



CHAR VALLEY PARISH COUNCIL

435th Annual Meeting of the Parish for Char Valley Parish Council held on 13th June 2022 at 7.30pm, at Whitchurch Canonorum Village Hall

MINUTES

Meeting opened: 19.40.

4975: Present:

Cllrs. C Noon (Chair), J Eager, S Creed-Castle, T Hansford, S Johnson, A Carey, C Stanbury, N Ziebland and T Ely (Clerk).
In attendance: Cllr. S Christopher (Dorset Council). 5 members of the public.

4976: Apologies for absence: Cllrs. C Mahaddie, H Joyce, J Busby, J Kewley.

4977: Public forum:

- A residents representative spoke of the residents' negative comments towards their new Parish Council notice board and grit bin and read out some comments made on Facebook. The general feeling was that it looked out of place and too obvious for its rural setting. Also there now seemed to be a patch of yellow grass in the area?
- Cllr. Noon thanked the resident for her comments and resolved that CVPC would discuss and see if anything should and could be done without incurring large costs.

CVPC to discuss further.

4978: New Councillor:

- Cllr. Noon introduced the two candidates for the Whitchurch Canonorum South vacancy; Kit Vaughan, who is known to council as an ex councillor but was unable to attend the meeting due to having been poorly and in isolation and Charles Stanbury who was in attendance. Mr. Stanbury had sent a short bio to Cllr. Noon but too late to circulate before the meeting.
- Cllr. Noon asked Mr. Stanbury to stand and introduce himself to council.
- Mr. Stanbury stood and spoke of his experiences.
- Councillors asked Mr. Stanbury a few questions.

Mr. Stanbury left the meeting to enable discussion.

- Councillors had a discussion about the merits of both candidates.

Mr. Stanbury rejoined the meeting.

- Cllr. Noon then asked for a proposer/seconded for each of the candidates; Charles Stanbury was Proposed by Cllr. Johnson and Seconded by Cllr. Ziebland. Kit Vaughan was Proposed by Cllr. Carey and Seconded by Cllr. Noon.
Show of hands - Charles Stanbury 4, Kit Vaughan 2, 1 Abstained (Cllr. Creed-Castle)
- Cllr. Noon welcomed Cllr. Stanbury to council and invited him to take a seat to be included in the meeting as a full councillor.
- Cllr. Stanbury signed the acceptance of office and took his seat.

4979: Declarations of interest:

- Cllr. Noon declared an interest in planning application P/OUT/2022/00343 and would not take part in any discussion/vote on that item.

4980: Dispensation requests: None.

4981: Resolution to approve the minutes of the CVPC meeting held on 9th May 2022.

- One small change of a name spelling from Cllr. Noon. Content approved.

Proposed by Cllr. Creed-Castle and Seconded by Cllr. Johnson. 4 in Agreement and 3 Abstained; as not present.

4982: Actions following last meeting:

- Clerk to make contact with Catherston Leweston ref. joining the CVPC parish. The clerk achieved contact with the chairman; Tim Allen and passed over to Cllr. Noon. who had written to Cllr. Allen without response as yet. Will leave with Cllr. Allen as CVPC had made the offer to join the Char Valley so up to them if they wish to accept/stay as they are.
- Footpath to Five Bells. The clerk updated Rights of Way with photographs of the issue, ROW replied with a query if the footpath or the unadopted highway. **Cllr. Hansford to look up the footpath number and check if there is a stretch of unadopted highway that could be adopted.**
- Cllr. Creed-Castle proposed an idea of CVPC putting in walkers' benches. Council were in agreement to progress the idea. Clerk to look at prices, Cllr. Creed-Castle to look at suitable locations – Some prices sent to Cllr. Creed-Castle and in communication with Bridport Community Shed.

