

SHIPTON GORGE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 12th September 2018

Open Forum There were no parishioners present.

18.65 Present. - Cllr Mary Boughton (MB) - Chairman, Cllr Richard Cunningham (RC) - Vice Chairman, Cllr Hilary Cunningham (HC), Cllr Gerry Pyke (GP), Cllr John Porter (JP)

In attendance - Parish Clerk, Paula Biss (PB)

18.66 Apologies for Absence – Cllr Christine Huxtable, Cllr John Russell (JR) - District Councillor

18.67 Declarations of Interest. MB/HC with regard to item 18.73.

18.68 Chairman to sign as correct record the minutes of meeting held on 8th August 2018 Unanimously agreed and signed by the Chairman. Pro HC, Sec RC

18.6 To consider any matters arising from the Minutes not covered by this agenda.
There were none.

18.70 Chairman's Report - September 2018

I attended the recent BLAP Parish Liaison meeting on 5th September and my report on this will be circulated (below).

I have had some communication with Tony Mallet regarding our bookings for the village hall. Up to now we have reserved every second Wednesday throughout the year and we use six for council meetings and one for our Annual Assembly. The others are reserved in case we need to hold a planning meeting or have to change any meeting dates, as we did in July. However the Village Hall Trust charge us for just 10 meetings at a cost of £135. I have always thought this rather unfair and thought we should pay for all 12 meetings and this would also avoid any problems of double booking which has occurred in the past. At their recent meeting the Village Hall Trust committee agreed that we should pay for 12 meetings and then they would be sure to be exclusively reserved for us, whether we use all the dates or not. The revised cost for this would be £150 per year, which seems to me to be very reasonable. So I would like the council's approval for this new arrangement and to authorise this payment for the future.

I received an email from Chris Griffiths-Hardman, Village Society chairman, informing us that due to an oversight the village's entry for the Best Kept Village Competition was not submitted and apologising for this. He assures me that the village would be entering again in 2019.

BLAP Report (MB)

New Bridport Town Clerk

The new town clerk, Will Austin, took over from Bob Gillis in July, attended the meeting as secretariat.

Programme Board Meeting update re. devolution of services to town and parish councils

The Programme Board liaises with the parish and town councils, and although has mainly met with the town councils but now is more in contact with parishes because of those with public toilets that are taking over their management. There was confirmation again that it is only toilets and tourist information centres (TICs) that are being transferred. As Bridport town council already owns and manages the TIC, it is only toilets in our area that are planned to be handed over to their local councils. Most are on a 30 year lease rather than freehold and there are concerns over the wording of the leases,

SIGNED.....CHAIR)

DATED.....

particularly with regard to Bridport toilets. Discussion shows that many parishes are not getting the information they need and have varying concerns so it all seems very hit and miss. Puncknowle & Swyre comments that with regard to the West Bexington Toilets in their parish, they refused to consider taking them on as they are in such a bad condition but WDDC obviously realise that without toilet facilities their car park will have reduced income and so they agreed to repair and refurbish them before transferring them to the parish council, which they say confirms that it is worth calling their bluff to get what you want. So they are waiting to see whether this happens or not. Chideock say that their experience is that contrary and varying information is being sent out to them and so they are likely to refuse to take over their toilets unless the terms are clear and acceptable to them

Section 106 monies

It seems that there is still quite a lot of money in this fund allocated to different parishes, but these are for specific purposes and all parishes were urged to check what there might be for them as it was likely that any unclaimed monies would be returned into the WDDC pot when WDDC ceases to exist next year. An example was Walditch & Bothenhampton who found there is £100K of Section 106 money allocated to them but at the moment they have no project in mind that could use this. Parishes were advised that in this circumstance they should contact WDDC and ask them not to spend or transfer this money before checking with the parish concerned. Fortunately this doesn't apply to us as we've just claimed all our Section 106 money to use towards the new equipment in the Playing Field.

Sharing information and liaising between parishes

A shadow executive of the new Dorset County authority has been appointed as the community liaison councillor. She is Sherry Jespersen, currently chair of North Dorset District Council, but those who had had meetings with her were not very impressed with her approach. There was some discussion on County Council and West Dorset District Council representatives attending parish council meetings and it seems that John Russell was very active in attending parish meetings but some parishes, such as ours, had not had a County Council representative for months, whereas others did have - so a very mixed experience on attendance. It was agreed that BLAP should invite some of these councillors to attend future BLAP parish liaison meetings or that we should invite Sherry Jespersen who may be better placed to give up to date information.

