

MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL WALDITCH, ON MONDAY 11 June 2018

Present: Bob Dennis(Chair), Ian Bark, Ed Hanson, Colin Sparkes, & Elizabeth Welch

In attendance: Ian Bark(Acting Clerk)

DECLARATION OF INTEREST.

12.1 - To remind Parish Councillors that if a matter arises at a Meeting which relates to an interest in Appendix A of the Code of Conduct adopted by resolution of B&WPC on Monday 9th July 2012, then the member shall not participate in a discussion or vote on the matter. Where a matter arises at the meeting which relates to Appendix B of the Code of Conduct, then the member shall withdraw from the Meeting. Where a matter arises at a meeting which relates to a financial interest of friend, relative or close associate, the member concerned shall disclose the nature of the interest and withdraw from the meeting.

13. APOLOGIES.

13.1- There were apologies from - Chris Dobbs, Geoff Matthews, Dave Rickard, & Frances McKenzie.

14. MINUTES OF THE PREVIOUS MEETING.

The Minutes of the previous Meetings of Bothenhampton and Walditch Parish Council held on Monday 14 May 2018, were accepted as true records and duly signed by the Chairman.

15. MATTERS ARISING.

15.1- May 2017 - 1 to 11, June - 12 to 22, July - 23 to 33, August - no Meeting, September - 34 to 44, October - 45 to 55, November - 56 to 66, December - no Meeting, January 2018 - 67 to 77, February 2018 -78 to 88, March 2018 - 89 to 99, & April 2018 - 100 to 110. This is following the advice of the Internal Auditor, and creates a unique set of Minutes for each month in the year.

15.2 - Authorize signature of Vice Chair - Colin Sparkes -

16. DEMOCRATIC HALF HOUR.

At 7.01 p.m. the Meeting was adjourned to enable members of the public to air their view on matters of local interest. At 7.29 p.m. the Meeting re-convened to complete the Council's Agenda, there being no further matters raised.

n.b. - There were 5 members of the public present at the Meeting.

17. REPORT BY WDDC COUNCILLORS FOR BRIDPORT SOUTH.

Dave Rickard - Apologies given -

18. REPORT BY DCC COUNCILLOR -

DCC Councillor -no DCC Councillors present -

19.* PLANNING AGENDA for B&WPC Meeting - Monday 11 June 2018.

a) Applications received from WDDC/DCC

WD/D/18/000960 - 45 Valley Road - Replace existing casement bedroom window with a bay window - The Corporate View of the Parish Council is to recommend Approval of Planning Consent.

b) DC/DCC etc.

WD/D/18/000996 - Skimming Stone, 2 Marsh Gate - Grant of Non Material Amendment -

WD/D/18/ 00450 - 9 Howard Close - Approval -

20. FINANCE AGENDA - B&WPC MEETING - Monday 11 June 2018.

Receipts -

i) Current Account as at 31 May 2018 -£25,741.38

ii) Accounts for Payment

Less outstanding cheques as listed :-

Cheques £

1623 - Clerk's May 2018 Salary - 444.63

1624 - Clerk's Expenses for April/May/June 2018 - 49.29

1625 - Black & White IT Ltd - 30.00

1626 - David Landscapes Limited - 567.20

Total - £1091.12

Balance - £24650.26 Invoices Initialled,& Cheques as listed were proposed for payment by Elizabeth Welch, seconded by Colin Sparkes, and carried by all Parish Councillors present.

21. * PARISH MATTERS - for B&WPC Meeting - Monday 11 June 2018.

- n.b. ll items to be introduced by Clerk unless specified on Agenda -

21.1 - BLAP Parish Liaison -

Action at May Meeting - While attending meetings, Colin expressed concern that too many were taking place. Elections for new Unitary Authority are planned for May 2019.

Action at June 2018 Meeting - Colin is monitoring progress -

21.2 - Lengthsman's duties, Guidelines for June 2018 - see Notes in Book -

Bothenhampton -

* Construct steps to provide easier access from Footpath 5/14 to Bowhayes -

Nb -contacted DCC, Bowhayes is private road - requested DCC does estimate of cost - nb - not received to date - Monthly Inspection of John Holt Play Area -
- Including Picnic Tables, gate mechanism, & Safety Surfaces -
- Ivy cleared from wall - safety surface to be cleaned -

Hollow Way - Lower bank to be strimmed -
Tony's Track, leading into Westown to be strimmed -

Walditch - Spinners Lane - Chimney Report - WDDC Building Control to be contacted re site clearing
- NB - possibly to be completed by Lengthsman -

Gully near Hyde Farmhouse to be cleared, + brambles around Salt Box -

Walditch Road drain needs clearing - soil to be dumped on other side of road -

Village Green needs repairs -

Site inspection of John Gundry Play Area, & bin emptying if necessary -
Strimming of various sites as listed in Work Record.

