

## SYMONDSBURY PARISH COUNCIL MINUTES

Minutes of the meeting of Symondsburry Parish Council held on Tuesday 4<sup>th</sup> May 2021 at 7pm by remote means during the COVID-19 Pandemic. **These minutes will be agreed at the June Parish Council Meeting.**

**PRESENT:** Cllrs - P Colfox, A Streatfeild, S Ralph, J Roddy, S Ainley, P Allen, N Mawditt and P Hartmann. In attendance: Marilyn Stone, Clerk, and six members of the public.

**0001 To elect chairperson for the coming year** Cllr Colfox asked if there were any nominations. Nomination had been received for Cllr S Ralph. Cllr Ralph to be appointed as Chair, **Proposed by Cllr A Streatfeild, seconded by Cllr P Allen, all in favour.** Cllr S Ralph thanked Cllr P Colfox for all his hard work over the last 12 months.

**0002 To receive and approve apologies for absence** Apologies for absence had been received by the Dorset Councillors, D Bolwell, S Williams and K Clayton due to their attendance at a meeting with Dorset Council.

**0003 To receive Declarations of Interest** None

**0004 To approve the Minutes of the meeting held on 13<sup>th</sup> April 2021** The minutes of the meeting held on 13<sup>th</sup> April 2021 were approved and signed.

**0005 To appoint a Vice-Chairman for the coming year** Nomination had been received for Cllr A Streatfeild to stand as Vice-Chairman. **Proposed by Cllr S Ralph and seconded by Cllr P Colfox, all in favour.**

**0006 To adopt Standing Orders and Financial Regulations** The clerk had previously circulated the Standing Orders and Financial Regulations by email for prior perusal. Although the Standing Orders were initially **proposed for adoption by Cllr P Colfox and seconded by Cllr A Streatfeild**, it was felt that the following points raised should be discussed at the next meeting:

- The business of the council with external parties should be conducted by the Clerk.
- Individual councillors should only deal with business on behalf the council when they have been formally asked by the council to do so, either because they have a lead responsibility, or because a request has been made and minuted by the council as a body.
- Email correspondence by councillors with external parties should be limited to making administrative arrangements, and requesting information. All correspondence should be copied to the Clerk.
- Councillors dealing with business on behalf of the council should report to the full council in writing at the first available council meeting.

The Financial Regulations were **proposed for adoption by Cllr P Allen and seconded by Cllr S Ainley, all in favour.**

**0007 To adopt Complaints Policy** The Financial Regulations were **proposed for adoption by Cllr A Streatfeild and seconded by Cllr P Colfox, all in favour.**

**0008 To appoint Councillors to specific responsibilities together with up to date report:-**

a) Footpaths	SR	b) A35	JR	c) Transport	NM
d) Allotments	SA	e) Resilience	PA	f) Coastal Matters	NM
g) DAPTC Matters	PC	h) BLAP Report	AS	i) Lengthsman Link	SR
j) Tree Officer/Ancient Monuments	PC	k) Symene Voice	MS	l) Neighbourhood Plan	PH
m) Symene CLT	AS	n) Community Governance Review	PC	o) Climate Emergency	NM
p) Vearse Farm	PH				

SR – Cllr S Ralph, SA – Cllr S Ainley, AS – Cllr A Streatfeild, PA – Cllr P Allen, PC – Cllr P Colfox, PH – Cllr P Hartmann, JR – Cllr J Roddy, NM – Cllr N Mawditt.

It was agreed to re-organise the lead responsibilities in a cohesive way and this will be discussed at the next meeting.

**Reports from lead members of Footpaths, Lengthsman Link, Symene Community Land Trust and Vearse Farm had been circulated prior to the meeting and taken as read although the following amendments were agreed:**

**Vearse Farm:** Concerns were raised as to whether Bridport Town Council or Symondsburry Parish Council had responsibility for application comments. It was felt that BTC, with more resources, should take responsibility but continuing to ensure that SPC interests are represented and Cllr Allen was asked to communicate this to BTC in a pre-circulated draft letter and ahead of their next meeting. Cllr P Hartmann felt that he would be able to contribute to the Design Review Panel with his experience. Cllr P Colfox added that being united would be to our advantage in negotiations with the developers. Cllr P Allen added that the BANP is part of planning law but that the Planning Department finally decide the proposition going before Dorset Councillors. Cllr A Streatfeild reported that the Symene Community Land Trust will be working with Bridport Area Community Housing (BACH) to uphold the promise of 35% social or affordable housing. Cllr P Hartmann advised that the developers have to deliver so many houses per phase and that this should be monitored closely. **It was proposed by Cllr P Colfox to support the agreed plan put forward by Cllr P Allen and that they had the support of SPC in their discussions, seconded by Cllr J Roddy, all in favour. It was also proposed by Cllr N Mawditt that any communication regarding Vearse Farm from a parishioner should be brought to the attention of Cllr P Hartmann to take forward in conjunction with the clerk, seconded by Cllr S Ainley.**  
**Lengthsman Link:** It was agreed to send thanks to the Lengthsman for doing a fantastic job with sprucing up our noticeboards.