- Exemption certificates. 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 – will be covered later in the meeting.
- The Greener Camping Club – Exemption Certificate Application for Partway Field aka ‘Little Oak Farm’. 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 – Action completed.
- Clerk to send the May planning responses - Action completed.
- Clerk to send the May monthly payments - Action completed.
- The Bank Account - Clerk to fill in the form and send to the bank – **The form had been started and brought to the meeting to get some signatures. Clerk to meet with Cllr. Creed-Castle to activate her online account.**
- NALC Smaller Councils Committee – Letter from the Chair Cllr. Joyce to write to NALC - Action completed.
- Review of Standing Orders and Code of Conduct:
Clerk to compare the CVPC documents against the NALC model documents - Action completed.
Clerk to check if CVPC need a data protection officer – not a requirement, action completed.
- Cllr. Busby to visit Purcombe Farm and enquire about Two Hoots and extra buildings – **need to check with Cllr. Busby.**
- Clerk to check if there are any outstanding invoices for Whitchurch Village Hall – Action completed.
- Clerk to pay the HMRC debt – **no debt now showing, clerk to call to check as on one screen a figure of around £200 was seen and may be a debt or just behind logging payments made.**
- Planning.../Tourism Questionnaire - Cllr. Noon to circulate a proposed response to submit – Action completed.
- Queen’s Platinum Celebrations - Cllr. Busby to circulate the letter – Cllr. Creed Castle gave each member and the clerk a letter to keep - Action completed.
- Cllr. Creed-Castle to find out if planning permission is required for a notice board at Felicity’s and to cost a proposal for the next PC meeting – covered later on the agenda.
- 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 – Action completed.
- 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”.
Clerk to accept the invitation for Cllr. Busby to attend – Action completed.
Councillors to make a list of items for Cllr. Busby to discuss at the meeting – covered later on the agenda.
- Clerk to find out planning training dates for Cllr. Busby and new councillor training for Joanna Kewley – Action completed.

4983: Review of Standing Orders and Code of Conduct:

- Cllr. Noon checked councillors had seen the previously circulated documents.
- The clerk confirmed she had looked through the model NALC standing orders and was happy that CVPC didn’t need any changes other than a small one she had made to include the ability for ballot voting.
- Document name to accept: Char Valley Parish Council Model Standing Orders 2018 for England (revised 2020) adopted June 2022.

Proposed by Cllr. Noon and Seconded by Cllr. Creed-Castle. 7 in Agreement, 1 Abstained

4984: Planning Applications:

a) Responses submitted to Dorset Council before the meeting:

Application Ref.	Location	Expired	Submitted Response	Submitted
P/FUL/2021/05766	Purcombe Farm Purcombe Farm Access Road Whitchurch Canonicorum DT6 6RL	10/05/2022	CVPC are commenting on the documents provided which haven’t all been updated. With the current application as seen online CVPC now would like to comment; With conditions; 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. All these alterations were promised by the applicants to the parish council on 18th February.”	10/05/2022
P/HOU/2022/02358	Meadow Lodge School Lane Wootton Fitzpaine Bridport DT6 6NF	12/05/2022	No objection. As long as not being used as a second residence_	12/05/2022

b) Responses considered at the meeting:

Application Ref.	Location	Expires	Agreed Response
P/FUL/2022/026 58	Wyld Meadow Farm Pound Lane Monkton Wyld Bridport DT6 6DD	14/06/2022	Char Valley Parish Council have met with the applicant and following discussions would like to respond to support with conditions. The conditions would be for some involvement from the fire services to communicate the actions they would take in the occurrence of a fire to contain/extinguish it, a firebreak to be installed i.e. ditching, some sort of screen to block the view from the north. <u>Proposed by Cllr. Hansford and Seconded by Cllr. Creed-Castle. 7 in Agreement, 1 Abstained</u>
P/FUL/2022/032 01	Befferlands Farm Berne Lane Charmouth Bridport DT6 6RD	14/06/2022	Char Valley Parish Council would like to respond to object to this application. The objection is based on the size dimensions being too large. <u>Proposed by Cllr. Noon and Seconded by Cllr. Carey. 6 in Agreement, 2 Abstained</u>
P/OUT/2022/00 343	Land Adjacent Loves Lane Morcombelake	04/07/2022	Char Valley have no change to their original response as the application is the same. CVPC objects to this application on the following grounds: It is contrary to the approved Local Plan: 1) The proposal is for a new house on previously undeveloped land. It is not within a Defined Development boundary where the plan allows such developments to be considered. Mains drainage is not available and the site is served by a narrow unadopted lane (See policy HOU 5.7 Housing outside Defined Development Boundaries.) 2) The whole of Char Valley parish is within the Dorset Area of Outstanding Natural Beauty (AONB), but the area around the application site is of truly exceptional landscape and environmental value. It forms part of the National Trust's Golden Cap estate. (See policy ENV 1. i) General policy on AONBs) 3) The site is very close to the Morcombelake SSSI designated for its rare lowland heathland and associated wildlife. 4) The application site is part of a 'buffer zone' of undeveloped land protecting the SSSI. see Policy ENV 2. iii) Development likely to have an adverse effect on nationally designated wildlife sites. Further considerations: 1) Hardown Hill is a favourite destination for local walkers looking to enjoy its relatively unspoiled countryside and outstanding views. Loves Lane is one of the main ways up. We believe it is important not to urbanise this route by adding a new residential property. 2) The verges of Loves Lane itself are of wildlife interest. (glow-worms etc.) and vulnerable to additional traffic. <u>Proposed by Cllr. Ziebland and Seconded by Cllr. Eager. 5 in Agreement, 3 Abstained</u>
TPO/2022/0027	Stonebarrow Manor, Stonebarrow Lane, Charmouth, Bridport, DT6 6RA	23/06/2022	CVPC supports this provisional TPO and recommends that it be confirmed. The developers applied for permission to cut down one of the two trees on the grounds that it had Ash Dieback. Permission was refused by Dorset Council in early May because their Tree Officer's report showed that the tree did not have Ash Dieback. The new TPO covers that and another ash tree on the site. While one or both of the trees may get Ash Dieback in due course, I recommend that we support the Tree Officer's reports, recommendations and decision and retain these two important trees for as long as possible. <u>Proposed by Cllr. Carey and Seconded by Cllr. Creed-Castle. All in Agreement.</u>

Clerk to send the June planning responses.

c) Feedback from the Dorset Planning Meeting 27/05/2022

- Cllr. Noon and Cllr. Busby attended the meeting which was arranged by DATPC and presented by Dorset Council Planning Department, held in Dorchester with around 200 attendees. Subjects covered were;

- Large volume of applications, around 480 a month being resolved on average in 16 weeks which has sped up from last October where it was 22 weeks.
- Struggling to recruit staff due to the cost of living in Dorset.
- Lots of excuses for missed targets and the audience were a bit skeptical.
- Currently have 2 enforcement officers but are only enforcing harmful offences.
- There were some complaints that the mapping doesn't always connect, they are looking at a new mapping service.
- Matthew Piles; head of transport and planning, offered to be available for questions after the meeting but then left.
- Cllr. Creed-Castle asked if the increase in applications was devised geographically and Cllr. Noon confirmed they weren't.
- Cllr. Johnson asked if Dorset Council are planning to reintroduce notifications on decisions. Cllr. Noon confirmed they are not but did say that the planning officer should inform Parishes if the decision goes against their recommendation, CVPC are yet to see this happen.

d) Enforcement

• Response from email sent to Spencer Flower

- A very similar response to a previous email from David Walsh saying Dorset Council are in support of tourism and hospitality taking a light touch approach to enforcement which will continue post Covid particularly in a time of national economic difficulties.

Cllr. Christopher joined the meeting at 20.45

• Camping Certificates

- Dorset Council say they have no involvement, these are due to Natural England.
- Cllr. Noon has written to Cllr. Christopher to point out that the camping clubs that issue these certificates say they have to contact and take into account the opinions of the local planning authority which is contrary to the response from David Walsh.
- Cllr. Noon proposed to write to the AONB.
- Cllr. Ziebland asked if it would have merit to write to our local MP, Cllr. Noon confirmed this to be a good idea.

Cllr. Noon to write to the AONB and the local MP.