There was discussion on the privacy clauses on the bottom of official emails from government agencies and councils. It was decided and agreed that these clauses DO NOT prevent them being shared.

Future of the BLAP Parish Liaison Meetings and next steps

Some of suggestions from the last meeting will be discussed to exchange information between parishes at future meetings. It was also felt that encouraging the new Dorset Council, when it comes into effect, to set up Area Boards would be good as it would enable local knowledge on issues to be used in this new centralised system. Other areas in the country have these and they can include issues such as planning being determined locally and other things. It was agreed that BLAP would push for an Area Board centred on Bridport but that would include Lyme Regis and Beaminster. However we need to have a framework and proposed function of such a board before taking this proposal forward. The next meeting would be used to discuss this further and then perhaps an invitation to Sherry Jespersen could be arranged for the following meeting.

Next BLAP Steering Group Meeting 20th September at 2.15pm at Mountfield and next Parish Liaison Meeting on 26th September at 4.15pm at Mountfield.

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It was strongly felt again that as the only parish liaison group in the county we have a useful place and are generally listened to when we raise subjects or respond to consultations and that the group should continue to function as this will be important in the run up to, and the early days of, the new authority.

- a. At the BLAP meeting it was commented on that County Councillors rarely attended Parish Council Meetings. However, John Russell was highly praised – as coming to all Parish Meetings in his area and therefore picking up any issues and able to comment on many items.
- b. Communication with Tony Mallet re booking of hall. Concerns raised that Council reserves every 2nd Wednesday of each month (ie 12 Wednesdays) although has only been charged for 10 up to now. Unanimously agreed we would happily pay for 12 at £150.00 per year from January 2019. Pro MB, Sec HC

18.71 Clerk's Report

1. *I have requested information from the Police relating to crime in Shipton.*
2. *Various updates completed on website.*
3. *Wally Axford reminded of date of next meeting.*
4. *Requested tenders for playing field by 7 September. Two received.*
5. *Reports have not been put on website this month due to many people being away and the close proximity of the last meeting*
6. *Confirmation that Mandy Powell DCC is now contact to send councillor resignations to. Awaiting paperwork as we have to advertise vacancy despite there being elections in the New Year. The cut off for filling vacancies for Parish Councils is the end of September.*
7. *Meeting held with MB. MB to put notice in BVN about how parishioners can get matters raised at a PC meeting as we decided this was not really very clear anywhere.*

18.72 Finance Report – (CH)

Please confirm payment and minute the cheques below.

901	08/08/2018		<i>P Biss - July Exp</i>	19.33
902	30/08/2018		<i>Derek Smith - Aug</i>	140.00
			<i>Christine Huxtable – last amount needed for fingerposts</i>	
903	04/09/2018			204.38
			<i>Diane James – reimbursement for kiosk expenses</i>	
904	06/09/2018			200.00
			<i>P Biss – First instalment of wages</i>	
905	08/09/2018			747.20
003	19/09/2018		<i>P Biss- Aug Exp</i>	106.16

Unanimously Approved - Pro HC, Sec JP

The internal Audit has been completed for the first 3 months till June by Brian Medland and all was found to be correct.

We have received two quotes for cutting the playing field. Derek Smith has cut the grass and the edges on a temporary basis twice in August and appears to have made a good and clean approach to the task. I would be happy to continue with him.

Fingerposts

I have started on the final fingerpost. Paint stripped the letter and the brackets for the fingers. I have purchased all the materials and will now start the painting and putting it all together.

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18.73 Playing Field Tenders and Playing Field Equipment Two replies had been received re the PF Tenders. They were very similar and both would result in roughly the same cost as we had been paying, but without the need to purchase a new mower, thus saving the council money. As Derek Smith (DS) had been mowing the PF during the interim and everyone was very happy with the way it looks it was unanimously agreed to offer him the contract, subject to confirming his Public Liability amount was sufficient. Pro HC, Sec GP. Clerk to contact Came & Co to ask their advice as to the preferred amount for public liability (PL). MB to contact D Smith to offer him the contract subject to the above and a letter would be sent confirming this in due course.

Following the meeting. DS is asking his insurers what it would cost to increase his PL and information on expected level has been received from Came & Co. MB has agreed to await reply from DS about increasing his PL amount before confirming contract and amount of PL the council would accept..

New play equipment is scheduled for installation in the field by the end of October.
Agreed to inform Came & Co on completion.

