



Bothenhampton & Walditch
Parish Council since 1886

MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at WALDITCH VILLAGE HALL at 7pm on 11th March 2019

Initials	Present	Initials	Present
RD	Mr Bob Dennis (Chair)	AL	Mrs Ann Langridge
CS	Mr Colin Sparkes (Vice Chair)	MW	Mr Max Watters
IB	Mr Ian Bark	TC	Tan Cox (Clerk)
JB	Mr Jim Basker		
	In Attendance		
DR	Mr D Rickard (WDDC / Town Cllr)		

Ref	Agenda Item	Action
	Apologies: Mr Geoff Matthews	
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received	
1	Minutes of Meeting – Monday 11th February 2019: There being no issue with the minutes these were signed and handed to the Clerk.	

Minutes agreed: Chairman.....on 8th April 2019

Ref	Agenda Item	Action
2	Democratic half hour: See pages 9 and 10	
3	Reports from WDDC and DCC Councillors: DR referred to the Dorset Council's re-organisation and confirmed that he will remain a district / town councilor until the 6 th May 2019. He suggested that the Parish Council find out what the new structures are likely to be in the new council and who our new contacts will be. TC to write a letter to the WDDC/County Council.	
4	Matters arising from Minutes of 11th February 2019: Walditch Speed limit and the survey are covered under Democratic Half Hour – see pages 9 and 10.	
5	Reports from External Organisations: DAPTC – Conference is at end of the month WATAG – JB attended the meeting and provided an update to Councillors, the focus had been primarily on the Round Bridport Town Bus Service (No 7)	
6	Bridport Area Neighbourhood Plan: IB provided an update to Councillors. He confirmed that the final draft of the Neighbourhood Plan is being finalised. He referred to the level of consultation that had taken place and the need to align the Neighbourhood Plan to the Local Plan. He confirmed that a copy of the Plan will be sent to all Councillors and that he would appreciate their feedback on or before the 20 th March. It was agreed that if anomalies were found a meeting would be convened on or around the 20 th March to discuss.	All
7	Planning: A: PLANNING CONSULTATIONS ● WD/D/19/000228 – 21 Elwell, Bridport - CS to look into this and send TC memo to action ● WD/D/18/002368 – Former Mountjoy School, Flood Lane - CS confirmed these were minor alterations – no objections ● WD/D/19/000436 – Southover, Walditch Road - CS to look into this and send TC memo to action B: APPEALS ● None	CS CS CS

Ref	Agenda Item	Action
	<p>C: REFUSALS</p> <ul style="list-style-type: none"> ● WD/D/17/002754 Land opposite Lee Lane and South of East Road Bridport - Noted ● WD/D/19/000280 Tree Preservation Order 746A1. T1 & T3 Beech and T2 Sycamore at 19 Howard Close, Bridport - Noted <p>D: APPROVALS</p> <ul style="list-style-type: none"> ● WD/D/18/002897 – 24 Manor Fields ● WD/D/18/002057 – Little Blossoms, Quarry Lane - Both Noted <p>E: COMPLIANCE NOTICE / OTHER</p> <ul style="list-style-type: none"> ● WD/D/19/000422 – 65a Gundry Road - Noted <p>F: DECISION NOTICE</p> <ul style="list-style-type: none"> ● WD/D/19/000585 – 65a Gundry Road - Noted 	
8	<p>Finance and Budget:</p> <p>TC took Councillors through the cheques that were due, including the payment to Black and White IT Ltd explaining that this related to work on the computer retained by the previous Clerk.</p> <p>All payments were approved.</p> <p>Bank Balance Noted</p>	
9	<p>Parish Maintenance:</p> <p>Bothenhampton – see separate list (page 4)</p> <p>Walditch Green – There was discussion around the damage to the village green by lorries, JB referred to the various regulations that were required when designing roads (width in Sq M), there was discussion around the installation of posts or bollards and the parking of cars next to the church wall which, because of the reduced width of road encouraged wide vehicles to mount the green. It was agreed to write to Dorset County Highways outlining the problem and asking for their advice.</p> <p>Verge on Lower Walditch Lane – JB to investigate who owns this piece of land before the Parish Council takes further action.</p>	<p>JB</p> <p>JB</p>

