



CHAR VALLEY PARISH COUNCIL

444th Parish Council Meeting which is the Annual Meeting of the Parish on the 15th May 2023 at 7.30pm – Wootton Fitzpaine Village Hall.

APPROVED MINUTES

Meeting opened: 19.32.

5187: Present:

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

In attendance: Cllr. S Christopher (Dorset Council), 3 members of the public.

5188: Apologies for absence: T Hansford.

5189: Appoint Chair:

- Cllr. Noon stood for chair and was thanked and encouraged by council.

Proposed by Cllr. Joyce and Seconded by Cllr. Carey, 8 in Agreement.

5190: Appoint Vice Chair:

- Initially no councillors came forward and it was suggested CVPC may rotate the role. After further discussion Cllr. Ziebland stood for vice chair and was thanked and encouraged by council.

Proposed by Cllr. Carey and Seconded by Cllr. Busby, 8 in Agreement.

5191: Review Terms of Reference Documents:

- The documents had been circulated and council were happy.

Proposed by Cllr. Joyce and Seconded by Cllr. Busby, All 9 in Agreement.

5192: Review CVPC organisation (Working Groups/Parties/Committees):

- The document had been circulated.
- Need to remove Cllr. Joyce from the Finance Committee as she was on there from being chair and to oversee the year following being chair but could now be removed.
- There were no other volunteers to join any other working parties/committees.
- Cllr. Ziebland spoke of the need for a new Planning Working Party chair and more members. Cllr. Busby would like to join in the future but unfortunately, she is too busy at the moment. Cllr. Kewley is listed as a member but was unaware, she is happy to be a member but may not be able to be present at all meetings. Cllr. Ziebland was confirmed as the chair moving forward as he had been covering previously.
- **The clerk to make the necessary amendments to the CVPC organisation document and website.**

Cllr. Stanbury joined the meeting at 19.42.

5193: Review Standing Orders and Financial Regulations:

- The documents had been circulated and council were happy.

5194: Confirm arrangements of Insurance cover in respect of all insurable risks:

- The current insurance documents had been circulated and council were happy.

5195: Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council:

- The meeting dates for 2023 had already been scheduled. The clerk had added dates to go up to June 2024 and had circulated a document, council were happy.

5196: Public forum: A member of the public addressed council on the following points;

- They requested councillors have place names to be easily identified and for councillors to speak to the audience as it can be difficult to hear.
- They also requested to receive a copy of the recording of the meeting.
- Cllr. Creed-Castle confirmed CVPC did have place names in the past. Cllr. Noon confirmed that CVPC would provide place names in the future. The public were invited to move in closer so they would be able to hear conversations and were informed that the councillors do need to address the chair but would be mindful to try and speak clearly for them. CVPC would investigate if it is permitted to share the recordings.

The clerk to investigate if the meeting recordings are allowed to be shared with the public.

The clerk to investigate creating/purchasing some place names.

5197: Declarations of interest: None.

5198: Dispensation requests: None.

5199: Resolution to approve the minutes of the CVPC meetings held 17th April 2023:

Proposed by Cllr. Busby and Seconded by Cllr. Carey, 9 in Agreement, 1 Abstained as not present.

5200: Actions following last meeting:

- Footpath to Five Bells - An order had been raised by Dorset Council to have the “badly fretted section of this pull in Velocity patched”. Following further discussion, it was decided to report the footpath again as the area Dorset Council have agreed requires fixing is the open area before the footpath and the actual footpath is also in need of attention. Cllr. Ziebland to report the footpath to DC. Following some discussion about the area that needs attention and how it arose it was decided to see how the DC repairs are and in the meantime for **Cllr. Ziebland to do another report for the actual footpath.**
- Overgrown Footpath - Proposed to meet with all footpath officers. **Cllr. Noon to contact the FP Officers to arrange a meeting.**
- Cllr. Noon is keen to check the value of CVPC assets. CVPC are awaiting the legal documents. It has been confirmed that CVPC own the Well so CVPC can move ahead with gaining valuations of the larger assets. **The clerk to organise valuation of the larger CVPC assets.**
- 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. Cllr. Noon updated council that he had lodged a formal complaint to DC based on the advice given to submit incremental changes.
- Broadband - Cllr. Noon to respond to Kit Vaughan. Cllr. Noon had responded to Mr. Vaughan.
- Wholesale water costs - Cllr. Noon had written to Chris Loder without a response yet.
- Vearse Farm planning application – **Cllr. Noon to email Cllr. Christopher with details of a previous request for a horse crossing on the A35.**

