



CHAR VALLEY PARISH COUNCIL

455th Meeting of the Char Valley Parish Council held on
10th June 2024 at 7.30pm - Whitchurch Canonorum Village Hall.

APPROVED MINUTES

Meeting opened: 19.32.

5483: Present: Cllrs. C Noon (Chair), N Ziebland, S Creed-Castle, H Halkes-Wellstead, W Lumsden, J Kewley, C Stanbury, J Busby and T Ely (Clerk). In attendance: Cllr. S Christopher (Dorset Council) and 6 members of the public.

5484: Apologies for absence: R Cook, S Johnson, R Frampton.

5485: Public forum:

- The chair addressed the public and asked if anyone would like to speak.
- A member of the public spoke about the state of local footpaths in general and specifically about one where a building is being built on it. Cllr. Noon asked the member of public to send the clerk the details and if in UMVPC it can be forwarded on to their clerk.
- The member of the public requested that CVPC send out a message to landowners to remind them of their obligations to footpaths on their land i.e. keeping them clear.
- Cllr. Noon informed the room that CVPC are currently starting a footpath project which would be discussed later in the meeting.

Cllr. Halkes-Wellstead joined the meeting at 19.42

5486: Declarations of interest: None.

5487: Dispensation requests: None.

5488: Resolution to approve the minutes of the CVPC meeting held on 13th May 2024:

Proposed by Cllr. Lumsden and Seconded by Cllr. Ziebland. 6 in Agreement, 2 Abstained.

5489: Actions following the last meeting held on 13th May 2024:

1. Review CVPC organisation (Working Groups/Parties/Committees) - the clerk to make the changes and re-issue the document. Action complete.
2. Review terms of reference documents for committees and CEE WP - the clerk to make the change and upload the new document to the website. Action complete.
3. Review Financial Regulations - the clerk to add this to the next finance meeting agenda in June. Action complete.
4. The clerk to book the halls for all scheduled meeting dates. In progress, just awaiting confirmation from James Hargreaves.
5. A member of the public addressed council to ask about a piece of their land that is being used by traffic as a passing place. The clerk asked the member of the public to send her the details and she would contact Dorset Council. The clerk to contact DC once the details have been received. **Awaiting details.**
6. Cllr. Noon to set up a meeting with the enforcement officer, either with full council or the Planning working group. Awaits responses for item 7. **In progress.**
7. Cllrs. to let Cllr. Noon know if they are aware of any local enforcements. **In progress.**
8. The clerk to cross check the Parish Online plotted grit bins against the Dorset Council map. **In progress.**
9. Cllr. Creed-Castle to gain a quote for cleaning the bus shelter. **Cllrs. Lumsden and Halkes-Wellstead have very kindly volunteered to have a go at the work themselves.**
10. Cllr. Creed-Castle informed council that she had received communication from Dorset Council with regard to Pilsdon View camp site, Boarden Bridge, Broadoak. Ref EN/2024/00095 as she had input a few years ago. Cllr. Creed-Castle to look for any previous correspondence with regard to this site and to forward on to Cllr. Noon and to respond to the officer. **The clerk to send the initial email contact from DC so that Cllr. Noon can respond.**
11. Cllr. Noon to make contact with MVPC. **In progress of arranging a meeting.**
12. Fair funding for Dorset - Cllr. Noon to sign the petition on behalf of CVPC. Action complete.
13. The clerk to send the May planning responses. Action complete.
14. Cllr. Johnson to send the May payments online. Action complete.
15. Cllr. Noon to arrange a meeting with the new Dorset Community Action appointee for Rural Housing Enablement, Jacqui Cuff. Cllrs. Ziebland and Johnson volunteered to be included. Later on the agenda.
16. Sandbag storage - Cllr. Busby to finalize a proposal to purchase 3 boxes for the June meeting. Later on the agenda.
17. Cllrs. Lumsden, Halkes-Wellstead and Frampton to send Cllr. Noon a short bio. Later on the agenda.

