

SYMONDSBURY PARISH COUNCIL

MINUTES

Minutes of the meeting of the Symondsburry Parish Council held on

Tuesday 8th October 2013 at 7pm at Symondsburry School Hall.

These minutes will be ratified at the November parish council meeting

PRESENT: Cllr D Turner (DCC), Cllr G Summers (WDDC), Cllrs P Smith, M Leighton, D Wragg, S Ralph, A Streatfeild, M Costello, S Holmes and Mrs L Hart - Clerk. 39 Members of the public also attended, their names were recorded in the attendance book.

Democratic half hour: The meeting began with Cllr Smith displaying a map showing the site of the proposed Vearse Farm development. Cllr Smith then went on to read through and review the detail of the local plan concerned with Vearse Farm and the amendments that had been put forward. Members of public spoke about proposed Vearse Farm development. Concerns were expressed regarding size of development, the fact the development is within an AONB, possible run-off into Symene / flood risk and increased traffic in area. Members of the public felt that they had not been made fully aware of the public consultation and there had been little debate about the Local Plan in the wider community. They asked how the need was established that more housing was needed in the town and concerns whether the flood and traffic management issues had been discussed fully. Cllr Wragg explained that the draft Local Plan had been open to public consultation approximately 2 years ago. The plans and proposals were displayed in Bridport Town Hall and the public invited to attend, review and comment. Unfortunately it was said to be very poorly attended and very little response was received. There had been formal press adverts and articles in the local press. The democratic session ended at 8.00pm.

Information from DCC and WDDC Councillors: Cllr Turner advised those present that a walkabout around the Symondsburry parish has been planned for 28th October. Cllr Smith will attend and compile a list of jobs that need to be undertaken. Cllr Turner urged everyone to regularly visit www.dorsetforyou.com and review current consultations where the opportunity to comment is available.

Cllr Summers told those present about the Peer Challenge which the local council is participating in. The exercise encourages participants to share best practice with the overall aim of improving procedures. This is particularly useful with the on-going staff and budget cuts. Cllr Summers went on to discuss Electoral Review and the proposed boundary changes for the lower part of Symondsburry parish, detailing the boundaries for the CR (West Cliff parish ward) and CS (Watton Park Area parish ward) polling districts. It is proposed these areas transfer to the Bridport South district ward. To compensate, and to address issues of equality of representation in this area of the district, it is also proposed that the Chideock & Symondsburry ward be enlarged to include the parishes of Whitchurch Canonicorum and Wotton Fitzpaine. Parish Councillors are asked to comment online by 10th November 2013.

Community Policing: PCSO Paul Miners was unable to attend the meeting but sent the following report. There is only 1 crime to note, this is; on the 13th August two gates were stolen in the Higher Eype area. Please note that insecure/unprotected sheds and garages are still being targeted by criminals. These are very easy to protect and if anyone would like any crime prevention advice then please call 101 and ask for Beaminster SNT. If anyone has any information about any crimes or suspicious behaviour, please report it, at the time, to Dorset Police on 101. If anyone is interested in joining a home watch scheme and receiving Police messages of what is happening locally, please get in touch with us at Beaminster Police Station on 01305 222735 or alternatively call 101. You can also follow Beaminster Safer Neighbourhood Team on Facebook.

1. To report and approve apologies: Apologies were received for Cllr Baker due to ill health, his absence was approved.

2. To receive declarations of interest. None received.

3. To approve the minutes of the meeting held on 10th September 2013: Minutes were approved and signed.

4. Chairman's announcements: Cllr Smith signed the Acceptance of Office form; this was witnessed and signed by the clerk. Cllr Smith went on to advise that the clerk had offered her resignation from the post and that the process of recruiting a new clerk will begin.

5. Finance.

(a) Bank Balances Current account £10,736.21
 Deposit account £5102.83

Bank statements for both accounts will now be sent direct to Cllr Smith's address until a new clerk is appointed.

(b) Accounts for payment: BDO Audit & Additional Correspondence Fee - £156.00
 Bridport Town Council – 6 months Lengthsman - £960.00
 HMRC PAYE fine - £400.00 – on hold until PAYE situation resolved.
 Kellie Marner – final invoice & expenses - £773.60 – payment on hold until
 PAYE situation is resolved.
 Axe Valley & West Dorset Ring & Rise Service – donation of £100.00

The Parish Council has received a fine from HMRC for not submitting information on PAYE. The clerk has obtained a quotation from Mrs Sharyn Brown of Pineapple Business Support to manage all the PAYE affairs for £50 + VAT per annum. All agreed unanimously to proceed with this and Cllr Smith and the clerk will meet with Mrs Brown asap. *Post meeting note: meeting arranged for 12th October 2013.*

6. Planning Applications

1/D/13/001250 Vearse Farm Cottage, West Rd. – Single storey extension (full) – no objection.
1/D/13/001337 Land adjacent to Bridport Medical Centre, West Allington. As an adjoining parish Symondsburys parish council was asked to comment. The councillors agreed to support the application. Cllr Streatfeild declared an interest.