5201: Planning Applications:**a) Responses submitted to Dorset Council before this meeting:**

Application Ref.	Location	Expired	Submitted Response	Submitted
P/HOU/2023/01580	2 Partway Spence Lane Wootton Fitzpaine DT6 6DG	10/04/2023 extended to 18/04/2023	No Objection Comment: For there to be no vehicular access to the shed in future, and to include a restriction on any change of use to AirBnb or similar in the future. Based on the drawing AR/2022/PL03 the structure almost certainly appears to be less than 20metres from the house and therefore complies with the size regulation pertaining to National Parks ANOBs etc.	19/04/2023
P/VOC/2021/05395	Reeds Barn Farm Reeds Barn Hawkchurch Axminster EX13 5UN	20/04/2023	CVPC object to the appeals on principle of protecting the availability of farming accommodation.	19/04/2023
P/VOC/2021/05396	Reeds Barn Farmhouse Reeds Barn Hawkchurch EX13 5UN	20/04/2023	CVPC object to the appeals on principle of protecting the availability of farming accommodation.	19/04/2023
P/FUL/2023/01442	Wyld Meadow Farm Pound Lane Monkton Wyld DT6 6DD	12/04/2023 extended to 19/04/2023	Char Valley Parish Council have no objection to this application.	19/04/2023
P/FUL/2023/01531	Bridge Farm Cards Mill Lane Whitchurch Canonichorum DT6 6RW	22/04/2023	Comment - We wish to comment on this application. Although it lies outside the boundaries of Char Valley PC, it is sufficiently close, and the issues it raises are of sufficient importance, that we feel a comment is required. This is essentially a planning application for a new residential property within the AONB. We can see no justification for this within the existing policies and, as the existing part-conversion was done	20/04/2023

			without obtaining planning permission, our concern is the unhelpful precedent it sets in terms of the planning process. Allowing this development to proceed encourages others to circumvent well established planning and building regulations and undermines the planning system. Parish Councils involvement in the planning process is one manifestation of local democracy. Permitting developments to ignore this process, or to allow manoeuvres that circumvent it, should not be permitted.	
--	--	--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

b) Responses considered at the meeting: None.

5202: Finance:

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

Payee	Details	Cheque No.	Receipt No.	Amount
Hilary Joyce	Zoom Apr 23	Online	0523/01	£15.59
Wootton Fitzpaine Village Hall	WF Hall Hire 26/4 and 15/5 2023	Online	0523/02	£50.00
Forest Frames	Bench - Fishponds	Online	0523/03	£250.00
Forest Frames	Bench - Morcombelake	Online	0523/04	£250.00
Charmouth Village Hall	Charmouth Hall Hire 14/4	Online	0523/05	£20.00
Footprints	Char Chat Printing	Online	0523/06	£445.00
Tamsin Ely	Clerks expenses May 2023	Online	0523/07	£553.74
Tamsin Ely	Clerks wage May 2023	Online	0523/08	£862.12
Total				£2,446.45

Proposed by Cllr. Creed-Castle and Seconded by Cllr. Johnson. All 10 in Agreement.

Councillors to send the May payments online.

b) **The Bank**

- **Bank Reconciliation** - The clerk had circulated the bank reconciliation and council were happy.
- **CIL Receipts and Spending** - The clerk had circulated a document showing the CIL spending and the balance and council were happy.
- **New Bank Update** - The clerk will move the account to Starling as previously agreed once the year end accounts have been completed.

5203: Parish External Liaison:

- a) **BLAP** - No further update.
- b) **DAPTC** - No further update.
- c) **Confirm representatives for BLAP and DAPTC**
 - Cllr. Noon confirmed he was happy to continue as the BLAP representative.
 - CVPC did not have a DAPTC representative, Cllr. Carey offered to take on the role.

Proposed by Cllr. Noon and Seconded by Cllr. Creed-Castle. All 10 in Agreement.

