



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at WALDITCH VILLAGE HALL, 7pm on 11th SEPTEMBER 2023**

Initials	Councillors	Initials	Councillors
JB	Cllr Jim Basker (Chair)	GS	Cllr Graham Styles
CA	Cllr Chris Addis	MW	Cllr Martin Warne
TC	Tan Cox (Clerk)		

Also Invited: Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell

Ref	Agenda Item	Owner
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received.	
	Apologies: None Cllr CA left the meeting at 7.30pm	
1	Reports from Dorset Council Councillors: Cllr KC attended the meeting and referred to the Dorset Council Housing Consultation which closes at 2 nd October. He urged Councillors to have their say and said the Consultation can be accessed via the Dorset Council portal.	
2	Democratic Half Hour: Mr Robin Stapleton (Walditch resident) attended the meeting and asked what progress had been made on the replacement of the trees along Sycamore Avenue. RS also referred to the history of the trees and to their date of planting, which he believes is around 1810, thus making them old, established trees that the residents wished to protect. Cllr Basker referred to a conversation with one of the Dorset Council tree team who told him that Dorset Council did not want to do anything about the trees and furthermore did not want to admit this. Dorset Councillor Kelvin Clayton was encouraged to enquire as to the Dorset Council Policy on this and whether such trees should be left unprotected and outstanding replanting orders not enforced. Cllr KC said he would be meeting Cllrs DB and SW later in the week and would discuss it with them.	

Cllr Jim Basker

Minutes agreed on 9th October 2023

Ref	Agenda Item	Owner
2	<p>Earlier that day the Clerk had received an email from James Craddock a local resident, wherein he asked that the Parish Council consider opening a dialogue with the Hyde Care Home with regards the creation of a path on the Hyde side of Walditch Road leading to a spot near to the mini-roundabout. This was raised again by a member of the public.</p> <p>It was agreed to put the item on the Agenda for October.</p> <p>Mr RS said that he had noticed that some of the Parish Council's trees were in a poor state, in particular the Crab Apple that was planted for the Queen's Jubilee Tree planted in the Valley View Amenity Area is looking quite sickly, the stake is cutting into the bark of the tree and grass has been allowed to grow up to the trunk competing with the tree for water.</p> <p>It was agreed that the Clerk would contact the Contractor and ask him to regularly check the stakes of all the trees in the area, and to ensure an area cleared of grass surrounds each tree. He would also be asked to feed each tree with fertilizer in February or March 2024. We were also informed of a dead tree in the area and the Clerk to ask the Contractor to remove it.</p>	<p>Clerk</p> <p>Clerk</p>
3	<p>Minutes of Parish Council Meeting – Monday 15th May 2023:</p> <p>The minutes of Monday 15th May, having been agreed by email were accepted, and a copy has been posted to the website.</p> <p>Carried forward Actions:</p> <p>Regarding DAPTC Invoice - the parish council have discontinued their subscription. Action completed.</p> <p>Regarding QUOTES FROM OSPA FOR PICNIC TABLES AND BENCHES – the Parish Council has now procured the picnic benches for both John Holt and John Gundry Play Areas and these are in place. Action completed.</p> <p>Regarding LEGAL ADVICE the parish council has taken legal advice. Action completed.</p> <p>Regarding VILLAGE TREES the parish council has commissioned a survey from Dorset Council. Action completed.</p>	

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4	<p>Reports from External Organisations:</p> <p>WATAG – No councillor was available to attend the meeting on 25th May 2023. It should also be noted that it was resolved during the T T & F meeting that Parish Councillors would no longer attend WATAG meetings.</p> <p>BLAP Liaison – Cllr GS attended the meeting on 17th July 2023. A presentation was made by Citizens Advice Bureau (CAB) giving detailed information and breakdowns of how their advice was provided and the various issues covered, including energy and cost of living advice. CAB provide drop-ins and surgeries for members of the public, and advised 2700 clients last year. Cllr JB asked whether there was any breakdown of the percentage of users that originated from Bothenhampton and/or Walditch. Cllr GS said that this had been promised (<i>subsequently received</i>). Next meeting is on 15th September with guest speaker Chris Loder MP.</p> <p>BANP / JCC – Cllr JB attended the meeting on 5th September 2023 the focus was mainly on development of Foundry Lea and the controversy surrounding the destruction of the footpath by developers and their contractors. There were also discussions on the continuation of the JCC and what it would look like after the parish councils are gone. It was recommended that 1 representative from each Ward be part of the new BANP / JCC.</p>	
5	<p>Planning:</p> <p>Planning Consultations The planning consultations specified on the agenda were noted.</p>	
6	<p>Finance and Budget:</p> <p>Payments made from 16th May 2023 to 11th September 2023</p> <ul style="list-style-type: none"> • Walditch Village Hall • Dorset Council • Exe Training Solutions • Ink Trader • BHIB Insurance • St Mary’s Church, Walditch • Axminster Printers • Zoom subscription • Derek Smith • Broxap (Kinglade Unit) • Commercial Picnic Benches • Ken Hussey • Mystic Signs • Kitson Trotman • Post Office • Playdale Playgrounds • W H Smith (Cllr Basker) <p style="text-align: right;"><i>Jim Basker</i> Chairman</p>	

