

# CHIDEOCK PARISH COUNCIL

**Clerk to the Council:**

Sal Robinson, 60 North Allington, Bridport, DT6 5DY

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Dear Councillor

I hereby give notice of the Chideock Parish Council meeting to be held on **30 May 2023 at 10am at Chideock Village Hall**, to which you are summoned to attend to deal with the business as shown on the agenda below.



Sal Robinson, Clerk to the Council, 25 May 2023.

**ESTIMATED DURATION - approx. 2 hours, depending on length of Democratic Period.**

**5 0. Election of Chair and Signing of Declaration of Acceptance of Office as Chair.**

**1 1. Apologies.** To receive and, if applicable, resolve to accept apologies for absence.

**1 2. Grants of Dispensations.**

To resolve to grant pre-requested dispensation from a Defined Pecuniary Interest.

**1 3. Declarations of Defined Pecuniary Interests.**

Councillors are reminded of the requirement under the Code of Conduct to declare any defined pecuniary interest 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.

Councillors are reminded of the need to review their register of interests at least once a year and to let the Clerk know if changes are required.

**2 4. Minutes:**

**a) RESOLVE** to accept and sign, as a true record,

the minutes of the Parish Council meeting of 25 April 2023.

**b) NOTE** the minutes of the Annual Village Meeting of 26 April 2023.

**2 4A. Election of Vice-Chair and Signing of Declaration of Acceptance of Office as Vice Chair.**

**1 4B. Election of Councillors to Committees.**

**RESOLVE** that all councillors are members of the Finance & General Purposes Committee and of the Planning Committee.

**5 4C. Appointment of Representatives, who do not have to be Councillors.**

**a)** Rights of Way matters.

**b)** Village Hall representative.

**c)** Environmental and Air Quality matters.

**d)** All other matters pertaining to the A35 Trunk Road Dorset.

**e)** Dorset Council Highways Matters.

**f)** Bridport Local Area Partnership (BLAP) Steering Group.

**g)** Western Area Transport Action Group (WATAG).

**h)** Dorset Association of Parish & Town Councils (DAPTC) – Western Area Committee – quarterly meetings held in Bridport.

**i)** Clapp's Mead Playing Field maintenance co-ordinator.

**j)** BLAP Parish Liaison Meeting representative – meetings of the 14 parishes within the Bridport Local Partnership area, held approximately bi-monthly in Bridport.

- k) All-Purpose All-Weather Footpath representative.
- l) Winniford River Action Group.
- m) Flood Incidents.

15 5. **Dorset Councillor and Police Reports.**

30 6. **Democratic Period.** Opportunity for members of the public to ask questions or speak on matters of interest.

5 7. **Reports / Updates by the Clerk and Councillors on Matters not on the Agenda.**  
Comments on and additions to the pre-circulated **Actions and Information List for Agenda Item 7**, and determination of any action required.

5 Consider the results of the survey on Christmas decoration in the village - **see attached.**

5 8. **A35 Matters.**  
Comments on and additions to the pre-circulated **Actions and Information List for Agenda Item 8**, and determination of any action required.

5 9. **River Winniford and Water Pollution Issues.**  
Comments on and additions to the pre-circulated **Actions and Information List for Agenda Item 9**, and determination of any action required.

10. **Motions Received with Notice.** None.

5 11. **Planning Matters.** Councillors are asked to review applications via <https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning/planning-application-search-and-comment>

a. **Planning Applications.** None.

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

c. **Determinations.**

**P/LBC/2023/01354** Chideock Manor Access To Chideock Manor North Chideock - Repair and repoint garden walls. **GRANTED.**

**P/HOU/2022/06704** Lushays Brighthay Lane North Chideock - Demolition of garage & erection of extension & lean to link; Alterations to outbuilding. **WITHDRAWN.**

**P/LBC2022/06705** Lushays Brighthay Lane North Chideock - Demolition of garage & erection of extension & lean to link; Alterations to outbuilding. **WITHDRAWN.**

**P/HOU/2023/00822** Larks Hey Duck Street - Erect First floor extension. **GRANTED.**

**P/FUL/2022/07144** Golden Cap Holiday Park Golden Cap Caravan Park Seatown - Installation of Photovoltaic modules (Solar Panels) to generate carbon free electricity. **GRANTED.**

d. **Appeals.**

e. **Other planning matters – see Actions and Information List.**

i. AONB, Lighting / Dark Skies, Dorset National Park, Conservation Areas.

ii. Enforcement and Retrospective Planning Applications.

iii. Other.