21.3 - Bridport Area Neighbourhood Plan -

Action at May 2018 Meeting - Ian reported on good progress towards Final Report

Action at June 2018 Meeting - update by Ian
21.4 - Review of cover arrangements for Clerk -

Action at May 2018 Meeting - arranged meeting for Wednesday 6 June 2018 -

Action at June 2018 Meeting - next Meeting arranged for Thursday 5 July at 09.00

21.5 - Review of Risk Assessment Policy 2018 -

Action at June 2018 Meeting - Review carried out at Meeting, & Policy agreed as proposed by Bob Dennis, seconded by Elizabeth Welch, & carried by all members present.

21.6 - Play Areas Inspection Reports 2018 -

Action at June 2018 Meeting - Awaiting Inspection Reports -

21.7 - Cemetery Field Play Area, Walditch -

Action at June 2018 Meeting - Awaiting action from BTC -

21.8 - Loders Primary PTFA, Donation request -

Action at June 2018 Meeting - Agreed a Grant of £150, as proposed by Ed Hanson, seconded by Colin Sparkes, and carried by all members present.

21.9 - S106 Funding re Walditch Open Spaces -

Action at April 2018 Meeting - Noted that the Funding was for Walditch Open Spaces, & discussed the possibility of parking improvement scheme for Walditch Village Hall.

Action at May 2018 Meeting - Ongoing consultations in progress -

Action at June 2018 Meeting -PC to consider how to reply to Trust's response -

21.10 - Code of Conduct for Parish Councils -

Action at April 2018 Meeting - to consider Code of Conduct approval for B&WPC at May 2018 Meeting -

Action at May 2018 Meeting - model Code of Conduct Approved by PC -

Action at June 2018 Meeting - confirmed Approval-
21.11 - Round Bridport bus service -

Action at May 2018 Meeting -no further information received from BTC -

Action at June 2018 Meeting - No progress noted -

21.12 - Data Protection - Policy Update -

Action at May 2018 Meeting - All members present gave consent for B&WPC to hold personal data. Forms distributed for Action at June 2018 Meeting -

Action at June 2018 Meeting - ongoing action in progress -

21.13 - Internal Audit/ Annual Return for 2017/2018 -

Action at May 2018 Meeting - Annual Governance Statement, & Accounting Statements signed by Chair.

B&WPC Internal Audit Report 2017/18 shared with PC members present. Clerk to ensure that recommendations are actioned.

Action at June 2018 Meeting - to be confirmed at July Meeting -

21.14 - Annual Insurance Premium -

Action at May 2018 Meeting - Policy Premium of £732.32 paid - to commence from 1 June 2018 - Schedule to be stated at June Meeting -

Action at June 2018 Meeting - Schedule inspected - Clerk checked that PC members are insured when on Parish Business - re Public Liability -

21.15 - Community Defibrillator -

Action at June 2018 Meeting - Clerk requested to check on installation costs -

21.16 - Proposed Unitary Boundary Changes - ref - e mail sent to PC - 7 June 2018 -

Action at June 2018 Meeting - To Report on proposals at July Meeting -

Proposals for Parish Matters Agenda - July 2018 Meeting -

None -

22. CORRESPONDENCE - to be tabled at Meeting.

N.B. All correspondence is available from Clerk unless assigned to a Parish Councillor as listed.

22.1 - Hedge in Lower Walditch Lane - The Clerk described that while the matter was being considered, the aspect of funding remained uncertain.

22.2 - Request for Grit Bin in Valley Road - Quote from Glasdon £179.61 -
Action at April 2018 Meeting - to be ordered during 2018/2019 -

22.3 - Community Defibrillator - Chair to investigate sites, Planning, & on costs, for Parish Matters at next Meeting - Both VH Committees have agreed siting -

22.7 - Community Banker - for June Meeting - to Elizabeth -

22.8 - Letter re Crock Lane - Clerk to contact Highways -

22.9 - OpenSpaces donation request - to June Meeting -

22.10 - Homestead Farm Update - email from owners read to PC members present -

The next Meeting of the Parish Council will be held at BOTHENHAPTON VILLAGE HALL, on MONDAY 9 July 2018, commencing at 7 pm.

There being no further business to discuss, the Meeting closed at 8.19 pm.

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR

Monday 9 June 2018 -

20 mph speed limit request for Walditch & Slow Down sign. PC agreed to write to Highways, & requested that local residents also write.

Requested to obtain estimate for the installation of wooden bollards on Walditch Village Green - 6 to 8 required -

Parking at Real Tennis Court - How are we going to reply to the Trust response ?