

MINUTES OF THE MEETING OF CHARMOUTH PARISH COUNCIL
HELD AT THE ELMS ON TUESDAY 25th JULY 2017

PRESENT: Richard Acton, Graham Bender, David Clifford, Judy Fellingham, Paul Oatway, Martin Sayers, Judith Sheppard

IN ATTENDANCE: Lisa Tuck – Parish Clerk; Melissa Kirkby - Deputy Clerk;
 County / District Councillor - Daryl Turner;

Cllr Oatway chaired the meeting due to Cllr Noel being unwell. The Council wish him a speedy recovery.

279.17 Public questions, comments or representations (limited to half an hour)
 There were no members of the public present.

280.17 Dorset County Council issues
 a) County Councillor Daryl Turner to report

Cllr Daryl Turner said there was not a lot to report. There are a lot of issues around the bus contracts but they don't affect Charmouth. The next phase is the primary school contracts which had been issued last week. There is a two week cooling off period so at the end of this week they should be in place.

He said there was nothing new to report about the Local Government Review. They were expecting a decision on 21st July but haven't heard anything. He doesn't expect to hear anything now until at least September. It puts the unitary date of 2019 in great doubt. In the meantime the County Council is working closely with the Dorset Council Partnership. There should be potential savings by working across the joint body but there is still a predicted overspend of £10-£12 million this year already.

281.17 West Dorset District Council issues
 a) District Councillor Daryl Turner – Nothing to report, waiting for Local Government Review.

George Symonds has resigned from WDDC on Monday 24th July. The Council would like the Clerk to send him a note of thanks for his assistance with Charmouth matters, on its behalf.

282.17 Apologies for absence
 Cllrs Peter Noel (ill health), Chris Shirley-Smith (away).

RESOLVED that the apologies and reasons for absence be approved.

283.17 Disclosure of Interests

The Vice-Chair, reminded the Council of the need for individuals to declare an interest on either of the two types of interest as set out below.

- a) On items on the agenda, and
- b) On gifts greater than £50 in value – there were no declarations.

284.17 To receive and approve the Minutes of the Meeting of the Council held on 27th June 2017

Minute 278/17.1 should read 'attended' not 'attending' on the first line.

RESOLVED that the minutes as amended, of the Meeting held on 27th June 2017 be approved.

285.17 To consider any matters arising from the Minutes (for report only)

None.

286.17 To receive and consider the report of the Foreshore Committee held on 4th July 2017

- a) The recommendation to accept a ten year treatment plan is based on the fact that this is the second outbreak of Japanese Knotweed in four years and the ten year treatment plan would ensure that further outbreaks are treated quickly and effectively.

RESOLVED that the Parish Council do place an order with Japanese Knotweed Ltd for a ten year treatment plan at a total cost of £1,850.00 plus VAT and that the single source procurement be accepted on the basis that to obtain additional quotations would involve an additional cost per supplier of between £250 and £450 each to be taken from E/R Fsh1.

- e) Cllr Oatway explained a little of the background to the damp issues at Lease 1 premises. A surveyor will have to be employed to design a solution to the damp problem. It will have to be a formal tender process and will be an expensive job.

RESOLVED to approve the commitment of up to £10,000 for work on the Lease 1 premises following a further outbreak of dampness. To be taken from E/R Fsh1.

Cllr Sayers raised the matter of the foreshore toilets. As the CHCC had complained about the state of the toilets, he asked whether they had been informed of the cleaning schedule as listed in the Foreshore minutes. The Clerk said that she would email the CCHC with the schedule

287.17 To receive and consider the report of the Playing Field, Cemetery and Street Management Committee held on 4th July 2017

Cllr Sayers reported that a reply from the Football Association, regarding his grant application for showers, should be received in August.

288.17 To receive and consider the report of the Planning Committee held on 11th July 2017

Cllr Clifford spoke about the appeal regarding the refusal of the Cove Cottage planning application, which has now been dismissed. He thinks they took on board a lot of what Cllr Oatway and he had written regarding the application.

