



# CHAR VALLEY PARISH COUNCIL

## **441<sup>ST</sup> Annual Meeting of the Parish for Char Valley Parish Council held on 13<sup>th</sup> February 2023 at 7.30pm – James Hargreaves Community Hall**

### **APPROVED MINUTES**

**Meeting opened:** 19.30.

**5106: Present:**

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

In attendance: Cllr. S Christopher (Dorset Council), Mrs. Christopher, 1 member of the public (Sam Howe application P/FUL/2022/07948).

**5107: Apologies for absence:** J Busby, C Mahaddie.

**5108: Public forum:**

- Cllr. Noon invited Sam Howe to speak when council discuss his planning application later in the agenda.

**5109: Declarations of interest:** None.

**5110: Dispensation requests:** None.

**5111: Resolution to approve the minutes of the CVPC meetings held 9<sup>th</sup> January 2023:**

- Cllr. Joyce requested a small amendment to 5096 e to change deeds to land registry.

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

**5112: Actions following last meeting:**

- 1) 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. Hansford confirmed having sent the information to the clerk, but the clerk had not received it. Cllr. Hansford had now re-sent this to the clerk. **Clerk to action.**

Cllr. Stanbury joined the meeting at 19.34.

- 2) Cllr. Hansford reported some road signage that had been moved – Cllr. Hansford to compose an email for the clerk to send on to Cllr. Christopher. **In progress.**
- 3) Overgrown Footpath - Cllr. Noon and Christine Peat to walk the footpath. Action complete. Proposed to meet with all footpath officers. Cllr. Mahaddie to coordinate the meeting. **In progress.**
- 4) Cllr. Joyce to make contact with past volunteers from Covid to see if they are still available and willing to be a contact when in need of help. Discussion was a little confused as two similar matters of late. This action was to make contact with past volunteers to then be potentially involved in the resilience plan. **In progress.**
- 5) Cllr. Ziebland to contact the village halls to see what help they can provide if there were a crisis. On hold until the autumn.
- 6) Cllr. Creed-Castle to circulate the maintenance requirements that Perrie Hale Nursery will provide. Cllr. Creed-Castle updated council that this will be provided when the trees are delivered. **Cllr. Creed-Castle to circulate.**
- 7) Clerk to enquire with the insurance company if they cover the replacement value. Action complete, confirmed they do. Cllr. Noon is keen to check the value of CVPC assets to enable this. Clerk to source a surveyor to value the well and war memorials. **On hold until the owner of the well has been determined.**
- 8) Display of minutes - Cllr. Noon proposed CVPC stop displaying the minutes on notice boards. Cllr. Noon to put an article in the next Char Chat. Action complete, the clerk is keeping a list.
- 9) Cllrs. to look at the CVPC website to check/make suggestions for content. To be covered later in the agenda.
- 10) Cllr. Noon to put an article in the Char Chat for resident volunteers to help/create a working party to look after digital communications for the parish. Action complete, the clerk is keeping a list.
- 11) Council agreed to complete the purchase of a picnic bench for Wootton Fitzpaine but are undecided plastic or wood. Cllr. Creed-Castle to put forward the costings and pros/cons for both options. Examples of each option to be sent to Wootton. Action complete.
- 12) Cllr. Johnson to request the playgroup put together a proposal with costings up to £2500 for the playground. To be covered later in the agenda.
- 13) Clerk to send the January planning responses. Action complete.
- 14) PCSO Newman gave a brief report on recent local crime. Clerk to send an email to [lymergis-PT@Dorset.PNN.Police.uk](mailto:lymergis-PT@Dorset.PNN.Police.uk) a week before each meeting to request a report. Action complete.
- 15) Mr. Stevens mentioned that the police had not taken any action with regard to a crime mentioned by the PCSO. Clerk to send Cllr. Noon the email contact for Lyme Regis Police. Action Complete.