5204: Flooding:

a) **Warden** - CVPC are still in need of flood wardens.

b) **Sandbags**

- Cllr. Busby informed council there had been no reports of any flooding.
- The best course of action was discussed, and it was decided to try to find out the areas that are susceptible to flooding to see if CVPC should think about placing sandbags very close to any identified properties.

Cllr. Busby to put communication on the local WhatsApp groups to ask for properties/roads that may need sandbags.

The clerk to send out an email to the residents to ask for properties/roads that may need sandbags.

Cllr. Busby to continue to attempt to contact Whitchurch Village Hall to see if they would house sandbags as a central point.

5205: Police Report

- The clerk had circulated the report from Lyme Regis Police.
- Cllr. Noon informed council that he had been communicating with the police about the lack of action when crimes are reported and that he had organised to speak with the local Bridport Sergeant the following day.

5206: Communications Working Party: A report had been circulated.

a) **Zoom** - The clerk to enquire with Zoom what account would best suit CVPC's needs. Enquiry had been sent, but no reply, another was sent 05/05/2023. The clerk to continue investigating Zoom.

b) Digitalisation

- Cllr. Noon informed council that the working party is looking to change the format CVPC deliver the Char Chat to start from August 2023 time:
 - Monthly version providing current news to be delivered electronically (by paper for those who request it)
 - 3 paper versions a year with shortened articles
 - Yearly paper full version
- Cllr. Noon informed council that a request had been circulated to seek a helper for digitalisation with no response as yet.
 - Cllr. Carey suggested to display an add at the flower show.

c) CVPC Information Days

Cllrs. to send any suggestions to Cllr. Carey of local people who may be appropriate to provide a talk at an information day.

5207: Farming Interests Working Party: A report had been circulated to councillors.

- Cllr. Johnson ran through some of the items.

5208: Local Amenities Working Party: A report had been circulated to councillors.

a) Wootton Picnic Table/Bench

- Cllr. Creed-Castle had obtained the notes from the Wootton Village Hall Meeting where it had been confirmed that they would organise the hard standing but no further details.
- Council discussed the design proposed from Alex Brooks. It was decided to confirm the design provided (sketch via email) for the amount quoted (£800) and if it would work with the hard standing proposed to move ahead with the purchase.

Cllr. Creed-Castle to contact Alex Brooks to confirm the design and quote for the picnic bench.

Proposed by Cllr. Carey and Seconded by Cllr. Joyce. 9 in Agreement, 1 Abstained.

b) Jubilee Trees

- Detailed in the LAWP report.
- Cllr. Creed-Castle asked council if CVPC would pay for a small fence to be put around the tree and plaque to prevent strimmer damage. Council agreed up to £50 spend on this.

Proposed by Cllr. Joyce and Seconded by Cllr. Creed-Castle. All 10 in Agreement.

c) Wootton Fitzpaine Playing Field - Cllr. Joyce to send the papers to the clerk.

d) The Well - Cllr. Joyce to send a photograph to show the boundary of the well to the clerk to enable the clerk to add it to the insurance.

e) Grit/Salt bins

- Cllr. Creed-Castle asked for confirmation of the design required. Cllr. Noon confirmed the black one circulated by the clerk was appropriate for the location. **The clerk to order the new grit/salt bin.**

f) Noticeboards

- Some existing boards are very damp inside.
- The clerk had contacted the company that supplied the notice boards, and their response was to check they had been installed correctly with the drainage holes at the bottom.

Cllrs. to check their boards and let the clerk know if the drainage holes are at the bottom.

- Cllr. Creed-Castle informed council that a resident had sent communication that the newly erected board in Wootton Fitzpaine needed attention as it has been put in with a step which meant people could see straight into the neighboring property and also the step has no handrail making it dangerous.

Cllr. Creed-Castle to contact John Snook and S. Lee about the notice board in Wootton Fitzpaine's positioning.

The clerk to respond to the resident's email.

5209: Playground/Playfield Working Party:

- Cllr. Creed-Castle informed council they had not met since the last meeting.
- The name of the working party was confirmed to be Playground/Playfield Working Party.
- Cllr. Joyce updated council that the paint had been purchased for the cockerel in the Whitchurch playground. It was unsure if it was made from wood or plastic so the paint may not work, currently trying to decide if to paint it anyway and see what happens.
- Cllr. Joyce also mentioned having contacted PlayQuest and awaits some boards from them.
Cllr. Joyce to follow up with PlayQuest.
- Cllr. Creed-Castle enquired if the group needed to meet again soon and Cllr. Joyce confirmed they would once the boards from PlayQuest had been received.

