



CHAR VALLEY PARISH COUNCIL

451st Meeting of the Char Valley Parish Council held on 11th March 2024 at 7.30pm – James Hargreaves Community Hall.

APPROVED MINUTES

Meeting opened: 19.30.

5391: Present: Cllrs. C Noon (Chair), C Stanbury, N Ziebland, S Creed-Castle, J Busby, A Carey, R Cook and T Ely (Clerk). In attendance: 6 members of the public.

5392: Apologies for absence: T Hansford, J Kewley, S Johnson.

5393: Public forum - The chair addressed the public and asked if anyone would like to speak. The public declined.

5394: Co-opt new councillor to Whitchurch Canonorum South: No applications.

5395: Declarations of interest - Cllr. Stanbury declared an interest in the Bridge Farm planning application.

5396: Dispensation requests: None.

5397: Resolution to approve the minutes of the CVPC meeting held on 12th February 2024:

Proposed by Cllr. Busby and Seconded by Cllr. Cook. 6 in Agreement.

Cllr. Carey joined the meeting at 19.32

5398: Actions following the last meeting held on 12th February 2024:

1. Cllr. Creed-Castle to let the clerk know of the road the resident mentioned that requires attention. The location has now been identified. **Cllr. Ziebland to send the clerk a map reference. The clerk to action reporting the issue to Dorset Council.**
2. Cllr. Johnson to call to re-activate. Cllr. Johnson and the clerk have arranged a date. Action complete.
3. Cllr. Ziebland to send Cllr. Simon Christopher an email for assistance. No longer relevant, action can now be removed.
4. P/HOU/2024/00536 - Cllr. Kewley to have a look and to circulate her comments. If no opposing views, then to submit Cllr. Kewley's recommendation by 27th February. **Action complete.**
5. The clerk to send the February planning responses. **Action complete.**
6. Cllr. Noon to set up a meeting with the enforcement officer, either with full council or the Planning working group. In progress. **Awaits responses for item 7.**
7. Cllrs. to let Cllr. Noon know if they are aware of any local enforcements. **In progress.**
8. A Cllr. to send the February payments online. **Action complete.**
9. The clerk to put the risk assessment and internal controls onto the March agenda. **Action complete.**
10. Cllr. Busby to organise moving the Wootton sandbags. Later on the agenda.
11. Cllr. Busby to investigate storage boxes for the next meeting. Later on the agenda.
12. Grit bins - The clerk had put all of the CVPC grit bins into an excel document. There is a need to cross check this against the DC map to check they have them all on there so they will be filled with grit. Also CVPC need to see which are strategic and which are community bins. Cllr. Carey confirmed he had plotted them onto the Parish Online map. The clerk can now use that visually to check this against the DC map.
Cllr. Carey to add numbers to the Parish Online map.
The clerk to cross check the Parish Online plotted grit bins against the Dorset Council map.
13. Cllr. Busby to investigate her contact for the war memorials. Later on the agenda.
14. Cllr. Creed-Castle to send photographs to Cllr. Busby of the war memorials. **Action complete.**
15. Cllr. Kewley to contact the churches to find out if they are insuring the war memorials. **In progress.**
16. The clerk to investigate the laminator. Later on the agenda.
17. The clerk to contact PlayQuest about the equipment order. Later on the agenda.
18. Wootton Field and Play Area - Cllr. Joyce to write up some notes for CVPC. Later on the agenda.
19. Approve Wording for Holiday Lets - It was agreed to amend the wording to add something to call on Dorset Council to form a policy for growth of this sort and how much should be allowed.
 - a. Planning WP to adjust the wording for the March meeting. Later on the agenda.
 - b. Clerk to move to the March agenda. **Action complete.**
 - c. Cllr. Kewley to send Cllr. Noon contact details for Mr. Legg who owns the land. **Action complete.**

5399: Planning Applications:

a) Responses submitted to Dorset Council before this meeting:

Application Ref.	Location	Expired	Agreed Response	Submitted
P/HOU/2024/00513	Purcombe Bungalow Purcombe Farm Access Road Whitchurch Canonorum Dorset DT6 6RL	27/02/2024	Support	13/02/2024
P/HOU/2023/07388	20 Meerhay Lane Wootton Fitzpaine DT6 6NG	29/01/2024 extended to 13/02/2024	Support	13/02/2024
P/FUL/2023/06324	Manor Farm Holiday Centre The Street Charmouth DT6 6QL	29/01/2024 extended to 13/02/2024	Object	13/02/2024
P/HOU/2024/00057	Langdon View Shedbush Lane Morcombelake Dorset DT6 6DR	01/02/2024 extended to 13/02/2024	Object	13/02/2024
P/HOU/2024/00536	Portobello 43 Wootton Cross To Trevetts Corner Hawkchurch Dorset EX13 5UW	27/02/2024	Support	14/02/2024

b) Responses considered at the meeting:

Application Ref.	Location	Due Date	Agreed Response
<ul style="list-style-type: none"> A member of the public was invited to now speak with regard to the application P/FUL/2023/06928. They spoke for 3 minutes with their objections. Another member of the public (the applicant) then spoke in response to the objections. 			
P/FUL/2023/06928	Bridge Farm Cards Mill Lane Whitchurch Canonorum DT6 6RW	11/03/2024	<p>CVPC Object</p> <p>Comments: CVPC believe the proposed development would be likely to harm the character, special qualities and natural beauty of the Dorset Area of Outstanding Natural Beauty, the Heritage Coast and the natural and built environment of the area and that it would have a significant adverse effect on wide views.</p> <p>CVPC believe that this would be contrary to the requirements of national, local and neighbourhood planning policy relevant to landscape and visual considerations.</p> <p>This proposal presents both individual and cumulative adverse landscape and visual impacts that are of clear relevance to the planning balance.</p> <p>In particular, CVPC believe that the Dorset National Landscape Special Qualities would be susceptible to a degree of harm from the proposed development:</p> <ul style="list-style-type: none"> Uninterrupted panoramic views to appreciate the complex pattern and textures of the surrounding landscapes Undeveloped rural character An exceptional undeveloped coastline <p>There is also a concern regarding extra traffic being generated through the Char Valley.</p> <p>Please note that CVPC are very concerned at any further increase in holiday accommodation as there is already an over-supply of available accommodation in the Char Valley area to the detriment of the local residents, existing hospitality businesses, and the local environment. More development also undermines the very reason why this area is attractive to visitors and existing residents.</p> <p>For all these reasons, CVPC objects to the application.</p> <p><u>Proposed by Cllr. Busby and Seconded by Cllr. Carey, 51 in Agreement, 2 Abstained.</u></p>

The clerk to send the March planning response.

c) **Proposed applications to be discussed at this meeting:** None.

d) **Enforcement** - No update.

5400: Finance:

a) **Payments:**

- The payments for March 2024, as below, were approved.

Payee	Details	Cheque No./Online	Receipt No.	Amount
Whitchurch Canonicorum Village Hall	WC Hall Hire 22/02/24	Online	0324/01	25
Wootton Fitzpaine Village Hall	WF Hall Hire 12/02/24	Online	0324/02	25
Tamsin Ely	Clerks expenses February 2024	Online	0324/03	87.75
Tamsin Ely	Clerks wage February 2024	Online	0324/04	922.79
NJD Building Services	Bus shelter damage balance	Online	0324/05	189
Total				£1,249.54

Proposed by Cllr. Ziebland and Seconded by Cllr. Stanbury. All in Agreement.

A Cllr. to send the March payments online.

- b) **Bank Reconciliation** - The clerk had circulated the bank reconciliation and council were happy.
- c) **Risk Assessment** - The clerk had circulated the document for approval.
 - It was discussed that the bank balance is a little low that could cause a risk as if the precept was not paid for a period, for any reason then council could struggle to pay the clerk. Cllr. Noon requested the clerk update the document to reflect this changing the risk from M to H.
 - Also to update the banking to H as the new online banking procedure means currently council only have the clerk and one Councillor approval increasing the risk. To mitigate this, council will rotate the approval task each month.
 - Another request highlighted by it being elections this year was to add a risk for not enough applications to be a viable council.

The clerk to update the risk assessment document for the April meeting.

Cllrs. were asked to have a read to approve the document in the April meeting.

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

- d) **Internal Controls** - The clerk had circulated the document for approval.
Proposed by Cllr. Carey and Seconded by Cllr. Busby. All in Agreement.
- e) **Asset Register** - CVPC are still in the process of obtaining rebuild/repair costs for the war memorials and village pound to check the insurance cover.
Cllr. Busby has a contact and will investigate.

5401: Parish External Liaison:

- a) **BLAP** - Cllr. Noon updated council from the last meeting. There was a Flood Risk Officer there (Brian Richards) who wasn't overly informative but did mention the budget had been cut and sandbags would no longer be available from Dorset Council. Cllr. Noon informed council the next meeting was in 2 months time and there would be a representative regarding affordable housing.
- b) **DAPTC** - Cllr. Carey confirmed he attended the last meeting and ran through the topics covered.

5402: Flooding:

- a) **Warden** - CVPC are still in need of a flood warden for Wootton.
- b) **Sandbags** - A resident commented that the ones in Wootton were unsightly. Cllr. Busby to seek an alternative spot for the sandbags or something to store them in so they don't look unsightly. Cllr. Busby updated council that the clerk had provided some links to storage boxes. It would be good to purchase 3 boxes; one for each location. The boxes would look neater and the sandbags would last longer if stored well.
Cllr. Busby to finalize a proposal of a purchase of 3 boxes for the April meeting.

5403: **Police Report** - The clerk had circulated the report from Lyme Regis Police.

5404: **Communications Working Party** - No update.

5405: **Farming Interests Working Party** - Cllr. Johnson had circulated a report.