- 16) Cllr. Noon to write to Lyme Regis police to enquire about actions taken against the mentioned crime. Action Complete.
- 17) Clerk to send the January payments. Action Complete.
- 18) It was noticed that Cllr. Carey had not banked some old cheques and it was decided to send the payments online instead. Clerk to setup a payment for Cllr. Carey. Action Complete.
- 19) Clerk to action moving the bank account to Triodos. To be covered later in the agenda.
- 20) Clerk to put Risk Assessment on the February agenda. Action Complete.
- 21) Sandbag Store - **Cllr. Busby to look at sandbag storage options for the next meeting.**
- 22) Cllr. Carey and Cllr. Ziebland to formulate and send an email to Cllr. Christopher with planning concerns. (drip feeding applications). Action Complete.
- 23) Cllr. Noon to forward A35 correspondence to Cllr. Christopher. Action Complete.
- 24) Cllrs. to send ideas to be included in a public meeting to Cllr. Noon for the February meeting. To be covered later in the agenda.
- 25) Cllr. Johnson to request the playgroup put together a proposal with costings up to £2500 for the playground. To be covered later in the agenda.
- 26) Cllr. Creed-Castle to communicate with Emma O'Bryen to see if it will be possible to plant next to/in the place of the tree in Ryall which has die back. Action complete.
- 27) Cllr. Creed-Castle to re-send pictures of the proposed notice board in both sizes to PASS Housing Association and request they decide which they would like. Action Complete.
- 28) Cllr. Joyce to obtain a copy of the papers from John Snook (Wootton Playing Field). Action Complete.
- 29) **Cllr. Joyce to contact Dorset Council for the deeds once the papers have been obtained (Wootton Playing Field). To be covered later in the agenda.**
- 30) Cllr. Busby to ask Mr. and Mrs. Rose to check on their deeds and provide a copy for CVPC. To be covered later in the agenda.
- 31) Cllr. Creed-Castle to gain comparison quotes for the playground equipment (requires treating with a penetrating preservative treatment). To be covered later in the agenda.
- 32) Cllr. Creed-Castle to gain a quote from S Lee to put up the playground sign. Action Complete.
- 33) Clerk to circulate the River Char report to the mailing list and councillors. Action Complete.
- 34) Clerk to reply to Chris Loder with dates of the scheduled meetings. Action Complete.

#### 5113: Planning Applications:

##### a) Responses submitted to Dorset Council before the meeting:

Application Ref.	Location	Expired	Submitted Response	Submitted
P/FUL/2022/07385	The Limes Wootton Lane Wootton Fitzpaine DT6 6NH	10/01/2023	With conditions Comment: CVPC do not object to this application based on the following conditions; The proposed site plan shows no clear boundary around the land to which the change of use would apply. As currently displayed on your website, the whole field where the shepherds hut is proposed could be included in the change of use. However, we have been shown an amended drawing at a recent council meeting which might satisfy this requirement. The condition is that the revised boundary is clearly shown on the planning application. Please note that CVPC are very concerned of any increase in holiday accommodation as this adds to the over-supply of available accommodation in the Char Valley area to the detriment of the local residents and the local environment.	11/01/2023 (emailed and requested another day which was granted)
<u>Sam Howe left the meeting at 19.53.</u>				
P/FUL/2022/07661	Fernhill Coppice Fernhill Charmouth DT6 6BX	12/01/2023	Support, comment was No Objection.	10/01/2023
P/FUL/2022/07783	Spence Farm Spence Lane Wootton Fitzpaine Dorset DT6 6DF	12/01/2023	Objection. Char Valley Parish Council wishes to object to this application. We previously objected to the	10/01/2023

			<p>application on the adjacent site which was for change of use for the stationing of 4 shepherds huts for accommodation. The officer found the incremental nature of the proposal was not material in terms of traffic or other issues, including AONB designation. This represents yet another incremental change, and we continue to object on the grounds of the cumulative impact of such a large number of applications on this site. If the Council decides to approve this, as a minimum we would ask for a condition that only residents at Spence Farm may use these huts, thereby mitigating yet another incremental increase in traffic on neighbouring single track roads.</p>	
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**b) Responses considered at the meeting:**

- Sam Howe was invited to speak with regard to his planning application P/FUL/2022/07948. Mr. Howe spoke for 2 minutes and described the application and invited the councillors to ask any questions they may have.
- Some questions and answers followed.