Ref	Agenda Item	Action
6	<p>Finance and Budget: (Cont.)</p> <p>The Clerk said that the payments listed above had already been paid and had been authorised via email.</p> <p>The Clerk's salary for September 2023 was approved as were any expenses.</p> <p>The Bank Statement to 31st August 2023 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 31st August 2023 was sent to Councillors for their review and approval.</p> <p>THE FOLLOWING DOCUMENTS WERE APPROVED AND/OR AGREED, AND WHERE APPROPRIATE, SIGNED BY THE CHAIRMAN:</p> <ul style="list-style-type: none"> • Bank Statement and Invoice Cover Sheet (Approved and signed by the Chairman) • Cash Flow Forecast – approved by Councillors <p>RISK REVIEW DURING AUGUST / SEPTEMBER 2023</p> <p>The parish council's internal Auditor has recommended that a risk review is carried out quarterly. All 7 risks (detailed on the agenda) were reviewed and updated.</p> <p>ALL RISK ASSESSMENTS WERE APPROVED</p> <p>External Audit - Notice of Public Rights to commenced on 19th June 2023 – 31st July 2023. Notices were placed on Noticeboards and website. The Clerk confirmed that she had dealt with various issues raised by the External Auditors but had not yet been informed of the outcome.</p> <p>Insurance Premium Renewal – the Clerk confirmed that the insurance had been renewed at end of May 2022.</p> <p>Zoom Subscription</p> <p>It was agreed that the Zoom Subscription should be cancelled.</p>	Clerk

Ref	Agenda Item	Action
7	<p>Parish Council Sub-Committees:</p> <p>Open Spaces and Play Areas Sub-Committee met on 24th July 2023. Cllr GS (sub-committee Chair) drew attention to the main points:</p> <ul style="list-style-type: none"> • Nature reserves – Cllr GS referred to the bench in Jellyfields (broken slat) and said that BTC had been asked to repair it. This has not yet been actioned. • Cllr GS said that he had also asked BTC for a general tidy up of the paths in Jellyfields. • Bothenhampton Nature Reserve – Cllr GS said he had met Mr Snelgrove (DIGS geology group) and discussed a possible grant for a new information panel for the quarry and its eventual location. • New equipment was installed in late May at the John Holt Play Area, as well as three new picnic benches on 14th July. The two old picnic benches and tables have been given to the church. John Holt Play Area and John Gundry Play Area have been signposted with ‘No Dogs’ as there have been incidents of dogs intruding into the areas. • New football goals/nets have been ordered for John Holt Play Area and at John Gundry Play Area a new net and crossbar has been installed on a piece of equipment that had broken. Two picnic benches and tables to be installed there shortly. • Cllr GS referred to the Lower Walditch Play Area, which had suffered anti-social behaviour (see item 8 below). • Fields in Trust procedure is progressing (see item 8 below). <p>Finance and Funding (F&F) met on 28th July 2023. In the absence of the sub-committee Chair, Cllr JB drew attention to the main points:</p> <ul style="list-style-type: none"> • Villagers should be canvassed on additional items they would like to see in the play areas. <p>THE FOLLOWING ACTION WAS RATIFIED BY COUNCILLORS:</p> <ul style="list-style-type: none"> • Clerk to produce a Notice for attaching to play area gates / entryways asking for views of play area users. <p>Traffic, Transport and Footpaths (T T &F) met on 7th August 2023. Cllr MW (sub-committee Chair) drew attention to the main points:</p> <ul style="list-style-type: none"> • Cllr MW referred to footpath W5/5, (South of the fire station on the Sea Road) and said that the footpath is somewhat dangerous because it crosses the main A35. A recent meeting had taken place between Bridport Town Council and Highways. Cllr KC had attended and confirmed that various solutions, including additional pedestrian crossings, are being discussed to help with pedestrian safety, although crossings were not envisaged for the footpath. Cllr MW recalled the Parish Council’s request for signs to warn of pedestrians crossing from the footpath. Cllr MW to contact Town Clerk and ask about progress on the warning signs. 	

