



Bothenhampton & Walditch  
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING  
held at BOTHENHAMPTON VILLAGE HALL, 7pm on 10<sup>th</sup> JANUARY 2022**

Initials	Councillors	Initials	Councillors
JB	Cllr Graham Styles (Acting Chair)	GS	Cllr Jim Basker
CA	Cllr Chris Addis	MW	Cllr Martin Warne
TC	Tan Cox (Clerk)	EB	Cllr Edward Berry
Also Invited: Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell			

Ref	Agenda Item	Owner
	<b>Declaration of Pecuniary Interests and Eligibility:</b> No Declarations were received	
	<b>Apologies:</b> Cllr J Basker Cllr E Berry Cllrs Williams, Clayton & Bolwell	
1	<b>Reports from Dorset Council Councillors:</b> None present	

Minutes agreed on 7<sup>th</sup> February 2022  
(signed copy available)

Ref	Agenda Item	Owner
2	<p><b>Democratic Half Hour:</b></p> <p>There were no members of the public.</p>	
3	<p><b>Minutes of Parish Council Meeting – Monday 8th November 2021:</b></p> <p>The Minutes of 8<sup>th</sup> November having been agreed by email were accepted, and a copy has been posted to the website.</p> <p>Councillors were asked to comment on the <b>Summary of Actions</b> on page 7 of the minutes of 8<sup>th</sup> November, as follows:</p> <p><b>Regarding Walditch Trees</b> – the Clerk wrote to Dorset Council Tree Officer about the damaged beech tree. Letter sent on 17<sup>th</sup> November 2021. Action completed.</p> <p>There was additional discussion surrounding the recent email from Dorset Council (NJC Arboricultural Officer (West) received 10<sup>th</sup> January (in regard to a tree cut down on the Walditch Road in December). NJC wrote that the tree had been cut down because it had been deemed an emergency and was dead. NJC agreed to have a look at the damaged beech as soon as possible.</p> <p><b>Regarding Climate Change Initiatives</b> – Cllr GS and the resident (DP) had provisionally arranged a meeting in the Bothenhampton Village Hall for the 29<sup>th</sup> January, however due to COVID this has now been changed to a Zoom meeting on the same day. The Zoom meeting will engage with key people to generate ideas and lay the ground for a future meeting with residents when it is safe to do so.</p> <p>There will be three main themes:</p> <ul style="list-style-type: none"> <li>• Transport (bus services, electric vehicles, EV charging points)</li> <li>• Natural Environment (allotments, tree planting and rewilding projects)</li> <li>• Home insulation (cavity wall and loft)</li> </ul> <p>The idea is to bring experts together on these themes who will be able to advise local residents.</p> <p><b>Regarding email from Bridport Town Council asking for a contribution towards the cost of running and sustaining BLAP</b> – The Clerk confirmed that she had written to the BLAP Secretary advising that the Parish Council has agreed, in principle, to a payment of £100 and that in its meeting in January 2022 we will consider whether future payments should be dependent on a review of BLAP governance and terms of reference to ensure a long-term financing arrangement. Letter sent on 25<sup>th</sup> November 2021. Action completed.</p> <p>Note: The Clerk also sent an email to the BLAP Secretary on 3<sup>rd</sup> January 2022 asking for the Terms of Reference (of the BLAP). The Parish Council was sent a BLAP Protocol which is being revised.</p> <p>This item is discussed more fully under Item 8.</p>	

