



CHAR VALLEY PARISH COUNCIL

445th Meeting of the Parish for Char Valley Parish Council held on 12th June 2023 at 7.30pm – Whitchurch Village Hall.

APPROVED MINUTES

Meeting opened: 19.33.

5221: Present:

Cllrs. C Noon (Chair), J Kewley, J Busby, S Creed-Castle, N Ziebland, A Carey, H Joyce, C Stanbury, S Johnson and T Ely (Clerk).

In attendance: Cllr. S Christopher (Dorset Council).

5222: Apologies for absence: T Hansford, R Cook.

5223: Public forum: None.

5224: Declarations of interest: None.

5225: Dispensation requests: None.

5226: Resolution to approve the minutes of the CVPC meetings held;

- 15th May 2023. A small amendment was requested to minute number 5215 c where Wessex Water should have been Scottish and Southern Electricity Networks. Conversation was then had about having received communication from the DAPTC where they suggested it should be part of the resilience plan that councils should inform the local power distribution company of any vulnerable persons in the area. It was suggested to ask residents to register themselves if considered vulnerable to the power company in the Char Chat, WhatsApp groups and via email from the clerk to the distribution list.

Cllr. Ziebland to contact the relevant power distribution company to enquire what is considered vulnerable and how residents should register. Once this has been achieved to use the information to compose some words to send out a request for residents to register.

A councillor to put a message out on the WhatsApp groups.

Cllr. Noon to put an article in the next Char Chat.

The clerk to send an email to the residents.

Proposed by Cllr. Carey and Seconded by Cllr. Johnson, All in Agreement.

- Finance Meeting - 5th June 2023.

Proposed by Cllr. Noon and Seconded by Cllr. Creed-Castle, All in Agreement.

5227: Actions following last meeting:

- The clerk to investigate creating/purchasing some place names. Action Complete – the clerk had made place names, a bit of confusion as Cllr. Creed-Castle had also created some place names. **Cllr. Creed-Castle to bring the place names to the next meeting.**
- Cllr. Hansford reported some road signage that had been moved – Cllr. Hansford to compose an email for the clerk to send on to Cllr. Christopher. **In progress.**
- Footpath to Five Bells - An order had been raised by Dorset Council to have the “badly fretted section of this pull in Velocity patched”. Following further discussion, it was decided to report the footpath again as the area Dorset Council have agreed requires fixing is the open area before the footpath and the actual footpath is also in need of attention. Cllr. Ziebland to report the footpath to DC. Following some discussion about the area that needs attention and how it arose it was decided to see how the DC repairs are and in the meantime for Cllr. Ziebland to do another report for the actual footpath. Action Complete.
- Overgrown Footpath - Proposed to meet with all footpath officers. Cllr. Noon to contact the FP Officers to arrange a meeting. **In progress - email sent to arrange a meeting.**
- The clerk to apply to move the bank account to Starling. Waiting until year end accounts have been completed.
- Wootton Fitzpaine Playing Field - **Cllr. Joyce to send the papers to the clerk.**
- Vearse Farm planning application – Cllr. Noon to email Cllr. Christopher with details of a previous request for a horse crossing on the A35. **In progress.**
- Cllr. Busby to put communication on the local WhatsApp groups to ask for properties/roads that may need sandbags. **Cllr. Joyce to send details to Cllr. Busby.**
- The clerk to send out an email to the residents to ask for properties/roads that may need sandbags. Action complete but no replies.

- Cllrs. to send any suggestions to Cllr. Carey of local people who may be appropriate to provide a talk at an information day. **In progress.**
- The playground/field working party to discuss the playground inspections before the next meeting. The clerk to send the latest playground inspection report to all members of the working party. Action Complete.
- The clerk to send Cllr. Christopher's details to Christine Peat to pass on. Action Complete.
- Scottish and Southern Electricity Networks Priority Register - The clerk had replied to the email to ask if this is relevant to the Char Valley and awaits a response. The clerk confirmed it had been sent to CVPC in error. **Cllr. Noon to write to the National Grid to enquire.**
- Cllr. Carey to send Cllr. Christopher an email with regard to the delay of the Dorset Local Plan and the effect on new climate building regulations. Action Complete.
- The clerk to make contact to ask if Chris Loder intends to join a normal parish meeting with the public and to send the yearly schedule to see if any dates work. Action Complete – replied to say he can't commit to any of the CVPC dates but if his schedule changes he will contact CVPC.

