



CHAR VALLEY PARISH COUNCIL

437th Annual Meeting of the Parish for Char Valley Parish Council held on 26th September 2022 at 7.30pm, at James Hargreaves Community Hall

APPROVED MINUTES

Meeting opened: 19.33.

5000: Present:

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

In attendance: Cllr. S Christopher (Dorset Council). 1 member of the public and Emma O'Bryen (Tree Officer).

5001: Apologies for absence: Cllrs. T Hansford, J Kewley.

5002: Public forum:

- Mr. Ken Davis introduced himself as the applicant for planning application P/VOC/2022/05076. Mr. Davis spoke of the application and offered to take any questions from the councillors. Cllr. Noon confirmed councillors could ask Mr. Davis any questions once CVPC reach the agenda item.

5003: Co-opt new councillor to Whitchurch South

- Cllr. Noon informed council that the applicant for the Whitchurch Canonorum South vacancy; Kit Vaughan, who is known to council as a past councillor was unable to attend the meeting due to being unwell. Following email correspondence, it was hopeful that Mr. Vaughan would be available to receive a phone call so councillors could pose any questions they may have had.
- Cllr. Johnson spoke of another potential applicant, who was also unfortunately unwell so therefore was not in attendance. Cllr. Noon responded that CVPC had not received an application from the other gentleman so would continue with a phone call to Mr. Vaughan and the other candidate can formally apply for the next vacancy following the meeting.
- Cllr. Noon attempted to telephone Mr. Vaughan but he was not available so left a message on his answer machine.

5004: Declarations of interest: None.

5005: Dispensation requests: None.

5006: Resolution to approve the minutes of the CVPC meetings held on 15th August 2022;

- a. Extraordinary meeting

Proposed by Cllr. Carey and Seconded by Cllr. Ziebland. 8 in Agreement and 1 Abstained; as not present.

- b. Finance Committee meeting

Proposed by Cllr. Joyce and Seconded by Cllr. Johnson. 5 in Agreement and 4 Abstained; as not present.

5007: Actions following last meeting:

- 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. **Clerk to follow up with Cllr. Hansford.**
- Cllr. Johnson to organise a Finance Committee meeting – **Action complete, meeting set for October 24th at the Wootton Fitzpaine Village Hall.**
- 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 speak to Cllr Johnson and then to write to Chris Loder.**

At 19.43 Cllr. Noon received a call from Mr. Vaughan's wife to inform council that Mr. Vaughan was not available.

- 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.**
- Hedgehog Highway - Clerk to source a leaflet CVPC can display/distribute online. Action complete, the poster is on notice boards and the website.
- Review of CVPC documents, recording policy – Action complete. The document has been updated and distributed.
- Clerk to check if a response can be decided outside of a full council meeting. Action complete. It has been confirmed that all planning responses must be voted on in a meeting.
- HMRC - Clerk to pay the HMRC debt. Action complete.

- The Bank - Clerk to organise to meet with Cllr. Noon, Cllr. Joyce and Cllr. Creed-Castle – Action complete. Organised for September 27th at 10am at Hilary's.
- Overgrown Footpath
 - Clerk to send the link for rights to enable Cllr. Creed-Castle. Action complete.
 - Cllr. Creed-Castle to ask the footpath officer to walk the path to see if there is an issue and if there is to report it using the link. **Cllr. Noon and Christine Peat to walk the footpath.**
- Bank reconciliation - Cllr. Noon requested a date be added for the cheques not presented to see how old they are. Action complete.

