

Charmouth Parish Council

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MINUTES OF THE MEETING OF CHARMOUTH PARISH COUNCIL HELD AT THE ELMS ON TUESDAY 23rd JANUARY 2018

PRESENT: Cllrs. Peter Noel (Chair), Richard Acton, David Clifford, Judy Fellingham, Paul Oatway, Martin Sayers.

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

20.18 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

Mr Forsey questioned the need for another member of the workforce. Cllr Noel explained the background and stated that with the issues surrounding risk management, things have to be done very differently these days. Cllr Oatway suggested that Mr Forsey join the Council and have a say in issues at the beginning of the process. He stated that the Council would benefit from Mr Forsey's wealth of knowledge. This was reiterated by Cllr Noel.

Mr Forsey then raised the issue of the Christmas Day Swim and why it had been necessary to inspect the life boat risk assessment and insurance certificate. Cllr Oatway explained that the RNLI have to submit these documents to the Clerk as a matter of process when applying for the permission for the swim and he had made a clear, unambiguous statement on facebook explaining that.

Mr Forsey used offensive language and Cllr Acton asked him to leave. Mr Acton then apologised to the Chair and left the meeting. Cllr Noel suggested that Mr Forsey should come and see him privately and Mr Forsey left the meeting.

21.18 DORSET COUNTY COUNCIL ISSUES

County Councillor Daryl Turner reported:

- a) Members of the Dorset Area Joint Committee (DAJC) met on the 18th Jan to progress structural arrangements for the proposed new council for the Dorset Area. The Secretary of State for Housing, Communities and Local Government, the Rt Hon Sajid Javid MP, continues to consider the Future Dorset proposal, however, DAJC members stated that they are hopeful for a decision before Parliament breaks for recess on 8 February. The proposal would see Dorset's nine existing councils replaced with two new unitary authorities. Subject to legislation, these would be up and running in April 2019.

DAJC members voted on a number of recommendations in the draft Structural Change Order process which would set out the statutory arrangements for creating a new unitary authority.

Members were asked to make decisions on the council name, choice of transformation model, composition and chairmanship of implementation vehicle and the electoral cycle. Below is a summary of the key decisions.

Decision 1 – Council name - All members voted unanimously in favour of calling a new council for the Dorset Area '**Dorset Council**' and that this must be about the creation of a new organisation.

Decision 2 – Choice of transformation model - Members were asked to consider two options which are open to the Secretary of State to govern the transition from old councils to a new council.

Option a) The county council as a continuing authority, with an implementation executive managing the transition

Option b) A new legal body, with a shadow authority and shadow executive managing the transition.

Members agreed to carry forward Option b.

Decision 3 – Composition and chairmanship of the implementation or shadow executive - Members agreed that this would be a newly-created organisation, so the Leader and Chair of the shadow authority should be elected by the shadow executive.

Decision 4 – Identification of an officer to lead the implementation team - The recommendation was upheld that the officer to lead the process could be from any of the constituent local authorities and would be confirmed later in the process.

Decision 5 – Electoral cycle to be followed by the new council - Members agreed, that due to the emphasis being placed on this being a new organisation, the new council should **serve for two five-year terms**, and that they would request the Ministry for Housing, Communities and Local Government to enable all town and parish councils within the Dorset area be in harmony with this. In addition, the Dorset Area Joint Committee considered a report from the Task and Finish Group which agreed to refer to electoral areas as electoral wards and that the new council would consist of **82 members**.

22.18 WEST DORSET DISTRICT COUNCIL ISSUES

District Councillor Cheryl Reynolds reported:

- a) The CCG and The Health & Well Being Group for Lyme & Charmouth was discussed at the Local Area Partners meeting yesterday at South Walks House as well as many housing issues facing West Dorset.

Accelerated Home Building Programme - It would appear that due to Dorset having no motorways, land instability etc which are just some of the reasons why large building firms do not seem interested in this area. Clyde Lambert from Dorset Councils Partnership's is doing lots of work to establish why this is and see if it can be improved.

CLT Housing presented by Paul Derrien has been a real success and several CLT developments have been finished with several more on the way.

b) There was also a report on the Health & Wellbeing Group.

Representatives of The Health & Wellbeing Group for Lyme Regis & Charmouth met with the CCG last week and handed over three documents

1. The 'Baseline' survey of information gathered together by the group over the year.

2. An analysis of gaps, weaknesses and concerns, derived from all that work.

3. An attempt to sketch out, in broad terms, the sort of things that would contribute to improvements.

The representatives felt there was a positive response.

The one really important point is to say that retaining the Charmouth Surgery was high on the list of their priorities.