Application Ref.	Location	Expires	Agreed Response
P/FUL/2022/07948	Stonecroft Fishpond Bottom Road Fishpond DT6 6NN	14/02/2023	CVPC support this application. <u>Proposed by Cllr. Kewley and Seconded by Cllr. Cook. 9 in Agreement, 1 Against.</u>
P/FUL/2022/06779	Wyldrush Orchard Land East of Blunthay Lane Whitchurch Canonichorum DT6 6RJ	14/02/2023	<p>CVPC recommend objecting to this application. Our comments are as follows;</p> <ol style="list-style-type: none"> <li>1. The proposed barn is in an isolated position in very quiet, remote pastureland in the middle of the Marshwood Vale. It will be seen across the vale and over the top of the nearby hedges flanking the road.</li> <li>2. The proposed barn lies within the West Dorset Area of Outstanding Natural Beauty with a statutory presumption of no new build. It is 20m long x 12m wide and 3m tall to the eaves ie the ridge would be higher.</li> <li>3. The orchard of over 1000 trees alter the current landscape significantly and more so when they are mature. Many farms in the Marshwood Vale have or had small orchards but Wyldrush is a comparatively large development.</li> <li>4. Impossible to ascertain at present but there may be intrusive noise from the juicing machinery</li> <li>5. Increased traffic along narrow lanes from workers and deliveries especially if the business proves successful.</li> </ol> <p>Also as previously discussed with yourself it should be noted that the AONB should be consulted.</p> <p>If approval of this application is considered, our comments are as follows;</p> <ol style="list-style-type: none"> <li>1. The barn should be situated closer to Stubbs Cottage so that it would appear as a cluster of buildings from across the vale.</li> <li>2. Serious consideration should be given to the waste water arrangements on the site which is at the bottom of the vale and very flat. The applicant has mentioned soakaways which would seem inadequate and a possible risk to the River Char.</li> <li>3. The container is intrusive and out of place in the AONB landscape and should be removed from the site as the barn would provide storage.</li> </ol>

			4. There should be no retail activity at the site. <u>Proposed by Cllr. Joyce and Seconded by Cllr. Ziebland. All in Agreement.</u>
P/HOU/2022/08023	7 Goodens Hill Whitchurch Cross To Cockwell Cross Whitchurch Canonicorum Dorset DT6 6RF	14/02/2023	Support with conditions - should remain ancillary to the house and not let for holiday use. <u>Proposed by Cllr. Noon and Seconded by Cllr. Carey. 9 in Agreement, 1 Abstained</u>

Clerk to send the February planning responses.

#### 5114: Finance:

a) **Payments:** The payments for February 2023, as below, were approved.

Payee	Details	Cheque No.	Receipt No.	Amount
S. Lee Garden Services	S.Lee Lengthman - INV-1765	Online	0223/01	£288.00
Hilary Joyce	Zoom Nov, Dec 2022, Jan 23	Online	0223/02	£43.17
Tamsin Ely	Clerks expenses February 2023	Online	0223/03	£53.75
Tamsin Ely	Clerks wage January 2023	Online	0223/04	£847.66
HMRC	Tax on clerks wage January 2023	Online	0223/05	£74.40
Mark Southcott	Installation of Defibrillator JGH Hall	Online	0223/06	£185.00
Les Kitcher	Playground Inspection	Online	0223/07	£37.50
<b>Total</b>				<b>£1,529.48</b>

- Cllr. Joyce mentioned that if CVPC pay for a year there is a 30% discount available.
- Cllr. Noon expressed that the log in details should be shared with the working party chairs to enable them to set up meetings. **The clerk to investigate how this can be achieved as Cllr. Joyce believes this is not possible.**
- Vote to accept the February payments.  
Proposed by Cllr. Johnson and Seconded by Cllr. Carey. All in Agreement.  
**Clerk to send the February payments.**