Ref	Agenda Item	Owner
	<p><b>Minutes of Parish Council Meeting – Monday 8th November 2021:</b></p> <p><b>Summary of Actions:</b></p> <p><b>Regarding Parish Noticeboards</b> – Parish Noticeboards – Cllrs JB and CA to approach local suppliers/manufacturers to see if a cheaper option could be obtained. This item is discussed under Item 8.</p> <p>Councillors were asked to comment on the <b>Rolled over Actions</b> on page 7 of the minutes of 8<sup>th</sup> November, as follows:</p> <p><b>Dog Bins</b> - Regarding dog fouling between the Valley Road entrance of the Bothenhampton Nature Reserve and the back of the lime kiln and the need for additional dog bins. It was agreed that this would be discussed further at the next Traffic, Transport and Footpaths sub-committee meeting on 21<sup>st</sup> January 2021.</p> <p><b>Zoom</b> - Regarding continued subscription of Zoom software. It was decided to retain the Zoom software for the 2022/23 year.</p>	
4	<p><b>Reports from External Organisations:</b></p> <p><b>WATAG</b> – no meeting. The Chair has prepared a statement to be placed into the Bridge advertising the new bus service to Coopers Drive starting on the 5<sup>th</sup> January.</p> <p><b>BLAP Liaison</b> – Cllr Styles reported back on the BLAP Liaison meetings held in previous months. The BLAP meeting of the 17<sup>th</sup> November was attended by the Emergency Planning officers from Dorset Council who spoke about how parish councils can prepare for, and cope with an emergency, including the maintenance of community resilience plans and emergency response plans. There are templates available, and Cllr GS will contact Dorset Council to obtain them.</p> <p>The BLAP meeting of the 13<sup>th</sup> December was attended by the Customer and Community Services officer from Dorset Council who explained how communications are dealt with. Cllr Styles confirmed that he had raised the issue of the lack of response to Parish Council letters and emails by officers at Dorset Council.</p> <p><b>BANP/JCC</b> –Cllr JB submitted a report via email outlining what had transpired during the meeting on 2nd December, a copy of which has been sent to all councillors.</p>	Cllr GS
5	<p><b>Planning:</b></p> <p><b>Planning Consultations</b> The planning consultation and decision notices specified on the agenda were noted.</p> <p>Cllr GS raised the issue of Dorset Council’s ‘Approval’ of the Marrowbone Lane application WD/D/20/002660. Cllr GS reminded us that both residents and some councillors were not in favour of the development. It was agreed that the relevant councillor would monitor the Dorset Council portal for eventual decisions on any contentious planning applications.</p>	

Ref	Agenda Item	Owner
6	<p><b>Finance and Budget:</b></p> <ul style="list-style-type: none"> <li>● <b>Payments for Approval</b> – 9th November 2021 - 10th January 2022</li> <li>● PC Specialists</li> <li>● Derek Smith Grasscutting</li> <li>● Dorset Council x 2</li> <li>● Ken Hussey</li> <li>● Philip Park</li> <li>● DAPTC (Cllrs Styles and Basker)</li> </ul> <p style="text-align: right;">Approved and signed by chairman</p> <p>The Clerk said that the payments listed had already been paid and had been authorised via email. The invoice cover sheet was signed by the Chairman and forwarded to the Clerk.</p> <p>The Clerk’s salary for January 2022 was approved as were any expenses.</p> <p>The Bank Balance as of 31st December 2021 was provided to councillors for their perusal, the Bank Statement was signed by the Chairman and forwarded to the Clerk.</p> <p>The Cash Flow Forecast up to 31st December 2021 was sent to Councillors for their review.</p>	
7	<p><b>Parish Council Sub-Committees:</b> There were no parish sub-committees in the period</p>	
8	<p><b>Other Parish Matters:</b></p> <p><b>BLAP</b> – Councillors discussed the email received from the BLAP Secretary (BLAP Funding Contribution and Parish Liaison meeting) received 7<sup>th</sup> January 2022. It was noted that thirteen parish councils have agreed to contribute, and that the contribution would be requested in April 2022.</p> <p>Councillors referred to their letter written on 25<sup>th</sup> November 2021 which said that we had agreed, in principle, the payment of £100 but would consider the issue further during the meeting of January 2022.</p> <p>Councillors had requested the ToR for the BLAP which do not exist, a ‘Protocol’ was provided instead by the BLAP secretary which is being revised. Councillors agreed that it is not unreasonable that there should be some provision in the ToRs/Protocol (once produced), for future funding requirements to be transparently explained.</p> <p>It was agreed that the Clerk would write again to BTC outlying the need for up-to-date Terms of Reference/Protocol which include a payment structure and any long-term financing arrangements.</p>	Clerk