18. Cllr. Busby to investigate her contact for the war memorials. Later on the agenda.
19. The clerk offered to ask neighbouring parishes how they value their war memorials. **An email has been sent to another parish that has a war memorial to ask how they handle these for insurance purposes.**
20. The clerk to circulate the Wootton Fitzpaine playfield notes. Action complete.
21. The clerk informed council that at the Wootton Fitzpaine APM it was mentioned that the field has a ditch around the edge that requires some maintenance and also overhanging trees. The clerk to contact Jon Snook to discuss. Jon offered to meet with Joanna. **The clerk to try to make contact with Jon Snook.**
22. Wording for holiday let, the Clerk to move to the June agenda. Action complete.
23. Report on Monkton Wyld Court evening 4th May - Later on the agenda.

5490: Planning Applications:

a) Responses submitted to Dorset Council before this meeting:

Application Ref.	Location	Expired	Agreed Response	Submitted
P/FUL/2024/02035	Copse Gate Farm Bluntshay Lane Whitchurch Canonicorum DT6 6RN	17/05/2024	CVPC Support this application but with conditions that the new accommodation can only be used for purposes associated with the main residence and not used for tourism or holiday lets, or separately sold off.	16/05/2024
P/FUL/2024/01964	Fivepenny Farm Dwelling 2 Spence Lane Wootton Fitzpaine DT6 6DF	25/05/2024	Object. For comments see Appendix A.	16/05/2024

b) Responses considered at the meeting:

Application Ref.	Location	Due Date	Agreed Response
P/PASO/2024/02669	Newlands Holiday Park Newlands Bridge To Junction A35t Charmouth Dorset DT6 6RB	20/06/2024	<u>Support.</u> <u>Proposed by Cllr. Halkes-Wellsteadf and Seconded by Cllr. Ziebland, All in Agreement.</u>

The clerk to send the June planning responses.

- c) **Proposed applications to be discussed at this meeting:** None.
- d) **Enforcement:** Cllr. Noon has started correspondence with Dorset Council.

5491: Finance:

a) Payments: The payments for June 2024, as below, were approved.

Payee	Details	Cheque No./Online	Receipt No.	Amount
Wootton Fitzpaine Village Hall	WF Hall Hire 13/5/2024	Online	0524/01	25
John Vanderwolfe	Accounts audit - John Vanderwolfe	Online	0524/02	60
Tamsin Ely	Clerks expenses June 2024	Online	0524/03	61.80
Tamsin Ely	Clerks wage June 2024	Online	0524/04	918.39
HMRC	Tax on clerks wage June 2024	Online	0524/04	4.40
Total				£1,069.59

Proposed by Cllr. Creed-Castle and Seconded by Cllr. Kewley. All in Agreement.

Cllr. Creed-Castle to send the June payments online.

- b) **Bank Reconciliation** - The clerk had circulated the bank reconciliation and council were happy.
- c) **Financial Regulations** - The clerk had updated the document as per the finance meeting and council were happy.
Proposed by Cllr. Lumsden and Seconded by Cllr. Ziebland. All in Agreement.
- d) **Finance meeting summary** - The clerk had distributed the minutes and actions from the meeting. It was proposed to remove Hilary Joyce from the signatories and replace her with Cllr. Lumsden.
Proposed by Cllr. Ziebland and Seconded by Cllr. Busby. All in Agreement.
The clerk to contact the bank to remove Hilary Joyce from the signatories and replace with Cllr. Lumsden.
- e) **AGAR** - The clerk had distributed all relevant documents and confirmed the accounts and internal audit had been completed and was ready for the chair's signature. The AGAR documents were passed to the chair who signed them.
Proposed by Cllr. Lumsden and Seconded by Cllr. Creed-Castle. All in Agreement.

5492: Parish External Liaison:

- a) **BLAP** - Cllr. Noon updated council that at the recent BLAP meeting where there was a representative from the NHS and integrated health ward present the structure was discussed. The next meeting was that week but Cllr. Noon was unable to attend and offered any other Cllrs. to attend if available.
- b) **DAPTC** - CVPC will need a new representative, Cllrs. were asked to think if they may like to volunteer for this for the next meeting.