MB to speak to Grayham Rosamond, thanking him for his long service and informing him of new contract. Also to ask about removal of any of his personal equipment remaining at the PF shed, and to eventually ask him to return any keys. The future of the council's equipment kept in the shed was discussed and it was agreed to consider this at a future meeting.

18.74 To discuss further Defibrillator/AED/CPR training. MB had received a suggestion from Tony Mallett, chair of Village Hall Trust, about further training. Table Tennis club and other groups from outside the village who used the hall would benefit. It was agreed this would be a good idea. Pro MB, Sec RC. MB had contacted our First Responders contact who is no longer involved. She has contacted ExeTraining Solutions who had quoted £25.00 per session – 1.5hrs for 25 people. It was agreed that this was very reasonable and MB to report back to Tony Mallett and ask if he would be willing to liaise with those who he thinks might be interested and report back with some dates, and maybe when sorted would organise the booking list. The Council to organise posters, publicity in BVN ie details of date, time etc., put on the website and use the SGVS Facebook page. It was felt a date in November would be feasible.

18.75 New Website Review – Meeting had been arranged with Vision ICT, our website provider, for Wednesday 19th September. MB has had a promising and interesting response from village organisations with suggestions for improvements and these would be discussed at the review meeting. A request for a Village Calendar on the website had also been received. It was agreed the Village Emergency Plan should be put on the website and the various headings should be slightly altered to make information clearer. GP asked that the photograph at the top of the website be improved. MB had seen a suitable photograph and would ask if it could be used.

18.76 Ratification and adoption of reviews of Village Green documents – Changes previously discussed had been incorporated and these were unanimously agreed and adopted. Also agreed to ask D Smith to cut back the shrubs on the VG. MB to send electronic copy of new Risk Assessment to Clerk.

18.77 Telephone Kiosk update – All completed and expenses paid.

INITIALLED.....

18.78 Confirmation of next year's meeting dates – Agreed. Clerk to confirm dates with Tony Mallett and confirm the council's agreement to pay £150.00 per annum for 12 Wednesdays in 2019

18.79 To receive the following Reports:

Resilience – GP - Nothing specific although it was discussed and agreed that the Village Emergency Plan should be included in the New Villager's Welcome Pack. MB agreed to contact Sally Parker who organises this.

Highways – HC – *Issues still on going:*

- a. *Rosamond Ave street sign.*
- b. *Blue advisory road traffic sign at top of Cuckoo Lane.*
- c. *Chapel Street sign.*
- d. *Bonscombe Lane – street sign and no through road sign.*

1. *Rosamond Avenue additional street sign – this is being ordered with a no through road symbol. There is, however, a legal requirement for the landowner to give consent to the County to locate either a wall mounted or free standing nameplate on their property. I have emailed and spoken to the landowner, and he has yet to give permission.*

2. *Blue advisory road sign at the Cuckoo Lane/Shipton Lane junction. Funding has been granted for the new sign "No entry 42 metres ahead. Access to Rosamond Ave only." The caveat is that there is a long waiting time for erection of signage. It was agreed that the street signs "Cuckoo Lane leading to" and below it, "Chapel Street" should be removed at the last meeting but is it wise to wait for the new blue traffic sign to be erected before this is done?*

3. *Chapel Street sign to be erected at Brook street end of Chapel Street has been requested.*

4. *Bonscombe Lane – Traffic sign, no through road replaced is a DCC issue.*

GP asked if Highways could be asked to send letters to householders with boundaries on Cuckoo Lane telling them to cut their hedges. They are very overgrown, which caused a vehicle to become stuck recently, and the parish council's previous letter in February asking them to do this had not been effective. This was agreed and HC would contact DCC Highways regarding this.

Playing Field – JP - Nothing further to report, See item 18.73

Planning – RC - It was agreed that for the recent current application WD/D/18/001723 the clerk would send to all councillors and if anyone wants a meeting for any reason it will be arranged. It was noted that dormer windows had been installed in other properties in Rosamond Avenue and therefore unlikely to be controversial. It is understood that an application for development at Sunnybank will soon be submitted and RC felt that, as this was likely to be contentious, a meeting will be held.

RC confirmed that in future meetings would only be held if any councillor asked for one or any member of the public voiced concerns or objections. It was imperative that all councillors must respond to him to confirm whether they want a meeting to be held or not and he would act accordingly.

Rights of Way/Footpaths – No report received.

18.64 To confirm date for the next SGPC meeting – 14th November 2018.

Meeting ended 9.45pm.

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