

Charmouth Parish Council

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MINUTES OF THE MEETING OF CHARMOUTH PARISH COUNCIL HELD AT THE ELMS ON TUESDAY 19th DECEMBER 2017

PRESENT: Cllrs. Peter Noel (Chair), Richard Acton, Graham Bender, David Clifford, Judy Fellingham, Martin Sayers, Judith Shepperd.

IN ATTENDANCE: Lisa Tuck, Parish Clerk; Melissa Kirkby, Deputy Clerk; Daryl Turner, County/District Councillor; Cheryl Reynolds, District Councillor. Mr John Forsey, resident.

1.18 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

Mr Forsey spoke to the meeting regarding the beach access ramp planning application. He raised the issue of the fossil bed and groin. He was unhappy with the way the application had been advertised. Cllr Reynolds said that a number of people had also contacted her directly to give their objection. Cllr Noel confirmed that the planning application had been advertised on the local notice board. People could have also contacted the Parish Office or any Parish Councillor directly. No comments from any other resident have been received. He also confirmed that Dorset County Council, West Dorset District Council, Lyme Forward, Coastal Communities were all involved. Their engineers were aware of the local issues. The planning application was submitted to enable application for grant funding to be applied for. The project is only at the very first stage and if funding is not found, then the project would not go ahead.

Procedural Note:- All local applications are advertised permanently on dorsetforyou.gov.uk website and are made available three to four weeks prior to the comments deadline. This application was also advertised on the Parish Council's website and on the noticeboard. These are the official channels for advertising planning applications.

2.18 DORSET COUNTY COUNCIL ISSUES

County Councillor Daryl Turner reported:

- a) Local Government review update - East Dorset resolved to accept the Secretary of State's Option 2b and Purbeck have also now agreed. Eight of nine councils have agreed. Christchurch had a ballot and they voted not to join Bournemouth and Poole. As eight of nine councils have agreed, Cllr Turner feels that it will go ahead.

3.18 WEST DORSET DISTRICT COUNCIL ISSUES

District Councillor Cheryl Reynolds reported:

- a) A press release went out about the train consultation today, everybody has said it is not satisfactory. She submitted a printed copy to the meeting.

4.18 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Oatway – illness. It was

RESOLVED to agree the apology for absence and the reason given.

5.18 DISPENSATIONS
None received.

6.17 DECLARATIONS OF INTEREST
None declared.

7.18 MINUTES

RESOLVED that the minutes of the meeting held on the 27th November 2017, circulated to members, be agreed as a correct record and were signed by the Chair.

8.18 TO CONSIDER ANY MATTERS ARISING FROM THE MINUTES (FOR REPORT ONLY)
There were none.

9.18 TO RECEIVE AND CONSIDER THE REPORT OF THE FORESHORE COMMITTEE HELD ON 5th DECEMBER 2017

a) F5.6i

RESOLVED that the Council adopt the draft Microlight Policy (deferred from November).

b) F6.7b

RESOLVED that the Council adopt the draft policy for use of the Beach Attendant's Office by persons not employed by the Parish Council.

10.18 TO RECEIVE AND CONSIDER THE REPORT OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE HELD ON 5TH DECEMBER 2017

a) PCS6.7c

RESOLVED that the Council contact DCC requesting the bus stop markings are repainted in front of the bus shelter on the south side of The Street in front of The Elms.

11.18 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE HELD ON 12TH DECEMBER 2017

Cllr Clifford said there was nothing to add to the minutes.

12.18 TO RECEIVE AND CONSIDER THE REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON DECEMBER 2017

a) FG4.4 Accounts for approval - December

RESOLVED that the Accounts for Approval (including additions totalling £779.34) for December be accepted and approved.

Accounts For Approval - December:

HMRC (PAYE)	£1,163.32
M C Carpentry	£905.00
Bridport Building Supplies	£94.85
SLCC	£183.00
DAPTC	£35.00
Axminster Ironwork Ltd	£300.00
Griffin Development Man	£2,250.00
Fireco Ltd	£534.00
T Beviss, Lyme Joinery	£590.72
Crosby Building Ltd	£4,247.64
Morgans of Charmouth	£31.36
Prospect Garage	£254.67
Lyreco UK Ltd	£129.12
Garry Pitcher Locksmith	£27.48
Protek Products (Sun Europa)	£287.40
Holmes and Blackmore	£555.00
Lyme Light	£230.00
World Stores	£817.99
<i>Mark Wickenden</i>	<i>£439.64</i>
<i>DVLA</i>	<i>£2.50</i>
<i>Equip4work</i>	<i>£337.20</i>
	£13,415.89

b) FG4.5 Report of Accounts

RESOLVED that the Report of Accounts for November 2017 be accepted and approved.

