



CHAR VALLEY PARISH COUNCIL

434th Annual Meeting of the Parish for Char Valley Parish Council held on 9th May 2022 at 7.30pm, at the James Hargreaves Community Hall

MINUTES

4947: Present:

Cllrs. H Joyce (Chair), S Creed-Castle, T Hansford, C Noon, S Johnson, J Busby, J Kewley and T Ely (Clerk).

In attendance: Cllr. S Christopher (Dorset Council). Emma O'Brian (CVPC Tree Officer) and Mrs. Jen Morley.

4948: Apologies for absence: J Eager, A Carey, C Mahaddie, N Ziebland.

4949: Appoint new Chair:

- Cllr. Joyce gave a brief overview of her time as chair.
- Cllr. Noon was proposed to take on the role.

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

- Cllr. Noon signed the acceptance of office and took his seat as Chair.
- Cllr. Noon presented Cllr. Joyce with a thank you gift.

4950: Appoint new Vice Chair:

- Cllr. Joyce reported having spoken to Cllr. Mahaddie who was not present but had agreed before the meeting to take on the role again.

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

4951: Vote in members to working groups/committees

- Cllr. Noon referred to the spreadsheet already circulated to councillors.
- It was agreed to remove the finance sub committee.
- It was agreed to delegate the chair position in the CCE working party to Cllr. Ziebland.

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

4952: New Councillor:

- Cllr. Noon introduced Joanna Kewley, having already circulated her details.

Joanna Kewley left the meeting to enable discussion.

- Councillors voiced their support.

Joanna Kewley rejoined the meeting.

Proposed by Cllr. Hansford and Seconded by Cllr. Johnson. All in Agreement.

- Cllr. Noon welcomed Cllr. Kewley to council and invited her to take a seat to be included in the meeting as a full councillor.
- Cllr. Kewley signed the acceptance of office and took her seat.

4953: Public forum:

- Emma O'Brien introduced herself as the new tree officer.
- Emma asked if trees are included in planning applications, Cllr. Joyce confirmed this.
- Jen Morley praised the new pedestrian crossing and then requested speed cameras in Morcombelake as vehicles are travelling faster on the approach from Chideock Hill where the speed increases to 50.
- Cllr. Noon confirmed this is the responsibility of National Highways and reported that National Highways were also considering a number of possible improvements along the A35 but had not updated us for some time.

4954: Declarations of interest: None.

4955: Dispensation requests: None.

4956: Resolution to approve the minutes of the CVPC meeting held on 11th April 2022.

- One small change from Cllr. Creed-Castle. Content approved.

Proposed by Cllr. Busby and Seconded by Cllr. Johnson. All in Agreement bar 1 Abstention; Cllr. Kewley as not present.

4957: Actions following last meeting:

- Cllr. Joyce to write to DC planning department regarding no longer receiving decisions - Done, no reply yet. **There is a meeting planned for 27th May where a CVPC representative can voice concerns.**
- Cllr. Mahaddie to keep investigating the Spence Farm applications – Still unable to contact the enforcement officer "Reg Willing", keeps going to answerphone. Cllr. Joyce to write to Spencer Flower to invite him to meet with CVPC to discuss tourism – Done, no reply yet – **as above.** CVPC representative also to bring up the matter at the next BLAP meeting – **Cllr. Joyce has done this and BLAP will write to DC on behalf of Parish Councils.**
- Cllr. Joyce to write to Cllr. Christopher about the difficulty in contacting the enforcement officer – need to check if Cllr. Mahaddie has done this.