**Democratic Half Hour during which members of the public are invited to raise matters of interest and Information from DC Councillors and Dorset Police:**

Representation from residents living within the North Chideock area raised concerns regarding the possibility of a potential boundary change which would result in them becoming under the Chideock Council remit:

- Don't feel any connection with the Chideock Council and felt that Symondsburry was a more stable parish council and reflects the area they wish to live in.
- When this was brought up before it was voted unanimously to remain within Symondsburry.
- Why fix something that isn't broken?
- Affects around 9 properties
- One member of the public did not mind either way
- Bypass concerns

No earlier reports had been received from The Dorset Councillors or the Police.

**0012 Community Governance Review (including request from Chideock Parish Council): This was brought forward within the meeting in view of the public interest from the people present:** Anomalies were raised to SPC by Chideock Parish Council and we were asked if existing properties within North Chideock that are part of SPC could be transferred to Chideock and if Turnpike Cottage that presently sits with Chideock could be transferred to SPC. Taking into consideration the strong representations made from our parishioners **the following was proposed by Cllr P Allen, seconded by Cllr P Hartmann, all in favour:**

- North Chideock properties currently within Symondsburry Parish to remain in the Symondsburry Parish
- Turnpike Cottage currently within Chideock PC should, we feel and more logical, to be amended to sit within Symondsburry Parish Council

The Clerk to advise Chideock Parish council accordingly.

**0009 Finance:** a) **Bank Balances:** Current account: £9,887.82

Deposit: £23,601.79

b) **Payments of Account for approval:** i) Clerk's Salary ii) Clerks expenses £47.23 iii) C B Reid (payroll) £31.20 iv) Creeds The Printers £325.00. The Clerk also required a transfer to be actioned from the Deposit to the Current Account for £4,000.00 due to the Precept and CIL payments being received. **Proposed by Cllr A Streatfeild, seconded by Cllr P Allen, all in favour.**

**0010 Planning Applications and to consider any other planning/enforcement issues:**

**P/VOC/2021/01110 - Rampisham Down Solar Farm** - Construction of a Photovoltaic Park with associated equipment including access and cable route - (Variation of Condition 5 of planning approval reference WD/D/19/001433 - Revision to the CMP): This application does not directly affect Symondsburry Parish. The application repositions the construction compound and access to an area of farmland between the solar panel areas. The original requirements of the planning consent and section 106 remain which is important for the Rampisham SSSI. Whilst it will be visible in some parts of the parish it was **proposed by Cllr P Hartmann No objection, seconded by Cllr S Ainley, seven in favour, one abstained.**

**P/HOU/2021/00754 – 24 Watton Park, Bridport, Dorset** – Single storey extension to front and garage conversion: The application provides for the garage to be converted into a fourth bedroom and a new extension to the front to create a new entrance lobby and separate storage area. The proposals do not create any loss of amenity for neighbours but does reduce onsite parking by one car space. The design increases the sitting room area by the relocation of the wc./cloaks and a new ensuite bathroom is created with an additional separate wc. in the second double bedroom. The overall proposal is in keeping with the original format. **It was proposed by Cllr S Ainley to support, seconded by Cllr P Allen, seven in favour, one abstained.**

**0011 New Planning Committee – To adopt Terms of Reference:** Two versions of the Terms of Reference had been circulated previously Cllr P Hartmann and the clerk to finalise one for adopting. Cllr N Mawditt expressed concerns at the number of people converting their houses to Air bnb and it was suggested that it does fall under Article 4, permitted development rights. **It was proposed by Cllr N Mawditt, seconded by Cllr P Hartmann, all in favour to discuss this at the next meeting.** It was asked if non planning committee members could input into Vearse Farm planning matters? Cllr P Allen confirmed that Reserved Matters will be discussed at the Planning Committee but welcome prior comments from both parishioners and all councillors. The Agenda for the new Planning Committee will be displayed on noticeboards. To adopt the previously circulated Terms Of Reference **proposed by Cllr P Colfox, seconded by Cllr N Mawditt, all in favour.**

**0013 Projects: An earlier report from Cllr P Allen had been circulated for Digital Connectivity and Summer Visitor Planning.**

**Defibrillator:** Cllr P Allen asked if SPC are responsible for the defibrillator at the Eype School Room due to paying for it in the past. However, the clerk advised that we did not purchase that defibrillator and is not our overall responsibility. Cllr P Allen will seek clarity from the Eype School Room.

**Symene CLT: Cllr A Streatfeild proposed** that a request be made to Paul Derrien, Housing Enabling Officer at Dorset Council, to see if a local Housing Needs Assessment should be done to assess the current needs, or if that information is already up to date. **It was seconded by Cllr P Colfox, all in favour.**

**0014 Correspondence List** The clerk will circulate the correspondence list.

**0015 Items for our next meeting in June:** Community Governance Review, Standing Orders (proposed amendments), Dorset National Park, Re-organisation of lead areas, Air bnb properties. Cllr J Roddy advised

that she had received a request from the owner of a property opposite the school regarding a large oil tank that had been situated within the school grounds and she was asked if concerns can be brought to the Council for consideration. The clerk advised that we should see if there are any concerns received and will put it on the Agenda if that is the case.

**0016 To confirm date of next meeting** Tuesday 8<sup>th</sup> June at 7pm, Eype Church. The Eype Church was offered by Cllr P Allen for free and was thanked by SPC. The clerk will check to see if LFT tests are required.

**Meeting finished at 21:11pm**

(Amended on 8<sup>th</sup> June 2021)