5493: Flooding:

- a) **Warden** - Cllr. Lumsden was welcomed as a new flood warden.
- b) **Sandbag Storage** – CVPC are looking into purchasing 3 storage boxes; one for each location. The boxes would look neater, and the sandbags would last longer if stored well. It had been communicated that DC would no longer be providing sandbags free of charge.
Cllr. Busby to send an email to find out if CVPC can have more sandbags and get more if possible.
Cllr. Busby to check with the locations CVPC are currently storing sandbags at that they are happy for a storage box.
- c) **Markers/signs** - It was discussed that at a particular location the marker is too far in so when seen it is too late and vehicles are getting stuck in deep water when the roads are flooded. The marker signs need to be where they are to show the depth. It was discussed that there may be space for a turning area in a certain location.
The clerk to contact Dorset Council to request a visit from a roads engineer to discuss options.

5494: Police Report - The clerk had circulated the report from Lyme Regis Police.

5495: Footpaths:

- a) **Footpath project** - This was discussed and Cllr. Noon requested Cllr. Halkes-Wellstead; who will be running the project, organise a meeting with the other footpath officers to put a plan in place, Cllrs. Noon and Kewley would also like to attend, Cllr. Busby also expressed interest but in the future as a lot on at the moment.

5496: Clerks Admin:

b) Register of Interests

- The clerk thanked the Cllrs. for completing their Register of Interests and asked the Cllrs. detailed in the clerks notes who entered an incorrect date for start of term in office amend it to the 2nd May 2024.
- Cllr. Frampton still needs to complete a Register of Interest.

Cllr. Creed-Castle to contact Cllr. Frampton to request he completes his Register of Interest and check CVPC emails at regular intervals (perhaps once a week and before a meeting minimum).

- c) **CVPC organisation** - The clerk had circulated the updated document and council were happy.
- d) **Bio and photo for the website** - Cllr. Noon asked Cllrs. if they objected to having a picture of themselves on the website to be taken at the July meeting or to be sent to Cllr. Noon anytime before then and Cllrs. were happy.
Cllr. Creed-Castle to ask Cllr. Frampton for his bio.

5497: Communications Working Party:

- a) **Char Chat** - The next issue is due out as soon as Cllr. Noon has the bios for Cllrs. Frampton and also, an article on the St Wites church walks. As it is getting close to the main edition in August Cllr. Noon will hold a meeting with the working party to discuss timings.

Cllr. Simon Christopher and 1 member of the public joined the meeting at 20.47

5498: Farming Interests Working Party: Cllr. Stanbury had circulated a report and ran through some of the topics.

5499: Local Amenities Working Party: Cllr. Creed-Castle had circulated a report and ran through some of the topics.

- Cllrs. discussed the current issue of needing a sign on Stoke Mill Lane to warn traffic it is not a through road as Cllr. Frampton had reported lots of vehicles get stuck trying to go up there. The clerk had spoken to Dorset Council to determine the type of road and it was established that DC are responsible for the end in the parish that CVPC believes needs the signage.
- Cllr. Creed-Castle reported having been contact by a resident about a footpath which is uneven underfoot and overgrown. Cllr. Creed-Castle had spoken to the home owners; one side are organising a contractor to clear the way but the other side were not happy to cut their foliage at the moment as the birds would be nesting. CVPC are unable to do anymore so hopefully once one side is cut this will help for the time being.
- Some roads were discussed and Cllr. Creed-Castle offered to take photos of the bad road conditions coming up Cutty Stubbs Hill regarding cars being grounded when pulling in for passing traffic and report online to Dorset Council.

Cllr. Creed-Castle to take photos of the bad road conditions coming up Cutty Stubbs Hill regarding cars being grounded when pulling in for passing traffic and report online to Dorset Council.

- a) **Asset refurbishment/repair/replacement quotes** - Still trying to find out how much the war memorials should be insured for. Cllr. Busby to organise to meet her contact at the locations and they can provide repair estimates.

5500: Playground/Playfield Working Party:

- a) **Whitchurch Playground** - The order for the new equipment had now been received.
Cllrs. Johnson and Creed-Castle to organise a quote for installation of the new play equipment.
- b) **Wootton Field and Play Area**
 - The clerk informed council that at the Wootton Fitzpaine APM it was mentioned that the field has a ditch around the edge that requires some maintenance and also overhanging trees.
The clerk to establish contact between Cllr. Kewley and Jon Snook to discuss.