- Clerk to make contact with Catherston Leweston. Cllr. Mahaddie to send the clerk contact details for Bob Hatch – the clerk had left a message - **Clerk to keep trying to make contact.**
- Footpath to Five Bells. Clerk to follow up with right of way - Cllr. Joyce to send photographs to the clerk to pinpoint the location. Cllr. Joyce confirms having sent the photographs to the clerk but the clerk hadn't received them. **Cllr. Joyce to re-send and to also send to Cllr. Hansford.**
- Cllr. Creed-Castle proposed an idea of CVPC putting in walkers benches. Council were in agreement to progress the idea. Cllr. Creed-Castle to liaise with the clerk. Clerk to look at prices, Cllr. Creed-Castle to look at suitable locations – **In progress.**
- Exemption certificates. Cllr. Joyce reported that the exemption certificates circumvent the planning system to allow campsites etc. The certificate providers notify local residents. This has been mentioned to Dorset Council who seem happy to allow them. Cllr. Joyce to write to Dorset Council for more information - **Cllr. Joyce has written an email but not sent as yet. Cllr. Joyce to send to Cllr. Noon to send it on.**
- Clerk to send the April planning responses - **this was done.**
- Clerk to send the April monthly payments - **this was done.**
- Internal Auditor - Clerk to contact John Vanderwolfe - **this was done.**
- The Bank Account - Clerk to fill in the form and send to the bank – **in progress**
- Thermal Imaging Camera - **Clerk awaits contact from Charmouth PC clerk who is waiting on Lyme Regis PC.**
- NALC Smaller Councils Committee – Letter from the Chair - NALC have written asking if smaller councils will let them know issues they face on certain topics. Council decided that although resources are stretched at the moment with 2 vacancies and CVPC are represented on BLAP which is a more local resource. **Cllr. Joyce to write to NALC to let them know this.**
- Administrative arrangements after May 2022 (go to)/Future Chair arrangements - Cllrs. to look at the document with the possibility of Cllr. Noon becoming chair and provide any feedback and also to look at the working groups they are named under to check they are in agreement. To report back to Cllr. Mahaddie asap – **this was done.**

4958: Review of Standing Orders and Code of Conduct:

- Cllr. Noon checked councillors had seen the previously circulated documents.
Clerk to compare the CVPC documents against the NALC model documents.
Clerk to check if CVPC need a data protection officer.

Cllr. Christopher joined the meeting at 20.22

4959: Planning Applications:

a) Responses submitted to Dorset Council before the meeting:

Application Ref.	Location	Expires	Agreed Response	Submitted
P/FUL/2021/01642	Spence Farm Spence Lane Wootton Fitzpaine Dorset DT6 6DF	12/04/2022	CVPC feel the site is being overdeveloped and these applications are constituting a change of land use from agricultural to tourism, despite the fact that the enforcement officer has designated 3 ponds as being agricultural.	12/04/2022
P/FUL/2022/00244	Newlands Holiday Park Charmouth DT6 6RB	16/04/2022	Objection with conditions - As the application stands, CVPC objects on the following grounds: the location of the proposed building so close to the road would have a significant impact on the character of the AONB as viewed from the road looking up the hill from Charmouth. CVPC would support a modified application with a less-imposing building (for example, significantly lower than the height currently proposed or further from the road).	14/04/2022
P/FUL/2022/02150	Marsh Farm Access To Marsh Farm Wootton Fitzpaine Dorset DT6 6DF	05/05/2022	Objection - The farmer wishes to diversify the activities on his farm, as encouraged by DEFRA, which we support in principle. However, the proposed site lies within the West Dorset AONB and, consequently, is subject to the principle of 'no build'. The development does not fall into a category of exemption. The site is on the edge of Charmouth Forest and a quarter of a mile from the nearest building.	05/04/2022

			<p>The chalets would be seen from across the valley but, when weathered, are likely to blend into the landscape. However, we consider that the permanent disturbance to the area in erecting the chalets and installing the necessary infrastructure would create a detrimental and undesirable intrusion into this untouched farmland and surrounding landscape.</p> <p>Coupled with the 'no build' principle we therefore recommend refusal of this application.</p>	
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b) Responses considered at the meeting:

Application Ref.	Location	Expires	Agreed Response
P/FUL/2021/05766	Purcombe Farm Purcombe Farm Access Road Whitchurch Canonicorum DT6 6RL	10/05/2022	<p>CVPC are commenting on the documents provided which haven't all been updated.</p> <p>With the current application as seen online CVPC now would like to comment;</p> <p>With conditions;</p> <p>We support approval of this partially amended application as per the new map provided. Conditional also that the entrance is from Broadoak and not Bluntshay Lane and that the pitches are reduced to 14 as promised in the Landscape Statement but not yet amended on the application form.</p> <p>All these alterations were promised by the applicants to the parish council on 18th February."</p> <p><u>Proposed by Cllr. Creed-Castle and Seconded by Cllr. Johnson. All in Agreement.</u></p>
P/HOU/2022/02358	Meadow Lodge School Lane Wootton Fitzpaine Bridport DT6 6NF	12/05/2022	<p>No objection. As long as not being used as a second residence.</p> <p><u>Proposed by Cllr. Busby and Seconded by Cllr. Johnson. All in Agreement.</u></p>

Cllr. Busby to visit Purcombe Farm and enquire about Two Hoots and extra buildings.

Clerk to send the May planning responses.

c) Dorset Council decisions (to note): None.

d) Enforcement: Already discussed in matters arising.

4929: Finance:

a) Payments: The payments for May 2022, as below, were approved.

Payee	Details	Cheque No.	Receipt No.	Amount
Hilary Joyce	Go To May-June	500584	0522/01	£18.00
Tamsin Ely	Clerk expenses	500585	0522/02	£39.45
Wootton Fitzpaine Village Hall	Hall hire Apr 2022 - APM	500586	0522/03	£23.50
DATPC	Training - CN - changing chair - inv 0693	500587	0522/05	£25.00
Andrew Carey	Sewage flyer printing	500588	0522/06	£18.46
Tamsin Ely	Clerks wage - May 2022	500589	0522/08	£853.72
HMRC	Tax on clerks wage - April 2022	500590	0522/09	£97.14
Total				£1,075.27

- Cllr. Johnson asked if there had been an invoice received from Whitchurch Village Hall. The clerk confirmed she didn't think so as nothing outstanding to her knowledge. Cllr. Joyce reports having an unopened envelope with the APM meeting invoice from Whitchurch VH and it may be in there.

Clerk to check if there are any outstanding invoices.

Cllr. Joyce to check in the envelope and send what she has to the clerk for payment.

Clerk to send the May monthly payments.

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

b) HMRC

- The clerk updated council with the current situation being that when logged in online HMRC showed a debt of £72 (previously this was £92). The clerk had written to the HMRC who did not reply and had spent many hours on the telephone with the HMRC trying to pinpoint the reason for this debt but was unable to get an answer. It appeared

to be from years ago and with the HMRC working in different time periods to CVPC who submit monthly returns it seemed an impossible task to pinpoint the error. The clerk mentioned that as the HMRC are a month behind and CVPC real time that perhaps this will even out after the next payment, and she can keep an eye on it. Council agreed to pay the debt as soon as possible as it is incurring interest at 11p a day.

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

Clerk to pay the HMRC debt.

c) Bank Reconciliation

- Council confirmed the monthly reconciliation that had been circulated.
- Council agreed to change the signatories
 - ✓ Remove Cllr. Bailey
 - ✓ Remove Cllr. Peck
 - ✓ Add Cllr. Noon
 - ✓ Add the clerk as a full contact and user so as to be able to log in and set up payments.

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

4960: The Greener Camping Club – Exemption Certificate Application for Partway Field aka ‘Little Oak Farm’

- CVPC had been copied in on an email from a resident.
- This had been a topic within planning and CVPC who are following up with enforcement. CVPC discussed and consulted Cllr. Christopher who asked CVPC send him an email and he will follow up with Darren Rogers. Cllr. Joyce highlighted that CVPC wrote to Spencer Flower at the beginning of April with no reply.