The key outcome of the meeting was that the timeline for the specification work given in their November 'Feedback Report' (start and finish in January 2018!) does not now apply and will extend over two to three months, including further meetings with the group and more 'public engagement'.

The reports are now available on the web site.

c) There was also discussion on the New Data protection laws and the various courses that could be done to help with this that all will need to access.

d) The Coastal Communities Team bid 5 will soon be coming up and Cheryl confirmed that Adrian Ragbourne is leaving Lyme Forward in March, although he has annual leave due which means he will leave in February. Lyme Forward with Adrian's help has this covered and hopefully the bid will be successful.

e) Cheryl had attended an interesting presentation on Universal Credit. It will be difficult for some people especially those with no access to the internet. Lyme Forward has set up help at the Library in Lyme and Cheryl was wondering if Charmouth might find somewhere where people could access information and help. The CAB is in Lyme but there isn't one in Charmouth. Cheryl agreed to contact Magna about the possibility of using the Hollands Room in Bridge Road.

23.18 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Sheppard – previous engagement and Cllr Acton – left early. It was

RESOLVED to agree the apologies for absence and the reasons given.

24.18 DISPENSATIONS

None received.

25.18 DECLARATIONS OF INTEREST

None declared.

26.18 MINUTES

RESOLVED that the minutes of the meeting held on the 19th December 2017, circulated to members, be agreed as a correct record and were signed by the Chair.

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

28.18 TO RECEIVE AND CONSIDER THE REPORT OF THE HR COMMITTEE HELD ON 9TH JANUARY 2018
It was confirmed that the advert is out for the new employee and enquiries are being received.

29.18 TO RECEIVE AND CONSIDER THE REPORT OF THE FORESHORE COMMITTEE HELD ON 9TH JANUARY 2018

a) F7.7h Old WC Lower Sea Lane Access – further to a proposal from the Foreshore Committee to grant access to the property over Parish Council land for an initial period of five years, it was

RESOLVED to grant access to the Old Toilets across Parish Council land for a period of five years. However, it is to be stipulated that this permission is solely for the current owner and cannot be sold with the property and the Council reserves the right to withdraw this permission at any time.

b) Cllr Sayers declared an interest as a member of the NCI, and asked what the situation was with regard to an electricity supply to the Lookout. Cllr Oatway confirmed that he would be going back to the NCI when costings have been received.

30.18 TO RECEIVE AND CONSIDER THE REPORT OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE HELD ON 9TH JANUARY 2018

There were no proposals.

31.18 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE HELD ON 16TH JANUARY 2018

Cllr Clifford said there was nothing to add to the minutes except that a response had now been sent to Mrs Dudgeon.

32.18 TO RECEIVE AND CONSIDER THE REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 16TH JANUARY 2018

a) FG5.4 Accounts for approval - January

RESOLVED that the additions to the Accounts for Approval for January be accepted and approved.

Accounts For Approval - January:

HMRC (PAYE)	£1,508.98
Bridport Building Supplies	£38.57
Garry Pitcher Locksmith	£10.00
Greig and Allen	£149.41
Mole Avon	£48.12
SLCC	£147.00
Towergate Insurance	£262.20
Morgans	£19.33
M C Colley	£152.00
H Leaf	£106.20
Newsquest	£274.80
Dorset Planning Consultants Ltd	£813.60
	<u>£3,530.21</u>

b) FG5.5 Report of Accounts

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

	£	£	£
		Current Ac	Dep 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
		<u>18,591.71</u>	
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		
		<u>14,069.74</u>	
Direct Debits:			
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	
	<u>10,053.58</u>	
Cash Book Balance at 31 December 2017	<u>16,381.93</u>	<u>201,354.72</u>
Represented by:		
Santander Current Ac		16,381.93
Santander Deposit Ac	Working	
	Contingency	116,497.27
	Earmarked Reserves	421.04
		<u>99,382.69</u>
		201,354.72
Nat West A/c		1,000.00
Nat West Savers A/c		2,407.04

c) FG5.7- Monthly Accounts

The monthly accounts had been previously circulated to the members. It was noted that the new "sea dragon" displayed at the Heritage Centre was bringing people in which in turn has shown an increase in car park takings recently. It was

RESOLVED that the monthly accounts for December 2017 be approved.

d) FG5.13b – Further to the circulation of the Project Manager’s report on the Elms Flat conversion and proposal from the Finance Committee, it was

RESOLVED that the splitting/installation of the services amounting to £3112.63 be approved from the Elms Flat Refurb Earmarked Reserve.

e) FG5.14b – Following circulation of the draft Grant Awarding Policy and Application Form it was

RESOLVED that this be agreed without change.