Ref	Agenda Item	Action
10	<p>Play Area Inspection Reports:</p> <p>John Holt – It was not known whether GM had contacted Edwards Sports Products Ltd for a quote. IB to follow up with GM and progress.</p> <p>John Grundy – TC took Councillors through the list 1 – 8 on Agenda.</p> <p>1: Repair of decayed timber on log cabin – JB said that he had checked this and most of the timber on the cabin looked OK, the steps could do with being repaired.</p> <p>2: Repair of decaying timber on the mixed swing – JB said he would check this and look into contracting specialist company.</p> <p>3: Replace collapsed 5-a-side goal post and add a second goal post – Two contractors could be contacted to quote for this work – JB to progress.</p> <p>4: Install a fence each side to separate woodland from sports area – JB to progress.</p> <p>5: Replace missing parts, tighten loose ropes and repair anchorage points on fireman’s pole on Multiplay (via Playdale Playgrounds) – JB to progress.</p> <p>6: Reconstruction of lower part of footpath from Boscombe Lane to Shipton Gorge – JB to contact footpath officer at WDDC and progress.</p> <p>7: Repair of Spinners Lane footpath to reduce erosion - JB said this can be removed.</p> <p>8: Construction of extension of Jellyfields path from middle gate to top gate where stream crosses Lower Walditch Lane – There was discussion around who is responsible for Jellyfields, (Parish, Town or other), it was agreed that JB would write to Town Council to progress.</p> <p>(Note: the two further bullets on the Agenda were thought to be duplicates of item 3 above.</p> <p>It was agreed that where JB writes to a third party, he will email TC with appropriate wording and she will place onto headed notepaper</p>	<p>IB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB</p> <p>JB/TC</p>
	<p>Other Parish Matters:</p> <p>Service 7 Bus Route – Discussion on the route and the stops located near to Bothenhampton and Walditch. It was noted that the Parish Council had not contributed to the scheme this year.</p> <p>Wifi Connectivity in Village Halls –there was discussion around the possibility of obtaining Wifi in village halls to facilitate communications. It was agreed that JB would contact OpenReach to enquire about hi-speed broadband in Walditch</p>	<p>JB/TC</p>

Ref	Agenda Item	Action
12	<p>Correspondence:</p> <p>Letter to WDDC (Jean Marshall) re Homestead Farm – already discussed during Democratic Half Hour.</p> <p>Citizens Advice - noted</p> <p>Letter to D Weston, Village Hall Committee – TC said she had not heard anything – BD to follow up.</p> <p>Loders School PTFA it was agreed to write to school to establish how many children from the parish attend the school, work on the £50 per child ratio.</p> <p>CPRE it was agreed to pay subscription for 2019/2020.</p>	<p>BD</p> <p>TC</p> <p>TC</p>
13	<p>Policies:</p> <p>TC brought Councillors up to date with the implementation of policies and said that there was one Policy outstanding - Community Infrastructure Levy that needed to be finalised. It was agreed that a small group would meet on the 19th March whilst attending Defibrillator training at the Wood Farm Caravan Site.</p> <p>TC referred to the Councillors Induction Handbook and subject to any amendments said this would be placed onto the private section of the Council's website.</p>	<p>AL</p> <p>JB</p> <p>TC</p> <p>TC</p>
14	<p>Parish Council Website Sub-Group:</p> <p>TC explained that the amendments suggested by the group had all been implemented. She asked whether the group wished to meet again. IB suggested that all Councillors look at the site and provide feedback to TC, if it is necessary to meet again – a meeting will be convened.</p> <p>Also discussed ways of advertising the existence of the website and how to encourage parishioners to look at it.</p>	<p>All</p>
15	<p>Risk Management Sub-Group:</p> <p>TC explained the need to look at the Parish Council's risk register, particularly in light of the upcoming audit. It was agreed that a sub-group would be arranged comprising Ann, Ian and Jim. TC to facilitate.</p>	<p>AL/IB</p> <p>JB/TC</p>
16	<p>Miscellaneous:</p> <p>Clerk entry into LGPS – TC referred to an email that she had received from Dorset County (who administer her salary and deductions) and to the fact that the Parish Council needs to agree to her entry into the Scheme (she confirmed that a notice had been made public). It was resolved that TC should instruct Dorset County Council to enroll her onto the LGPS without undue delay.</p>	<p>TC</p>