5008: Planning Applications:

a) Responses submitted to Dorset Council before the meeting:

Application Ref.	Location	Expired	Agreed Response	Submitted
P/FUL/2022/04456	Summer Dairy Rough Down Lane Catherstone DT6 6LZ	25/08/2022	Object. CVPC objects to this application as it is in contravention of AONB legislation, being residential development in rolling AONB countryside which is not close to any existing residential buildings and services. It would also necessitate vehicular traffic over an existing bridleway.	18/08/2022
P/FUL/2022/04081	Spence Farm Spence Lane Wootton Fitzpaine Dorset DT6 6DF	26/08/2022	Support with conditions - Any approval should be subject to a condition limiting use of the greenhouse to agricultural only and prohibiting artificial lighting to preserve dark skies.	17/08/2022
P/FUL/2022/04624	Spence Farm Spence Lane Wootton Fitzpaine Dorset DT6 6DF	26/08/2022	Object. This proposal for change of use represents overdevelopment of a land holding that is still categorised as agricultural. Taken alongside other proposals and permissions on this estate it will change the agricultural nature of the landscape and have a harmful effect on the AONB. In addition, it leads to yet more guests and therefore more car movements. Existing accommodation plans will already lead to a substantial increase in car movements on narrow country lanes and no further increase should be permitted.	17/08/2022
P/HOU/2022/04625	Spence Farm Spence Lane Wootton Fitzpaine Dorset DT6 6DF	26/08/2022	Support. Comment box: No objection.	17/08/2022
P/HOU/2022/04658	Manscombe House Tizard's Knap Morcombelake Dorset DT6 6EE	18/08/2022	Support. Comment box: No objection.	17/08/2022
P/HOU/2022/04613	Leightir Wootton Hill Fishpond DT6 6NN	18/08/2022	Support with conditions – CVPC believes that approval of this application should be on the following conditions; 1) The semi-mature deciduous conifer south of the proposed extension (not mentioned on the application form) is fully protected from root disturbance during construction. 2) The proposed solar panels on the south elevation are of non-reflective material to avoid bright reflections visible from the valley below. 3) The proposed roof lights over the new extension are omitted from the plan to avoid light pollution in a “dark skies” area. <u>Proposed by Cllr. Mahaddie and Seconded by Cllr. Joyce. All in Agreement</u>	17/08/2022
P/HOU/2022/04573	2 Partway Spence Lane Wootton Fitzpaine Bridport DT6 6DG	19/08/2022	Support. Comment box: No objection. <u>Proposed by Cllr. Ziebland and Seconded by Cllr. Kewley. All in Agreement</u>	17/08/2022

b) Responses considered at the meeting:

Application Ref.	Location	Expires	Agreed Response
P/FUL/2022/04849	Damson Tree Cottage Stonebarrow Lane Charmouth Bridport DT6 6RA	27/09/2022	CVPC have no objection to this application. <u>Proposed by Cllr. Mahaddie and Seconded by Cllr. Carey. All in Agreement</u>
P/VOC/2022/05076	48 Redbrick Cottages Wootton Cross To Bakers Cross Wootton Fitzpaine Bridport DT6 6NJ	27/09/2022	No objection but with conditions. Conditions to be the garage is only used for ancillary purpose to the main dwelling. <u>Proposed by Cllr. Noon and Seconded by Cllr. Busby. 7 in Agreement, 2 Against</u>

Clerk to send the September planning responses.

c) Parish planning leads – Organisation of lead councillors

- After discussion, moving forward the leads will be:
Whitchurch North – Cllr. Joyce
Whitchurch South – Cllr. Mahaddie
Wootton Fitzpaine – Cllr. Ziebland/Cllr Kewley
Stanton St Gabriel – Cllr. Carey

d) Open license applications

- CVPC have started to receive emails detailing open license applications available for comments.
- The clerk had enquired with DAPTC if these are to be treated as planning applications and need to be discussed in a full meeting before commenting and awaits a full response as DAPTC were unsure and are looking into it.
- Cllr. Noon asked the clerk to keep forwarding the open license application emails to all councillors and if a councillor feels strongly about any to let the clerk know and CVPC will then see what action should be taken.