4985: Finance:

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

Payee	Details	Cheque No.	Receipt No.	Amount
Hilary Joyce	Go To June-July	500591	0622/01	£18.00
DATPC	Annual subscription	500592	0622/02	£441.02
Andrew Carey	CEE event	500593	0622/03	£51.71
John Vanderwolfe	Internal audit	500594	0622/04	£45.00
Ken Hussy	Playground inspection	500595	0622/05	£37.50
S Lee	3 NB, 4 GB installation	500596	0622/06	£859.20
Juliet Busby	Jubilee printing	500597	0622/07	£107.50
Susan Johnson	Jubilee ribbons/tags	500598	0622/08	£134.68
Tamsin Ely	Clerk expenses - June 2022	500599	0622/09	£58.73
Tamsin Ely	Clerks wage - June 2022	500600	0622/10	£871.24
HMRC	Tax+NI on clerks wage - June 2022	500602	0622/10	£106.04
Sylvia Creed-Castle	Fuel for Jubilee deliveries	500601	0622/11	£21.16
Total				£2,751.78

Clerk to send the June monthly payments.

Proposed by Cllr. Johnson and Seconded by Cllr. Creed-Castle. 7 in Agreement, 1 Abstained.

b) Bank Reconciliation

- The clerk had circulated the monthly bank reconciliation and council were happy.

c) Internal Audit

- The clerk had circulated the report.
- The auditor had mentioned the council's insurance seemed expensive for the level of assets and the clerk confirmed she would shop around at renewal time.
- It was also recommended to only note assets of a value over £100.
- Cllr. Johnson suggested a finance committee meeting should be scheduled soon and could look at some insurance quotes.

Cllr. Johnson to organise a Finance Committee meeting.

d) AGAR

- The clerk had circulated the documents required for the AGAR and had also brought hard copies to the meeting to allow councillors to browse as they wished.
- Cllr. Johnson had also received all the documents prior to the meeting and had agreed the contents.
- Proposed to accept the internal audit and AGAR.
Proposed by Cllr. Johnson and Seconded by Cllr. Carey. All in Agreement. 7 in Agreement, 1 Abstained.

e) HMRC

- Already covered in 4982: Actions following last meeting.

f) The Bank

- Already covered in 4982: Actions following last meeting.

4986: Ideas for discussion at Chideock Parish Council Police Meeting on Tuesday 21st June CVPC

- Councillors provided some questions for the clerk to send to the Chideock clerk prior to the meeting.
 - Fly Tipping
 - Speed Camera A35 Morcombelake
 - Congestion when an accident on the A35
 - Crime statistics for the area
 - Police representative attending parish meeting/providing a report
- Councillors expressed a desire to start up neighbourhood watch scheme again. Cllr. Noon requested this go onto the September agenda.
Clerk to put neighbourhood watch on the September agenda.

4987: Queen's Platinum Celebrations

- Cllr. Creed-Castle updated council with the numbers of parents that contacted CVPC in response to the offer of a gift which were very low. CVPC advertised via notice boards, emails, Char Chat, WhatsApp groups etc. The working group worked very hard and managed to identify 160 children.
- The letters are mostly delivered/collected.

4988: Flood Warden

- CVPC are in need of a flood warden but are not sure of the exact role.
- Clerk to find out and then advertise the position.
Clerk to investigate the role and find out where sandbags are acquired from.

4989: Cllr. Christopher, Dorset Council:

- Cllr. Christopher had circulated a report and ran through some of the topics.
- Cllr. Christopher asked if councillors had any questions.
- Cllr. Noon asked if Cllr. Christopher had had a chance to look at the emails re camping certificates. Cllr. Christopher confirmed he would be looking with David Walsh.
- Cllr. Johnson asked if Mr. Eustus would be doing anything to relieve the cost pressures on farmers. Cllr. Christopher asked for an email.
- Cllr. Hansford asked if the AONB could be more involved with planning applications, could we send our planning responses to their planning officer also? Cllr. Christopher confirmed CVPC could. Cllr. Noon also expressed support with involving the AONB and National trust more with planning.
Cllr. Noon to write to AONB and National Trust.

