

SHIPTON GORGE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 8 MAY 2019**

Open Forum There were no parishioners present.

19.33	<p>Present – Cllr D Bass (DB), Cllr Mary Boughton (MB), Cllr Heidi Briscoe (HB), Cllr Hilary Cunningham (HC), Cllr Christine Huxtable (CH), Cllr Diane James (DJ) and Cllr John Porter (JP).</p> <p>In the absence of the Clerk to the Council the minutes were taken by Cllr Hilary Cunningham.</p>																														
19.34	<p>Apologies for absence – Cllr Andrew Fry.</p>																														
19.35	<p>Declaration of acceptance of office were signed by all councillors present. Action: Cllr Andrew Fry needs to complete acceptance form. Declarations of Interest forms were given to all councillors for completion. Action: All councillors to return completed forms to the Clerk. Gifts and hospitality forms given to all councillors.</p>																														
19.36	<p>Declarations of Interest – There were none. Cllr Fry had declared an interest by email on item 19.42 but was not present.</p>																														
19.37	<p>Election of Chairman – Cllr Mary Boughton was proposed to be Chair by Cllr Hilary Cunningham and seconded by Cllr John Porter. Carried unanimously. Election of Vice Chairman – Cllr Hilary Cunningham was proposed by Cllr John Porter and seconded by Cllr Heidi Briscoe. Carried unanimously.</p>																														
19.38	<p>Appointment of Committee Chairs and members, and filling of positions of responsibility.</p> <p>The following were appointed by the Council:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Financial Responsible Officer</td> <td>Cllr Christine Huxtable</td> </tr> <tr> <td>Chair of Planning Committee</td> <td>Cllr Hilary Cunningham</td> </tr> <tr> <td>Vice Chair of the Planning Committee</td> <td>Cllr David Bass</td> </tr> <tr> <td>Members of the Planning Committee</td> <td>All Councillors except for chairman</td> </tr> <tr> <td>Chair of the Playing Field Committee</td> <td>Cllr John Porter</td> </tr> <tr> <td>Members of the Playing Field Committee</td> <td>Cllrs Heidi Briscoe & Diane James also Cllr Fry (subject to his approval)</td> </tr> <tr> <td>Highways</td> <td>Cllr Heidi Briscoe</td> </tr> <tr> <td>Resilience & Emergency Planning Officer</td> <td>Cllr Diane James</td> </tr> <tr> <td>Assistant Resilience Officer</td> <td>Cllr Christine Huxtable</td> </tr> <tr> <td>Representative on the Village Hall Trust</td> <td>Cllr Diane James</td> </tr> <tr> <td>Representative on BLAP</td> <td>Cllr Mary Boughton</td> </tr> <tr> <td>Representative on DAPTC</td> <td>Vacant</td> </tr> <tr> <td>Rights of Way Liaison Officer</td> <td>Wally Axford (non councillor)</td> </tr> <tr> <td>Website Co-ordinator</td> <td>Cllr David Bass</td> </tr> <tr> <td>Defibrillator reporter</td> <td>Cllr Hilary Cunningham</td> </tr> </table>	Financial Responsible Officer	Cllr Christine Huxtable	Chair of Planning Committee	Cllr Hilary Cunningham	Vice Chair of the Planning Committee	Cllr David Bass	Members of the Planning Committee	All Councillors except for chairman	Chair of the Playing Field Committee	Cllr John Porter	Members of the Playing Field Committee	Cllrs Heidi Briscoe & Diane James also Cllr Fry (subject to his approval)	Highways	Cllr Heidi Briscoe	Resilience & Emergency Planning Officer	Cllr Diane James	Assistant Resilience Officer	Cllr Christine Huxtable	Representative on the Village Hall Trust	Cllr Diane James	Representative on BLAP	Cllr Mary Boughton	Representative on DAPTC	Vacant	Rights of Way Liaison Officer	Wally Axford (non councillor)	Website Co-ordinator	Cllr David Bass	Defibrillator reporter	Cllr Hilary Cunningham
