

# CHIDEOCK PARISH COUNCIL

## Clerk to the Council:

Sal Robinson

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Bridport, DT6 5DY

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Dear Councillor

I hereby give notice of the Chideock Parish Council meeting to be held at the Chideock Village Hall, Chideock on **Tuesday 22 May 2018 at 7 pm**, to which you are summoned to attend to deal with the business as shown on the agenda below.



Sal Robinson, Clerk to the Council, 17 May 2018

**ESTIMATED DURATION - approx. 2 1/4 hrs, depending on length of Democratic Period.**

- 5    **1. Election of Chair and Signing of Declaration of Acceptance of Office as Chair.**
- 1    **2. Apologies.** To receive and, if applicable, resolve to accept apologies for absence.
- 1    **3. Grants of Dispensations.**  
To resolve to grant pre-requested dispensation from a Defined Pecuniary Interest arising from an Agenda item.
- 1    **4. Declarations of Defined Pecuniary Interests.**  
Councillors are reminded of the requirement under the 2012 Code of Conduct to declare any defined pecuniary interest as given in Appendix A of the Code which relate to items on this agenda, either now or as soon as they become aware of the interest. Please declare the item, nature of the interest and the action to be taken.
- 2    **5. Minutes:**  
**RESOLVE** to accept and sign, as a true record the minutes of the Parish Council meeting of 24 April 2018.
- 5    **6. Election of Vice-Chair and Signing of Declaration of Acceptance of Office as Vice Chair.**
- 2    **7. Election of Councillors to Committees.**  
**RESOLVE** that all councillors are members of the Finance & General Purposes Committee and of the Planning Committee.
- 5    **8. Appointment of Representatives, who do not have to be Councillors.**
  - a) Rights of Way
  - b) Ancient Monuments
  - c) Village Hall
  - d) Matters pertaining to the A35 Trunk Road
  - e) Dorset County Council Highways Matters
  - f) Bridport Local Area Partnership
  - g) Western Area Transport Action Group
  - h) Dorset Association of Parish & Town Councils
  - i) Community Flood Group
  - j) Clapps Mead Playing Field Management Group
- 15    **9. County and District Councillors' and Police Reports.**
- 30    **10. Democratic Period.** Opportunity for members of the public to ask questions or speak on matters of interest.
- 5    **11. Updates to the Follow-Up List.**
- 5    **12. Reports / Updates by the Clerk and Councillors.** Comments on, and additions to, the pre-circulated **Actions and Information List** and determination of any action required.

15 **13. A35 Matters - see Actions & Information List.**

4 **14. Motions Received with Notice.**

a) As per the recommendation made at the Parish Council meeting of 24 April 2018, **RESOLVE** to request from WDDC the Community Infrastructure Levy CIL / S106 Agreement moneys from the development of a new dwelling in Ruins Lane, for the following projects:

- |                            |          |  |
|----------------------------|----------|--|
| • Village Hall             | £1000.00 |  |
| • Clapps Mead Play Area    | £1000.00 |  |
| • BW20 / FP20 improvements | £1457.44 | (Main Street junction improvements, surfacing across Clapps Mead.) |

Total = £3457.44

b) As per the recommendation made at the Parish Council meeting of 24 April 2018, **RESOLVE** to make “short stay” Foss Orchard Car Park season tickets available to B&B owners, for use by visitors who wish to park for more than 1 day, with a daily cost equal to the all-day machine tariff; all moneys collected to be passed to the Clerk.

15. **Planning Matters.** Councillors are asked to review applications via dorsetforyou.com prior to the meeting. Paper copies of the current and any relevant previous applications are with Cllr Murray.

