

# SHIPTON GORGE PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 8<sup>th</sup> March 2017

at 7.30pm in Shipton Gorge Village Hall

**Open Forum** - There were no parishioners present to bring any issues to the Council's notice.

**17.14 Present** Cllr Richard Cunningham, Vice Chairman, (RC), Cllr Hilary Cunningham (HC), Cllr Christine Huxtable (CH), Cllr Diane Buckenham (DB), Cllr Andrew Fry (AF)

**In attendance** Parish Clerk - Paula Biss (PB), John Russell (JR) District Councillor, Cllr Ron Coatsworth (Cllr RC)

RC welcomed Cllr J Russell and Cllr R Coatsworth

Cllr Russell stated that WDDC had had to use £6000.00 of its £8/9000.00 income from investments this year.

Cllr Coatsworth announced this would be the last PC Meeting he would be attending as he was stepping down from the County Council due to ill health. He has spent 41 years with the District council where he will continue and leaving the County Council after 16 years. Cllr R Cunningham officially thanked Cllr Coatsworth on behalf of the Council for the many years he had represented the area on the county council and all agreed he would be greatly missed. Cllr Coatsworth stated that the county council had the same problems as the district council and were £300,000.00 down on the previous year - 50% of their profit, also capped by central government with a 5% increase, being used for Elderly Services. A review of the NHS in Dorset had taken three years and RC considered too long had been taken on two main areas – major hospitals and fewer GP surgeries. He noted that the community hospital in Bridport had been considerably refurbished and its connection to other local hospitals was first class. He felt there were no worries about the 33 bed hospital in Bridport. There was rumour that major emergencies were to be transferred to Bournemouth hospital and/or Salisbury/Southampton as Dorchester was apparently not always suitable. It was understood that many high grade staff posts from Dorchester were to be withdrawn so was not therefore so good for some emergencies. It was hoped Dorchester Hospital would work in a triangle with Yeovil and Bournemouth. Everything was however, “up in the air”. Fewer surgeries and services (including Social Services) will be available in the area – although as the town only had one major surgery this would not be affected.

**17.15 Apologies for absence** – Cllr Mary Boughton , Cllr John Porter

**17.16 Declaration of Interests** – There were none.

**17.17 Neighbourhood Policing update** – The following mail had been received from PSCO 5420 Pete Smith (Beaminster). “Sorry that I have not been able to attend the Parish Meetings as where there was once 3 x PCSO's and 1 x PC covering the area it is now just me and I am having to prioritise my work focusing on victims of crime as well as jobs that are coming in during my shift.

I am however in contact with a Crime Prevention Volunteer Mrs Sally Parker who I have asked to let me know what meetings/events are taking place in Shipton Gorge and will try to attend.

I am only here till May so you will probably experience the same problem with whoever my replacement is as we are very short on staff at the moment and don't see it improving for a while.

In the meantime please feel free to copy me in on each meeting so that if I am free then I will be more than happy to attend.”

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

Chair Mary Boughton

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- 17.18 Vice-Chairman to sign as correct record the minutes of the meeting held on 11 January 2017** Unanimously agreed and signed
- 17.19 To consider any matters arising not on the Agenda** – there were none.
- 17.20 Chairman’s Report** – had been previously circulated:

*I am sorry I am not able to be at the meeting but a previous business commitment makes this impossible this month.*

*I have had a discussion with Nigel Wheeler our webmaster. We talked about areas on the site that need changing to make them easier to find, eg the Transparency Code, Land and Assets, Risk Assessments and Payments made over £100, which are all things we are obliged to make public, are all currently under Miscellaneous Information and very difficult to find. There are also some items which have not been posted on the site. Nigel is still struggling to find the time to make the changes to the website but is very keen to do so. I mentioned that there is a small budget available to help with this if needed. Hopefully he will attend the meeting and so can update you on progress directly.*

*I met with Paula twice since our January meeting and so have a small amount of mileage to claim as expenses. I will do this before 5<sup>th</sup> April 2017 so any other mileage up to then can be added.*