5009: Finance:

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

Payee	Details	Cheque No.	Receipt No.	Amount
Parish Online	Parish Online	500618	0922/01	£168.00
Andrew Carey	Reimbursement for Domain Name Registration	500619	0922/02	£16.93
Chris Noon	Reimbursement for Char Chat Stamps	500620	0922/03	£367.20
Footprints	Char Chat Printing	500621	0922/04	£325.00
Ken Hussy	Whitchurch Playground Inspection	500622	0922/05	£37.50
PKF Littlejohn LLP	2021--2022 Accounts Audit	500623	0922/06	£240.00
Tamsin Ely	Reimbursement - Notice Board Magnets	500624	0922/07	£22.00
Tamsin Ely	Clerk expenses - August 2022	500624	0922/08	£56.34
Tamsin Ely	Clerks wage - September 2022+August OT	500624	0922/09	£751.05
HMRC	Tax+NI on clerks wage - September 2022	500625	0922/10	£50.40
Total				£2,034.42

- Hold the Parish Online payment as it will be included with the council's insurance renewal.

Clerk to send the September monthly payments.

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

b) Bank Reconciliation

- The clerk had circulated the monthly bank reconciliation and council were happy.
Clerk to notify DAPTC that they have not banked a nearly 6 month old cheque.

c) CPRE Membership – should CVPC join/donate?

- The clerk had circulated the benefits of joining the CPRE.
- After some discussion council decided to be consistent with previous membership decisions of this type to not become members. The main reasoning being that CVPC would not want to be seen to supporting campaigns.

Proposed by Cllr. Noon and Seconded by Cllr. Joyce. 8 in Agreement and 1 Abstained.

d) It is proposed to uphold the agreement made between CVPC and Charmouth PC in 2019 to contribute £25 a year towards some grass cutting – maps included in meeting papers.

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

e) Council Insurance Renewal

- The clerk confirmed that the internal auditor had noted that CVPC's premium seemed high and advised getting further quotes this year.
- The clerk had circulated two quotes for 2022-2023 and answered queries from councillors.

- It was decided to accept the quote from BHIB at £1,028.03 for 3 years.

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

5010: Parish External Liaison:

a) BLAP

- Cllr. Noon reported having attended the recent BLAP meeting.
- BLAP investment plan - due to no help from Dorset Council BLAP are looking at employment, transport, environment, and local food.
- Online briefing from Parish Councils.
- Cllr. Noon offered councillors to join him representing CVPC at BLAP.
- Cllr. Noon reported that BLAP will be requesting financial support again this year, last year CVPC paid £117.42, this year it will be £121.81. It is proposed to continue supporting BLAP.

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

- Cllr. Noon opened discussion about a project called Warm Hubs and if CVPC would support this. After discussion it was decided that support would be more appropriate from establishments i.e. pubs. Village halls would be more appropriate for emergency help rather than ongoing warm hubs. Also Char Valley is quite spread out for residents to attend.
- Chideock are investigating pollution in Winford, Seatown from the sewage treatment plant.
Cllr. Carey to contact Chideock PC.
Clerk to send contact details to Cllr. Carey.

b) DAPTC

- CVPC do not currently have a representative, Cllr. Noon asked for volunteers. No councillors volunteered. Cllr. Carey suggested councillors take it in turns to attend meetings and report back. Cllr. Noon proposed that the clerk find out the next meeting details and a councillor can be scheduled to attend.
Clerk to find out the next meeting details and circulate to councillors for availability.
- Proposals for DAPTC AGM – Cllr. Noon had received a proposal to request the allowance of online/hybrid meetings.
Clerk to send the proposal to DAPTC.

5011: Communications Working Party:

a) Feedback from WM & RF & D show

- The show was a success and enjoyed by all.
- Comments from residents included; better roads for cyclists and walkers, 20mph limits in villages, affordable homes, taxes on second homes and lack of public transport.
- Cllr. Joyce mentioned the ring and ride service and that it would be a good article for Char Chat.
Cllr. Joyce to send the details of the ring and ride service to Cllr. Noon.

b) Notice Board Organisation

- Cllr. Creed-Castle has kindly been populating a lot of the notice boards.
- After discussion, moving forward:

Sylvia Creed-Castle	Ryall, Whitchurch Village Hall, Five Bells
Joanna Kewley	Fishponds, Monkton Wyld, Wootton Fitzpaine Village Hall
Chris Noon	James Hargreaves Community Hall
Chris Noon	old post office on A35 in Morcombelake
Andrew Carey	Stonebarrow Lane, Stanton St. Gabriel
- Cllr. Noon informed council that CVPC are looking into getting the lockable notice boards converted to keyless.

c) Next Char Chat

- Next edition planned for 3 or 10th December 2022.