Cllr. Noon to send Cllr. Christopher an email requesting he find out how the process takes place to grant exemption certificates within Dorset Council and mention Cllr. Joyce’s email with no reply.

4961: Planning.../Tourism Questionnaire

- CVPC has received a questionnaire about Dorset Councils response to the increase in tourism last year.

Cllr. Noon to circulate a proposed response to submit.

4962: A35 Communities Initiative

- Chideock Parish Council had sent correspondence to request CVPCs involvement in a meeting along with other A35 parishes and communities to discuss common issues regarding the A35 (e.g., speed, volume of traffic both cars and HGVs, air pollution, pedestrian safety) and to formulate a joint approach to National Highways.
- Cllr. Noon proposed CVPC accept the invitation to be involved.

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

4963: Queen’s Platinum Celebrations

- Cllr. Busby confirmed she has the letter. Councillors asked if it could be circulated so all could see it.
- Cllr. Johnson proposed for council to budget £120 to cover all costs including a small gift for Nesta who will be writing the tags.

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

- Cllr. Creed-Castle updated council on the trees as per the report already circulated.
- Cllr. Creed-Castle also spoke of a resident email from Mrs. Nicola Chapman who lives at Mead Cottage close to the oak tree on Crooked Lane in Whitchurch who had kindly offered to renew the plaque on the tree which was first placed there in 1977. The wording she has suggested is “ENGLISH OAK” this tree was planted in 1977 to commemorate Queen Elizabeth's Silver Jubilee. This plaque was placed here to mark her Platinum Jubilee in 2022.” It is proposed to accept this offer.

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

4964: Cllr. Christopher, Dorset Council:

- Cllr. Christopher had circulated a report and asked for any questions.
- Cllr. Busby asked what the situation was with planning officers, had they lost some officers? Cllr. Christopher confirmed the planning department is very busy.
- Cllr. Creed-Castle requested Cllr. Christopher sends his report a bit earlier so councillors would have the chance to read it before the meeting.

4965: Communications Working Party: Nothing to report.

4966: Farming Interests Working Party:

- Report had been circulated to councillors.

4967: Local Amenities Working Party

- Report had been circulated to councillors.
- Cllr. Creed-Castle reported that the installation of notice boards and grit bins is underway. It had been found that the grit bin at Becklands Hill didn’t need replacing so the new bin will go to Monkton Wyld.
- The fingerposts should be completed within a month.

- Cllr. Noon reported that residents requested a notice board to go up at Felicity's at the APM for Whitchurch South/Stanton St Gabriel. Felicity has no objection if planning permission is gained.
Cllr. Creed-Castle to find out if planning permission is required and to cost a proposal for the next PC meeting.
- Cllr. Creed-Castle proposed to remove the Char Valley plaque from the board at Whitchurch Village Hall and put the new board on the front of the building. The existing board can then be donated to the village hall.
Proposed by Cllr. Creed-Castle and Seconded by Cllr. Joyce. All in Agreement

4968: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- Report had been circulated.

4969: Planning Working Party:

- An Email invitation had been received from Dorset Council for a meeting to discuss the Planning system on 27th May 2022.

Clerk to respond to accept the invitation, councillor to attend TBC.

4970: Staffing Committee:

- Nothing to report.

4971: Transport Working Party:

- The Dorset Police and Crime Commissioner has arranged to meet with Chideock Parish Council on Tuesday 21st June at 11:00am in the Chideock Village Hall to discuss the "A35 and wider concerns". CVPC had been invited.

Clerk to accept the invitation for Cllr. Busby to attend.

Councillors to make a list of items for Cllr. Busby to discuss at the meeting.

4972: Councillor training:

- The Clerk had sent an email prior to the meeting with available training.

Clerk to find out planning training dates for Cllr. Busby and new councillor training for Joanna Kewley.

4973: Date of next meeting:

- Next full PC meeting - 13th June - Whitchurch Canonicorum Village Hall at 7.30pm

4974: Meeting closed: 21.50.