

# CHIDEOCK PARISH COUNCIL

**Clerk to the Council:**

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

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Dear Councillor

I hereby give notice of the Chideock Parish Council meeting to be held on **25 June 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, 20 June 2024.

**ESTIMATED DURATION – approx. 2 hours, depending on the length of Democratic Period.**

- 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 21 May 2024.
- 5 4A. **Co-option of Councillors.**
- 5 4B. **Appointment of Representatives, who do not have to be Councillors.**
  - 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.

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.

0 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>

1 a. **Planning Applications. None.**

**AGREE** to retrospectively approve the comments made after e-mail consultation for the following applications:

**P/FUL/2024/02805** Midlands Farm Duck Street - Change of use from office to holiday accommodation (Retained)

*“Chideock Parish Council supports the application as given but is concerned that there is not adequate parking available for the proposed holiday let.”*

b. Applications received after the agenda was circulated.

c. **Determinations. None.**

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 June inc, PAYE	£TBA
ii.	Village Hall Hire – June	£TBA
iii.	West Dorset Western Area Transport Action Group (Timetables) (from Community Fund)	£18.00
iv.	Ken Hussey – trampoline installation (from Clapps Mead Fund).	£985.00

1 b) **RESOLVE** to approve payment of any invoices received after the agenda was circulated.

5 c) **Internal Audit & Annual Governance and Accountability Return. Attached.**

**RESOLVE** to accept the Internal Auditor’s Report.

**RESOLVE** to sign the Declaration of Exemption from External Audit, given that both income and expenditure for 2023-2024 are less than £25,000.

**RESOLVE** to accept and sign page 5 of the Annual Governance and Accountability Return 2023-2024, - this must be approved by the Council and signed by the Chair and Clerk  
**RESOLVE** to accept and sign the Annual Governance and Accountability Return 2023-2024, page 6 - this must be approved by the Council and signed by the Chair.

- 5 d) **Insurance Renewal and Asset Register. Attached.**  
The revised policy schedule following addition of the trampoline is now available. Retrospectively **RESOLVE** to renew the Parish Council insurance cover with Hiscox Insurance Company Limited for the period 1 June 2024 – 31 May 2025 (Premium = £617.34, £700 budgeted), with payment being made when cheque signatories have been added to the account.  
The insured values of existing insured items have increased by 6%.
- 2 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.**
- 2 g) **Update on TSB Change of Signatories.**

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.**
- 2 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. **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.

0 16. **Consultations.** None

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

1 18. **Confirm the time and date of the next meeting of Chideock Parish Council.** The next scheduled meeting is at **10 am on Tuesday 30 July 2024.**