

CHIDEOCK PARISH COUNCIL

Clerk to the Council:

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

Telephone: - 01308 426327

E-mail: - Chideock@dorset-aptc.gov.uk

Dear Councillor

I hereby give notice of the Annual Chideock Parish Council meeting to be held on **21 May 2024 at 10am at Chideock Village Hall**, which you are summoned to attend to deal with the business as shown on the agenda below.



Sal Robinson, Clerk to the Council, 16 May 2024.

ESTIMATED DURATION - approx. 2.5 hours, depending on the length of Democratic Period.

Councillors will sign their Acceptance of Office prior to the meeting.

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

1 1. Apologies.

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 adopted Code of Conduct to declare any defined pecuniary interest which relates 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.

2 4. Minutes:

RESOLVE to accept and sign, as a true record, the minutes of the Parish Council meeting of 30 April 2024.

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

4B. Election of Councillors to Committees.

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

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

- 5**
- a) Rights of Way matters.
 - b) Village Hall representative.
 - c) Chideock Air Quality working Group.
 - d) Environmental matters excluding Air Quality.
 - e) All other matters pertaining to the A35 Trunk Road Dorset.
 - f) Dorset Council Highways Matters.
 - g) Bridport Local Area Partnership (BLAP) Steering Group.
 - h) Western Area Transport Action Group (WATAG).
 - i) Dorset Association of Parish & Town Councils (DAPTC) – Western Area Committee –

quarterly meetings held via Zoom.

j) Clapps Mead Committee of Management.

k) Clapps Mead Playing Field Work Group.

l) BLAP Parish Liaison Meeting representative – meetings of the 11 parishes within the Bridport Local Partnership area, held approximately bi-monthly in Bridport and via Zoom.

m) All-Purpose All-Weather Footpath representative.

n) 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** and determination of any action required.

RESOLVE to purchase additional “No dogs” signs for Seatown beach from Dorset Council at a cost of £3 per rigid sign and 50p per adhesive sign.

10 8. A35 Matters.

Comments on and additions to the pre-circulated **Actions and Information List** and determination of any action required.

Consider, and if possible **AGREE** by Resolution, the Terms of Reference for the Chideock Air Quality Working Group – **Attached**.

2 9. River Winniford and Water Pollution Issues.

Comments on and additions to the pre-circulated **Actions and Information List**, and determination of any action required.

10. Motions Received with Notice. None.

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.**

1 c. Determinations.

P/TRC/2024/01927 Stone Cottage Mill Lane - C1 Wisteria- Remove T3 Rowan- Remove. **Granted.**

P/TRC/2024/01929 Farmers Arms Mill Lane - T5 Cypress (Leylandii) – Remove. **Granted.**

P/TRC/2024/01987 Stone Cottage Mill Lane - T1 Liquidambar- Remove. **Granted.**

P/PAAF/2024/01633 Doghouse Farm Doghouse Lane

Change of use from agricultural building to commercial unit (Use Class E(g)(i) Offices to carry out any operational or administrative functions, E(g)(ii) Research and development of products or processes E(g)(iii) Industrial processes). **Prior Approval Granted.**

P/HOU/2024/00858 Lushays Brighthay Lane - Demolish garage and erect single storey extension. Demolish outbuilding and erect 'potting shed' annex. **Granted.**

P/LBC/2024/00859 Lushays Brighthay Lane - Demolish garage and erect single storey extension. Demolish outbuilding and erect 'potting shed' annex. **Granted.**

P/LBC/2024/01179 3 Mews Cottages - Replacement windows. **Granted.**

d. **Appeals.** None.

2 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.

No payments can be made from the Parish Council bank account (TSB) until at least 2 signatories have been set up. Invoices can be approved for future payment.

- 1 a) **RESOLVE** to approve the following payments: -
- i. Clerk's Salary and Expenses for May £TBA
 - ii. Village Hall Hire – May £TBA
- 1 b) **RESOLVE** to approve payment of any invoices received after the agenda was circulated.
- 5 c) **Asset Register. 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.
- d) **Insurance Renewal.**
The revised policy schedule following addition of the trampoline is not yet available.
RESOLVE to renew the Parish Council insurance cover with Hiscox Insurance Company Limited for the period 1 June 2024 – 31 May 2025. (Premium without trampoline = £602.22, £700 budgeted), with payment being made when the revised premium is received and when cheque signatories have been added to the account.
N.B. A 3 Year Long Term agreement with Hiscox started in 2023.
- 5 The insured values of existing insured items have increased by 6%.
- e) **Risk Register. Attached.**
RESOLVE to accept the Risk Register as an accurate assessment of risk to the Parish Council.
- 2 f) **Foss Orchard Car Park – see Actions and Information List.**

13. Clapps Mead Playing Field – see Actions and Information List.

- 10 a) Receive updates regarding the Playing Field and Play Area.
- Consider, and if possible **AGREE** by Resolution, the Terms of Reference for the Clapps Mead Committee of Management – **Attached.**
 - Consider, and if possible **AGREE** by Resolution, the Terms of Reference for the Clapps Mead Work Group – **Attached.**
- 1 b) Receive updates regarding The Friends of Clapps Mead.

2 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.

10 15. Co-option Process. – see attached document.

10 16. Chideock News, Facebook, and Website.

Consider how Chideock Parish Council should communicate with Chideock residents via the Chideock New, Facebook and the parish council website.

17. Consultations. None

0 18. Correspondence. Councillors should ask the Clerk if they wish to see individual items of correspondence.

1 19. Confirm the time and date of the next meeting of Chideock Parish Council. The next scheduled meeting is at **10 am on Tuesday 25 June 2024.**