

Charmouth Parish Council

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MINUTES OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE MEETING HELD AT 6:30PM ON TUESDAY 18 FEBRUARY 2025

In attendance: Cllrs, Martin Sayers, Mike Smith, Matt Smith, Jane Bremner and Administrator, Katherine Besant

PCS01.25 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no public questions, comments or representations

PCS02.25 APOLOGIES FOR ABSENCE

Cllrs Peter Noel – Holiday, Katie Moore and Melanie Harvey - Personal

PCS03.25 DISPENSATIONS

There were no dispensations.

PCS04.25 DECLARATIONS OF INTEREST

Cllr Mike Smith declared an interest in item PCS12.25a In Committee, Leases

PCS05.25 MINUTES

It was

RESOLVED that the minutes of the meeting of the Playing Field, Cemetery and Street Management Committee held on the 17 December 2024 be agreed as a correct record and signed.

PCS06.25 MATTERS ARISING FROM MINUTES

It was noted that the draft minutes had been amended since they were circulated item PCS55.24a the figures have been corrected to £265 for repairs to the wall, £100 for repairs to the bench

PCS07.25 PROGRESS REPORTS

a. Parking in Double Common

It was approved at the Full Council meeting to approach Dorset Council to ask if double yellow lines could be considered on the bends from Hammonds Mead into Double Common. Councillors are taking photographic evidence of parking in general around Charmouth. The clerk will write to Dorset Council and the residents.

b. Barrs Lane

(i) Resurfacing and repairs – after the potholes had been filled in and compacted in December, concerns were raised that the repairs did not last long. One of the main issues is a culvert which overflows across the lane and with vehicle movement the compacted material soon loosens and starts to wash out. The clerk has written to the owner of the lane, and they have confirmed that they will look at the situation.

c. Matting on the play area

An up-to-date quote was obtained for matting at each end of the slide, £2009.12 plus VAT and approved at the Full Council meeting.

d. Information Boards

Draft text and photographs have been sent to Sally King at Dorset Council – ongoing

e. Oak Trees

The oak tree from the Rotary Club and two trees grown from saplings have been planted in the Playing Field

PCS08.25 HAZARD & INCIDENT REPORT

a. Trees in the Cemetery

It was noted that one Scots pine tree was dismantled and removed for £850 plus VAT and a broken hung-up branch removed from another tree for £250 plus VAT after the recent storms. As the works were to be done as a matter of urgency, the figures were agreed under delegated authority

b. Cemetery Bridge

The maintenance team removed the wooden bridge, as the wood was too rotten to repair the area was filled in with scalping's and compacted as a quick fix and the cost £150 plus VAT was approved by delegated authority. The committee agreed that the area is slip free and low maintenance with more sturdy rails and is fine without a new wooden bridge.

c. Broken fence in the Playing Field

The fence between Hollyhocks and the Playing Field was unstable, the owner has had it repaired.

PCS09.25 ENVIRONMENT WORKING GROUP ITEMS

After concerns about accessibility to The Elms conference room for some members the cost of hiring a room at the library is to be proposed at the next Finance and General Purposes meeting in March.

PCS10.25 DISCUSSION ITEMS / TO BE NOTED

a. Roads

(i) Road Safety Concerns - Correspondence from Belinda Bawden, District Councillor concerning road safety and a survey on Movement and Accessibility. The clerk suggested it is something that could be combined with the Annual Parish Meeting in April. Cllr Bawden has produced a survey asking residents to highlight their concerns. The surveys will be in the library.

(ii) Parking, public transport and maintenance – Cllr Bawden has confirmed after correspondence with the Bus Stop department at Dorset Council that the two stops in The Street are to be repainted.

b. Heaters at The Chapel

The committee agreed to purchase two electric oil heaters at The Chapel £40 each to be paid from the Chapel maintenance budget.

c. Mowing schedule

After a meeting with the maintenance team, Cllr Julie Leah is writing a schedule

d. Playing Field

(i) Dogs – It has been reported that dogs are being taken into the playing field by people attending the football matches on Sunday. The committee agreed to write to the Youth Football Club to remind them that dogs are not allowed in the playing field.

(ii) Sign on the far football pitch and removal of the tree/branches – After a Health and Safety visit the report suggested that the sign located beside the pitch should be removed, the committee agreed that the sign should be relocated. Cllr Mike Smith will liaise with the Facilities Manager to agree a new location. The report also suggested removing the tree/branches, with advice from the Tree Warden it was agreed to remove the lower limbs.

(iii) Pavilion Hire – the clerk has suggested to hire out the Pavilion during the day for parties and clubs. There was a short discussion about insurance. After the recent decorations the Facilities Manager reported that the kitchen is not in a good state. Cllrs Martin Sayers and Mike Smith will have a look and report back at the next meeting.

(iv) Main Football Pitch – Some minor damage to the pitch after rolling, it will be monitored.

PCS11.25 CORRESPONDENCE

There was no correspondence

PCS12.25 IN COMMITTEE

a. Leases

The two leases were reviewed and details proposed to go to the next Finance and General Purposes in March

The meeting closed at 7.07pm

Proposals to F & GP

PCS12.25 proposed details for the renewal of two leases