5 **a) Applications.**

**WD/D/18/000699** NORTHdene, NORTH ROAD Use of land as garden (Certificate of Lawfulness (Existing))

**b) Applications received after the agenda was circulated.**

**c) Determinations.**

**WD/D/17/000164** NORTH END FARM, VENN LANE, NORTH CHIDEOCK Extension and alterations to form dwelling (Full) **APPROVED**

**d) To note any determinations received after the agenda was circulated.**

**e) Appeals.** None.

**f) Other planning matters – see Actions and Information List.**

- 0 i. AONB, Lighting / Dark Skies, Dorset National Park, Conservation Areas
- 0 ii. Enforcement, Retrospective Planning Applications.
- 1 iii. Mill Lane Bridleway 18.
- 1 iv. Bullen’s Lane Bridleway 20 at Junction with A35
- 0 v. All Weather Footpath.
- 0 vi. Seatown.
- 5 vii. Seatown Regeneration Project.
- 1 viii. Neighbourhood Planning.

**16. Finances.**

2 **a) RESOLVE** to make the following payments: -

- |   |         |
|---|---------|
| i. Clerk’s Salary and Expenses for May                      | £TBA    |
| ii. Chideock Village Hall Hire – May                        | £TBA    |
| iii. WDDC for the For the Parish Poll                       | £850.70 |
| iv. Theresa Mudford – hire of mower x ? – March, April, May | £TBA    |
| v. Mr Wigglesworth for Internal Audit                       | £60.00  |

**b) RESOLVE** to pay any invoices received after the agenda was circulated.

5 **c) RESOLVE** to appoint the Clerk as Data Protection Officer for Chideock Parish Council, as required under the General Data Protection Regulations.

5 **d) Year End Accounts – see attached documents.**

**RESOLVE** to accept the Annual Accounts for 2017-2018

**e) Internal Audit & Annual Return – see attached documents.**

**RESOLVE** to accept the Internal Auditor’s Report.

**RESOLVE** that Ian Wigglesworth continues as Internal Auditor for the Financial Year 2017-2018.

**RESOLVE** to sign the declaration of exemption from external audit, given that both income and expenditure for 2017 – 2018 are less than £25,000.00.

2 **RESOLVE** to accept and sign page 5 of the Annual Governance and Accountability Return 2017/18, page 5 - **this must be approved by the Council and signed by the Chair and Clerk**

**RESOLVE** to accept and sign the Annual Governance and Accountability Return 2017/18, page 6 - **this must be approved by the Council and signed by the Chair**

**f) Asset Register and Insurance Renewal -see attached documents.**

**RESOLVE** to

- i. Continue to use Came & Company as brokers
- ii. On the advice from Came & Company, to not remove the tyre traverse from the insurance but to amend the sum insured when replacement equipment is purchased, as the change in premium if it were removed is minimal.
- iii. To take out Parish Council insurance cover with Inspire / AXA for a premium of £457.04, for 1 June 2018 – 31 May 2019.

**g) Foss Orchard Car Park – see Actions and Information List.**

**2 17. Clapps' Mead Playing Field – see Actions and Information List.**

Receive updates regarding the Playing Field and Play Area.

Consider the purchase of new equipment to replace the tyre traverse which is defunct. Funds available: - £2,737.97 in the Earmarked Fund + £1,000 CIL money + 20% from West Dorset Leisure Development Fund (application deadline 31 May or 1 August). Total = £4485 ex VAT which can be reclaimed.

**2 18. DCC Highways and Flood Management – see Actions and Information List.**

Receive an update regarding County Highway and flood related issues.

**19. Consultations.**

- 2 a) Ministry of Housing, Communities and Local Government consultation on Draft Revised National Planning Policy Framework – submitted 10 May 2018**
- 2 b) Committee on Standards in Public Life - Open consultation on Local Government Ethical Standards: deadline 5 pm 18 May 2018**
- 2 c) WSP - Community Severance and Safety Study - no date specified**
- d) DAPTC -LGR – 20 May 2018 if possible**

**1 20. Correspondence.** Councillors should ask the Clerk if they wish to see individual items of correspondence.

**5 21. Next meeting of Chideock Parish Council.** The next scheduled meeting is at **7 pm on Tuesday 26 June 2018.**