5501: Climate and Ecological Emergency Working Party/River Char Community Project (RCCP):

- a) **River Char Community Project** - Andrew Carey had circulated a report but unfortunately the clerk made a mistake and had not copied it to the folder, so it had not been seen. Cllr. Noon ran through the report. There was a proposal where £840 was requested for the next stage of the project. This had already been budgeted for, so council were happy.
Proposed by Cllr. Noon and Seconded by Cllr. Ziebland. All in Agreement.

5502: Planning Working Party:

- a) **Holiday let wording** - to be discussed at the next planning working group meeting. **The clerk to put on the July agenda.**
b) **Local plan consultation** - to be discussed at the next planning working group meeting.
c) **Affordable housing** - to be discussed at the next planning working group meeting.

5503: Transport Working Party:

- a) **Write to Minister of Transport** - It had been suggested that Cllr. Noon write to the Minister of Transport to voice concerns about speed limit on A35 in Morcombelake. All agreed to be done post July election.
Cllr. Noon to write to the Minister of Transport post-election.

5504: Staffing Committee:

- It was discussed that the committee needed a chair. It was decided that Cllr. Ziebland would chair the committee.
Proposed by Cllr. Noon and Seconded by Cllr. Creed-Castle. All in Agreement.

The clerk to check her appraisal date.

5505: Cllr. Christopher, Dorset Council: Cllr. Simon Christopher had circulated a report and ran through some of the topics.

- Cllr. Noon asked Cllr. Simon Christopher if CVPC should be in receipt of any CIL money from their development works.
Cllr. Simon Christopher offered to look into it for CVPC.

5506: Other issues that have been circulated for discussion:

- a) **Monkton Wyld School** - This had now been set up as a charity and there were local concerns over what the property was going to be used for. Cllr. Halkes-Wellstead updated council, having visited Mr. Roper - it was a school which now has a charitable status with trustees, they are not elected, they are appointed through volunteering when there is a vacancy. Until now the trustees have been working the land and a pre-school was there. Money had also been personally donated. Some trustees have resigned as elderly. Mr. Roper suggested it become a co-operative which it has. More people have come in and have "forced" out the people that were there creating concerns for the future of the property.

Cllrs. Noon and Ziebland to write to the trustees of the Monkton Wyld School property to request a meeting to discuss its future.

- b) **Contaminated Land Strategy** - Dorset Council had circulated a survey.

The planning working party to discuss and formulate a response when they meet.

5507: Public and other matters - To consider any matters that Cllrs. wish to raise that has not already been circulated:

- A member of the public wished to speak about another matter for councils' consideration. The member of public spoke about a planning application that CVPC had previously objected to as they were re-applying and wanted to express reasoning behind it. This then opened a discussion about affordable housing.

5508: Councillor training: The clerk had circulated links to available training, Cllrs. were encouraged to have a look and let the clerk know what training they would like to complete.

5509: Date of next meeting: 22nd July 2024 - Wootton Fitzpaine Village Hall

5510: Meeting Closed: 21.47.

Appendix A

CVPC supports the conversion of the farm building into a teaching facility, and we encourage such use.

CVPC objects to the placement of holiday accommodation in an open agricultural field. This is contrary to the principles of protecting and furthering the benefits of the West Dorset National Landscape, whose remit has recently been strengthened to include the 'seek to further' duty which replaces the previous requirement for relevant authorities to 'have regard' to the purpose of a National Landscape. In particular, the protection of National Landscapes directs local planning authorities to take into account the resources available defining the local landscape character assessments. This specifically rejects uncontrolled expansion into existing open fields and restricts the introduction of increased caravan, glamping, and other holiday accommodation.

Please note that CVPC are very concerned at any further increase in holiday accommodation as there is already an over-supply of available accommodation in the local area to the detriment of the local residents, existing hospitality businesses, and the local environment. More development also undermines the very reason why this area is attractive to visitors and existing residents.

These minutes and reports are available on the CVPC website www.charvalley.org

Please note that meetings may be recorded by CVPC, therefore by attending the Council Meeting and/or speaking during the Public Forum you are consenting to being recorded. If you have any queries regarding this, please contact the Clerk.

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