33.18 COUNCILLOR VACANCIES

The Chair reported that further to the resignation of Chris Shirley-Smith, notification had now been received from WDDC confirming that the Council is free to co-opt. This is in addition to the other two spaces currently being advertised.

34.18 SHORT TERM RUNNING OF THE COUNCIL

Whilst the Council is running with a lower complement of Councillors than usual (7 due to three vacancies and one short term absence), it was

RESOLVED that Standing Orders be suspended to allow Committee membership to be “fluid” to enable any Councillor to attend to ensure a quorum.

35.18 ANNUAL PARISH MEETING

- a) It was agreed that this year’s Annual Parish Meeting should be held on Wednesday 25 April 2018. A Working Group would be set up to suggest advertisement channels and content and would come back to the Council in March for approval.
- b) It was agreed that the speakers to be invited to this year’s meeting would be Charmouth Primary School’s new Headteacher; Charmouth Bowling Club and Changing Spaces.

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

- a) Cllr Sayers reported that he would miss the next BLAP Steering Group in February and Cllr Noel and Oatway confirmed that one of them to try to attend.

37.18 CORRESPONDENCE AND COMMUNICATIONS

- BLAP Bulletins 20-12-17, 05-01-18 and 19-01-18 have been received and forwarded to Martin Sayers as rep.
- DCC Highways Newsletter has been received and is available to read.
- Details of the Policing Precept for 18/19 have been received and are available to be forwarded.
- News from Dorset CPRE has been received and is available to be forwarded.
- Information has been received from Lyme Forward re Alcohol Awareness Training. This is available to be forwarded.
- Flood Wessex Newsletter for Winter 2017/18 has been received and forwarded to Graham Bender and Paul Oatway.
- A Policy Consultation Briefing from NALC has been received via DAPTC to promote member Council responses to DCLG Park Homes Consultation.
- DAPTC Newsletter 04 has been received and circulated to all Councillors.
- Details of the Dorset AONB Annual Form 2018 have been received and are available to be forwarded.
- An update communication has been received regarding the Dorset Care Record – information letter and online consent leaflet forwarded to all Councillors.
- BLAP Parish Liaison Agenda for 24-01-18 has been received and forwarded to Martin Sayers.
- Dorset Coast Forum ENews for January 2018 has been received and is available to be forwarded.
- Details have been received via DCF of an application from Corallian Energy Ltd for consent from the Secretary of State for Business, Energy and Industrial Strategy for the drilling of an offshore oil exploration/appraisal well located approximately 6km east-northeast of Studland. Interested

parties have until the 19th February to make representations in relation to the submission to the Secretary of State. More information is available in the Public Notice which was circulated to all Councillors.

- Details of the DAPTC Annual Conference on 9 March 2018 have been received and circulated to all Councillors. Limited to one member per Council initially.
- Information from DCC regarding the forthcoming advertisement of the extension of the double yellow lines on both sides of the Street adjacent to Bridge Road junction.
- LCR Magazine for Winter 2017 has been received and is available to read.

38.18 EXCHANGE OF INFORMATION

- a) Cllr Oatway thanked his colleagues around the table and around the village for the support and kindness received by him and his wife during his recent stay in hospital. Cllr Noel confirmed that this was a reflection that everyone appreciates what Cllr Oatway does.
- b) Cllr Noel reported that the next deadline for the Shoreline magazine is 5 March and as it is their 10th Anniversary, contributors and advertisers are asking for a sentence or two about the magazine. Cllrs were asked to contact the clerk with anything particular they would like to say and with ideas for an article. Cllr vacancies and the First Bus cuts/Axe Valley Ring and Ride Service would be included as previously agreed.
- c) Cllr Oatway is to meet with LymeForward regarding the wifi project at the Foreshore and Cllr Oatway would ensure that the momentum is kept going after Adrian Ragbourne has left.

39.18 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) F7.9(i) – With regard to Lease 2 at the Foreshore, it was

RESOLVED that a new lease be offered to the existing tenant on similar terms with a 3% rent increase.

- b) F7.9b(ii) – With regard to Lease 3 at the Foreshore, it was

RESOLVED that a new lease be offered to the existing tenant on the same terms with a 3% rent increase.

- c) FG5.13 (a) – Further to recommendation by the Finance Committee, it was

RESOLVED that the refurbishment of the Elms Ladies/Disabled toilet be awarded to the only revised quotee, Crosby Building at a cost of £4778.09. Funds to be taken from a combination of the remainder of the Elms Specific Projects Budget, Earmarked Reserve GEN4 and £1000 from the surplus allowance for the Elms Pointing (this would be replaced at the year end).

Meeting closed at 8.20pm.

DRAFT