The Heron Cottage application had been discussed again at the Committee meeting and had raised no further issues, which would make the Council change its decision of 'no objection'.

Neighbourhood Plan – Cllr Clifford reported that he had been along to their meeting and had helped them with filling in the grant forms. They have got a work plan that they are putting together to cover the next six to nine months. It was Cllr Clifford's opinion that they are going to need some funds from the Council in the future.

- a) WD/D/17/001243 (Full) and WD/D/17/001244 (Listed Building Consent)
The Abbots House, The Street
Remove first floor flat roof element and replace with new gable ended pitch roof over existing annexe and installation of additional windows and door at ground floor level.
No Objection.
- b) WD/D/17/001234
Land South of Nutcombe Close
Erection of dwelling.
A special planning session will be held on 8th August 2017.

289.17 Proposals relating to the Finance and General Purposes Committee (no meeting held)

a) Accounts For Approval - July

HMRC (PAYE)	£1,269.78	FP		
DAPTC	£35.00	FP		
Open Door Internet	£562.80	FP		
Zurich	£5,725.79	FP		
CB Potts	£305.41	FP		
Francis Bugler	£7.49	FP		
S Postles	£350.00	FP		
Swift Signs	£891.94	FP		
Prospect	£170.57	FP		
Travis Perkins	£22.80	FP		
Axminster Printing	£54.00	FP		
AJ Supplies	£38.40	FP		
Lyreco	£192.55	FP		
Les Kitcher	£34.00	Cheque	Cheque	1993.56
John Lewis	£138.00	Card	FP	10,396.61
DVLA	£240.00	Card	Card	455.24
FFX Tools	£77.24	Card		<u>12845.41</u>
Helping Hand	22.32	FP		
Mark Wickenden	546.76	Cheque		
Woodberry	706.80	FP		
Target Pest Control	850.00	Cheque		
Groves	95.76	FP		
James Chapman	130.00	FP		
Martin Diplock	300.00	FP		
ICCM	78.00	FP		
	<u>12,845.41</u>			

RESOLVED that accounts for approval for July 2017 be accepted and approved.

b) Report of Accounts for June

	£	£	£
		Current Ac	Deposit Ac
Cash Book Balance at 31 May 2017		75,321.57	131,185.74
Income:			
Transfer to Current Account		0.00	
Precept/Support Grant	0.00		
PF Rent/Cem			
Fees	1,295.00		
Foreshore - Rents/Car Park/Beach Huts etc	12,156.54		
MH Room/Elms Rent	363.20		
Interest			16.71
		<hr/> 13,814.74	
Expenditure:			
Transfer from Deposit Account	0.00		0.00
Accounts paid in June (inc PAYE)	3,957.37		
B&CE Holdings Ltd (Pensions)	110.56		
Petty Cash	85.31		
Travelling Expenses	126.80		
Foreshore break in expenditure to date	152.24		
		4,432.28	
Direct Debits:			
Santander charges	38.35		
BT - Main Office Phone	34.28		
BT - Fsh Office	31.60		
BT - Fsh Emergency Phone	26.16		
BT - Broadband	63.53		
Water2Business (Foreshore)	20.50		
WDDC - Foreshore/Cemetery Rates	1,180.00		
WDDC - Elms Rates	257.00		
DCC - Foreshore/Cemetery Bins	420.00		
EDF Gas - Elms	68.00		
EDF Energy - Foreshore	239.00		
EDF Energy - Elms	61.00		
EDF Energy - Playing Field Pavilion	102.00		
EDF Energy - Depot	13.00		
EDF Energy - Cemetery Chapel	25.00		
Public Works Loan Board	0.00		
Wages - Net	8,236.66		

HMRC (VAT)	<u>0.00</u>	
		10,816.08
Cash Book Balance at 30 June 2017		<u>73,887.95</u> <u>131,202.45</u>
Represented by:		
Santander Current Ac		73,887.95
Santander Deposit Ac	Working	28,476.07
	Contingency	421.04
	Earmarked Reserves	<u>102,288.63</u> 131,202.45
Nat West Account		1,000.00
Nat West Savers Account		2,406.86

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

c) Following circulation of the monthly spreadsheets it was

RESOLVED that the Monthly Accounts for June 2017 be accepted and approved.