12. **Finances.**

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

i.	Clerk's Salary and Expenses for May	£TBA
ii.	Village Hall Hire –5 and 30 May x 2	£40.00
iii.	Water Pollution Warning Notices	£178.70
iv.	Winniford River Action Group – Mary Rogers	£30.00
v.	Winniford River Action Group – Paul Ramsden	£280.00
vi.	Winniford River Action Group – balance of grant made 31.3.2023	£395.03

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

5 c) **Internal Audit & Annual Governance and Accountability Return. Attached.**

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

**RESOLVE** to sign the Declaration of Exemption from External Audit, given that both income and expenditure for 2022-2023 are less than £25,000.

**RESOLVE** to accept and sign page 5 of the Annual Governance and Accountability Return 2022-2023, - 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 2022-2023, page 6 - this must be approved by the Council and signed by the Chair.

- 5 d) **Asset Register and Insurance Renewal. Attached.**  
The Clerk is satisfied that all Assets are listed and insured as required. Items with a value less than £250 are not insured due to the insurance policy excess of £250.  
**RESOLVE** to
- Enter into a 3-year Long Term Agreement with Hiscox Insurance Company Limited.
  - To take out Parish Council insurance cover with Hiscox Insurance Company Limited for a premium of £589.37, for the period 1 June 2023 – 31 May 2024. (£630 budgeted).
- 2 e) **Risk Register. Attached.**  
**RESOLVE** to accept the Risk Register as an accurate assessment of risk to the Parish Council.
- 5 f) **Clerk Vacancy.**  
**RESOLVE** to appoint Steven Rose as Clerk and Responsible Financial Officer, with contract start date 1 June 2023.  
**RESOLVE** to accept the resignation of Sal Robinson from the post of Clerk and Responsible Financial Officer effective 30 June 2023.  
**RESOLVE** to reimburse Sal Robinson for any significant time spent assisting Steven Rose after 30 June 2023 by payment of an Honorarium taken from the Clerk's Salary Reserve.
- 4 g) **Foss Orchard Car Park – see Actions and Information List.**  
**RESOLVE** to purchase an additional BOSCH charger and battery for the mower and hedge trimmer used by Mr Rob Murray for the Foss Orchard Car Park garden.
- 5 13. **Clapp's Mead Playing Field – see Actions and Information List.**
- a) Receive updates regarding the Playing Field and Play Area.
  - b) Receive updates regarding The Friends of Clapp's Mead.
- 5 14. **Dorset Rights of Way; Dorset Highways; Flood Management – see Actions and Information List.**
- a) Receive updates regarding Rights of Way matters.
  - b) Receive updates regarding County Highway matters.
  - c) Receive updates on flood related issues on both Dorset Highways and the A35.
- 4 15. **Consultations.**
- a) Dorset Council - Planning for climate change guidance  
See [www.dorsetcouncil.gov.uk/planning-for-climate-change](http://www.dorsetcouncil.gov.uk/planning-for-climate-change). By 8 June.
  - b) Department for Transport and National Highways - Shaping the future of England's strategic roads - Public consultation on National Highways' strategic road network Initial Report (RIS3).  
See <https://nationalhighways.co.uk/futureroads>. By 13 July.
- 0 16. **Correspondence.** Councillors should ask the Clerk if they wish to see individual items of correspondence.
- 1 17. **Confirm the time and date of the next meeting of Chideock Parish Council.** The next scheduled meeting is at **10 am on Tuesday 27 June 2023.**