*I have paid Paula the second half of her salary, £648 and also paid her year’s tax to HMRC.*

*I have brought forward our staging date for our requirements under the new Pensions Regulations and after the 5<sup>th</sup> April can complete our Declaration of Compliance. Non one is eligible to go onto a pensions scheme as Paula is our only employee and once the declaration is completed we are then compliant and have nothing else to do unless at a future date we employ someone who is eligible for a pension.*

*You will see that we have to approve changes to our Standing Orders to comply with the Transparency Code due to the change in the way we will in future manage planning applications. A copy of the revised Standing Orders will be sent to you with the papers for the meeting.*

*As this is the last month of our financial year it is the one where we make donations to charities that are beneficial to residents in the parish. We allocate £50 per year for this. The only application received for a donation is the Axe Vale Ring & Ride and I would propose that this year we give the entire £50 to this organisation, particularly in view of the fact that our bus provision is to be axed very shortly.*

*The Cuckoo Lane saga, of vehicles going the wrong way and large vehicles trying to go up the lane, continues. Gerry Pyke had a very amusing but also worrying interaction with a police vehicle who had driven down the lane not seeing the “No Entry” sign, which is rather concerning but also gave us all some light relief when he told us. A email from Chris Griffiths-Hardman regarding the sign at the top of Cuckoo Lane was replied to by Hilary in my absence but this may be a sign that we consider should be slightly altered so as not to say “...leading to Chapel Street” due to the one way system. Councillors may wish to discuss this under the highways report at the meeting.*

### *Defibrillator Information – Update*

Information from SW Ambulance Trust

On the 19/1/17 I spoke with Kate Fisher who covers Dorset for the SWAT and advises on defibrillators as well as being the person who registers them with the emergency services.

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

Chair Mary Boughton

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I asked as many questions as I could think of and here is the information I received from her then and subsequently when Richard Cunningham met with her briefly a few days later.

- 1) There are two types of defibrillators –but it is the iPad one that are more widely used for community defibrillators.
- 2) With regard to having a locked keypad entry cabinet, she felt that it was probably best not to have one of these as inevitably people are in a panic when someone has had a cardiac arrest and having to dial 999 and then remember a code to get into the cabinet can waste valuable time.
- 1) Kate confirmed that there have been no cases of vandalism, damage or other problems with unlocked cabinets in Dorset, and she could recall only one that had incurred damage and that was in Bristol. The equipment would have to be included in our insurance in any case, so would be covered. Paula has since checked our insurance policy and we are already covered for up to £5,000 for a defibrillator on our policy.
- 3) Usefulness of a defibrillator – I asked about this as there was some discussion at our January meeting with at least two councillors not being convinced of its worth because of the issues of getting it to the patient within a few minutes. She said that usually someone would ring 999 when there was an incident and then be advised if there was a defibrillator within 200 metres. They would then either go and collect it themselves or ask someone else to do so, meanwhile hopefully they or someone else would carry out CPR until the defibrillator arrived. Of course it might be more difficult if there was only one person trying to do all of this but that didn't happen very often as a first reaction of most people is to get help. She said that the alternative if we didn't have a defibrillator was to either continue CPR until paramedics arrived or if not trained to do so, do nothing to help.
- 4) I asked if she could give me any figures on the success of using these local defibrillators but she wasn't able to give me the actual figures, although she did mention a figure of several thousand overall uses of defibrillators in Dorset per year. She said there were numerous success stories and the one she used as an example was where a person collapsed with a cardiac arrest in Bucky Doo Square in Bridport and their survival was totally down to a defibrillator in the Masonic Hall being used. As that is at least 150 metres from Bucky Doo Square I thought that was quite impressive.

