

Charmouth Parish Council

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MINUTES OF THE MEETING OF CHARMOUTH PARISH COUNCIL HELD AT THE ELMS ON TUESDAY 24th SEPTEMBER 2019

PRESENT: Cllrs. Jane Bremner, Maralyn Hinxman, Peter Noel (Chair), Paul Oatway, Martin Sayers, Judith Sheppard, Kay Solomon.

IN ATTENDANCE: Lisa Tuck, Parish Clerk; Daryl Turner, Dorset Council; Philip Evans, Lyme Online

86.19 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

No members of the public were present.

87.19 DORSET COUNCIL ISSUES

Councillor Daryl Turner reported that:

- (a) Staffing – it is quite a difficult time for officers at Dorset Council with the reductions in staff numbers. Staff structures are still not in place for directorates which makes contact difficult.
- (b) Climate change emergency – The new Climate Change EAP has met and will be making recommendations to Dorset Council about what can be done to tackle this issue. Work is underway and will continue outside panel meetings. The climate control panel will work with groups and communities to put together a robust long-term strategy for council services.
- (c) Dorset Local Plan – Work has started on producing the new Local Plan for Dorset. There is a legal requirement to produce and adopt a new local plan by 2024. The Dorset Local Plan will eventually replace the local plans adopted by the district councils and borough council that existing before Dorset Council was formed.
- (d) Town & Parish Councils – a cross party EAP is in preparation and the first meeting will take place soon. Dorset Council is committed to working together with all town and parish Councils in a positive way for the benefit of the communities served. This will be led by Cllr Alford. Scrutiny will also be doing some work in this area via a working group.
- (e) Budget – Significant savings have been achieved over recent months as a result of Local Government Reorganisation. Despite this, the Council is currently forecasting an overspend for this financial year of £12.6m. £7.1m on directly controlled budgets and up to £5.5m on funding for schools and education.

88.19 APOLOGIES FOR ABSENCE

No apologies were received.

89.19 DISPENSATIONS

None received.

90.19 DECLARATIONS OF INTEREST

None received.

91.19 MINUTES

RESOLVED that the minutes of the meeting held on the 23rd July 2019, circulated to members, were a correct record and were signed by the Chair.

92.19 TO CONSIDER ANY MATTERS ARISING FROM THE MINUTES (FOR REPORT ONLY)
There were no matters arising.

93.19 TO RECEIVE THE REPORT OF THE FORESHORE COMMITTEE HELD ON 27th AUGUST 2019

(a) Dog related Public Space Protection Order – The Clerk updated the Council following a request from Dorset Council to extend the existing West Dorset Order to allow time to consult on a new inclusive Order. It is proposed, as the Parish Council is unable legally to implement its own Order, that Dorset Council (via Cllr Turner) be asked to include Charmouth Beaches in the consultation for the new PSPO. This will help the staff, who, during this season, have found it increasingly frustrating that they are unable to take action against persistent offenders of the dog restrictions. It was

RESOLVED that Cllr Turner be asked to propose the inclusion of Charmouth beaches in the consultation documents to the Place Scrutiny Committee on 24 October. The Council would like the current rules to be carried forward but would be prepared to discuss other options if this is not possible.

(b) Re 27.19 (i) - Further to permission for filming having been granted, a further request has been received to use a drone. A comprehensive flight plan had been received and been circulated to Councillors which includes all the relevant permissions. It was

RESOLVED that due to the time of year and day, as a one off, this permission to use a drone as set out, should be granted.

94.19 TO RECEIVE THE REPORT OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE HELD ON 27th AUGUST 2019

(a) Martin Sayers reported that the organisation for Remembrance Day Parade/Service is moving forward.

95.19 TO RECEIVE THE REPORTS OF THE PLANNING COMMITTEE HELD ON 13th AUGUST and 10th SEPTEMBER 2019
There was nothing further to report.

96.19 TO RECEIVE AND CONSIDER THE REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 10th SEPTEMBER 2019

(a) Audit 2018/19 - Since the Committee Meeting, the conclusion of the Audit for 2018/19 had been received from PKF Littlejohn with no matters arising. It was

RESOLVED that the conclusion of the Audit be approved and advertised accordingly.

(b) Supplier Payments – the majority had been approved by the Finance and General Purposes Committee and it was now proposed and

RESOLVED that the additions (in italics) be approved.