290.17 Motion to amend Financial Regulations

Paul Oatway explained that he wanted to change the Financial Regulations to match the current practices of the office. In principle the changes add a line that the Clerk can order things for the general running of the office and purchase fuel for the vehicles etc.

RESOLVED that this Parish Council does further amend the Parish Council's Financial Regulation no 4.1 as follows:

'After the second bullet remove "or " and after the third bullet point add "or"

• the Clerk for any items that are routine maintenance consumable items, including stationary, fuel and alike below £500."

So that the whole regulation 4.5 reads:

" 4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

- the Council for all items over £5,000;
- a duly delegated committee of the Council for items over £500;

or

- the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £500.

- the Clerk for any items that are routine maintenance consumable items, including stationary, fuel and alike below £500,

Such authority is to be evidenced by a Minute or by an authorisation slip duly signed by the Clerk, and where necessary also by the appropriate Chairman. Contracts may not be disaggregated to avoid controls imposed by these regulations.

291.17 Meetings in August

RESOLVED that a Planning Meeting would be held on 8th August 2017. Which would be the only meeting held in August.

292.17 Reports from nominated representatives of organisations or representatives attending meetings on behalf of Council.

None.

293.17 To receive Correspondence and Communications

Emails were received from:

- Dorset Local Resilience Forum - FW: ACTION: The Resilient Communities Fund offered by Scottish and Southern Electricity Networks
- Dorset Coast Forum ENews - July 2017
- DCC - Changes to Public Transport Routes - List of Upcoming Changes
- Daryl Turner - FW: Superfast fibre broadband
- DAPTC - Reminder of deadline - 28 July - for proposals for the DAPTC AGM
- DCC - Consultation on a proposed town council for Weymouth
- Daryl Turner - FW: County Councillors Road Works Report - West Dorset, Weymouth & Portland Area
- BTC - Bridport Town Council Grants Scheme
- LymeForward - Annual Report & Accounts for Monday's 3rd July AGM 7pm at The Woodmead Halls
- DCC - Travel and transport news: New roundabout, new bridge, new bus contracts
- BLAP - Meeting with parishes - for comment
- DAPTC - July 2017 Chief Executive's Circular
- BLAP - Bulletin 14-07-17
- DAPTC – Possible Induction for New Councillors training session for September 2017
- Dorset Local Resilience Forum - Community Resilience Workshop - 10th August 2017 - Ensbury Park Community Centre, Bournemouth BH10 4HG
- Lyme Forward - Coastal Community Team public meeting July 28th 10am The Woodmead Halls
- CPRE - News from Dorset CPRE and Events
- Dorset Travel DCC - Changes to Public Transport Routes - List of Upcoming Changes [UPDATE];

294.17 Exchange of Information

This item was discussed at 292.17 – Cllr Oatway reported that himself, together with Cllrs Judith Sheppard, Judy Fellingham and Graham Bender met some of the leaseholders at the CHCC about the apparently high rates of crime around the foreshore area recently. The Councillors agreed that they would look into the feasibility of CCTV with costs etc and go back to them with written reports and have a further discussion about how it would be funded. Cllr Oatway has already written to the CHCC about the crime prevention strategies within their own premises.

Cllr Fellingham reported that she had received comments about the colour of the stones at the new cairn project. Cllr Oatway explained that WDDC have selected stones similar to the buttresses as they are also in gabion baskets. The colour should tone down over time.

295.17 In Committee

None.

Meeting closed at 7.59pm

Signed

Date