## Location possibilities

- 1) As regards where to best locate the equipment, Kate said that the best place is where the largest number of people congregate and as central as possible. She also said that when someone called the emergency services with a possible cardiac arrest they would be advised if there was a defibrillator available locally, but only if it was within 200 metres.
- 2) I have discussed this subsequently with Richard Cunningham and we feel that the village hall is possibly the best location as it is most central, has the largest number of people together at one time and is within 200 metres of most of the village properties. We had previously discussed the possibility of putting it on a post near the post box at the bottom of church path but when Richard met with Kate Fisher she mentioned that although the defibrillator doesn't itself require a power supply, one is needed for the light in the cabinet.
- 3) I have subsequently spoken to Richard Hewlett about the possibility of locating it on the wall outside the village hall and, having discussed it with the Village Hall Committee, he has confirmed that they would be happy with this. We would of course have to pay for installation but that would be relatively minimal I would think.
- 4) Therefore **I would like to propose to the council that we agree that locating it at the Village Hall would be the best option and we should proceed with this.** This needs to be seconded, agreed and minuted at the meeting on 8<sup>th</sup> March so that we can proceed.

## Next steps

- 1) Paula made the application to the British Heart Foundation on our behalf for an iPad defibrillator in an unlocked cabinet and subsequently it was confirmed that this had been successful. There is therefore no charge to the Parish Council for the equipment.
- 2) Four large boxes have been delivered with the equipment and also our BHF Training Kit which contains posters, leaflets, USB stick with a short film and various other information. The training is called "Call Push Rescue Training" and as well as learning how to use the defibrillator itself the participants will also receive CPR training. The equipment and training kit is currently being stored at my house until needed.

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

Chair Mary Boughton

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- 3) Installation is the next step and we will need to liaise with the Village Hall over this and find a mutually acceptable time and the exact position of the equipment. **If a member of the council could take on this aspect it would be appreciated.**
- 4) Once the defibrillator is in place we need to contact Kate Fisher at SWAT as she will then register it with the emergency services.
- 5) We also need to let everyone in the village know that we have one and where it is. The Bride Valley News, notice boards and website as well as word of mouth will soon deal with this I feel but any other ideas would be welcome.
- 6) We are expected to run the "Call Push Rescue Training" course for up to 10 people, and these will all receive a certificate on completion. I would like the council to discuss whether this training should be opened up to anyone in the village who would like to attend, as it seems to me that the more people who are trained, particularly in CPR, the better. **Please discuss this and make a decision.** Richard Hewlett has said that it is likely the hall would be provided free of charge for this, although if possible I suggest that it is held on one of the days already reserved by the parish council (ie second Wednesday of an even month).
- 7) The Annual Parish Meeting in April would seem to be a good opportunity for everyone to learn more and I am going to contact Kate Fisher to see if she would be able to come to this, **if the council think this is a good idea.**

**Paula has done most of the work on obtaining the defibrillator and has a great deal of information in various forms. She may wish to add something to this information. Also as Richard met with Kate Fisher briefly he too may wish to add further information if something has been missed.**

No-one had any further queries on the Defibrillator

## 17.21 Clerks Report – This had been previously circulated:

1. *Cheques to be approved:*

<i>Cheque No</i>	<i>Amount</i>	<i>Payee</i>	
825	180.00	Shipton Gorge Village Hall Trust	Annual rent/storage
826	88.16	P Biss	Expenses Nov, Dec, Jan
828	427.91	SES	Mower/trimmer service
829	696.00	P Biss	2 <sup>nd</sup> Half annual salary
830	348.00	HMRC	Tax

2. *Expenditure over £100.00 sent to Nigel to be put on Website for Jan/Feb/Mar.*
3. *Draft January Minutes put on website*
4. *Defibrillator – We have received Grant from British Heart Foundation. Sent mail thanking BHF and informing Ambulance Service of position of defibrillator and arranging training. Also sent copy to Kate Fisher.*
5. *2017/2018 Precept form sent to Council by end of January 2017.*
6. *Reports requested from Wally Axford and Nigel Wheeler and request for report/info of PCSO sent to Beaminster Police as no response from previous request for January meeting.*
7. *Emails regularly checked and forwarded as appropriate. Spreadsheet updated.*
8. *Meetings held with MB and MB and CH and Internal Auditor, Peter Varney*
9. *Report from P Varney - On the 10th February 2017 - "I performed an internal audit of the SGPC Accounts since September 1st 2016. Once again the accounts were presented in a clear fashion and with the exception of cheque 823 which was not clearly identified as having been cancelled, were in acceptable order. I have suggested that "extra income not allocated" have a "Date" column added so that correlation with the bank statements is easier. Similarly the inclusion of a "transfer" column on the "Expenditure" spreadsheet as suggested last time, may have some merit. A meeting at some time to discuss the new "External" audit would be appreciated. " Peter J Varney.*
10. *Mail of congratulations sent to Sally Parker re her recent award.*
11. *VAT Claim for £313.35 – sent 1 March 2017*

