

SHIPTON GORGE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON

WEDNESDAY 20th July 2016

at 7.30pm in Shipton Gorge Village Hall

Open Forum There were no questions from the public.

Present Cllr Mary Boughton (MB), Cllr Richard Cunningham (RC); Cllr Hilary Cunningham (HC), Cllr Christine Huxtable (CH), Cllr John Porter (JP), Cllr Andrew Fry (AF)

In attendance Parish Clerk - Paula Biss (PB), Ron Coatsworth (RonC) County Councillor and there was one parishioner in attendance.

16.61 Apologies for absence – Cllr Gerry Pyke (GP), John Russell (JR) District councillor

16.62 Declaration of Interests – There were none.

16.63 Neighbourhood Policing update – Dave Ash, PCSO 6756, Beaminster was introduced to the meeting as it was the first meeting he had been able to attend. He gave a brief report on crime in the village. There was little to report – 9 incidents, 1 criminal damage, 1 wrong 999 call and reports that there had been a persistent “door knocker”. Two properties had had gates opened in the night but nothing was taken and there had been some tarmac salesmen who did not cause any problems. MB thanked Dave Ash for his report.

AF asked Dave Ash if anything could be done about the vision for tractor drivers from Icen Lane on to the A35 stating that there were two signs which obscured vision from the West. DA and the clerk would both follow this up.

16.63a RonC had asked for a slot to report the following:

- a) Changes within the County Council, with a rationalisation of the workforce. There are various increases in pay for those at the top - fewer people, but with more responsibilities. There is a meeting on the 21 July at which it is expected to have heated discussion but RonC feels more responsibility should expect higher pay.
- b) Move towards Single Unitary Authority is expected in approximately two and a half years. Two choices being considered:
 - i) Unitary authority - DCC as it stands
 - ii) Unitary authority- to include Poole/Bournemouth/?ChristchurchFirm idea which way DCC will go will hopefully be known by end of the year. MB queried how services will be delivered locally. Planning would present difficulties if not sorted locally. Report should be out of February 2017.
- c) RonC reported that sadly Chairman, John Wilson had recently died.
- d) Some councillors were coming up with resolutions to and asking for affirmation against racism, xenophobia and hate. RC commented he felt this was reasonable given present state of the country

16.64 Chairman to sign Minutes of meeting held on 4th May 2016. These had been circulated and placed on the Website. They were unanimously agreed as correct and signed by the Chairman.

16.65 To consider any matters arising from the Minutes, not on the Agenda. There were none.

16.66 Chairman’s Report.

1. **Vacancies.** Following the notice of vacancies being posted on the noticeboards we have been told that there has been no call for an election so we can fill the vacancies by co-option. Unfortunately we have not had anyone come forward following the entry in the Bride Valley News, so I will be putting this again for the August edition. Meanwhile if councillors hear of, or know, anyone who might be interested please let myself or the clerk know.

Signed.....Dated.....

Chair Mary Boughton

SHIPTON GORGE PARISH COUNCIL

Until we have a full council again it is going to be difficult to cover all the areas of work that we normally do, but we will do our best.

2. **Wally Axford** from High Rigg, Icen Lane, who attended a meeting earlier in the year as he was considering joining the council, has told me that he has decided against putting his name forward to be a councillor but has offered to take on the post of our Rights of Way Liaison Officer. As this is a post that does not need to be filled by a councillor, I will therefore be proposing that we accept his offer as, with his knowledge of the village and love to walking, I am sure he will do an excellent job for us.
- 3.
4. I have contacted our insurers, Came & Company, regarding the issue of Public liability insurance for the **Neighbourhood Plan committee**. They told me that providing there is a parish councillor on the committee who reports back to the council then our Neighbourhood Plan committee can be described as a “working party” of the council and so will be covered by our insurance. As we discussed at the last meeting, although the committee is independent of us, it is under our umbrella and Richard Cunningham was going to explain this to Tom Grace. We need also to have the Neighbourhood Plan Working Party as a reporting group on future agendas.
5. The idea of setting up a **Village Working Party** is on the agenda for discussion later.
6. **Village Green**. We received a letter from Kitson & Trotman on behalf of Gary Mitchell saying that “...it transpires that the council’s solicitor omitted to supply to the Land Registry all the necessary documentation for registration in totality; hence the agreed restrictions defined in the transfer have yet to be annotated within the new title deed.” I spoke to Sam Smith at Nantes about this and he told me that this wasn’t requested by Kitson & Trotman and therefore it was not done. He advised that we tell Gary Mitchell to ask his solicitor to send us form RX1 directly and we will then sign this so that they can register this themselves. This would mean that they would have to pay the fee of £40 for doing this and it would not incur us in this fee and further legal fees. As it was their mistake this seemed the best response and the clerk has sent a letter to that effect to Gary Mitchell and we await a reply. The moving of the fence into the correct position has been dealt with by the clerk.
7. Councillors may have seen that Dorset County Council is withdrawing all **Mobile Library Services** other than those for people who for a variety of reasons cannot use the conventional library service. The Home Library Service for those who are housebound is offered to someone who is unable a) To leave the home b) Travel to the library c) Gain easy access to the library e.g. due to poor facilities for users with a mobility problem or d) Carry materials to or from the library. This means that we will no longer have a general public mobile service from the end of this year, but if you know of anyone who qualifies for the Home Library Service through any of the above criteria then please let them know that it will still be available and they should contact the Library Service at the County Council.
8. The change of **Bank Signatories** is underway and the deletion of Barbara Chambers and addition of Christine Huxtable should be completed shortly.
9. The **BDO audit** notices have been up for the prescribed time and so we hope that shortly we will have the response and the final approval back from BDO.