	£	£	£
		Current Ac	Deposit Ac
Cash Book Balance at 30 November 2017		21,913.54	216,301.00
Income:			
Transfer to Current Account	15,000.00		0.00
Grant/Donation	1,431.00		
PF Services Recovered/Cem fees	122.00		
Foreshore - Rents/Car Park/Beach Huts etc	2,019.05		
General Services Recovered	18.81		
Interest	0.85		53.72
		18,591.71	
Expenditure:			

Transfer from Deposit Account	0.00	15,000.00
Accounts paid in Dec (inc PAYE)	10,878.49	
B&CE Holdings Ltd (Pensions)	111.28	
Petty Cash	91.77	
Lyme Forward Donation	2,988.20	

14,069.74

Direct Debits:

Santander charges	58.91
BT - Main Office Phone	33.28
BT - Fsh Office	28.09
BT - Fsh Emergency Phone	25.86
BT - Broadband	78.24
Water2Business (Foreshore)	20.50
WDDC - Foreshore/Cemetery Rates	1,180.00
WDDC - Elms Rates	257.00
DCC - Foreshore/Cemetery Bins	225.00
EDF Gas - Elms	81.00
EDF Energy - Foreshore	212.00
EDF Energy - Elms	63.00
EDF Energy - Playing Field Pavilion	1.00
EDF Energy - Depot	15.00
EDF Energy - Cemetery Chapel	25.00
Public Works Loan Board	0.00
Wages - Net	7,749.70
HMRC (VAT)	0.00

10,053.58

Cash Book Balance at 31 December 2017

16,381.93 201,354.72

Represented by:

Santander Current Ac		16,381.93
Santander Deposit Ac	Working	116,497.27
	Contingency	421.04
	Earmarked Reserves	<u>99,382.69</u>
		201,354.72
Nat West Account		1,000.00
Nat West Savers Account		2,407.04

c) FG4.6 - Clerk's Report

A written report from the Clerk had been circulated to the members. It was

RESOLVED that the Clerk's report for December 2017 was approved.

d) FG4.7- Monthly Accounts

The monthly accounts had been previously circulated to the members. It was

RESOLVED that the monthly accounts for November 2017 be approved.

e) FG4.8(a) - Draft Budgets 2018/2019

RESOLVED that the draft budgets for 2018/19 be approved.

f) FG4.8(b) - Mallory Hayter Room Charges

RESOLVED that the room charges for the Mallory Hayter Room stay the same.

g) FG4.8(c) - Precept Requirement

It was agreed that the Precept would be 3% rise for 2018/19 from £80,000 to £82,400

h) FG4.10 Letter to WDDC re Transfer for Assets

RESOLVED that the Council send a formal letter to WDDC formally seeking progression towards an agreement of the transfer for assets.

i) FG4.11(a) Foreshore Charges 2018/19

Since the Foreshore Meeting the car park charges have been looked at in detail and bearing in mind that no increases have been made since 2010 it is now proposed to increase car park charges from £1 to £1.20 per hour and from £4 to £5 per day. The remainder of the proposal from the Foreshore Committee will increase beach hut charges by 3% rounded up or down to the nearest pound and leave all other charges the same is in line with the charges sheet circulated to the meeting.

RESOLVED that the Foreshore car park charges be raised from £1 to £1.20 per hour and from £4 to £5 per day, and the beach huts by 3%, the remaining Foreshore charges to stay the same for 2018/19.

j) FG4.11(b) Recycling Bins Trial

RESOLVED to approve a year long trial of two recycling bins, located at the factory building and west beach at a projected cost of approximately £500 to be taken from Earmarked Reserve FS2.

k) FG4.12(a) Cemetery Charges 2018/19

RESOLVED that the Cemetery charges remain the same for 2018/19.

13.18 MEETING CYCLE

It was proposed to change the meeting cycle to every two months. Any issues surrounding Finance meetings need to be looked into as it may be necessary to hold a Finance Committee every month

to agree the supplier payments but this could be held in the day as long as it is advertised. This system could also be applied to Planning Committee meetings.

RESOLVED to accept the meeting cycle be changed to every two months (March, May, July, Sept, Nov and Jan) from January 2018 on a trial basis for one year.