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

Chair Mary Boughton

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12. *Royal Garden Party – 16 May. Nominations for Chairman to attend completed. This application was unsuccessful.*

Cheques approved for payment. Proposed Cllr HC, seconded Cllr CH

- 17.22 Charity Donations** – It was unanimously agreed as suggested in Chairman’s report that our charity donation this year would be £50.00 to Ring and Ride. It was also suggested a Poster should be put up in Noticeboards to advertise this service in the light of 210 bus service not being renewed. A request has been sent for information about the service.
- 17.23 Approval of Changes in Planning arrangements and revisions to Transparency Code in Standing Orders originally adopted 12 September 2007.** Small amendment - All in favour - proposed CH seconded GP. To be signed and dated by Vice Chairman RC
- 17.24 Audit Arrangements.** Agreement as recorded in January meeting endorsed, confirming that Shipton Gorge was exempt from external audit from 2018. Asset Register was being updated and meeting with Peter Varney, internal auditor to be arranged.
- 17.25 Annual Parish Meeting date.** 12 April 2017 confirmed and MB to ask Kate Fisher to give a short talk to the meeting
- 17.26 Defibrillator.** Discussion and decision on location (see also Chairman’s report - 17.20) It was confirmed that power would be needed to the defibrillator to keep batteries at correct temperature. MB had confirmed that the Village Hall Committee was happy to have the defibrillator on the village hall wall. It was queried and agreed by the meeting, as a good proposal that the defibrillator could be positioned on the boundary wall of the village hall as this was considered to be more accessible and easier to see. Kate Fisher to be asked if this was feasible. It was unanimously agreed that the location of the defibrillator should be at the Village Hall. Proposed RC, seconded GP.
- 17.27 Telephone Kiosk** – Nothing further had been received from BT. No-one had any other ideas for its use. Awaiting mail from DAPTC with information on uses made by other councils.
- 17.28 Report from WAYTAG meeting.**

AGM and JAN Meeting  
Councillors John Porter, Richard and Hilary Cunningham attended these meetings on behalf of Shipton Gorge Parish Council.

We were told by the Dorset County Council Transport official that despite the “Holistic Transport Review” no rural bus routes had been put out to tender and hence will cease in July 2017. The bus routes put out to tender were the inter-urban routes and this would apparently satisfy 80% of the population providing they wish to travel between urban areas. We were also informed that DCC only has a statutory duty to provide transport to get children to school and not to provide any form of public transport to rural areas.

A DCC councillor was present and questioned regarding why DCC has made no attempt to provide any rural transport. The DCC councillor stated that DCC could not afford to subsidise any transport, but had made representation to the Government regarding additional funding, but failed to get any more funding from a conservative lead central government, as it was their policy to only allow a 5% rise in their ability to tax. It was a shame that DCC did not stand up as apparently other conservative lead county Councils have done and supposedly achieved greater funding.

West Dorset is a rural area and has many people suffering from rural poverty. The rural bus services such as our greatly limited 210, provides a necessary lifeline for social, welfare and well being of many people. I am sure that many of these people will now have a much greater need of social care, which will reflect in an increase expense on the social budget.

I am disappointed in our County Councillor as he has not mentioned that our bus service, the 210 route, would no longer be funded. I assume that as he stands as a conservative councillor he obviously supports the conservative government policy regarding funding for

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

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County Councils. We had thought that the Parish Council would be consulted about a reduction in the level of service to possibly two or three buses a week but to have it totally removed without any discussion was not expected and leaves us in an unacceptable position with no public transport in many villages in the Bride Valley.

