



Bothenhampton & Walditch  
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL  
MAIN COMMITTEE MEETING  
held at Greystones at 6pm on 14<sup>th</sup> JUNE 2021**


<b>Attendees:</b>			
<b>Initials</b>	<b>Councillors</b>	<b>Initials</b>	<b>Councillors</b>
JB	Cllr Jim Basker (Chair)	GS	Cllr Graham Styles (Vice Chair)
EB	Cllr Edward Berry	GW	Cllr Glenda Willis
MW	Cllr Martin Warne	TC	Tan Cox (Clerk)
<b>Dorset Council Councillors:</b> Cllr Kelvin Clayton			

<b>Ref</b>	<b>Agenda Item</b>	<b>Action</b>
	<b>Declaration of Pecuniary Interests and Eligibility:</b> No Declarations were received	
	<b>Apologies:</b> Cllr Addis, Cllr Bolwell, Cllr Williams	
	<b>Ratification of new Councillor – Glenda Willis</b> The Clerk confirmed that the candidate is qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80. She welcomed Cllr Willis to the Bothenhampton & Walditch Parish Council's main committee.	
1	<b>Reports from Dorset Council Councillors:</b> Cllr KC reported that there is another Code of Conduct being adopted on the recommendation of NALC. Training is being provided if we need this. The Clerk to obtain a copy of the new Code and look at relevant changes. Clerk to book training if necessary.	TC

Minutes agreed on 13<sup>th</sup> September 2021

Ref	Agenda Item	Action
	<p>Cllr KC also provided an update on the Local Plan – he said stages 1 – 3 had been completed (consultation stages), Dorset Council are now analysing the responses and this work should be completed by January 2022. He said submission is planned between May and September 2022 with a projected adoption date sometime in 2023. More updates to follow in due course.</p> <p>Cllr KC also referred to the delay in Land Charge searches / responses from Dorset Council, he said that there are a number of reasons for this including shortage of staff and a new system that amalgamates the previous separate system together with delays due to COVID.</p> <p>Cllr KC referred to a new protocol to allow S106 monies from developers to be made available to parish councils – but had no details available.</p> <p>Cllr EB raised the issue of Quarry Lane, where it had been impossible to leave a flag (for assistance from Dorset Council) on the Dorset Explorer map (map on their online portal). The Clerk confirmed that Dorset Council had now come back to her and had provided confirmation that Quarry Lane is their responsibility, however they did not mention the revision of the Dorset Explorer map. The Clerk was asked to contact them again to ensure the map is updated.</p> <p>Cllr JB asked Cllr KC whether he knew of any greening or environmental groups that the parish could contact. Cllr JB said he is keen to encourage groups of people within the parish who share the commitment to improving the environment and tackling climate change. Cllr KC referred to Joe Hackett, however the Parish Council already have a dialogue with JH.</p> <p>Cllr EB raised the issue of the transfer of the Nature Reserves from Dorset Council to Bridport Town Council. Cllr KC confirmed this is still going ahead but did not know the timescale.</p>	TC
2	<p><b>Democratic Half Hour:</b></p> <p>Mr Ray Gerard contacted the Council via Cllr MW:</p> <p>What is happening in Crock Lane regarding the replacement of markings? This has been completed by Dorset Council.</p> <p>Lobbying for a Bridport/Chideock bypass? The Clerk to contact the Chideock Clerk and ask for an update on progress / suggest that there is a joint action via BLAP.</p> <p>Councillors' telephone numbers Cllr MW agreed to be the contact for Mr RG should he wish to raise any other issues. The Clerk to provide an update on councillors photos / names and her email address and telephone number for the notice boards.</p>	TC  TC