Village Fete – 6th August 2016. It had been suggested and was agreed to combine with Shipton Gorge Heritage this year and have a table in a joint tent, with some material with details of parish council/councillor and asking for volunteers to come forward to fill vacancies otherwise the council was in danger of not being able to continue.

16.67 Clerks Report

1. I haven’t written to the Council re the plans for the roads in Shipton as having looked on line, all the long-term planning is on Dorset4You
2. Village Green – Mail received stating fence in wrong position. Brights need to re-position according to details on mail received. Clerk/HC to organise? – Still waiting to hear from Brights with quote for moving the fence.
3. It has been confirmed by WDDC that no election is necessary for the two vacancies and members can be co-opted on to the Council
4. Revised Financial Regulations sent to Nigel to put on Website.

Signed.....Dated.....

Chair Mary Boughton

SHIPTON GORGE PARISH COUNCIL

5. Cheques to be approved:

- Bridport Radio – Final payment for new website - £250.00 – cheque 803
- Townsend Engineering – Roundabout refurbishment - £813.16 – cheque 804
- ROSPA – Annual Inspection – £92.40 (VAT £15.40) – cheque 805
- Tower Mint (to be reimbursed by Village hall) - £247.80 (VAT £41.30) – cheque 806
- DAPTC Annual Subscription - £118.38 cheque 807

Have received cheque From BT for Wayleave (£40.00) – to be paid in.

6. Membership application form received from ALCC (Association of Local Clerks) – new Trade Union. (Part of SLCC membership that we didn't renew this year)
7. I attended meeting re planning/general changes to local councils. Report attached.
8. The first half of the Precept and LCTS Grant has been received - £3267.00
9. Monthly expenditure over £100.00 updated and put on Website
10. We have received the Annual Review of Hire Charges from the Village Hall - £130.00 for 10 sessions.
11. Posting of notices on noticeboard –volunteers?
12. The Queen's Birthday plaques as agreed for the Village Society given to MB.
13. A letter has been sent to Wessex Water re the maintenance of the Attenuation Tanks at the Peas Hill development. These are inspected annually and were last inspected February 2016.

- a. G Rosamund's expenses £287.40 27/5-11/7/2015 added to list of cheques for approval. Cheques approved unanimously. Pro HC, Sec JP.
- b. CH offered to put up notices etc on village noticeboards together with MB.
- c. List of annual reminders also attached for Councillors' information

16.68 Clerk's report from attending "Local Councils & Planning" meeting on 7th June – attached

16.69 Consultation on bus service through village – HC reported on this item. There was considerable discussion and response to survey suggested by HC was unanimously approved. See Highways Report below

16.70 Working Party for regular maintenance in village – 5 volunteers from Litter Pick day to be contacted by MB. The Working Party to be under the umbrella of the Council for insurance purposes and member of PC to be a member - it is hoped Gerry Pyke/John Porter would be PC reps and set up the group. **GP/JP**

The time and dates for the working party to be agreed between the members themselves. It was felt high viz. jackets should be purchased and maybe rubbish bags/gloves. To be agreed. Useful objectives might be:

- a. Cutting down grass etc around signposts.
- b. Keeping sign for Playing Field clean
- c. Litter Pick every few weeks. – GP in charge if he is agreeable.
- d. Poster to be produced for Fete –

16.71 Insurance Situation re Neighbourhood Plan Committee. The NPC should be under the umbrella of the Parish Council for insurance purposes with, as above a Councillor being a member of the committee. No report had been received and it was agreed to request a written report for the next SGPC meeting. **PB**

16.72 Contract for G Rosamond. MB had discussed becoming a self-employed contractor with GR. It was agreed to increase his hourly rate to £9.00per hour = £720.00 per year which should be a large enough increase for GR to take out public liability insurance cover. Pro MB, Sec CH. The contract could not include "maintenance"

Signed.....Dated.....