#### b) The Bank

- Bank reconciliation - The clerk had circulated the bank reconciliation.
  - The clerk mentioned that the CIL balance had been amended as requested at the last meeting.
- Authorisation - The clerk updated council that the payments only require 1 authorisor when sending online, to adhere to the financial regulations and achieve the 2 level signatory the payments sheet should be signed by 2 signatories.
- **New Bank Suggestions**
  - Cllr. Noon updated council that the chosen bank; Triodos are not currently accepting applications for new accounts.
  - The clerk had asked the DAPTC for suggestions and they had provided 2 options CVPC could investigate; Lloyds and Unity.co.uk. Cllr. Kewley suggested also looking at the Starling bank and Cllr. Noon confirmed they are 5<sup>th</sup> in the ethical listings. Cllr. Johnson had also investigated but mentioned it is difficult to make a decision without a recommendation. Cllr. Kewley confirmed she uses Starling and the customer service was good in her experience.  
**The clerk to investigate further and provide 3 suggestions for the March meeting.**

#### c) Risk Assessment – The clerk had circulated the updated risk assessment.

- Cllr. Noon requested some changes to the document.  
**Cllr. Noon to send any required changes to the clerk who should amend the document and circulate it before the next meeting.**

#### 5115: Parish External Liaison:

##### a) BLAP

- A report had been circulated to councillors.
- Cllr. Noon ran through some of the items.
  - How to qualify and apply for a 20mph speed limit. **Cllr. Noon to put in the next Char Chat.**
  - The availability of lottery grants for playgrounds through community funds which were mentioned in the latest BLAP newsletter. **Clerk to investigate.**

##### b) DAPTC

- Cllr. Noon mentioned the upcoming Councillor's Networking Event at Kingston Maurward on 9<sup>th</sup> March, which would be beneficial if a councillor could attend as it will be a good opportunity to meet council officers and asked for volunteers. Cllr. Ziebland had offered to attend if another councillor would join him, Cllr. Hansford expressed interest and would check her availability.

Cllr. Ziebland and Cllr. Hansford to confirm to the clerk if able to attend and the clerk to book tickets appropriately.

**5116: Flooding:**

- Moved to the March agenda as Cllr. Busby was absent.  
Cllr. Busby to look at sandbag storage options for the next meeting.
- Cllr. Johnson mentioned the potholes that fill with water making the roads dangerous.  
Cllr. Noon requested all potholes are reported to Dorset Council and to send the details to Cllr. Noon – location, reference number, date reported.

**5117: Public Meetings:**

**a) Residents Information Day**

- Cllr. Noon asked council for their views on the proposed CVPC meeting/open day where there would be representations from several bodies.
- It was suggested to ask the residents at the upcoming APM meetings if they would like one and if they would attend.
- After some discussion it was agreed that the idea should be progressed and to carry on sending ideas to Cllr. Noon. Cllrs. to send any ideas regarding the public meeting to Cllr. Noon for the March meeting.

Cllr. Simon Christopher and Mrs. Christopher joined the meeting at 20.52.

**5118: Neighbourhood Watch:**

**a) Police Report**

- A report from Lyme Regis Police had been circulated to councillors.
- Cllr. Noon reported having written to the police and the response had been circulated to councillors. Unfortunately, there was a distinct lack of interest in the local crimes.
- One item included in the report was owned and reported stolen by Cllr. Stanbury who confirmed the police had not visited him so the only benefit of reporting the crime was for the reference number for insurance.
- Cllr. Joyce mentioned that recently when talking to residents it had become apparent most crimes are not reported as the view is that no action would be taken.
- Council discussed this further and concluded that all crimes need to be reported to enable the statistics to show that action is required. Cllr. Noon to put an article in the Char Chat.

**5119: King's coronation – 6th May 2023**

- It was decided the villages would do their own celebrations.

**5120: Communications Working Party:**

- a) Councillor WhatsApp group** – It was proposed by the clerk that this would be beneficial to share instant information. Council agreed that all councillors that own a mobile phone can be included.

