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**FOUR HUNDRED AND TWENTIETH MEETING OF THE CHAR VALLEY PARISH COUNCIL HELD REMOTELY ON MONDAY 12th OCTOBER 2020**

**MINUTES**

**4582: Present:** Cllrs. H Joyce, C Mahaddie, C Peck, C Noon, S Johnson, J Eager, A Carey, J Jones, S Creed-Castle,

K. Vaughan, T Hansford, A Marks (Clerk), S. Christopher (arrived at approximately 8.15pm)

**4583: Apologies for absence:** Cllr. Bailey.

**4584: Public Discussion Period:** Nothing to report.

**4585: Declaration of interest:** None.

**4586: Resolution to approve the minutes of the CVPC meeting held on 14th September 2020**. Proposed Cllr. Creed-Castle and seconded by Cllr. Noon and agreed unanimously.

**4587: Actions following last meeting:** as circulated by the Clerk to the councillors.

**4588: Reports:**

* WATAG – whilst there haven’t been any meetings since lockdown, CVPC asked BLAP to contact various authorities regarding the time change to the early morning bus along the A35.
* PCSO – no report.
* Dorset Assn. of Parish & Town Councils – Cllr. Eager asked that the clerk sent the weekly newsletter to all the councillors, a number of training courses are offered remotely
* Bridport Local Area Partnership: Cllr. Joyce attended a remote meeting for BLAP on 30th September and her report has been forwarded to all the councillors.
* Verges – Cllr. Mahaddie said that there was nothing to report.
* War memorials – the parish council has received a quote for cleaning the war memorials.
* Trees – Cllr. Peck had nothing to report.
* The councillors’ reports have been distributed to all councillors.
* Cllr. Simon Christopher’s report was received on the afternoon of the meeting and forwarded to all councillors. He advised that he was dealing with the following issues –
  + Broadband provision across the ward.
  + Footpaths – he was in contact with Russell Goff of Dorset Council who hoped that a new bridge on the footpath to Charmouth would be in place by the end of October.
  + Enforcement – he was working with enforcement officers on a regular basis, as this is the continuing theme across the ward.
  + Highways – he was in contact with Dorset Council officers regarding poor road surfaces and speeding motorists.

**4589.: Planning applications**

* **Responses submitted to Dorset Council before the meeting:** none submitted.
* **Responses to be considered at September’s meeting:**
* WD/D/20/002320 – SPENCE FARM, SPENCE LANE, WOOTTON FITZPAINE, DT6 6DF, Continued use of land for the stationing of mobile residential accommodation including use of land for ancillary residential purposes, there has been a caravan on this site for over 10 years. All the councillors need to submit their reports to Cllr. Hansford who will submit their report to the clerk for onward transmission
* **Dorset Council Decisions** – none.
* **Appeal Decision** – none.
* **Enforcement** – none.

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**4590: Finance:**

**PAYMENTS FOR OCTOBER 2020**

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| **Payee** | **Details** | **Cheque no.** | **Receipt no.** | **Amount** |
| Annette Marks | Clerk’s salary including annual increase | 500359 | 1020/1 | £421.61 |
| HMRC | PAYE for October | 500360 | 1020/2 | £105.20 |
| G D Wright | Work undertaken in Whitchurch playground | 500361 | 1020/3 | £395.80 |
| Annette Marks | Job advert in Bridport News | 500362 | 1020/4 | £504.00 |
| Whitchurch Canonicorum PCC | Burial ground donation | 500363 | 1020/5 | £320.00 |
| Wootton Fitzpaine PCC | Burial ground donation | 500364 | 1020/6 | £320.00 |
| Monkton Wyld PCC | Burial ground donation | 500365 | 1020/7 | £310.00 |
| Fishpond PCC | Burial ground donation | 500366 | 1020/8 | £70.00 |
| Stanton St Gabriel PCC | Burial ground donation | 500367 | 1020/9 | £60.00 |
| James Hargreaves (URC) | Burial ground donation | 500368 | 1020/10 | £60.00 |
| Dorset & Somerset Air Ambulance | Annual donation | 500369 | 1020/11 | £110.00 |
| Citizens Advice Bureau | Annual donation | 500370 | 1020/12 | £110.00 |
| Whitchurch Canonicorum playgroup | Annual donation | 500371 | 1020/13 | £500.00 |
| Whitchurch Canonicorum village hall | Maintenance grant | 500372 | 1020/14 | £385.00 |
| James Hargreaves community hall | Maintenance grant | 500373 | 1020/15 | £365.00 |
| Wootton Fitzpaine village hall | Maintenance grant | 500374 | 1020/16 | £385.00 |
| **TOTAL** |  |  |  | **£4,421.61** |