5012: Farming Interests Working Party:

- A report had been circulated to councillors.
- Cllr. Johnson asked Cllr. Stanbury to become a member of the working party to which he accepted.

5013: Local Amenities Working Party

- A report had been circulated to councillors.
- Cllr. Creed-Castle asked Cllr. Busby to join the working party, Cllr. Busby was concerned for time but will join the working party and see how time permits.
LAWP to solidify the proposal for the Jubilee trees and slates for the October meeting.

a) Walkers Benches

- Cllr. Creed-Castle spoke of the requested bench for Loves Lane.

b) CIL - CVPC have £4514.93 and 5 years to spend it.

- Cllr. Creed-Castle had circulated some suggested purchases from the Whitchurch Play Group for the playground at the village hall. Cllr. Johnson informed council that an area of land around the playground had been purchased to enlarge the area. Cllr. Joyce reminded council that the village hall do not own the land the playground is on as it is in trust to the village.
- It was concluded that CVPC need a proposal with costings.

Cllr. Johnson to request the playgroup put together a proposal with costings.

c) James Hargreaves Community Hall Defibrillator

- The quote for a defibrillator and installation had been circulated totalling £1426.
- Council decided to gather all proposals for the CIL money then a decision can be made.

Cllr. Creed-Castle to make a list of proposals with costings for the next meeting, if not possible as the meeting is very soon for the November meeting. (walkers benches, playground equipment/improvements, picnic bench with hard standing, defibrillator).

d) Notice Board at Felicity's

- Hold making the purchase until ready to also purchase the board for Wootton to save on delivery costs.

e) Fishponds Notice Board

- Cllr. Creed-Castle had circulated an image of the Fablon available.

Cllr. Creed-Castle to purchase the Fablon and organise installation.

f) Wootton Notice Board

- Cllr. Joyce updated council that the Pass Housing Association met last week and have decided on a location for the board by the property of Mark Symonds. Their administrator will send CVPC a map to show the exact location along with a permission letter. They have requested to know what the board will look like.

Cllr. Creed-Castle to send a picture of one of the new CVPC notice boards to Cllr. Joyce as an example.

g) Whitchurch Playground – New notice quotes

- As a result of the playground inspection, CVPC were asked to provide 2 new notices. One is mandatory and the other advisory.
- The clerk had sourced and circulated 2 quotes.
- The clerk reported having logged an enquiry with Dorset Council as to the responsibility of the warning sign on the road and awaits a response.
- Proposed to wait on the advisory sign but to place the order with Magestic Signs for the mandatory one for £55+VAT and Cllr. Busby can collect it.

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

h) Wootton Fitzpaine - Playing field

- Cllr. Joyce reported having spoken with Mr. Snook about ownership. Mr. Snook had sent Cllr. Joyce a letter that he believes proves CVPC own the land but Cllr. Joyce reads the letter to show that West Dorset District Council own the land. Currently CVPC pay for the grass cutting and insurance cover. If CVPC do own the land then a councillor should have representation on the board of trustees.

Cllr. Joyce to forward the letter to the clerk to make contact with Dorset Council to enquire.

- Cllr. Joyce informed council that the trust will be writing to CVPC to request a picnic seating unit for the area. Council discussed that it could be part of the CIL recommendations and to gain a quote for the seating and hard standing to go beneath it.

5014: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- A report had been circulated.

a) River Char Project

- Next event scheduled for 15th October at Bluntshay Farm.

b) Biodiversity

- Cllr. Carey informed council that he had checked with Dorset Council and CVPC are not eligible to apply.

c) Great Big Dorset Hedge – Emma O'Bryen

- Emma O'Bryen spoke of the project aimed at the restoration of hedgerows across Dorset.
- Not all of Dorset is involved, the closest to CVPC is the Jubilee Trail. Land owners and Farmers can request a survey to be carried out by Dorset CAN with a view to being involved.
- Will CVPC support/any questions – Char Chat article?
- After a lengthy discussion CVPC concluded that they are supportive of the campaign and will promote it any way possible.