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

The clerk to setup a councillor and clerk WhatsApp group.

- b) Web site monitoring** - Cllr. Noon requested that CVPC members have a look at the CVPC website at least once a month to check the content etc. Cllrs. to look at the CVPC website to check/make suggestions for content.

**5121: Farming Interests Working Party:**

- A report had been circulated to councillors, Cllr. Johnson ran through some of the items.

**5122: Local Amenities Working Party:**

- A report had been circulated to councillors.

**a) CIL**

- Wootton Picnic Table/Bench - Wootton had been consulted and they were also undecided whether to opt for recycled plastic or wood and would leave it to CVPC to decide. Cllr. Carey had received correspondence to say that the majority opted for the recycled plastic but those opposed to recycled plastic felt quite strongly whereas all would be satisfied with wood. After some discussion it was decided that council would opt for wood if it could be sourced and made locally for up to £800, otherwise to purchase a recycled plastic picnic table/bench.  
Proposed by Cllr. Noon and Seconded by Cllr. Carey. All in Agreement.  
Cllr. Hansford to ask Alex Brooks for a quote to make CVPC a wooden picnic table/bench which can be accepted if £800 or less.
- Whitchurch play area equipment – Cllr. Johnson reported that the playgroup are currently looking at some options for some simple items e.g. tunnel/slide, steps to add to current slide, grooves added to the steps for the big slide as they get very slippery when wet, guttering attached to an A frame, activity board, stepping stones. Cllr. Joyce mentioned the existing equipment being of a safety standard as it was purchased from professionals and should not be altered and suggested contacted the manufacturer for options. Cllr. Noon proposed CVPC investigate the grants available as discussed under BLAP earlier in the meeting and the possibility of replacing the equipment in its entirety.  
Cllr. Johnson to let the pre-school know CVPC are looking into grants.
- It was decided to create a sub-committee to work together with the Whitchurch Village Hall on the playground to include Cllr. Joyce and Cllr. Johnson.

Playground sub-committee to make contact with Whitchurch Village Hall.

**b) Jubilee Trees**

- Details in the LAWP report.

**c) Noticeboards**

- Details in the LAWP report.
- The clerk confirmed that the notice boards had been ordered.
- Cllr. Creed-Castle reported that the boards which are locked now have the keys attached with a chain so anyone can access them but the chain is too short so will need to ask S. Lee to have another look.

Cllr. Creed-Castle to contact S. Lee to put on a longer chain.

- Some boards are very damp inside.

Cllr. Creed-Castle to let the clerk know which notice boards are damp so she can contact the company.

**d) Wootton Fitzpaine Playing Field**

Cllr. Joyce to obtain a copy of the papers from John Snook.

Cllr. Joyce to contact Dorset Council for the deeds once the papers have been obtained.

**e) The Well**

- Cllr. Creed-Castle had obtained and circulated to council the deeds of Candida House which showed the boundaries showing the well inside. This was accompanied by a solicitor's letter stating that the well was not owned by them and should be addressed.
- After some discussion it was decided to make contact with the owners and ask them to either take over the ownership or to organise the legalities to make it officially owned by CVPC.

Cllr. Joyce to make contact with the owners to see if they want to own the well.

**f) Whitchurch Playground**

- Cllr. Creed-Castle updated council that she had requested quotes for the required work. One contractor had replied that the work required should be done differently to the playground inspectors request. None of the required work is high priority.

Cllr. Creed-Castle to pass all of the details over to the playground sub-committee as this can all tie in with the development of the playground.

- Grit bins were discussed.

Councillors to send any requests to Cllr. Creed-Castle.

The clerk to check the cost of the last purchase of grit bins and send to Cllr. Creed-Castle.

**5123: Climate Change and Ecological Emergency Working Party/River Char Community Project (RCCP):**

- A report had been circulated to councillors.
- Cllr. Carey informed council that Cllr. Joyce had taken over the position of chair of the working party.
- Cllr. Joyce encouraged councillors to attend the events mentioned in the report.
- Cllr. Joyce informed council that they would like to add some members to the working party and Cllrs. Kewley and Busby had expressed an interest and asked if any other councillors were interested.