HMRC (PAYE)	£1,769.22	
Proteck Products	£154.20	
Lyreco	£130.66	
Amazon	£49.77	
Garry Pitcher	£22.99	
Shanie's	£97.50	
Vale Fire Safety	£270.00	
JRB Enterprise	£21.60	
Bridport Building Supplies	£133.58	
C B Potts	£397.20	
First Aid 4 Less	£41.22	
Prospect Garage	£239.65	
Mole Avon	£68.56	
Grieg & Allen	£54.00	
<i>Jurassic Coast Trust</i>	<i>£1,650.00</i>	
<i>PKF Littlejohn LLP</i>	<i>£960.00</i>	
<i>GW Machinery</i>	<i>£317.68</i>	
<i>Precision Waterjet</i>	<i>£48.00</i>	
		£6,425.83
<i>Axe Vale & WD Ring & Ride</i>	<i>£140.00</i>	Cheque
		Card
Royal Mail	£1.50	Paypal
	£6,567.33	
Direct Debits (June/July):		
Santander charges		204.18
BT - Main Office Phone		95.92
BT - Fsh Office (inc broadband)		171.68
BT - Fsh Emergency Phone		76.42
BT - Autodialler /Bband		120.19
Water2Business (Foreshore)		150.00
WDDC - Foreshore/Cemetery Rates		2,513.05
WDDC - Elms Rates		639.50
DCC - Foreshore/Cemetery Bins		699.20
EDF Gas - Elms		146.00
EDF Energy - Foreshore		428.00
EDF Energy - Elms		138.00
EDF Energy - Playing Field Pavilion		64.00
EDF Energy - Depot		18.00
EDF Energy - Cemetery Chapel		54.00
Public Works Loan Board		603.16

Wages/Pension	20,888.15
HMRC (VAT)	<u>5,494.32</u>
	32,503.77

- (c) Bank Reconciliations (up to end July) – it was proposed and

RESOLVED that the bank reconciliation up to the end of July (circulated) be approved and accepted.

- (d) Income & Expenditure against Budget (up to end July) – it was proposed and

RESOLVED that the income and expenditure against budget up to the end of July (circulated) be approved and accepted.

- (e) Charity Fund allocation – it was

RESOLVED that £900 for youth groups and £300 for non youth groups should be transferred from the car park takings to the Charity Fund Reserve. The fund will once again be advertised for allocation in November.

- (f) Beach Hut Locks – it was reported that as this was from existing budgets, it had been approved by the F&GP Committee.

- (g) Factory Pointing – following an update from the Surveyor, it is anticipated that this should cost a maximum of £20000 including fees (£13000 already earmarked). It was

RESOLVED that a commitment be made to undertake the re-pointing of the Factory building in the next financial year so that the tender documents can be prepared and bids sought.

- (h) Communication Strategy – the existing policy had been circulated and in line with the recommendation from the F&GP Committee, it was

RESOLVED that the Communication Policy be accepted as is.

- (i) Elms Pointing – following an update from the Surveyor, it is anticipated that this should cost a maximum of £30000 including fees. There is £24500 specifically allocated towards Elms Pointing, the remainder to be taken from the General Reserve GN4 (currently standing at £8904 with £3000 already allocated towards new hall/stairs carpet). It was therefore

RESOLVED that the project to re-point the Elms proceed to tender stage for completion during the current financial year.

- (j) Lamp Post Poppies donation – it was

RESOLVED that a donation of £250 be made towards the Lamp Post Poppies organised by Linda Bearpark again this year. This would be taken from Earmarked Reserve PF2 and would be recorded as a Section 137 payment.

97.19 COUNCILLOR VACANCIES

It was reported that Judy Fellingham had resigned as a Councillor. Dorset Council would be informed to provide the relevant notices for advertising the position.

98.19 REPRESENTATIVES TO EXTERNAL ORGANISATIONS

It was noted that the following positions are still vacant:

- (i) Public Transport representative;
- (ii) Highways Officer;
- (iii) Deputy Flood Warden.

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

- (a) Peter Noel reported that at the recently attended Western Area DAPTC Committee, he had been appointed to the main DAPTC Executive as a Western Area rep.
- (b) Kay Solomon reported that she had attended the Plastic Free Charmouth meeting.