CEE to produce an article/leaflet for the next meeting for council approval.

5015: Planning Working Party:

a) Housing Survey

- The working party had met with Simon Parker from Dorset Council and have circulated the report to council.
- It was apparent that not many households were aware of the survey although CVPC promoted it in the Char Chat, the website and sent it to the residents on the email distribution list. It was proposed to have a residents meeting in November to investigate the need for affordable housing and to gain volunteers to push it forward and to assign a budget of up to £200 to promoting and hosting the meeting.

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

b) Camping exemption certificates

- Cllr. Noon had carried on his communication with Dorset Council and AONB has made some progress. More updates to follow in the next meeting.
Clerk to check if permission was granted on application P/FUL/2021/05766.

c) Dorset Council Update on Planning

- Cllr. Noon updated council following the Dorset Council planning meeting:
 - No plans for investment in West Dorset
 - Currently sufficient housing with the existing plans in West Dorset
 - New local plan will be adopted by Spring 2026, 3.5 years later than planned
 - Some new functionality on the website

5016: Staffing Committee: Nothing to report.

5017: Transport Working Party:

a) A35 traffic issues

- Cllr. Noon reported issues over the August bank holiday where the surrounding villages were gridlocked, and no help was provided by Dorset Council or the police when contacted.
- No response had been received by Dorset Council or the police to enquiries made into plans for the closure in Autumn.

b) Quiet Lanes

Clerk to add to the October agenda.

c) Dorset Bus Service Improvement Plan update

- Cllr. Noon reminded council that Dorset were not granted any funding for the bus services improvement plan. At a recent meeting they asked for suggestions to which Cllr. Noon provided some but was told without funding or grants they could not do anything.
- A new £2 cap will be implemented on all bus fares from January to March 2023.

5018: Cllr. Christopher, Dorset Council:

- Cllr. Christopher had sent a report but it had not been circulated before the meeting as received too late.
- Cllr. Christopher ran through some of the topics.

5019: Other issues that have been circulated for discussion:

a) Hedgerow planting on Golden Cap Estate

- CVPC had received a request to circulate information about planting around the Golden Cap Estate and requesting volunteers. Cllr. Carey informed council that none of the Char Vally land is involved.

b) Neighbourhood Watch

- Cllr. Noon informed council that the police representative who was planned to attend the Whitchurch show was unable to attend due to a stubbed toe.
- Await contact from the new Community Police Liaison Officer to progress the neighbourhood watch.

c) Flood Warden

- Cllr. Busby had offered to be the flood warden. Council agreed that CVPC need a warden per parish to work with Cllr. Busby.
- The clerk had circulated a request from Dorset Council for information regarding the storage location, flood warden details and number of bags needed.
- Cllr. Joyce confirmed that currently the bags are stored in Whitchurch but it has not been used for years and is believed to be in a residents back garden.

Cllr. Busby to contact the resident to see if agreeable to carry on being the storage location in Whitchurch.

5020: Other updates from Parish Councillors

a) Letter to MP re: Covid booster locations

- Cllr. Noon wrote to Chris Loader about the issue of there not being any local Covid Booster stations for residents who can not get to the current locations on offer. It was raised with the NHS who have now provided booster stations in Bridport and other local sites.

5021: Public and Other matters - To consider any matters that Cllrs wish to raise that has not already been circulated. [no resolutions can be made]

a) We need your help - Clerk to add to the October agenda.

b) Gassons Lane road camber issue - Cllr. Joyce reported having received contact from Eddie Howson with regard to damage to their property hedge and wall due to the camber of the road and large vehicles.

Cllr. Joyce to compose a letter for the clerk to send to National Highways.

c) SWR funding - Cllr. Mahaddie updated council that the application had been made for a new bus shelter grant through SWR.

5022: Councillor training:

- It was proposed that councillors need to take up some training.
Clerk to look up availability and encourage Cllrs. to book councillors onto training.

5023: Date of next meeting: 10th October, 7.30pm, Whitchurch Village Hall

5024: Meeting closed: 22.18.