	Agenda Item	Action
	<p><b>Other Parish Matters:</b></p> <p><b>Parish Noticeboards</b> – Cllr JB has spoken with Jim Tigg, a volunteer with Community Shed (Bridport); The Community Shed carry out carpentry and refurbishments projects.</p> <p>Cllr JB had sent an email (7<sup>th</sup> January 2022) which provided details on his discussions with Jim Tigg for the refurbishment of existing noticeboards. It was agreed that this is the way forward and the Clerk is to progress this by contacting Jim Tigg and liaise also with the Lengthsman, who will need to take down the Noticeboards and transport them to the workshop.</p> <p>It was agreed that the refurbishment would be carried out on one noticeboard at a time, the first to be the noticeboard in Pasture Way.</p>	Clerk
9	<p><b>Correspondence:</b></p> <p>The following correspondence was sent during the period and can be found on the council's website <a href="http://www.bothenhamptonwalditchparishcouncil.com">www.bothenhamptonwalditchparishcouncil.com</a></p> <ul style="list-style-type: none"> <li>• Messrs Bennett &amp; Cox, Dorset Council, regarding Walditch Trees</li> <li>• Dorset Council regarding water seepage at Long Lane, Bothenhampton</li> <li>• Bridport Town Council regarding BLAP contributions</li> <li>• Cllr K Clayton regarding Walditch trees</li> <li>• Dorset Council regarding Community Governance Review</li> <li>• PlayQuest regarding Lower Walditch Play Area</li> <li>• Mrs P Maynard regarding Crown roundabout / Sea Road South</li> <li>• Highways England regarding Crown roundabout / Sea Road South</li> <li>• Dorset Council regarding trees near the bottom of Walditch Road by the Crock Lane footpath</li> <li>• F/up letter to Mrs P Maynard following response from Highways England</li> <li>• Letter to Dorset Council Planning regarding 33 Manor Fields DT6 4DB</li> </ul>	
10	<p><b>Miscellaneous:</b></p> <p><b>CGR</b> – Cllr GS provided feedback on the CGR presentation he attended (via Zoom) with Dorset Council on 20<sup>th</sup> December. Cllr KC attended despite our pointing out an apparent conflict of interest.</p> <p>The Consultation period will start on 28<sup>th</sup> February.</p> <p><b>Accident – Walditch Village Green</b> Cllr JB reported that an elderly lady fell on the stone paviours on Walditch Village Green. The person going to her assistance also fell. The paviours were found to be coated with algae. The Parish Council has coned off the area and arranged for a volunteer to clean off the algae.</p> <p>It was agreed that the Clerk would ask the grass cutting contractor to check and maintain paviours on a regular basis, especially after rain.</p>	Clerk

	Agenda Item	Action
11	<p><b>AOB:</b></p> <p><b>Queens Platinum Jubilee</b> – Cllr GS raised this and asked whether the parish council should do something to celebrate this occasion. Cllr CA confirmed that Walditch will be hosting an event on the Village Green (administered by the Walditch Village Hall Committee); a similar event at the John Holt Play Area in Bothenhampton was under consideration.</p> <p>There was general agreement that a tree could be planted in each location.</p>	
	The meeting ended at 8.45pm	

Date of the next Parish Council Meeting: 7<sup>th</sup> February 2022 at Walditch Village Hall, 7pm  
 Previous council minutes can be found on [www.bothenhamptonwalditchparishcouncil.com](http://www.bothenhamptonwalditchparishcouncil.com)

#### SUMMARY OF AGREED ACTIONS – 10th January 2022

Action	Owner	Page
Regarding Community Resilience Plans and Emergency Response Plans –contact Dorset Council to obtain templates.	Cllr GS	3
Regarding BLAP Contribution – write again to BTC outlying the need for up-to-date Terms of Reference which include a payment structure and including any long-term financing arrangements.	Clerk	4
Regarding Parish Notice Boards – progress this by contacting Jim Tigg and liaise also with the Lengthsman, who will need to take down the Noticeboards and transport them to the workshop.	Clerk	5
Regarding Paviours on Walditch Village Green – It was agreed that the Clerk would ask the grass cutting contractor to check and maintain paviours on a regular basis, especially after rain.	Clerk	5

#### ROLLED OVER ITEMS – 10th January 2022

Action	Owner	Page
None		

#### ITEMS REFERRED TO OSPAS SUB-COMMITTEE – 17<sup>th</sup> January 2022

Item	Page
None	

**ITEMS REFERRED TO F&F SUB-COMMITTEE – 21<sup>st</sup> January 2022**

Item	Page
None	

**ITEMS REFERRED TO TT&F SUB-COMMITTEE – 21<sup>st</sup> January 2022**

Item	Page
<b>Dog Bins</b> - Regarding dog fouling between the Valley Road entrance of the Bothenhampton Nature Reserve and the back of the lime kiln and the need for additional dog bins. It was agreed that this would be discussed further at the next Traffic, Transport and Footpaths sub-committee meeting on 21 <sup>st</sup> January 2021.	3

**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 Graham Styles

BANP – Cllr Jim Basker

Misc

VFO - Volunteer Footpath Officer