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19.39	<p>Chairman to sign as correct Minutes of the meeting held on 13 March 2019. Proposed by HC, seconded by CH. Unanimously agreed and minutes signed by the Chairman.</p>
19.40	<p>To consider any matter arising from the Minutes not covered by the agenda. DB requested further discussion regarding Policy regarding the Village Green. Action: To be an agenda item at the next meeting.</p>
19.41	<p>Double-decker bus on the C2 bus route to Colfox School. Chairs of Litton Cheney, Long Bredy & Kingston Russell, Askerswell and Shipton Gorge have raised concerns regarding this issue of replacing the single-decker bus with a double-decker with Dorset Council including writing to the Chief Executive. It was considered that the then Dorset County Council did not consult or communicate with any Parish Council on this matter and their communication with affected landowners was officious, poor and left the minimum amount of time for any tree cutting to be undertaken. In response, Dorset Council has now put a hold on the change until proper consultation is undertaken. It was agreed that the Chair, MB, should continue to represent the Parish Council on this matter.</p>
19.42	<p>Planning Application – WD/D/19/000666 Penfold, Icen Lane, Shipton Gorge This application occurred between Councils. The previous council had raised no objections to this application and there were no comments raised by any parishioners. The Village Hall was not available and there was consequently no meeting held to discuss this application. The Council considered this application and agreed that the return to the Planning Authority should stand as again no issues were raised and the application supported.</p>
19.43	<p>Dates of future Parish Council Meetings It was agreed that future meetings be held on 10 July, 11 Sept, 13 Nov 2019 and 8 Jan 2020.</p>
19.44	<p>Chairman’s Report Firstly, welcome to the new council with two new councillors. As only eight people stood for election for the nine positions on the council, there was no election in Shipton Gorge and so we have one vacancy which we can fill by co-option. We have a draft Co-option Policy which will be circulated for councillors to consider and this will be an agenda item for discussion and approval at the next meeting. Meanwhile we will advertise the vacancy and ask for people to come forward to fill the post. Interestingly in the national press at the end of April there was an article pointing out that in Dorset only 33 out of 163 councils held elections to parish and town councils. Out of the remaining 130 there were 20 councils where nobody came forward and 110 similar to us that didn’t have sufficient nominations to fill all the spaces. The worst in the country apparently, so thank you to those in Shipton who have taken on being a parish councillor for our village. Unfortunately, I could not attend the last Bridport Local Area Partnership (BLAP) Meeting but one thing of note from the previous meeting was a discussion around the new council website for planning. As we are probably all aware this has had some horrendous problems for everyone, and most parishes were experiencing problems. It is certainly not as good as the site it replaced with difficulties in downloading documents one of the most fundamental issues among many others that were reported. The new Dorset Council has been made aware of the issues by most parishes in the area so hopefully improvements will be made. It</p>