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8	<p>Other Parish Matters:</p> <p>Approval for appointment of legal assistance Ms G Fribbance has been appointed and she has sent a letter to BTC advising them that she is acting for the Parish Council.</p> <p>20's Plenty Campaign – helping Parish and Town Councils vote for 20mph. Clerk was asked to check the status of this item.</p> <p>Fields in Trust – Parish Council has agreed to progress with the FIT solution to protect its open spaces, Land Registry documents now received and registered at Stoneleigh. All original Deeds should be transferred to BTC on 1st April 2024.</p> <p>Ratification of decision to place the following 4 sites with Fields in Trust:</p> <ul style="list-style-type: none"> • John Gundry Play Area • John Holt Play Area • Valley View Amenity Area • Walditch Village Green <p>Grant Request for St Mary's Church, Walditch authorised via email and paid in May 2023. Ensure churches in both villages continue to receive grants post transition.</p> <p>Incident at Lower Walditch Play Area, Walditch – councillors have been informed of an incident involving a resident with her baby grand daughter and the unacceptable behaviour of local boys playing football. Cllr JB added that there has been additional vandalism at the Play Area and the Community Support Officer and Police have been informed.</p> <p>Cllr GS added that there had been vandalism at the John Holt Play Area. Cllr GS referred also to the recent burning of the Pasture Way Notice Board and confirmed that this has now been removed by the Lengthsman.</p>	Clerk
9	<p>Correspondence:</p> <p>The following correspondence was sent during the period and can be found on the council's website www.bothenhamptonwalditchparishcouncil.com</p> <p>Letter to Neil Wedge (DAPTC)</p> <p>Letter to Messrs Hussey and Eastwood (DC Collision Reduction)</p> <p>Letter to BTC Clerk regarding TUPE</p> <p>Letters to Mr and Mrs N Dennis regarding P/MPO/2023/04147 LAND SOUTH OF BARN CORNER, WESTOWN DT6 4BQ</p> <p>Letter to Dorset Council regarding P/MPO/2023/04147</p>	
10	AOB: Cllr GS provided his holiday dates.	
	The meeting ended at 8.10pm	

Date of the next Parish Council Meeting: 9th October 2023 at Bothenhampton Village Hall, 7pm
Previous council minutes can be found on www.bothenhamptonwalditchparishcouncil.com

SUMMARY OF AGREED ACTIONS – 11th September 2023

Action	Owner	Page
Regarding state of Council Trees - contact the Contractor and ask him to regularly check the stakes of all the trees in the area, and to ensure an area cleared of grass surrounds each tree. Feed each tree with fertilizer in February or March 2024. Remove dead tree in the area.	Clerk	2
Regarding Zoom Subscription - cancel	Clerk	4
Regarding Transition – inform Contractor of BTC's proposal that the services in the dissolved councils should be carried forward for 12 months without change.	Clerk	6
Regarding Transition – send BTC budget forecast for 2022/23	Clerk	6
Regarding 20's Plenty Campaign – check status of Motion	Clerk	7

ROLLED OVER ITEMS – 11th September 2023

Action	Owner	Page
Email from James Craddock wherein he asked that the Parish Council consider opening a dialogue with the Hyde Care Home with regards the creation of a path on the Hyde side of Walditch Road leading to a spot near to the mini-roundabout. It was agreed to put the item on the Agenda for October.	Clerk	2

ITEMS REFERRED TO OSPA SUB-COMMITTEE – 13th October 2023

Item	Page
None	

ITEMS REFERRED TO F&F SUB-COMMITTEE – 27th October 2023

Item	Page
None	

ITEMS REFERRED TO TT&F SUB-COMMITTEE – 27th October 2023

Item	Page
None	

External Organisations - Acronyms:

WATAG – West Dorset – Western Area Transport Action Group

BLAP – Bridport Local Area 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