

Charmouth Parish Council

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MINUTES OF THE MEETING OF CHARMOUTH PARISH COUNCIL HELD AT THE ELMS ON TUESDAY 24th OCTOBER 2017

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

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

315.17 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

No members of the public and press were present.

316.17 DORSET COUNTY COUNCIL ISSUES

County Councillor, Daryl Turner reported –

- Local Government Review decision is expected this month.
- Working with the DCP to look at potential savings moving forward & how the evolution of powers may take place.
- Shelter Bus is a large double decker for people with drug dependency etc. which is in Weymouth at the moment and will roam the area and try to help needy people.
- Daryl Turner had met with the CEO of South Western Railways regarding the new timetable which does not really affect Charmouth and this area of Dorset, however Weymouth & Dorchester may be negatively affected. Consultation is being held.
- The Boundary Commission for England has published its revised proposals for new constituency boundaries. Proposals and maps can be found at www.bce2018.org.uk. The eight-week public consultation period will run until 11 December 2017. This will be the final time the public will get a chance to give their views on the latest proposals before WDDC recommendations are reported to Parliament in September 2018. There are some minor changes to Oliver Letwin's area.
- Connections between the West of England region; North; South West; Bath & North East; Somerset; Wiltshire; Dorset and Poole councils, together with local enterprise partnerships, have on the 23rd October 2017, published the South of England North-South Connectivity Prospectus to lobby ministers to include improved connections between the West of England region and the North and South West in the Government's next Road Investment Strategy. Councillor Daryl Turner was quoted in the press stating "Dorset's economy has been artificially suppressed due to wholly inadequate transport links to our ports and markets, particularly from the north. Improved links offer a huge potential for growth throughout the region. The government already acknowledges that an improved connection between the M4 and the South Coast is desperately needed; the time has come for them to commit to making it happen."

317.17 WEST DORSET DISTRICT COUNCIL ISSUES

District Councillor Daryl Turner reported:

- a. Planning - Land searches still very poor but improving slightly.
- b. Toilet Cleaning – Churchill are relinquishing the contract with WDDC, ends March 18. The procurement for the new contract / contracts will start soon.
- c. Budget position is relatively good with manageable savings targeted over the next 3 years.

District Councillor Cheryl Reynolds reported:

- a. WDDC Parking Policy from 2017-2022 - Pricing will be set to reflect demand both across the day and the year. Motor Homes are currently charged the same as cars but they will have to pay for the number of bays occupied (as will caravans). Additional bays will be introduced across the district with charges the same as cars during the daytime with an overnight charge where sleeping is permitted subject to planning constraints-£10. WDDC will no longer offer organisations free parking spaces.

318.17 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Oatway - away on holiday. It was

RESOLVED to agree the apology and reason.

319.17 DISPENSATIONS

None received.

320.17 DECLARATIONS OF INTEREST

None declared.

321.17 MINUTES

RESOLVED that the minutes of the meeting held on the 26th September 2017, circulated to members, was agreed as a correct record and signed by the Chairman.

322.17 TO CONSIDER ANY MATTERS ARISING FROM THE MINUTES (FOR REPORT ONLY)

There were none.

323.17 TO RECEIVE AND CONSIDER THE REPORT OF THE FORESHORE COMMITTEE HELD ON 3RD OCTOBER 2017 (ATTACHED)

A copy of the draft minutes of the committee meeting had been previously circulated to the members. Cllr Bender reported that there was nothing further from the minutes. Cllr Shirley-Smith raised the issue of the footpath across the foreshore car park. Cllr Noel explained that the Foreshore Committee had resolved the issue at committee level.

324.17 TO RECEIVE AND CONSIDER THE REPORT OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE HELD ON 3RD OCTOBER 2017

A copy of the draft minutes of the committee meeting had been previously circulated to the members. Cllr Sayers reported to the meeting that the money for the Pavilion showers was on its way.

325.17 TO RECEIVE THE REPORT OF THE PLANNING COMMITTEE HELD ON 10TH OCTOBER 2017

A copy of the draft minutes of the committee meeting had been previously circulated to the members.

Cllr Clifford reported that the United Reform Church will be discussed at the next Planning Committee. Also, that the owners of Cove Cottage will be receiving a letter from WDDC, on their return from abroad, about returning the site to its previous state.