Ref	Agenda Item	Action
	<p>Internal Auditor –there was discussion around the internal audit that is to be carried out in May and to the Parish Council’s long-term arrangements.</p> <p>Weekly Inspections of Playgrounds – TC said that she had met with the Clerk at Bradpole who said that she undertakes a rolling programme of playground inspections that are logged. She said that it is advisable to have a similar system in place to ensure the Council can evidence regular checks on their play equipment. There was some discussion around this, and TC said she would write to the Town Council for their advice.</p>	TC
17	<p>AOB:</p> <p>IB raised the issue of the Parish Council notice boards and that they were full of papers that had little to do with the Parish Council. There was discussion around this and IB suggested that the notice boards be fitted with a combination code padlock to ensure at least part of the Board was available for use by the Parish Council. This was agreed. TC notified Councillors that she had still not found all the Notice Boards, she said that she had found 4 of the 7 boards and was able to place notices in the 4 she had found. JB said he would provide details of the notice boards in Walditch.</p> <p>JB provided an update on The Hyde Real Tennis Club and the ongoing issue with regard parking in Walditch. JB is continuing to progress.</p>	IB JB
	The meeting ended at 9.20pm	

Date of the next Parish Council Meeting: 8th April 2019 @ 7pm Bothenhampton Village Hall
Date of Risk Management Sub-Group: tba 2019 @ 2pm

Previous council minutes can be found on www.bothenhamptonwalditchparishcouncil.com
and bothenhampton.org.uk

SUMMARY OF ACTIONS

Action	Owner	Page Ref
Regarding Dorset Councils' re-organisation – write a letter to WDDC/County Council to establish what the new structures will be and who our contacts for the future will be.	TC	2
Regarding Bridport Area Neighbourhood Plan – Councillors to read the final draft of the Plan and provide feedback to IB on or before the 20 th March. Should anomalies be found, TC to convene meeting for Councillors to discuss.	All	2
Regarding Planning Consultations – WD/D/19/000228 – 21 Elwell, Bridport, WD/D/19/000436 – Southover, Walditch Road - CS to look into this and send TC memo to action.	CS	2
Regarding damage by lorries to Village Green (Walditch) – Letter to be written to Dorset County Highways outlining the problem and asking for their advice.	JB/TC	3
Regarding verge on Lower Walditch Lane – investigate who owns this piece of land before the Parish Council takes further action	JB	3
Regarding Play Area Inspection Reports John Holt – determine what has been done to secure quote from Edwards Sports Products Ltd and progress. John Gundry – JB to progress	IB JB/TC	4
Regarding WiFi connectivity in Village Halls – Contact OpenReach to enquire about hi-speed broadband in Walditch.	JB/TC	5
Correspondence: Regarding the Letter to D Weston, Village Hall Committee – BD to follow up Regarding Loders School PTFA – TC to write to school to establish how many children from the parish attend the school. Regarding CPRE pay subscription.	BD TC TC	5
Regarding Policies – Small sub-group to work up CIL Policy. TC to send reminder to councilors and another copy of policy. Councillors Induction handbook to be uploaded to private area of website.	AL/JB/ TC	5
Regarding Policies – Parish Council Website Sub-Group. Councillors to look at site and provide feedback to TC. Another meeting to be convened if thought necessary. TC to contact 'lottie' of local press and authors of 'The Bridge' to ask them to advertise the Council Website – TC to design poster for village hall notice boards to advertise website.	All TC	5 5
Regarding Risk Management – TC to facilitate risk management workshop. Date to be agreed.	AL/IB/ JB/TC	6
Regarding Miscellaneous Items – Clerk to be enrolled into the LGPS without delay.	TC	6
Clerk to contact Town Council regarding play equipment inspections.	TC	6

Regarding Parish Council notice boards – notice boards be fitted with a combination code padlock.	IB	6
Details of Parish Council notice boards in Walditch to be provided to the Clerk.	JB	6

MATTERS RAISED IN THE DEMOCRATIC HALF HOUR – Monday, 11th March 2019

More than 30 people attended the Democratic Half Hour at Walditch Village Hall. There was much debate around two contentious issues