* Councillors queried how the maintenance money for graveyards is used and whether it is still needed; this will be reviewed at the annual finance meeting.
* The cost of placing the recruitment advertisement for a new clerk in the Bridport News was queried by some of the councillors but then agreed.
* The clerk has agreed the accounts up to the end of September, Cllr. Noon requested further details on the spreadsheet relating to the expenditure and this will be done by the clerk.

**4591: Bench at Wootton Fitzpaine**

* Alex Brooks will move the bench free of charge. The family of the man who cut the grass around the bench for fifteen years would like to pay for a commemorative plaque on the bench.

**4592: Consideration of CVPC Working Party remits:**

* The chairman has decided to set up working parties regarding the various departments within the parish council. Committees, either advisory or resident related, have to be open to the public. Working parties - need to be attended by the clerk but not the general public. The finance committee have delegated powers to approve one off payments and have an emergency fund. In total there will be 11 groups, some are new, some are partially established and some are already established. Some groups have already held their first meeting. The Finance group will continue to be a committee while the other groups are working parties, proposed by Cllr. Mahaddie and seconded by Cllr. Peck agreed unanimously.

**4593: Report from Staffing Working Party:**

* Cllr. Peck’s working party remit was agreed by the meeting. They are currently looking for a replacement to the present parish clerk who is leaving at the end of 2020.

**4594: Report from Communications working party:**

* Cllr. Noon agreed to lead the group. The next copy of Char Chat will be issued on 5th November and all articles for the newsletter need to be sent to Cllr. Noon by 15th October. The exact number will be printed, and none will be left lying around. CVPC will take over the new website developed by Cllr. Carey so that other groups can use it. Cllr. Simon’s details will be added to Char Chat. ‘Parish on line’ is a mapping service for parish councils that costs £140.00 per annum – this was agreed by the parish councillors. It was advised that each of the councillors give themselves a new email address separate from their own one, this will cost about £70.00. This was proposed by Cllr. Noon and seconded by Cllr. Jones passed unanimously.

**4595: Report from Climate Change working party and Ecological Emergency working party inc. River Char Project (Lyme Regis Car Club):**

* Cllr. Carey is drafting the remit of the working party to include the Char Valley Lifelines Project the 21 proposals made by CVPC last year and other suggestions.
* Cllrs. Carey and Mahaddie are monitoring the progress of the Lyme Regis car scheme over 6 months.

**4596: Report from Planning working party:**

* Cllr. Mahaddie has been elected chairman. Their first tasks are to (i) discuss future planning possibilities for the area alongside current Local Plan. (ii) Explore the demand for affordable housing. (iii) To oversee collection of responses to planning applications.

**4597: Reports from Playgrounds working party:**

* the replacement equipment for the playground will cost £521.00 and the recent CIL payment will be used to pay for this. Ken Hussey will charge £37.50 every 3 months for the minor repairs. It was decided to ask Ken Hussey to do the repairs four times a year. This was proposed by Cllr. Creed-Castle and seconded by Cllr. Peck.

**4598: Report from A35 /Transport working party including severe weather plans: reporting road problems**:

* Cllr. Noon agreed that the working party would be in charge of walking and cycling, and the severe weather plan -both and cold. He will be meeting with Chris Loder on 31st October with regard to the A35. Cllrs. Eager and Hansford who will also join this working party.
* Dorset Council is setting up a Leisure Development Fund on December 31st’. Applicants can claim 20% of project costs. Cllr. Hansford will send information about small projects, applicants can claim up to £5,000, this will be confirmed in January 2021.
* The lengthsman arrangements will continue in the same format but lie within this group in case of any difficulties.

**4599: Date of next meeting –** 16th November 2020.

**Meeting closed** at 21.25.