



Bothenhampton & Walditch  
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING  
held at BOTHENHAMPTON VILLAGE HALL on 4<sup>TH</sup> MARCH 2024 at 7pm**

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
	<b>Declaration of Pecuniary Interests and Eligibility:</b> No Declarations were received.	
	<b>Apologies:</b> None	
1	<b>Reports from Dorset Council Councillors:</b>  Cllrs KC and DB attended this final meeting and confirmed that discussions at Dorset Council had been dominated by the forthcoming budget, especially with regard to the shortfall between income received and expenditure. Both councillors agreed however, that Dorset Council are in a better financial position than many other councils around the country.	
2	<b>Democratic Half Hour:</b>  A number of residents turned out for the final meeting and expressed their thanks for the hard work that has been done over the years by the Parish Council.	

*Cllr Jim Basker*

Minutes agreed on 5<sup>TH</sup> MARCH 2024

M	Agenda Item	Owner
3	<p><b>MINUTES OF MONDAY 12<sup>th</sup> FEBRUARY 2024</b></p> <p>The minutes of 12<sup>th</sup> February, having been agreed by email have been uploaded to the Parish Council's website.</p> <p><b>Carried forward Actions:</b> The final Finance and Funding sub-committee meeting was held on 21<sup>st</sup> February 2024.</p> <p>Regarding FiT plaques – Cllr GS has reminded BTC Lengthsman about this work.</p> <p>Regarding the DIGS information panel – see section 7 below.</p> <p>Regarding Jubilee Tree at Valley View – the Clerk has written to residents R &amp; L Rhodes to ask if they could continue to care for the tree in the future. A positive response has been received from Mr &amp; Mrs Rhodes.</p>	
4	<p><b>Reports from External Organisations:</b></p> <p><b>BLAP Liaison</b> – Cllr GS attended this meeting on the 21<sup>st</sup> February 2024 and provided a snapshot of discussions, including a presentation on flood defence from Dorset Council. He said Dorset Council Flood Team is a small team and they are dealing with all areas of Dorset, their work includes looking into planning applications where there is a risk of flooding. Cllr GS said that there was emphasis on encouraging flood wardens to report on their website. Dorset Council had said they had to restrict the supply of sandbags, but others, such as Bridport Town Council, had argued that this was not a realistic approach for those whose homes risked being flooded.</p> <p>Cllr GS said that the 20mile per hour speed limit had been approved for the town centre but this has not been extended for the roads near the two schools, (St Mary's and St Catherines). Bridport Town Council has asked Dorset Council to extend the 20mph limit to those roads. Councillors made clear their hope that outer areas such as Crock Lane, Main Street, Bothenhampton and Walditch could be included within the 20mph zones.</p> <p>Cllr GS mentioned the period of "purdah" (pre-election phase) would start on 11<sup>th</sup> March. No significant decisions can be made after that date until the new Dorset Council has been formed.</p> <p><b>BANP / JCC</b> – Cllr JB attended this meeting on the 29<sup>th</sup> February 2024. There was discussion around how the neighbourhood plan should be reviewed. It was decided that the plan should not be reviewed very much because it is unknown at present who will be a member of the BANP committee from May 2024. Cllr JB confirmed that projects will continue to be managed in the normal way.</p>	
5	<p><b>Planning Consultations</b></p> <p>The planning consultations detailed in the Agenda were briefly discussed.</p>	

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6	<p><b>Finance and Budget:</b></p> <p>Payments made from 13<sup>th</sup> January 2024 to 3<sup>rd</sup> March 2024</p> <ul style="list-style-type: none"> <li>• Clerk and Cllr Expenses</li> <li>• Derek Smith</li> <li>• Dorset Council</li> <li>• Walditch Village Hall</li> </ul> <p style="text-align: right;"><i>Cllr Jim Basker</i></p> <p style="text-align: center;">Chairman .....</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 March 2024 was approved as were any expenses.</p> <p>The Bank Statement to 29<sup>th</sup> February 2024 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 29<sup>th</sup> February 2024 was sent to Councillors for their review and approval.</p> <p><b>THE FOLLOWING DOCUMENTS WERE APPROVED AND/OR AGREED, AND WHERE APPROPRIATE, SIGNED BY THE CHAIRMAN:</b></p> <ul style="list-style-type: none"> <li>• Bank Statement and Invoice Cover Sheet (Approved and signed by the Chairman)</li> <li>• Cash Flow Forecast – approved by Councillors.</li> </ul>	
7	<p><b>Parish Council Sub-Committees:</b></p> <p><b>Finance and Funding (F&amp;F) – 21<sup>st</sup> February 2024</b></p> <ul style="list-style-type: none"> <li>• <u>Walditch Village Hall – Garden Wall</u> The Finance and Funding sub-committee recommended that the Parish Council make a grant to the value of the work.</li> </ul> <p><b>It was agreed that a grant of £5040.00 will be made to Walditch Village Hall Committee</b></p> <ul style="list-style-type: none"> <li>• <u>Bothenhampton Village Hall – Exterior Walkway</u> The Finance and Funding sub-committee recommended that the Parish Council cover the full cost of the work.</li> </ul> <p><b>It was agreed that the invoice of £2006.40 will be paid direct.</b></p>	

