining over the roof of the new building.

He said that the planning application described a low carbon 4 bedroom home and that is what is being built. He said, low carbon defined by planning as a property that uses minimum power and that is how the property has been designed.

KH said that he wanted to approach the parish council committee as it is a new committee, he said that he has looked at the minutes on the website and Homestead Farm has appeared on almost every Agenda since February, he referred to a letter to the enforcement officer asking for the enforcement officer to enforce something on the building; he said the Minutes recorded that the letter came from the PC, however, he was under the impression that the letter had come from SB. (Simon Brody)

KH then ran through a list of changes and amendments to the original plans that he had made during the consultation process; garage dropped down to a lower level, changed solar panels from silver to black, moved compost bins, offered to move the wall at the front of the property to create two parking spaces, he said this was turned down by the conservation officer. He said he has offered car parking for special events at the Town Hall.

KH reminded members of the public that his final bid for the original land and farmhouse was against a developer, who would have put several houses there and the outcome may have been worse than what he has done.

There was a lot of criticism, especially relating to the 1.3 metre increase in height' and Mr Hughes was told that he had misled people. Mr Hughes did not accept this, he said that his architect and their lawyers and insurers were now handling the matter. He said that the architect maintains that the building is in complete compliance with the plans submitted and approved.

Members of the public asked KH what the timetable is for the matter to be concluded (between the DC planning department, his architects, lawyers etc). KH said he did not know.

Trevor Powell, Main Street resident at 3 Sunnyside, asked KH if he will acknowledge that the building is too high and that there is an issue there. KH referred to the document he provided to the Clerk and Councillors and said that the document shows categorically that the building is not 1.3 metres higher than it should be.

There was continued criticism relating to the effect the development has on Duck Street and the adjoining 3-acre plot designated as agricultural land.

KH outlined his thoughts for the garden and outside space of the property saying his plan is to make a productive garden with nine raised beds (which, he said, is all on the plans). Within the agricultural land there will be a deciduous native woodland, hibernation kit for small animals, an orchard and a wildflower garden. There is a large rainwater harvest tank that will collect water from the roof of the house and this will be used particularly in the garden.

There was criticism relating to the stone being used on the building. KH was asked why the stone was changed from Forest Marble to Purbeck stone. KH admitted it had been a mistake to substitute Purbeck stone for Forest Marble. He said that this is what the architect advised because the Forest Marble had become friable, he explained that the layers of stone could collapse, the DC planning department had been informed and had agreed the change. KH said he didn't realise the change of stone from Forest Marble to Purbeck would be an issue for the villages and if he had realised, he would have consulted further.

KH asked that the parish council facilitate a meeting with a small group of people from the village because he is aware of the massive amount of misinformation about the building.

Cllr Basker said that the PC expressed the PC views at the time of the application, but it is the planning department at DC that makes the final decision. With regard the meeting between KH and the villagers Cllr Basker' said that it was too late for the PC to try to reconcile the parties, and the matter had moved on to the Architect and his lawyers, and Planning.

Action:

Parish Council to write to the Planning Department to ask who is progressing the investigation. The letter to emphasise the public mood and frustration. The letter to ask who attended the recent meeting with the architect and lawyer and the outcome of the meeting.