We were told that we could run a community bus! So we have now been asked to mend potholes and fund and run a community transport system without any knowledge or potentially not enough able volunteers to assist. A community bus service would have a great impact on our council tax precept would have to be greatly increased to cover this additional costly suggestion and this I believe is a political con as we the tax payers would have to pay potentially more for some basic services such as a bus.

Hilary Cunningham - 05 Mar 2017

Councillors at the meeting were shocked to hear that the 210 service was being cut. Cllr R Coatsworth agreed and said that all that was possible had been done to keep the service going but that the main reason for its closure had been caused by bus passes (ie the bus company only getting back half the price paid) and that the decision was irreversible. It was agreed however, that the council would send a letter formally complaining about the decision.

**17.29 Fingerposts Update.** CH reported that monies for this project had now been used. She was given a vote of thanks and congratulated on her hard work - all agreed the fingerposts look fabulous. It was confirmed that the pub should remove their sign from in front of the fingerpost and preferably pay for a "brown" sign to be erected advertising the pub. A letter to be sent by the Chairman.

**17.30 Parish Website.** No report had been received.

**17.31 Annual Spring Clean –** Whilst Cllr GP was happy to continue with his litter pick around the village twice a week, and once a week on the road to A35 it was agreed that the parishioners should be invited to be involved in tidying their village and the date was agreed – Saturday 29 April 2017.

**17.32 To receive the following reports:**

a) **Finance** – See 17.24

b) **Resilience** – Up to date – Thanks to GP

c) **Highways - HC** – Road sign posts in Shipton Gorge.

A parishioner raised a concern over the signage at the top of Cuckoo Lane as it could confuse drivers and indicate that the way to Chapel St is down the one-way system the wrong way.

There are two signs posts reading:

Cuckoo Lane leading to
---------------------------

Chapel Street
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Options:

1. Remove first sign and leave Chapel Street only.

The Parish Council placed the Chapel Street sign and others in the village some years ago. This led to complaints about calling the top of the road Chapel St and hence the Cuckoo Lane sign was added.

Limited cost involved to remove one sign.

2. Remove both signs and place the Chapel Street one at the bottom of Chapel Street near the grit bin.

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

Chair Mary Boughton

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Some cost involved to remove signs and to erect sign one sign.  
Please note signs are not in good state of repair.

There is no sign in "the Square" indicating that the street is Chapel Street.

3. Accept signage.

After much discussion it was agreed to get a quote – from Dorset Works – for the removal of both signs and place the Chapel Street one at the bottom of Chapel Street near the grit bin.

d) **Playing field** – JP - I have looked at the portable football nets on the park, one unfortunately has failure at all the welded joints and the other has similar problems but has also been damaged by misuse. I have removed them from the park and will dispose of them soon, as they are not safe for anyone to use.  
I am away for the next council meeting in March so will bring this up for discussion at the May meeting.  
If anyone has any queries please contact me

e) **Planning** – WD/D/17/000155 SUNNYBANK, CHAPEL STREET, SHIPTON GORGE, BRIDPORT, DT6 4LX – no meeting needed. Decision – No Comment  
Various tree applications – No Comment

f) **Rights of Way - Wally Axford** - I haven't been contacted by anyone in the Parish since before Christmas, when there was an issue with an electric fence across footpath 23 from Burbitt Lane to Walditch. This was resolved shortly later.  
As a result of my own ramblings I have reported to DCC the need for a repair/replacement of the footpath sign from Smacombe lane up Bonhole. Also the stile across footpath 5 on the south side of Shipton Hill has rotted and is very unstable. The landowner has been informed and repair will be effected as soon as timber can be got to the site.

Various green signs had been "chopped off" by hedge trimmers – Wally to be asked to report this.

g) **Website** - Nothing to Report

**17.33 To confirm date for the next SGPC meeting: 10 May 2017 - Please note** this is the annual meeting of the parish council where officers, committees and positions of responsibility are agreed for the coming year.

Meeting ended 8.50pm

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

Chair Mary Boughton