Cllr. Christopher left the meeting at 21.30

4990: Parish External Liaison:

a) BLAP

- Cllr. Noon reported having been to the recent BLAP meetings.
- The Local Enterprise Partnership Director talked of how parishes can apply for funds to help small businesses.

b) DAPTC

- Cllr. Eager is the CVPC representative and attended the recent meeting, held every quarter.
- Met Neil Wedge who is very knowledgeable.
- Nothing specific to report from the meeting.

4991: Communications Working Party:

- Next Char Chat will be at the end of August.

4992: Farming Interests Working Party:

- A report had been circulated to councillors and also an article about the history of farming.
- Cllr. Noon asked if there was anything CVPC could do to help the farming industry at the moment.
- Cllr. Johnson talked of the new farming rules that are coming in constantly making it difficult for any one method to aid all. Also, everything changes week by week.
Cllr. Noon to write to Chris Loder.

4993: Local Amenities Working Party

- A report had been circulated to councillors.
- Cllr. Creed-Castle reported that Alex Brooks has not been in contact re the Finger Posts, will need chasing.

Cllr. Creed-Castle to chase up Alex Brooks.

- The new notice board location in Wootton was discussed.
Clerk to check the APM minutes for details.
- The playground inspection for Whitchurch Canonicorum asked for some items to be addressed, one being the requirement for some additional signage.
Cllr. Eager to gain some quotes for the July meeting.
- Cllr. Hansford reported some road signage that had been moved, (assuming this was Dorset Council) and asked if CVPC had been contacted about it. The chair and clerk confirmed they had not.
Cllr. Hansford to compose an email for the clerk to send on to Cllr. Christopher.

a) Walkers Benches

- The walkers' benches were discussed, the clerk had circulated some examples of benches than can be purchased with prices.
- The clerk reported to be in contact with Bridport Community Sheds and will continue discussions.

b) CIL

- CVPC have £4514.93 and 5 years to spend it.
- It was discussed that CVPC can apply for more CIL money if specific projects in mind.
Councillors to send ideas to Cllr. Creed-Castle.

c) Notice Board at Felicity's

- Cllr. Creed-Castle reported that the spot had been agreed for the new notice board at Felicity's.
- It had been investigated if planning permission is required. The cost for permitted development enquiries for non-householder proposals is £120 (inclusive of £20 VAT).
- Proposed to send notification to the residents to inform them of the new notice board.
The clerk to create a notice to display on existing notice boards.
The clerk to ask DATPC if they know about the planning permission before spending the money on the application.

d) Fishponds Triangle of Grass

- A resident has offered to cut the grass around the board, council decided to leave it to grow for a year and see how it is.
Clerk to contact the resident to let him know.
- Cllrs. discussed how to soften the appearance of the notice board at Fishponds, it was suggested it could be painted green. Fablon material was suggested.
Clerk to see how much the material would be.
Cllr. Creed-Castle to contact S Lee to ask why the grass is yellow by the grit bin he installed at Fishponds.
- The new boards do not come with enough magnets.
Clerk to source and purchase some magnets.

4994: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- A report had been circulated.
- It is proposed to create a strategy and working group to deal with sites producing multiple planning applications that includes public participation.
Clerk to put on the agenda for July.

a) River Char

- Update in the report.
- Next event is the walk on the 15th June.

b) Biodiversity

- There is a potential to apply for up to £50,000 for projects.
Councillors to send ideas to Cllr. Carey by the end of June to enable the preparation of a report for September.

c) Hedgehog Highway

- CVPC has received communication of a project for Hedgehog Highways.
- Not appropriate for this rural area.
- CVPC to help by creating awareness.
Clerk to source a leaflet CVPC can display/distribute online.

4995: Planning Working Party: A report had been circulated.

4996: Staffing Committee: Nothing to report.

4997: Transport Working Party: Nothing to report.

4998: Councillor training:

- The Clerk had sent an email prior to the meeting with available training.
- No planning training available until September time.

4999: Date of next meeting: Next full PC meeting - 18th July – Wootton Fitzpaine Village Hall at 7.30pm

4500: Meeting closed: 22.23.