5228: Planning Applications:

a) Responses submitted to Dorset Council before this meeting: None.

b) Responses considered at the meeting:

Application Ref.	Location	Expires	Agreed Response
P/HOU/2023/02568	The Limes Wootton Lane Wootton Fitzpaine DT6 6NH	02/06/2023 extended to 13/06/2023	No objection <u>Proposed by Cllr. Kewley and Seconded by Cllr. Noon, All in Agreement.</u>
P/HOU/2023/02672	Manor Farm Wootton Lane Wootton Fitzpaine DT6 6NH	08/06/2023 extended to 13/06/2023	Char Valley Parish Council object as there is not enough information in the application to base a response. <u>Proposed by Cllr. Carey and Seconded by Cllr. Joyce, 8 in Agreement, 1 Abstention.</u>
P/HOU/2023/02900	7 Goodens Hill Whitchurch Cross To Cockwell Cross Whitchurch Canonicorum DT6 6RF	22/06/2023	Support <u>Proposed by Cllr. Joyce and Seconded by Cllr. Ziebland, All in Agreement.</u>
P/FUL/2023/03113	Nags Head Cottage Fishpond Bottom Abbotts Wootton Lane Wootton Fitzpaine DT6 6NN	29/06/2023	Clerk to query if the land opposite was part of the application. Support <u>Proposed by Cllr. Joyce and Seconded by Cllr. Busby, All in Agreement.</u>

5229: Finance:

a) Payments:

- Cllr. Creed-Castle queried her expenses not being included. The clerk confirmed the email had not been received but they would be processed with the clerk's and chair's authorisation the next day.
- The payments for June 2023, as below, were approved.

Payee	Details	Cheque No.	Receipt No.	Amount
Tamsin Ely	Clerks expenses June 2023	Online	0623/01	£61.71
Tamsin Ely	Clerks wage June 2023	Online	0623/02	£862.12
John Vanderwolfe	Internal Accounts Audit May 2023	Online	0623/03	£45.00
Total				£968.83

Proposed by Cllr. Creed-Castle and Seconded by Cllr. Johnson. All in Agreement.

Councillors to send the June payments online.

- b) **Bank Reconciliation** - The clerk had circulated the bank reconciliation and council were happy.
- c) **CIL Receipts and Spending** - The clerk had circulated a document showing the CIL spending and the balance and council were happy.
- d) **AGAR** - The clerk had circulated all related documents and council were happy to vote and accept;
 - The Annual Internal Audit Report
 - Annual Governance Statement
 - Accounting Statements
 - Declaration of Interests for BDO

Proposed by Cllr. Carey and Seconded by Cllr. Creed-Castle. All in Agreement.

e) **2023-24 Budget** - The clerk had circulated the budget.

- Cllr. Joyce queried the River Char amount being £2000 as she thought it was £3000.
The clerk to investigate the previously agreed amount.

Cllrs. to look at the budget before the next meeting and to raise any questions they may have with the clerk as soon as possible.

f) Financial Regulations document update

- Cllr. Noon informed council that during the finance meeting it was proposed to increase the amount in clause 11.1h from £100 to £300 where CVPC need to gain 3 quotes.

Proposed by Cllr. Johnson and Seconded by Cllr. Creed-Castle. All in Agreement.

5230: Parish External Liaison:

a) BLAP - An update had been circulated and was discussed.

- Cllr. Joyce (Climate and Ecological Emergency Working Party) to investigate the Bridport Wind Power and proposed Dottery Solar Schemes.

b) DAPTC

- An update had been circulated, Cllr. Noon ran through some of the items.
- Working together webinars – the clerk had circulated communication of some up-coming webinars and had offered to attend. Council were keen she attend the community hub and grants webinars.

The clerk to register to attend the webinars.

5231: Flooding:

a) Warden - CVPC are still in need of flood wardens.

b) Sandbags

- Cllr. Busby informed council there had been no reports of any flooding.
- Cllr. Creed-Castle had received communication from Whitchurch Canonorum Village Hall and they had offered to provide a store to house sandbags there (up to 18).
- CVPC still need to find somewhere in each village to house some sandbags, preferably housed on a property that requires them.

5232: Police Report

- The clerk had circulated the report from Lyme Regis Police.
- There was discussion about the lack of police response for the area and a local disturbance was discussed (rave in Monkton Wyld woods) where Cllr. Kewley had written to Cllr. Christopher who had then forwarded her email to Chris Loder and Dorset Police and Crime Commissioner outlining the unsatisfactory response from the police.

5233: Communications Working Party: A report had been circulated.

a) Recording meetings and publishing the recordings

- Following a resident's request at the May meeting to have a copy of the recording, the clerk had investigated if this was allowed. DAPTC had informed the clerk that if a meeting is recorded and the recording is requested then it should be provided as per the Freedom of Information Act and the CVPC recording policy. If a recording has been deleted when requested, then it does not need to be provided but can not be deleted after the request.
- The clerk had updated the CVPC recording policy and circulated the document for approval.

Proposed by Cllr. Busby and Seconded by Cllr. Kewley. All in Agreement.

b) Wi-fi in meetings

- It was proposed to approach the halls (James Hargreaves and Whitchurch Canonorum) to see if there was a possibility of wi-fi being available.

Proposed by Cllr. Noon and Seconded by Cllr. Joyce. All in Agreement.

c) Digital Char Chat

- As detailed in the report - it was proposed that the next edition of Char Chat at the end of August, will be the last paper version that CVPC will have printed and posted to the residents.

d) Zoom or Teams

- The clerk is currently enquiring with Zoom what account would best suit CVPC's needs but has not received a reply.
The clerk to continue investigating.

e) Digitalisation

- As detailed in the report - Cllr. Noon informed council having met the new Chideock clerk; Steve Rose who lives in Monkton Wyld. Cllr. Noon has asked he provide some thoughts and proposals.

f) New CWG members please

- Cllr. Noon asked for volunteers to join the working party.

g) CVPC Information Days

- Cllrs. to send any suggestions to Cllr. Carey of local people who may be appropriate to provide a talk at an information day.