5406: Local Amenities Working Party:

- Cllr. Creed-Castle mentioned that she had been contacted by a resident asking about the notice boards content and why a particular notice had been removed. There was some discussion about what is allowed, and it was concluded that the clerk may have removed it when she did the boards the previous week and the notice in question would be allowed.
Cllr. Creed-Castle to send apologies to the resident and to let them know the notice can be put up again.
- **A35 Bus Stop Damage** - Cllr. Noon confirmed he had checked the work on the bus shelter and it was good. Cllr. Noon also mentioned the other glass on the shelter needed a clean.
Cllr. Creed-Castle to gain a quote for cleaning the bus shelter.
- a) **Asset refurbishment/repair/replacement quotes**
 - Cllr. Creed-Castle had been working hard to find a company/craftsman who can value a repair if needed on the war memorials for insurance purposes but had been struggling to find anyone. Cllr. Busby reported she has a contact who had done a similar job in Winsham and will investigate.
Cllr. Busby to investigate her contact for the war memorials.
- b) **Damp Notice Boards**

- The Stanton St Gabriel notice board had rotted so much it had finally fallen when the clerk was changing the notices the week before. Cllr. Creed-Castle mentioned she still had 2 old notice boards that could perhaps be used.
Cllr. Carey to visit Cllr. Creed-Castle to see if a board could be utilized in Stanton St Gabriel.
- The clerk had sent an email to the company the boards were purchased from to report them as not fit for purpose and awaits a response.
- The laminator is now working, and long-term notices have been replaced on all notice boards with laminated copies. Some notices still to do.

5407: Playground/Playfield Working Party:

a) Whitchurch Playground

- The clerk had been in contact with PlayQuest and has the current prices.
- The clerk informed council that the Pre-School have altered their request as they think the stepping logs may get too muddy and slippery and it would be more beneficial to order another panel within budget instead. Council were happy with this.

b) Wootton Field and Play Area - Cllr. Joyce to write up some notes for CVPC so the details are known in the future. The clerk met with Mrs. Joyce before the meeting and has seen the notes, await **Mrs. Joyce to send them to the clerk.**

5408: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- Cllr. Carey updated council with details of a few current projects. Cllr. Carey asked if CVPC would write to the Nurdle organisation to thank them for their recent work on Charmouth Beach. Council agreed this would be a good thing to do.

Cllr. Noon to send a letter of thanks to the Nurdle organisation.

5409: Planning Working Party:

a) Approve Wording for Holiday Lets - The proposed wording was circulated in the clerk's notes. It was agreed to amend the wording to add something to call on Dorset Council to form a policy for growth of this sort and how much should be allowed.

Planning WP to adjust the wording for the May meeting.

Clerk to move to the May agenda.

b) Affordable Housing – Cllr. Noon mentioned a new grant that may become available.

Cllr. Noon to send Cllr. Ziebland the contact details for Alex Picot.

5410: Transport Working Party:

a) Gritting - Having previously asked the residents of any known roads that were not being gritted when required, the clerk has an email correspondence going with Jack Wiltshire (head of highways at DC). It was decided to wait until there is next a need for gritting to then re-evaluate if all roads are being done as they should.

b) Local road damage - Potholes/Flooding/Large transport damage - Works are under way and CVPC are monitoring.

c) 30 mph through Morcombelake - Cllr. Noon updated council that his concerns had been forwarded by Chris Loder to National Highways. Some residents are keen to set up an action group for this.

d) Active Travel

- BLINK** was not discussed as Cllr. Hansford was not present.
- Chideock footpath** - this has now been stalled due to a gas pipe.
- Footpaths in CVPC** - no action at the moment as everyone had been on holiday.

e) New member - There were no volunteers.

5411: Staffing Committee: No update.

5412: Cllr. Christopher, Dorset Council - a report had been circulated.

5413: 2024 Elections - Cllr. Noon reminded council of the dates for nomination packs to be completed.

5414: Pheasant Shoot - Fishponds - Cllr. Noon informed council that he is in contact with the parties involved and are currently organising a date for a mediation meeting.

5415: Other issues that have been circulated for discussion: None.

5416: Public and other matters - To consider any matters that Cllrs. wish to raise that has not already been circulated:

- Cllr. Carey reported having received contact from a resident with concerns of the state of the road they live on (Ship Knapp to Pickaxe Cross) due to works the National Trust are carrying out locally meaning there will be increased traffic. The road is not one Dorset Council is responsible for.
- The clerk mentioned when speaking with Anna Bearpark regarding Wootton Fitzpaine Village hall hire she had asked if ok that there will be a wedding held there soon and was it ok if the field is used. Council agreed that is not a problem but if hiring out then CVPC should be involved.
- The APM meeting dates were confirmed.

The clerk to create posters and advertise on the WhatsApp groups and to ask the halls to circulate.

5417: Councillor training: The clerk had circulated links to available training, councillors were encouraged to have a look and let the clerk know what training they would like to complete.

5418: Date of next meeting: 8th April 2024 - Whitchurch Canonicorum Village Hall.

5419: Meeting Closed: 20.47.