Ref	Agenda Item	Action
3	<p><b>Minutes of Parish Council Meeting and AGM – Monday 26th April 2021:</b></p> <p>The Minutes of 26th April were approved, and a copy will be posted to the website.</p> <p>Councillors were asked to comment on the <b>Summary of Actions</b> on page 6 of the Minutes. As follows:</p> <ul style="list-style-type: none"> <li>● Regarding Axe Valley and West Dorset Ring and Ride – Action completed.</li> <li>● Regarding Parish Plan – fuse together the action plan on new draft and action plan on the website and put to councillors for approval. Action completed.</li> <li>● Regarding Councillor Declarations – send to Dorset Council, Action completed.</li> <li>● Regarding Venue for next meeting – update website, Action completed.</li> <li>● Regarding Invoice from Internal Auditor – authority to make payment. Action completed.</li> <li>● Regarding Walditch Notice Board – notify residents of council decision to grant £50 for renovation and repair to the notice board. Action completed.</li> </ul>	
4	<p><b>Reports from External Organisations:</b></p> <ul style="list-style-type: none"> <li>● BLAP Liason – 5<sup>th</sup> May 2021 Cllr GS provided an update and said that the theme for the meeting on 5<sup>th</sup> of May was parking. There had been a presentation from the parking team at Dorset Council on Phase 2 (Transformation Project), which, he said, is mainly relating to consistency on parking charges throughout Dorset and bringing in residents parking permits. Cllr GS said that the parish council will be asked for feedback in the Autumn.</li> </ul> <p>Cllr GS also said that the responsibility for instigating new parking restrictions lies with parish councils, but that the Dorset Council parking team can be consulted if necessary.</p> <ul style="list-style-type: none"> <li>● BANP/JCC – 3<sup>rd</sup> June 2021 Cllr JB provided an update and said the main business was to look at the Terms of Reference of the Steering Group’s projects. Cllr JB said that the Terms of Reference related to various projects addressing housing issues. They need to guide discovery of new evidence about secondary homes in the area to prove that they drive house price rises in Bridport. Research previously done had failed to establish a significant problem affecting the whole area. There will be an informal meeting to discuss other outstanding issues on 21<sup>st</sup> June via Zoom.</li> </ul>	
5	<p><b>Planning:</b></p> <p><b>Planning Consultations</b></p> <p>The planning consultation and decision notices specified on the Agenda were noted.</p>	

Ref	Agenda Item	Action
6	<p><b>Finance and Budget</b></p> <ul style="list-style-type: none"> <li>● Payments for Approval – 27<sup>th</sup> April 2021 - 14<sup>th</sup> June 2021 <ul style="list-style-type: none"> <li>● Derek Smith Grasscutting (April / May)</li> <li>● Bridge Advertisement</li> <li>● DAPTC Subscription</li> <li>● Defibrillator spare parts</li> <li>● Dorset Council x 5</li> <li>● Groves</li> <li>● Ink Trader cartridges</li> <li>● West Dorset Ring and Ride</li> <li>● Axminster Printing</li> <li>● Came &amp; Co (Insurance)</li> <li>● Zoom (Annual Subscription)</li> <li>● Ken Hussey</li> </ul> </li> </ul> <div style="text-align: right; margin-right: 100px;">   Approved ..... </div> <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 handed to the Clerk.</p> <p>The Clerk's salary for June 2021 was approved as were any expenses.</p> <p>The Bank Balance as of 31<sup>st</sup> May 2021 was provided to councillors for their perusal, the Bank Statement was signed by the Chairman and handed to the Clerk.</p> <p>The Cash Flow Forecast up to 31<sup>st</sup> May 2021 was sent to Councillors for their review.</p> <p>The AGAR Annual Governance and Accountability Return (Part 3, Section 2 (page 5)), Accounting Statements 2020/21 was reviewed and signed by the Chairman.</p> <p>The Clerk confirmed that the Public Right to inspect the accounts starts today, 14<sup>th</sup> June 2021 and will end on Friday 23<sup>rd</sup> July 2021. She confirmed that Notices have been put onto noticeboards and the website has been updated.</p> <p>The Clerk confirmed that all the separate documentation making up the AGAR had now been finalised and that this document will be sent to the External Auditors for their review.</p>	
7	<p><b>Parish Council Sub-Groups:</b></p> <p>There were no subgroups.</p>	