100.19 CORRESPONDENCE AND COMMUNICATIONS

- 09/10/19 Letter on behalf of Charmouth Gardeners' Association appealing against the decision to not allow the memorial rose bushes to be planted in the Elms Garden – it was agreed that Judith Sheppard would look at the roses in question and see whether they could be accommodated but on the basis that it would not be a memorial garden. This would be brought back to the F&GP Committee in November.
- Mon 23/09 Angela Beardwood, St Andrews Village Hall Agenda - Apologies sent from Paul Oatway
- Mon 23/09 Dorset Council Peer Review - Parish and Town Council Focus Group - 3 October 3pm, Dorchester
- Mon 23/09 John Collingwood - WATAG: Agenda for West Dorset Western Area Transport Action Group General Meeting
- Tue 17/09 Claire Peters-Way (Bridport TC), BLAP Parish Liaison meeting - Dorset Council attendance
- Tue 17/09 Chris Tipping Lyme Forward Steering Group and LAP postponed
- Tue 17/09 Debra Hollings, Dorset Community Impact Fund Round 4 - Open For Applications – forwarded to Cllrs
- Tue 17/09 Daptc Dorset Council Community Lottery for Community Groups, Residents and Charities Survey
- Tue 17/09 James Potten News release: Climate Emergency work update - forwarded to Cllrs
- Mon 16/09 Samantha M Paulley ROAD TRAFFIC REGULATION ACT 1984, TEMPORARY ROAD CLOSURE, FISHPOND BOTTOM, CHARMOUTH
- Wed 11/09 Town and Parish Councils - Dorset Council News For Town and Parish Councils – forwarded to Cllrs
- Wed 11/09 Michael N Odonovan Highways Working Together SharePoint Update
- Tue 10/09 Michael N Odonovan Dorset Highways Councillors Satisfaction Survey 2019
- Tue 10/09 Milton, Lisa, Dorset Flood Warden and Community Volunteer Resilience Training Day postponed
- Mon 09/09 Dorset Community Action, Our Dorset - Looking Forward, NHS 10 year plan. Funding Fair, Trustee Club and more.....

Mon 09/09 Daptc Newsletter link to Audit Consultation

06/09/2019 Dorset Association of Parish and Town Councils, DAPTC E-Newsletter No. 18 - September 2019 – forwarded to Cllrs

05/09/2019 Claire Peters-Way (Bridport TC), BLAP Steering Group Agenda Thursday 12 Sep 2019

04/09/2019 DAPTC Western Area Secretary, Fwd: Report for DAPTC area meetings

03/09/2019 Dorset Coast Forum, FW: DCF ENews September 2019

02/09/2019 Cllr. Daryl Turner, FW: Confirm Report: Road works report - West, Wey, Port

29/08/2019 DAPTC Western Area Secretary, DAPTC Western Area AGM - Thursday 5 September, 7 pm at Mountfield, Bridport

29/08/2019 Jurassic Coast Trust, September Events on the Jurassic Coast

19/08/2019 alert@neighbourhoodalert.co.uk, County Lines - Protecting Vulnerable People from Drug Gangs 19/08/2019 15:03:24 [282637]

19/08/2019 Events Committee – request to use map from Charmouth Guide for Folk Festival Events - approved

16/08/2019 Chris Tipping Steering Group - early notice of date change

15/08/2019 Kerry Hall, Latest highways newsletter

14/08/2019 Angela Beardwood, St Andrews Village Hall Minutes

12/08/2019 John Collingwood, WATAG: Minutes of General Meeting 110 (25th July 2019)

12/08/2019 Will Austin (Bridport TC), Traveller Encampment - Flood Lane, Bridport

05/08/2019 Claire Peters-Way (Bridport TC), BLAP Parish Liaison Notes

05/08/2019 Samantha M Paulley PROPOSED TEMPORARY ROAD CLOSURE, FISHPOND BOTTOM, CHARMOUTH

02/08/2019 Cllr. Daryl Turner, FW: Confirm Report: Road works report - West, Wey, Port

01/08/2019 Will Austin (Bridport TC) – Links to Parish/Ward/Public Rights of Way Maps

01/08/2019 CAB ANNUAL REPORT

01/08/2019 Will Austin (Bridport TC), BLAP Parish Liaison Working Group

01/08/2019 Claire Peters-Way (Bridport TC), BLAP Parish Liaison - DAPTC, Statement of Community Involvement and Climate Emergency Action Plan information

31/07/2019 Daptc DEADLINE 6TH AUGUST 2019 - DAPTC AGM 2019 timetable and proposal process

31/07/2019 Wessex Resolutions CIC - Parish Advert and Editorial

24/07/2019 TLU Civil Eng - BT /OPENREACH WORK -09th OF AUGUST FOR 1 NIGHT – Berne Lane

24/07/2019 Daptc Our Dorset Priorities – online Survey – circulated to Cllrs

CPRE Countryside Voice and Fieldwork Magazines
Local Council Review Magazine

101.19 EXCHANGE OF INFORMATION

- (a) Peter Noel suggested that it may be advisable to change the date of the November Full Council meeting to Tuesday 19th instead of the 26th as there are at least three Councillors away for the original date leaving the meeting barely quorate. This was agreed and would be advertised accordingly.

Meeting closed at 8.15pm.