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	<p>has also been mentioned that tree applications are no longer notified to parish councils unless there is a Tree Preservation Order (TPO) involved.</p> <p>A number of properties in the village received letters from Dorset Highways ordering them to cut back their overhanging hedges and trees within 14 days from 4th April. This is due to a plan to run a double decker on the route of the C2 bus that goes through our village and many others. There has been concern at the lack of notification or consultation with the villages concerned, and on your behalf, I have joined with Litton Cheney, Long Bredy & Kingston Russell and Askerswell parish councils in making representation to the new Dorset Council. This is an agenda item for this meeting when I will be able to bring councillors up to date with developments.</p> <p>The Village Society has again entered Shipton in the Best Kept Village Competition and asked if on our behalf they could enter our Book Exchange conversion from the phone kiosk into the People’s Project category. I agreed and provided them with a few words on it and also a photograph, so we will see if we are successful later in the year.</p> <p>The Litter Pick and Village Tidy Up took place on Saturday 13th April and what a fantastic turn out we had with over 25 people turning out to help. We managed to cover all the roads and lanes in the village as well as cleaning the road signs, cutting around the signs and finger posts. So an excellent job by everyone and especial thanks to Kate Kent who provided coffee and cake for the helpers on behalf of New Inn Support.</p> <p>There has again been some serious fly tipping in the parish, the worst being on the field above Innsacre. As a result the Symes’ have now put a gate on Cobbett’s Hill Lane to protect their fields from further fly tipping. Please let me know if there are other cases you know of as a co-ordinated approach to stop the perpetrator is needed.</p>																																																		
<p>19.45</p>	<p>Clerks Report – reported by Chairman as Clerk absent. DAPTC have sent a letter requesting a representative from the Council to attend their meetings. Thank you letters have been received from Axe Vale Ring and Ride, St Martins PCC and Citizens Advice regarding our charity donations.</p>																																																		
<p>19.46</p>	<p>Finance Report Accounts 2019/20 were presented. The following cheques and direct debits were approved, Proposed by DB, seconded by JP.</p> <table border="1" data-bbox="268 1473 1469 1823"> <thead> <tr> <th>D/D</th> <th>Date</th> <th>Payee</th> <th>Amount</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td></td> <td>15-03-19</td> <td>ICO</td> <td>35.00</td> <td>Renewal Data Protection</td> </tr> <tr> <td>907</td> <td>22-03-19</td> <td>Derek Smith</td> <td>150.00</td> <td>Moving – 2 x cuts</td> </tr> <tr> <td>908</td> <td>24-03-19</td> <td>P Biss</td> <td>24.13</td> <td>Expenses -</td> </tr> <tr> <td>909</td> <td>23-04-19</td> <td>M Boughton</td> <td>34.90</td> <td>Expenses Feb/Apr</td> </tr> <tr> <td>910</td> <td>23-04-19</td> <td>M Boughton</td> <td>53.12</td> <td>Printer for Clerk</td> </tr> <tr> <td>911</td> <td>24-04-19</td> <td>C Huxtable</td> <td>74.94</td> <td>Parish Assembly</td> </tr> <tr> <td>912</td> <td>24-04-19</td> <td>Derek Smith</td> <td>150.00</td> <td>Mowing – 2 x cuts</td> </tr> <tr> <td>913</td> <td>07-05-19</td> <td>DAPTC</td> <td>127.23</td> <td>Annual subscription</td> </tr> <tr> <td>914</td> <td>08-05-19</td> <td>P Biss</td> <td>61.09</td> <td>Expenses April, Domain renewal</td> </tr> </tbody> </table> <p>VAT Refund of £1293.60 and the £500 were paid into the Playing field account on 08-05-2019 bringing the balance to £4966.36.</p> <p>Annual Return 2018/19</p>	D/D	Date	Payee	Amount	Description		15-03-19	ICO	35.00	Renewal Data Protection	907	22-03-19	Derek Smith	150.00	Moving – 2 x cuts	908	24-03-19	P Biss	24.13	Expenses -	909	23-04-19	M Boughton	34.90	Expenses Feb/Apr	910	23-04-19	M Boughton	53.12	Printer for Clerk	911	24-04-19	C Huxtable	74.94	Parish Assembly	912	24-04-19	Derek Smith	150.00	Mowing – 2 x cuts	913	07-05-19	DAPTC	127.23	Annual subscription	914	08-05-19	P Biss	61.09	Expenses April, Domain renewal
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	<p>Brian Medland has completed the final audit for 2018/19. Report will be written later this week.</p> <p>Annual return and associated papers 2018/19, Bank reconciliation for the financial year 2018/19 and asset register were presented to the Council.</p> <p>Accounting Statements Section 1 and 2 for the period 2018/19. Accounting Statement Section 1 approved unanimously. Proposed by HC and seconded by DB. Accounting Statements Section 2 be approved unanimously. Proposed by DB and seconded by HC.</p>
<p>19.47</p>	<p>Parish Assembly Well attended with representations from the village organisations being positively received. It was considered that this format works well and achieves community involvement.</p>
<p>19.48</p>	<p>Reports: Playing Field – The tipping of the roundabout has been checked by Townsends, but no obvious fault found. A full investigation costing £100-200 would be required to identify the fault so that it can be rectified. It was proposed by MB, seconded by DB that this is required and approval of the cost was passed unanimously.</p> <p>Resilience- Nothing to report.</p> <p>Highways – HC has thanked Dorset Highways for the new signage and requested a second Rosamond Ave street sign now that the landowner has given permission. Repair to the Rosamond Street sign (rotten wooden backing) has been requested.</p> <p>Planning – Concerns have been raised by parishioners over the building erected behind Mason Cottage. The then Chair of Planning, Richard Cunningham, reported this to the enforcement officer who stated the building was of insufficient size to require planning authority and was permitted development as at reference WD/D/18/002073. Action: Clerk to seek clarification regarding size allowed under permitted development.</p> <p>Rights of Way – no report</p> <p>Defibrillator – Weekly and monthly check undertaken by HC and reported to SWA NHS Trust. Training and reporting surveys completed by CH and HC respectively.</p>
	<p>There being no further business the meeting ended at 21.40.</p>

SIGNED

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