Daryl Turner reported that a correspondence from a resident about Riverway was being treated as a complaint and will be going through their complaints procedure.

326.17 TO RECEIVE AND CONSIDER THE REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON 10TH OCTOBER 2017

a) FG2.4 Accounts for approval – additions

There was only one addition - Gary Wellman £1560.00 for fencing.

HMRC (PAYE)	£1,261.16
Amazon	£6.90
Argos	£279.99
Mark Wickenden	£546.40
BBS	£34.74
Garry Pitcher	£9.00
Prospect Garage	£202.22
DAPTC	£12.00
BDO	£720.00
Serpro Ltd	£12.98
Protek Products	£16.99
Grieg and Allen	£229.87
Beaminster Flowers	£270.00
C B Potts	£120.00
Mole Avon	£84.19
Lexis Nexis	£68.60
HMRC (VAT)	£4,462.50
	£8,337.60

RESOLVED that accounts for approval and addition for October 2017 be approved.

b) FG2.5 Report of Accounts

	£	£	£
		Current Ac	Deposit Ac
Cash Book Balance at 31 August 2017		85,534.62	131,235.35

Income:

Transfer to Current Account		0.00	
Precept/Support Grant	40,291.00		
PF Elec/Cem Fees	799.00		
Foreshore - Rents/Car Park/Beach Huts etc	13,382.53		
Donation from Charmouth Fayre	3,339.52		
Interest	3.33		16.72
		<u>57,815.38</u>	

Expenditure:

Transfer from Deposit Account	0.00		0.00
Accounts paid in Sept (inc PAYE) less prev paid	6,006.72		
B&CE Holdings Ltd (Pensions)	111.28		
Petty Cash	85.62		
Travelling Expenses	66.88		
Beach Hut refund	17.50		
Amazon	6.90		
Argos	279.99		
Fee for stopped cheque	10.00		
		<u>6,584.89</u>	

Direct Debits:

Santander charges	116.50		
BT - Main Office Phone	35.03		
BT - Fsh Office	34.74		
BT - Fsh Emergency Phone	26.22		
BT - Broadband	75.60		
Water2Business(Foreshore)	20.50		
WDDC - Foreshore/Cemetery Rates	1,180.00		
WDDC - Elms Rates	257.00		
DCC - Foreshore/Cemetery Bins	915.00		
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	15.00		
EDF Energy - Cemetery Chapel	25.00		
Public Works Loan Board	0.00		
Wages - Net	8,216.86		
HMRC (VAT)	0.00		
		<u>11,387.45</u>	

Cash Book Balance at 30 September 2017

125,377.66 131,252.07

Represented by:

Santander Current Ac			125,377.66
Santander Deposit Ac	Working	25,573.93	
	Contingency	421.04	
	Earmarked Reserves	<u>99,382.69</u>	131,252.07
Nat West Account			1,000.00
Nat West Savers Account			2,406.92

The report of accounts had been previously circulated to members. It was

RESOLVED that the Report of Accounts for September 2017 be approved.

c) FG2.6 Clerk's Report

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

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

d) FG2.7 Monthly Accounts

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

RESOLVED that the monthly accounts for September 2017 be approved.

e) FG2.9 Conclusion of 2016/17 Audit

The clerk reported that the audit had been completed successfully with no queries. It was

RESOLVED to approve and accept the certificate from BDO (as part of the Annual Return).

f) FG2.16(a) Bus Shelter Refurbishment

(a) Several quotes have been received but are not comparable. There only appears to be one contractor who can undertake the specification as required (to refurbish the existing panels). It was proposed by the Finance Committee and was

RESOLVED to suspend the Financial Regulations relating to contracts to allow a single source procurement without a tender process on the basis of the quote only being marginally above the tender amount and the limited number of suppliers locally for the service required.

RESOLVED to accept the quote from Axminster Ironwork for £1950 plus VAT per shelter (£7800 plus VAT in total) to refurbish the current metal bus shelter panels. An amount of £10,000 was allowed in the end of year surplus for this project.

g) FG2.16(b) Elms Fire Doors

Five quotes had been sought, with four being received. The quotes vary significantly and it is proposed to accept the lowest.