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7	<p><b>Parish Council Sub-Committees: (Cont.)</b></p> <p><b>Finance and Funding (F&amp;F) – 21<sup>st</sup> February 2024</b></p> <ul style="list-style-type: none"> <li>• <u>Grants to the two churchyards</u> Considering the abolition of the parish council and uncertainty regarding future grants to both Bothenhampton Old Church and Walditch churchyards, the Finance and Funding sub-committee recommended that the Parish Council makes a grant to each of the churchyards to the same value as previous years. The Clerk confirmed that this was £750 per churchyard.</li> </ul> <p><b>It was agreed that two grants will be made in March 2024.</b></p> <ul style="list-style-type: none"> <li>• <u>DIGS information Panel at Bothenhampton Nature Reserve</u> There was much discussion around this and, although councillors would like to make a grant available to DIGS for producing an information panel that details the flora and fauna within the reserve, it was agreed that there was too much uncertainty at this stage around who would produce such a panel and where any grant might be paid. It was therefore further agreed that this grant would not be approved.</li> </ul>	
8	<p><b>Other Parish Matters:</b></p> <p><b>CGR Joint Working Party</b> Nothing new to report</p> <p><b>Abolition of the Parish Council</b></p> <ul style="list-style-type: none"> <li>• Cllr GS confirmed he had written a Press Article, and this had been submitted to the local newspaper on 27<sup>th</sup> February 2024.</li> <li>• Website Notice – There was discussion around the wording for the ‘Notice’ that should be placed on the front page of the parish council’s website. The Clerk agreed to put something in writing and send to councillors for their approval.</li> <li>• Financial data and its transfer to BTC – There was discussion around the various data that Bridport Town Council would require. The Clerk asked for permission to purchase a USB drive and transfer all relevant files onto the drive which she could then post to the Town Clerk along with the spare filing cabinet key.</li> </ul> <p><b>It was agreed that the Clerk purchase a USB drive for this purpose.</b></p> <ul style="list-style-type: none"> <li>• Old paperwork at Bothenhampton Village Hall / Filing Cabinet – there was discussion around the papers kept at the Bothenhampton Village Hall. Councillors were of the opinion that most of the paperwork was too old to be of any use and should be disposed of. The paperwork and files in the filing cabinet are current. It was agreed that BTC should be asked to sort the paperwork being kept in the Village Hall, retaining anything they felt necessary, and to remove the filing cabinet to their offices at Mountfield. Clerk to draft a letter to be signed by the Chairman to this effect.</li> </ul>	<p>Clerk</p> <p>Clerk</p> <p>Chair &amp; Clerk</p>

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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>• Letter to R &amp; L Rhodes regarding Jubilee Tree at Valley View</li> </ul>	
10	<p><b>AOB:</b></p> <p>Cllr GS suggested that the Parish Council send letters of thanks to the various partners and volunteers who have helped over the years. Cllr GS to compile a list and draft the wording for letters. The Clerk will type up on letter head and send out.</p> <p>Cllr CA raised the issue of the timber treatment for play equipment in the play areas and said that the Lengthsman had said this would be done by end of March. Cllr CA asked that the Clerk contact the Lengthsman to remind him that this work is still outstanding. The urgency being that the Parish Council may have to purchase the materials and the bank account will be closed at the end of March.</p> <p>Cllr JB raised the issue of the Clerk's settlement and asked for all councillors present to formally agree the arrangements and the ex-gratia payment to the Clerk.</p> <p><b>All councillors formally agreed the ex-gratia payment to the Clerk and thanked her for her work over the years.</b></p> <p>The Clerk raised the issue of the latest invoice from Nantes solicitors and asked for authority to pay.</p> <p><b>It was agreed that the Clerk pay the invoice for £572.88</b></p>	<p>Cllr GS &amp; Clerk</p> <p>Cllr GS</p>
	The meeting ended at 9pm	

This is the final Main Committee Meeting of Bothenhampton & Walditch Parish Council  
 Previous parish council minutes can be found on [www.bothenhamptonwalditchparishcouncil.com](http://www.bothenhamptonwalditchparishcouncil.com)