

# Charmouth Parish Council

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## MINUTES OF THE SPECIAL MEETING OF CHARMOUTH PARISH COUNCIL HELD VIRTUALLY ON MONDAY 8<sup>TH</sup> FEBRUARY at 6.30pm

**PRESENT:** Cllrs. Peter Noel, Jane Bremner, Maralyn Hinxman, Paul Oatway, Andrew Lightfoot, Katie Moore, Martin Sayers, Judith Sheppard.

**IN ATTENDANCE:** Lisa Tuck, Parish Clerk; Melissa Kirkby, Deputy Clerk

### 19.21 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no members of the public in attendance and therefore no public questions.

### 20.21 APOLOGIES FOR ABSENCE

None received.

### 21.21 DISPENSATIONS

None received.

### 22.21 DECLARATIONS OF INTEREST

None received.

### 23.21 STRATEGIC PLAN

The Council had intended to produce a Strategic Plan since 2016 and it had been agreed to progress this at the Council meeting on 26th January. Cllr Lightfoot had drafted a note which suggested using a tabular, logframe approach and had circulated examples of the sorts of Goals and Priorities which might be included to cover the next 3 years. A further range of possible Goals and Priorities was displayed at the meeting. Once the Council had agreed the basic structure, each Committee would be invited to define up to 5 actions, with targets, for each Priority.

Cllr Lightfoot thanked the Clerk and Deputy Clerk for hosting the meeting and explained the need for a strategic plan. It explains what the Council does and helps formulate the Business Plan. The purpose of this meeting was to agree what the key aspects of the plan should be.

Cllr Oatway said that the Council had limited resources and tended to be blown around, being reactive rather than active. He said that resources were required to create a strategy. A previous councillor had tried to do one for the foreshore, but not much was achieved.

Cllr Lightfoot explained that the log frame was a way of presenting work that has or is already being done so there should be no extra demand on resources.

Cllr Sayers agreed that the Council should be showing that they are doing what the community wants. Cllr Sheppard asked if visitors should be included as a goal.

The Deputy Clerk explained to the members the details of the Local Government Award Scheme and how she had been using their criteria as a goal to work towards. Lots of their requirements can be used as a template for a strategic plan. A lot of the work was already done and a strategic plan would be a cohesive way of showing what the Council would like to do and what had been done.

Cllr Noel questioned the value of doing the task as Charmouth is a very small parish and how many people would read a plan. Cllr Oatway thought a light document would be better as a starting point and then it could be built on later.

Cllr Lightfoot thought that the Council could encourage other agencies to help improve the village through resources and grants.

Cllr Bremner said that it was difficult to move the meeting forward and formulate a starting point for a plan as there were too many people.

It was agreed that a working group of Cllr Lightfoot, Cllr Oatway and the Deputy Clerk would formulate a basic structure for a strategic plan that would be taken to the Finance & General Purposes committee.

Meeting closed at 7.46pm.