7. Reports from Lead Members:

- **Footpaths:** Cllr Costello confirmed that Quarr Lane has now been cleared. She has reported a broken stile on footpath 49 from A35 to Symondsburys.
- **A35:** Nothing to report at this stage.
- **Transport:** Cllr Wragg submitted a response to the bus consultation (copy available on Symondsburys Parish council website). The outcome of the consultation should be published on 6th December 2013.
- **Allotments:** The clerk confirmed that all allotment payments had now been received.
- **Flood Officer:** A 64 page report has been published regarding the 2012 floods, it is available to view by visiting www.dorsetforyou.com
- **Resilience:** Cllr Streatfeild has circulated her draft resilience plan which the councillors have approved. A meeting will be scheduled to now complete the plan with the volunteers from each settlement.
- **Coastal Matters:** Nothing to report.
- **DAPTC.** Cllr Ralph reported that Debbie Snook was voted as Chairman and Cllr Wragg voted in as Secretary. Information was received regarding council cuts and Universal credit. He also advised there is to be a committed development right for changing uses of farm buildings and shops to housing. The County Council will not fund replacing fingerposts within the county. Fingerposts are available but parish councils need to find volunteers to put them up. Cllr Turner advised he has a document published by Dorset AONB detailing the procedure for restoring fingerposts, he will forward to the clerk.

- **BLAP Report:** Cllr Streatfeild attended the October meeting; she will circulate a report shortly.
- **Lengthmans Scheme:** Invoice received.
- **Symene CLT:** See 1/D/13/001337 above.
- **Tree Officer:** Nothing to report.
- **Ancient Monuments:** Nothing to report.
- **Symene Voice:** Cllr Wragg asked for any content to be sent to him as soon as possible. Cllr Leighton asked if a notice could be included regarding a new noticeboard for West Cliff

8. Reports as Available: Nothing to report.

9. Correspondence: The list was presented to the councillors and will be circulated via email.

10. Presentation of Annual Return and Issues Arising report from BDO for year ended 31 March 2013. This has now been received; Cllr Smith thanked Cllr Wragg for his assistance in ensuring this was completed.

11. Declaration of Acceptance of Office of Chairman Forms. This was signed at the beginning of the meeting; the form was not available for signing at the Annual General Meeting.

12. Local Plan / Vearse Farm: Cllr Wragg requested that Symondsburry Parish Council notes the public's strong feelings against the proposed development. It was evident from the public attendance of this meeting and comments heard that people felt that they had not been fully briefed on the consultation. Cllr Wragg and Cllr Streatfeild will attend an upcoming meeting at Bridport Town Council where the Local Plan will be discussed and review. The chairman asked Cllr Wragg to please prepare a report which will be submitted by the Parish Council before the consultation closes on the following day.

13. Quality of Plans – meeting 23rd October 2013, 5.00pm: Cllr Leighton to attend meeting with Cllr Summers. *Post meeting note: more details have now arrived and the Chair will review the questions tabled with Cllr Leighton and circulate prior to the meeting.*

14. Councillors Update – Tuesday 26th November 7pm-9pm – Cllr Wragg asked to be booked on to course. Cllr Smith will update the Chairman's Update course.

15. 2014 Meeting Dates: Cllr Smith confirmed that the parish council will hold a planning meeting to be held in August each year. The meeting will purely be to discuss any planning applications which arise during the period between parish council meetings. It will be held on the 2nd Tuesday in August.

16. Payment of Councillors Honorarium: Cllr Wragg has researched this and found it is not usual for parish councillors to receive an allowance. Instead it was agreed that an expense form would be devised and any costs should be claimed using this method. The clerk will circulate a form to all councillors.

Cllr Smith thanked Colin Haley, head teacher at Symondsburry School for setting up the room and allowing the parish council use of the overhead projector. The meeting closed at 9.15pm.

SignedDate.....
Cllr P R Smith, Chairman

Lucy Hart, Clerk 11th October 2013.