Ref	Agenda Item	Action
8	<p><b>Other Parish Matters:</b></p> <p>None</p>	
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> <p>Letters:</p> <ul style="list-style-type: none"> <li>● Follow up letter to Dorset Council regarding Homestead Farm – height and dimension plans</li> <li>● Lower Walditch Plan Area Committee regarding additional play equipment</li> <li>● Sycamore Avenue tree replacement</li> <li>● R Jackman regarding Homestead Farm</li> <li>● Mrs MacDermott regarding Tony's Track</li> <li>● PlayQuest regarding repairs to play equipment</li> </ul> <p>Emails – refer to separate annex (available from the Clerk by request).</p>	
10	<p><b>Miscellaneous:</b></p> <ul style="list-style-type: none"> <li>● Limitations on Councillor involvement and/or influence (reference shortage of Cllrs responding to 20splenty and other campaigns).</li> </ul> <p>Councillors discussed whether it would be possible to do more, (capacity) and if so, what their priorities should be.</p> <p>There was a discussion around this and reference to the council surveys that had been carried out 10 months previously (the response rate had been disappointing). Cllr JB said that it is important to carry out the things that the residents have identified as important to them. He referred to the Parish Plan and took the view that the survey reflected only what residents think the Parish Council does, not what it could do as a result of the Locality Act 2011, or it should do in support of the Climate Emergency initiatives of Dorset Council. He pointed out that a well-supported group of volunteers could achieve a lot more than councillors on their own.</p> <ul style="list-style-type: none"> <li>● Parish Council Insurance Cover – the Clerk confirmed that cover had been obtained for one year from AXA. It was agreed that she would look for a new deal in early Spring next year.</li> </ul>	

Ref	Agenda Item	Action
11	<p><b>AOB</b></p> <p>The Clerk mentioned that she had been informed by the Clerk at Shipton Gorge that flytipping had occurred on 'Norman's' land. She had asked for a map identifying the exact spot and a photo of the detritus and will follow it up. However, Cllr JB said if the land where the tipping had occurred is privately owned Dorset Council has no powers to intervene.</p> <p>Several councillors asked about DAPTC training courses. The Clerk asked Councillors to go onto DAPTC website and look at the training courses on offer. They should then inform her of what they want to go on and she will book it for them.</p> <p>Lower Walditch Burma Bridge. The Clerk referred to the email sent by Cllr JB relating to a further piece of equipment. She said that she had written to them asking them to consult with the parish council prior to ordering new equipment.</p> <p>The new councillor, GW will take on communication projects on an ad-hoc basis.</p>	Clerk
	<b>The meeting ended at 7.30</b>	

Date of the next Parish Council Meeting: 13<sup>th</sup> September 2021 @

Previous council agenda and minutes can be found on [www.bothenhamptonwalditchparishcouncil.com](http://www.bothenhamptonwalditchparishcouncil.com)

### **SUMMARY OF AGREED ACTIONS – 14<sup>th</sup> June 2021**

Action	Owner	Page
Regarding New Code of Conduct – The Clerk to obtain a copy of the new Code and look at relevant changes. Clerk to book training if necessary.	Clerk	1
Regarding Quarry Lane, Bothenhampton – Dorset Council be asked to ensure their portal accepts flags giving greater detail for this lane on the Dorset Explorer map.	Clerk	2
Regarding Democratic Half Hour – contact Chideock Clerk and ask for an update on progress / join action via BLAP on Chideock bypass.	Clerk	2
Regarding Democratic Half Hour – provide an updated 'Councillor Who's Who' for the noticeboards and to add the Clerks telephone number.	Clerk	2
Regarding Flytipping – follow up (with Dorset Council if possible)	Clerk	6

**ROLLED OVER ITEMS – 14<sup>th</sup> June 2021**

Action	Owner	Page
None	All	2

**ITEMS REFERRED TO OSPA SUB-COMMITTEE – 5<sup>th</sup> July 2021**

Item	Page
None	3

**ITEMS REFERRED TO TT&F SUB-COMMITTEE – 2<sup>nd</sup> July 2021**

Item	Page
Outcome of enquiry with Chideock relating to the bypass.	6

**ITEMS REFERRED TO F&F SUB-COMMITTEE – 2<sup>nd</sup> July 2021**

Item	Page
None	

**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

BTC – Bridport Town Council

**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