5234: Farming Interests Working Party: A report had been circulated to councillors.

- Cllr. Stanbury ran through some of the items.

5235: Local Amenities Working Party: A report had been circulated to councillors.

a) Wootton Picnic Table/Bench

- Cllr. Creed-Castle had contacted Alex Brooks to confirm the order and Wootton about the base and had put them in touch with each other to check compatibility and installation.

b) Noticeboards

- **Damp** - Cllr. Creed-Castle confirmed all boards were installed correctly with the drainage holes at the bottom.
The clerk to contact the company with this information.
 - **WF Positioning** - Cllr. Creed-Castle informed council the resolution will be to remove the step and lower the board.
- c) **Valuing Assets** - The information/pictures required are being gathered and sent to the clerk.
- d) **New Litter Bin** – Following a request from a Morcombelake resident for a litter bin to be put at the bus stop, Cllr. Noon had investigated with Dorset Council and found that if wanting a bin CVPC would have to purchase it and pay DC to empty it. It was decided to start by putting up a sign to encourage people not to drop litter.
Cllrs. to send suggested wording to Cllr. Creed-Castle.

5236: Playground/Playfield Working Party:

- Cllr. Joyce informed council they had not met again yet.
- Cllr. Joyce updated council that the cockerel in the Whitchurch playground had been refurbished.
Cllr. Joyce to follow up with PlayQuest.

5237: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- a) **River Char Project** - Cllr. Joyce and Carey spoke of the recent River Char walk. Cllr. Stanbury voiced some frustration which would be further discussed.
- b) **River Dragon Festival** - Cllr. Carey spoke of the festival which had a huge turnout. An upcoming meeting with CROWD (Clean Rivers of West Dorset) was mentioned, Cllr. Noon confirmed he will try and get a response from Chris Loder before then.
- c) **Dorset Cop 9th September 2023** - It was decided that a councillor should attend and to bring back any information/the declaration to the following council meeting to then be discussed. It was confirmed the Cllrs. Noon, Carey and Joyce would not be able to attend due to prior engagements.
Cllrs. Ziebland, Kewley, Creed-Castle, Cook, Stanbury, Johnson, Busby and Hansford to let Cllr. Carey know if they would be available and willing to attend on the behalf of CVPC.
- d) **Ground-breaking rooftop solar research** - CPRE had circulated a petition. Following an extended discussion, it was decided not to support the campaign as although rooftop solar panels are to be supported CVPC feel each case would be individual so a blanket rule for all buildings would not work.

5238: Planning Working Party: No further update.

5239: Staffing Committee:

- a) **Digital Comms Officer** - Cllr. Noon had met with Steven Rose who had made contact about the position. Currently this would be a voluntary position which could perhaps turn into a paid one in the future which he was happy with.

5240: Transport Working Party: A report had been circulated to councillors.

- a) **Bridport to Lyme link** - Communication had been received and circulated about a proposed link which was discussed.

Cllr. Simon Christopher joined the meeting at 21.38.

5241: Cllr. Christopher, Dorset Council:

- Cllr. Christopher had circulated a report and ran through a few of the topics.
- Cllr. Christopher then asked for questions.
 - Cllr. Noon questioned the A35 route not having a benefit for The Char Valley. After some discussion Cllr. Christopher suggested Cllr. Noon contact Mr. Hackett who is a District Councillor and the South West organiser within the BHS (British Horse Society) who may be able to help with the aspect of a horse crossing.
Cllr. Noon to make contact with Mr. Hackett.

5242: 2024 Elections:

- a) **Who's standing/stepping down** - Cllr. Noon asked if councillors could let him know privately if they will be standing in 2024 to help with planning the advertising etc.
Cllrs. to let Cllr. Noon know if they plan to stand at elections 2024 (optional)
- b) **Budget for advertising** - **The clerk to investigate any rules regarding advertising for elections.**
- c) **Number of vacancies** - Currently CVPC have a vacancy in Whitchurch South.
Cllrs. to spread the word to friends/locals re the current vacancy.

5243: Other issues that have been circulated for discussion:

- **P/FUL/2023/02599** - Cllr. Creed-Caste had received an email regarding a planning application at *Yew Tree Cottage Shave Cross To Junction Dodges Orchard Shave Cross DT6 6HW*. Although this is in the Marshwood Vale Parish it is on the boarder of CVPC but CVPC had not been consulted.
The clerk to enquire with planning why CVPC had not been included on the consultation.

5244: Public and other matters - To consider any matters that Cllrs. wish to raise that has not already been circulated.

[no resolutions can be made]: None.

5245: Councillor training:

- The clerk had sent an email with links to available training, councillors were encouraged to have a look and let the clerk know what training they would like to complete.

5246: Date of next meeting: 10th July - Wootton Fitzpaine Village Hall

5247: Meeting closed: 22.17.