5210: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- Cllr. Joyce updated council with the River Char Project status. Some of the reserves set aside for the project may be needed this year as the AONB have less funding available now.
- Two more workshops are planned either side of Christmas and the next event is Thursday 18th May.
- Trained 12 monitors last year so currently deciding what to monitor and how.

- Cllr. Carey mentioned an event on Saturday 27th May from 11am-4pm – The Lower Char Community Project where CVPC have an exhibition at the River Dragon Festival at St Andrews Hall.

5211: Planning Working Party:

- Consultation: Registration scheme for short-term lets in England** - Cllr. Ziebland summarised the consultation and updated council with the proposed response which would be shared once submitted.
- Consultation: Planning for climate change guidance documents** - Cllr. Ziebland summarised the consultation and updated council with the proposed response.
 - Cllr. Ziebland mentioned the need to reorganise who the lead planning application councillors were due to Cllr. Mahaddie no longer being a councillor.
 - It was decided moving forward:
 - Wootton Fitzpaine - Joanna Kewley
 - Stanton - Andrew Carey
 - Whitchurch North - Hilary Joyce
 - Whitchurch South - Nick Ziebland
 - Cllr. Joyce mentioned the need to look at climate/environmental aspects being considered on planning proposals and respond accordingly even if they won't be taken into consideration it is still worth mentioning.
 - Cllr. Noon updated council that new building regulations will apply to any works as they begin even if they were approved before the new regulations.

5212: Staffing Committee: No further update.

5213: Transport Working Party: A report had been circulated to councillors.

- A35 meeting with National Highways** - Cllr. Noon updated council with the details in the report.
- Potholes and Blocked Drains** - Cllr. Noon updated council with the details in the report.
- Parking on verges in Fishponds etc.** - Cllr. Noon updated council with the details in the report and asked council if they thought there should/could be any further action. Some options were discussed but no appropriate solution was proposed, it was left open to make suggestions to Cllr. Noon.

5214: Public Meetings:

- APM - 26th April - Wootton Fitzpaine** - Cllr. Joyce updated council with the proceedings of the meeting.
- Meeting to include Chris Loder** - The clerk had sent the meeting dates for the year and was awaiting a response.

Cllr. Simon Christopher and 2 members of the public joined the meeting at 21.24.

5215: Other issues that have been circulated for discussion:

- Footpath dedicated to Roy Sims** - An email had been received to request help with some history of a footpath within the parish. The clerk had no details. The councillors did not know anything about it. Cllr. Simon Christopher knew some history and was happy for the clerk to pass on his details.
The clerk to send Cllr. Christopher's details to Christine Peat to pass on.
- Blocked Drains Westover Hill** - A resident had forwarded CVPC correspondence they had had with DC re blocked drains on Westover Hill, this was for information only.
- Scottish and Southern Electricity Networks Priority Register** - The clerk had replied to the email to ask if this is relevant to the Char Valley and awaits a response. **Cllr. Noon to write to the National Grid to enquire.**

5216: Cllr. Christopher, Dorset Council:

- Cllr. Christopher had circulated a report and ran through a few of the topics.
- Cllr. Christopher then asked for questions.
 - Cllr. Carey questioned DC not being able to impose regulations with regard to climate etc. until the Dorset Local Plan was in place which had been delayed by at least 3 years. Cllr. Christopher asked Cllr. Carey to send him an email and he could then address the point with Johnathan Mayer.
Cllr. Carey to send Cllr. Christopher an email with regard to the delay of the Dorset Local Plan and the effect on new climate building regulations.

5217: Public and other matters - To consider any matters that Cllrs. wish to raise that has not already been circulated.
[no resolutions can be made]: None.

5218: 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.

5219: Date of next meeting:

- Date of next Meeting: 5th June - Finance Meeting – James Hargreaves Community Hall
- Date of next full meeting: 12th June - Whitchurch Village Hall

5220: Meeting closed: 21.50.