Chair Mary Boughton

SHIPTON GORGE PARISH COUNCIL

as this would not be covered by GR's liability insurance and GR would not be a volunteer under the council's insurance policy. It was agreed should maintenance, for example greasing equipment, fitting swing seats, replacing panels in roundabout, be required, a volunteer from the council would be asked to complete these tasks. John Porter volunteered to complete maintenance small tasks.

16.73 Fingerpost Update. Nothing further to report. All agreed those completed to date, especially the end of Brook Street, look fabulous.

16.74 To receive the following reports:

- a) **Finance** – CH – nothing to report
- b) **Resilience** – Nothing to report
- c) **Highways** – HC

1. Public Bus Service. DCC, politically, needs to save £1.85 million on its transport bill and is reviewing the subsidy it provides for rural bus services. Route 210 through Shipton is being looked at and parishioners have been encouraged to complete the consultation survey by posters on the notice boards and in the chairs notes for the BVN.

The Parish Council also wishes to send in a completed survey. My suggested response is as follows:

Rural bus services are a lifeline for many disadvantaged, mainly elderly people, living in rural communities. The effects of losing or reducing the 210 service from one bus a day (Mon – Sat less Tuesday) would have detrimental effects, on health and social grounds, on numerous people living in Shipton Gorge. The village contains no shop and does not have a regular meeting place for residents. The bus allows limited access to Bridport 5 days a week allowing just enough time to shop for food and provisions and possibly attend a medical appointment although this will be difficult to achieve. Additionally with the forth-coming termination of the mobile library service it will give access to the Bridport Library. There are a number of residents of Shipton Gorge, mainly the elderly who have no private transport and rely on this service to live. Taxis into Bridport at about £10 return trip are beyond some people's means even on a weekly basis. This response was agreed and HC thanked for her work on this which she would submit before the deadline of 22nd July.

2. Chapel Street having been resurfaced, now has its white lines repainted including one on the right hand side of Chapel Street in the one-way section at the insistence of the landowner. As is the way of DCC, the very worn whites lines Brook Street / Port Lane were not contracted to be repainted at the same time as they were not yet 75% worn. Not joined up services.

3. Litter bin at end of Burbitt Lane has been knocked over again. It is now free standing and not cemented in to the ground.

4. Post box has been reinstated at Peas Hill.

d) Playing Field Report – JP

Weeding round the edges of the playing field and around the playground equipment.

The boughs of the trees over the keep fit equipment were very low so GR has trimmed them back which has been a great improvement.

The picnic table has been erected with the assistance of GP and placed in position. This unfortunately has created a problem regarding the cutting of the grass underneath it. We may have to look to creating hard standing.

Unfortunately, one of the football frames has a bar broken at the back, on consulting with Paul Townsend it was agreed that it is beyond repair and a decision needs to be made as to whether we replace it or not.

The lines on the volley ball pitch have been repainted to the current marking specifications required.

Regarding the query on the SKIER and SPACE WALKER, I have spoken to members of the parish who are quite happy with the resistance. Also, I have had a conversation with Wicksteed Parks and they inform me that all this equipment is pre-set in the factory and if we would like it checking they are quite happy to visit, there would be a charge for this.

Signed.....Dated.....

Chair Mary Boughton

SHIPTON GORGE PARISH COUNCIL

It has been suggested that we replace four panels on the roundabout and have two extra for spares. This would be a cost of £40 each making a total of £240 + any paint required.

- A hard-standing around the picnic table was discussed and it was unanimously agreed GR/JP to obtain quote for slabs.
 - Broken football frame – agreed to remove the frame.
 - It was confirmed that the panels for the roundabout sides were made of hardwood and this was agreed.
 - It was agreed that it was not necessary to ask Wicksteeds to check the exercise equipment settings.
- e) **Planning – RC** – No new applications had been made. Further Outline Planning application behind Cairnhill had been refused. Original application for one property has had outline permission granted. The Parish council should be informed if an appeal is put in. Anyone can look on-line (Dorset for You) to check applications.
- f) **Rights of Way/Footpaths** – Nothing to report. It was agreed unanimously that Wally Axford, High Rigg, Icen Lane would be offered the post of Rights of Way Liaison Officer Pro MB, Sec RC. Clerk to sort out and let Wally have paperwork.
- g) **Website - NW.**
- In addition to the publication of Parish Council papers, I have added minutes for the Village Hall committee and information on church events to the website
 - Parish Council and other 'official' items such as minutes are now being published in pdf format to assist with preserving the original documents' format and increase accessibility when compared with translating into HTML
 - Until further time is available to discuss and move forward with transferring to the WordPress system, the site continues to be driven using the existing Joomla platform. I hope to be able to provide further information on progress with this by the next meeting.

16.75 To confirm date for the next SGPC meeting: 14th September 2016

Meeting ended 9.20pm

Signed.....Dated.....

Chair Mary Boughton