RESOLVED to accept the quote from Crosby Building of £3324.68 plus VAT subject to a pre-order discussion to ensure that this price will not be subject to extras being added and the products are fully compliant with the requirements. This amount will be taken from the current budget for Elms Specific Projects, standing at £6000.

327.17 MEETING DATES FOR DECEMBER 2017 AND JANUARY 2018

Due to Christmas and New Year it was

RESOLVED to hold the Full Council meeting for December on third Tuesday (**19th December 2017**) and to hold the Committees in January on the second and third Tuesdays (**9th and 16th January 2018**) with the January Full Council meeting remaining on the fourth Tuesday (**23rd January 2018**).

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

- a. David Clifford had attended a meeting of St Andrews Community Hall.
- b. Richard Acton had been to the Lyme Forward meeting. He reported that there is an increased call on the library service and food bank. He also raised the topic of accessibility wheelchairs in Lyme Regis and whether something similar could be used in Charmouth.

329.17 TO RECEIVE CORRESPONDENCE AND COMMUNICATIONS (SEE SEPARATE UP TO DATE LIST PROVIDED AT MEETING)

A separate list of correspondence received was circulated to the meeting.

Correspondence – October 2017

29 Sep 17	Oliver Letwin - South Western Rail Consultation
Mon 23/10	Rural Services Network - Weekly Email News Digest
Mon 23/10	LymeForward -LRDT have provided additional information on supporting universal credit applications
Fri 20/10	Cllr Daryl Turner (WDDC) - FW: Dogs, jellyfish, air quality, Dorchester's future and boundary rules
Thu 19/10	LymeForward - Is This You? Volunteering as a Director of LymeForward CIC could be your opportunity to make a difference.
Thu 19/10	LymeForward - Draft minutes from LAP meeting October 12th 2017
Wed 18/10	Bruno Peek - Fwd: BATTLE'S OVER - A NATION'S TRIBUTE 11TH NOVEMBER 2018 & EARLY UPDATE & NEW GUIDE TO TAKING PART

13/10/2017 BLAP - Bridport Local Area Partnership Bulletin 13-10-17
 13/10/2017 Samantha M Paulley - PROPOSED TEMPORARY ROAD CLOSURE, STONEBARROW LANE, CHARMOUTH
 12/10/2017 Daryl W Turner - Universal Credit
 09/10/2017 Daryl W Turner - Vegetation Leaflet
 09/10/2017 Communications Team News - Evan's Cliff at Charmouth given a mini makeover
 07/10/2017 LymeForward - Agenda and papers for our LAP meeting on October 12th at 2pm in Woodmead Halls
 06/10/2017 Daryl W Turner News release - Get Online Week 2017
 06/10/2017 DAPTC CE circular 6 October - AGM 2017 - information and timetable
 06/10/2017 Bridport TC - BLAP Parish Liaison Notes 20-09-17
 04/10/2017 DAPTC e-newsletter - Introduction
 03/10/2017 Daryl W Turner - South Western Railway Consultation
 02/10/2017 LymeForward - Advance notice of our LymeForward general meeting at 2pm on Thursday, October 12th 2017 in The Woodmead Halls
 01/10/2017 The Jurassic Coast Trust - Book Your Dippy on Tour Tickets Today
 28/09/2017 BLAP - Bridport Local Area Partnership Bulletin 28-09-17
 27/09/2017 Kerry Hall - Latest highways news: Walking to school & reporting road collisions
 25/09/2017 Daptc - Motions from member councils for consideration at the DAPTC 2017 AGM

Hard copy of The Dorset Review CPRE Magazine

330.17 EXCHANGE OF INFORMATION

- a. David Clifford reported that Mr Tim Sherwood an experienced previous town planner, has joined the Neighbourhood Plan team.

331.17 TO RECEIVE AND CONSIDER THE REPORT OF THE HR COMMITTEE HELD ON 12TH OCTOBER 2017

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. Cllr Clifford reported on the outcome of the HR Committee Meeting that discussed the staff cover over the Christmas period. It had been agreed a member of staff would empty bins and the car park machine (up to 3 hrs in total each day) on Sunday 24 and Tuesday 26 December and Monday 1 January 2018. This arrangement is purely for this year and should not set a precedent for following years that should be considered individually.

Meeting closed at 8.05pm