14.18 CLOSURE OF CHARMOUTH POST OFFICE

Discussions took place about any options that were available for keeping a post office in the village and whether a public meeting should be called. It was agreed that a working group would be set up to look into this further, comprising of Judith Sheppard, David Clifford and Martin Sayers and Peter Noel.

15.18 CHANGING SPACES

Cllr Noel had concerns with the Council signing a Memorandum of Understanding supporting the Changing Spaces group without knowing how it would be used. He felt that the Council should write offering their general support and if the group wanted to use the Council's name for a specific reason, then they have to come back to get the Council's approval.

RESOLVED that the Council would write to Changing Spaces with support in principle for the purposes of the National Lottery bid.

16.18 REPORTS FROM NOMINATED REPRESENTATIVES OF ORGANISATIONS OR REPRESENTATIVES ATTENDING MEETINGS ON BEHALF OF COUNCIL

Cllr Martin Sayers had been to the recent BLAP meeting.

17.18 CORRESPONDENCE AND COMMUNICATIONS

Emails received:

- Thu 7/12 Graham Bender – request for a sabbatical – Which was agreed to for 6 months. He will continue as Flood Warden and Tree Warden during that time.
- Thu 14/12 Resident – email requesting information regarding Footpath 12 – The Clerk read the letter in full to the meeting. The Parish Council is waiting for a full report from Dorset County Council regarding Footpath 12 which it should receive in January 2018.
- Tue 19/12 CHCC - The Warden Team are on their Christmas holidays and will return on Saturday 6th January. The Centre is open on the following dates; 19th-25th December closed: 26th-31st open 10.30am-3.30pm: 1st-5th January closed.
- Fri 15/12 Daptc FW: Look after your mental health this winter
- Fri 15/12 Daptc FW: Integrated Transport Review - Monday, 26 February 2018
- Fri 15/12 DAPTC Newsletter 3 includes Training Schedule for 2018
- Fri 15/12 Dorset Coast Forum Dorset Coast Forum ENews - December 2017
- Thu 14/12 Michael N Odonovan Highways SharePoint Update: Dorset Highways Performance Q1-Q2 2017/18
- Thu 14/12 Dorset Coast Forum Seasons Greetings from Dorset Coast Forum
- Wed 13/12 alert@neighbourhoodalert.co.uk Fake Government Grants Fraud Alert
- Wed 13/12 Daptc Deadline for representations on unitary plans 8 January 2018

- Mon 11/12 Claire Peters-Way (Bridport TC) BLAP Steering Group minutes 30-11-17
- 08/12/2017 DAPTC Newsletter No. 2 including Subscription Charges for 2018/2019
- 08/12/2017 Bridport Local Area Partnership - Bridport Local Area Partnership bulletin 08-12-17
- 08/12/2017 Cllr Daryl Turner (WDDC) FW: Managed realignment zone Charmouth
- 07/12/2017 Chief Executive Future Dorset
- 06/12/2017 Daryl W Turner FW: Dorset Highways Structural Maintenance outline programme 2018 - 19
- 06/12/2017 Martin Fwd: FW: Benefit payments
- 05/12/2017 Elaine Pawsey Merry Christmas
- 01/12/2017 Stuart C. Dawson FW: Benefit payments
- 30/11/2017 MWDF Bournemouth, Dorset and Poole Pre-Submission Draft Mineral Sites Plan & Draft Waste Plan
- 30/11/2017 Daryl W Turner FW: NEWS - Calling all parents and carers of young children
- 30/11/2017 Kerry Hall Highways news: Transport updates and latest video
- 29/11/2017 Cllr Daryl Turner (WDDC) RE: Benefit payments
- 29/11/2017 Marie Oldham Copy of presentation by Changing Spaces (circulated to all Councillors)
- 28/11/2017 Daryl W Turner FW: Domestic Abuse
- 28/11/2017 Childrens Services Business Support Supporting families with young children in Dorset

18.18 EXCHANGE OF INFORMATION

Cllr Peter Noel and Cllr David Clifford had attended the funeral of Carole Girling on behalf of the Council.

19.18 IN COMMITTEE

RESOLVED that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

a) Salary Costs

Part of the salary costs will include a third outside employee who will work Sunday to Thursday to enable cover at the beach all year. This will also enable the Facilities Manager to get on with his own work and make better use of his abilities.

RESOLVED that the salary rates as set out in separate sheet were approved.

b) Lych Gate Repairs

On the recommendation of the Facilities Manager it was

RESOLVED to accept the quote of £4764 to repair the lych gate, from MAC Building Contractors.

Meeting closed at 8.40pm.