Cllr. Joyce to ask Cllr. Busby and Cllr. Kewley if they would like to join and confirm the members to the clerk.

**5124: Planning Working Party:**

- A report had been circulated to councillors.
- Cllr. Noon asked councillors if anybody would volunteer to be a temporary chair for the Planning Working Party in Cllr. Mahaddie's absence as she is unlikely to be able to attend council for a period due to ill health; Cllr. Ziebland accepted the position.
- Cllr. Stanbury accepted the invitation to become a member.

**5125: Staffing Committee:**

- a) **NJC Pay Award** – Cllr. Carey invited the clerk to speak. The clerk updated council that further work had been done on the calculation of the backdated pay award from NALC. There was a slight discrepancy in the figures which have now been resolved and rectified in this month's wage.

**5126: Transport Working Party:**

- A report had been circulated to councillors.

- a) **Village Gateways** – Moved to the March agenda.

**5127: Cllr. Christopher, Dorset Council:**

- Cllr. Christopher talked about additional tax on second homes and then asked for any questions councillors may have about any topics.
- Cllr. Noon spoke of the severity of potholes in the area and asked Cllr. Christopher about the actions being taken. Cllr. Christopher confirmed that Dorset Council are aware and making plans. Cllr. Christopher invited council to let him know details of any potholes that have already been reported to Dorset Council so he could forward to Simon Gibson who is in charge of road surfaces across Dorset.

Cllr. Noon to send details of reported potholes to Cllr. Christopher.

- Cllr. Hansford asked why the Char Valley seems to no longer be included on the gritting route.  
**CVPC to email Cllr. Christopher with regard to the gritting route.**
- Cllr. Hansford then mentioned flooding that was contributing to icy roads and potholes, if the flooding could be addressed then the other issues may be naturally resolved.
- Cllr. Noon asked about broadband in regard to the email circulated before the meeting between Cllr. Christopher and Rachel Baker the Senior Communications Officer. Cllr. Christopher requested **Cllr. Noon draft a response to the email and copy in himself and Chris Loder.**
- Cllr. Christopher mentioned that Chris Loder's next A35 working group meeting is on the 24th March.
- Cllr. Noon mentioned his communication with regard to Spence Farm and the number of small planning applications and his understanding to be that Dorset Council require an online complaint. Cllr. Christopher encouraged **Cllr. Noon to respond to Jonathan Mayer to reiterate that CVPC do not believe it is right and to lodge an official complaint.**

**5128: Other issues that have been circulated for discussion:** None.

**5129: Public and other matters - To consider any matters that Cllrs. wish to raise that has not already been circulated.**  
**[no resolutions can be made]**

- Cllr Noon. asked for a volunteer to be temporary vice chair in Cllr. Mahaddie's absence, there were no volunteers.

**5130: Councillor training:**

- The clerk had sent an email with links to available training, councillors were encouraged to have a look and let the clerk know what training they would like to complete.

**5131: Date of next meeting:**

- 13<sup>th</sup> March – Wotton Fitzpaine Village Hall.
- Cllr. Noon asked for a volunteer to chair the March meeting in his absence, Cllr. Joyce volunteered.
- Correspondence had been received from Chris Loder who would like to visit all parishes and suggested the APM. It was proposed CVPC invite him to attend a normal meeting due to the split parish. The clerk provided the meeting dates but Chris Loder responded that he can not facilitate any Mondays and offered Friday 14<sup>th</sup> April. Councillors agreed to hold an extraordinary meeting to facilitate that date with Cllr. Joyce as acting chair in Cllr. Noon's absence.  
**The clerk to reply to Chris Loder to accept his offer of 14<sup>th</sup> April 2023.**  
**Councillors to prepare ideas for the agenda for the Chris Loder meeting.**

**5132: Meeting closed:** 22.45.