HOMESTEAD FARM, MAIN STREET, BOTHENHAMPTON

Mr Simon Brody attended the meeting and firstly read out a letter sent by the Parish Council to the WDDC Enforcement Officer (Mr Kevin Perry). The letter referred to apparent anomalies between the as built structure and the Approved Documents relating to the Planning Permission. The letter then went on to discuss an expert's report highlighting the differences, a copy of which was attached to the letter. A request was made to the Planning Enforcement Officer that enforcement action be taken forthwith. Mr Brody then read a letter from the Rt. Hon. Sir Oliver Letwin MP to Kevin Perry. Sir Oliver expressed his concern about the current situation. He mentioned a professional report prepared on behalf of one of his constituents which highlighted the discrepancy between the height of what had been constructed and what was given planning permission. He stated that the issue raised by the Parish Council was of considerable local concern. He then expressed the hope that Mr Perry would be able to reconsider his findings in relation to compatibility or otherwise between the planning permission and the construction presently on site. Mr Brody then outlined the findings of the report with regard to roof levels being in excess of those shown on the planning drawings, variously 600mm to 1340mm too high. Mr Brody then advised that he had heard from the Development Manager at WDDC confirming that the height is being investigated further as part of an on-going enforcement case and that the changes of materials and dormers had been approved.

The meeting then heard from Mr Hughes (Applicant), who said that he had also commissioned a survey and had been given different information from that contained in the report held by Mr Brody. He confirmed that he had also seen the Enforcement Officer who had been content with the build after he had visited the site. Mr Hughes had thought that the height of the building was in accordance with the planning permission granted. He acknowledged that the residents of Sunnyside would not be able to enjoy uninterrupted views (as they had previously), however did not understand how the structure could be 1340mm taller than planned.

Mr Hughes asked the Parish Council if they would set up a meeting between himself and representatives from the village so that the issues highlighted could be discussed and data could be shared and compared. The Parish Council Chairman said that this was a matter of law and planning enforcement and that the enforcement action should take its course. He acknowledged that there may be an opportunity, once the enforcement action had been completed, for the applicant to meet with representatives from the village and would be prepared to set this up.

Mr Dave Rickard (WDDC & Bridport Town Councillor) asked Mr Brody whether it could be the case that the new ground level is too high rather than the building being too high. Mr Brody replied that the ground levels will vary during construction. What was important is that the report from his expert was relating roof heights to Ordnance Datum.

WALDITCH SPEED LIMITS

The Parish Council had invited Blair Turner from Dorset Highways to the meeting to respond directly to questions. Several spoke about the speed of cars racing through the village and the danger to pedestrians, made worse by the lack of paths and uneven road surfaces.

Mr Turner responded by providing information relating to the timeline and process that will be followed and provided an estimation of when work on the project would start – which he said would be during the 2019/2020 year.

Mr Chris Addis asked specifically that this timeframe be confirmed and asked for assurances that the project would go ahead in the 2019/2020 year. Mr Turner referred to an email he had received from Michael Potter (Dorset Highways) who had confirmed in the email that the request is part of the 219/20 TRO programme but, that a definitive date for when the work will start is dependent upon outstanding work and availability of resources.

Many of those present were not happy with the looseness of this arrangement and there was clearly a preference for certainty.

Mr Turner outlined the process, saying that prior to any work starting there would need to be a period of consultation and a decision would then be made based on the consultation process. One resident complained about the number of puddles in the street and with no paths, pedestrians were forced to walk through puddles in the road. BT said that he would contact the Highways Drainage Manager and look to arrange some work on this.

Residents were also keen to pursue a 20-mph limit, however Mr Turner said that this was unlikely in the short term because the village speed limit would need to be limited to 30 mph in the first instance. To reduce the limit further, the village will need to carry out a traffic survey to justify their reason for the reduction to 20 mph, further consultation by the Highways Department would also be necessary.

One resident highlighted the additional hazards in the village including blind bends, lack of footpaths etc, and asked about the signage that would be installed and whether the consultation process would provide an opportunity for residents to comment on this aspect of the work. Mr Turner said that he would discuss this further with the Traffic Engineer.

Mr Jim Basker referred to a speed limit survey that he had carried out recently. (See www.bothenhamptonwalditchparishcouncil.com/news) Mr Basker confirmed that the survey found that 89 out of 112 Upper Walditch residents want both 30 mph and 20 mph limits. The Clerk agreed to send a copy of the survey to Mr Turner.