**SYMONDSBURY PARISH COUNCIL ANNUAL PARISH MEETING MINUTES**

Minutes of the annual meeting of Symondsbury Parish Council held on Thursday 8 May at 7pm at Symondsbury School.

**0001 Welcome by the Chair:** Cllr Hartmann welcomed everyone to the Annual Meeting.

**0002: PRESENT:** Cllrs – S Ralph, P Colfox, P Hartmann, R Elwes, B Hamblett, B Bates and S Evans. In attendance: Natalie Bealing, Clerk. There were apologies from the Ward Councillors Cllr Colfox also gave his apologies for having to leave the meeting at 7.20pm. There were no members of the public in attendance.

**0003: To receive the Chair’s report.** As the Chairs report had been printed in the Parish Newsletter and circulated across the Parish, it was not read out at the meeting.

**0004 Disclosures of Interests and Dispensations:** To **receive** disclosures of personal and prejudicial interest from Councillors and employees on matters to be considered at the meeting**:**  Cllr Bates was deemed to have an interest in the Citizens Advice Bureau.

**0005: To approve the Minutes of the meeting held on 10 April 2025:** The minutes of the meeting were approved and signed by the outgoing Chair.

**0006: To note the Annual Financial Report:** The report was approved. The Clerk updated the Councillors on the recent internal audit that had taken place and the AGAR certificate of exemption was approved and signed by the Chair and RFO. Cllr Hartmann asked to review the Forward Look documents again. Clerk to forward them to him. Cllr Evans agreed to review the accounts on a half yearly basis.

**0007: To resolve payments and receipts for the month of April 2025:** a a) Clerk’s salary, b) CB Reid payroll; c) Creeds, d) Bridport Town Council Lengthsman and BLAP); e) Internal Audit

To update on online banking: Current account £18,758.13; Savings £24,521.85

To consider a grant to the Citizens Advice Bureau (requested April 2025) Cllr Bates left the room whilst the grant request from CAB was discussed. The Council agreed unanimously to support CAB by donating £750 again this year. Clerk to write to CAB with the decision.

It was also agreed that £3000 would be moved from the current account into savings.

**0008: Update on SPC Community Awards 2025**: The awards have been advertised widely but the Clerk asked if everyone could promote them again. We have only received two nominations so far. Re-advertise in the BLAP newsletter. Closing date for nominations is 31 May.

**0009: Planning Matters:**

**P/HOU/2025/02155 Proposal**: Proposed Loft Conversion Location: Fourfoot House, Mount Lane, Eype, DT6 6AL. **Consideration:** The chairman commented that notwithstanding the planning comment regarding the window in the East elevation the general intention of the application made the most of the existing building without detriment to the immediate environs. The planning committee felt the proposal was relevant to the needs of the applicant and the works to the roof area and attic space, including the photo voltaic panels, fitted well into the overall design of the existing form. It was noted that policies INT1, ENV10, ENV15, ENV16 and HOUS6 of the local plan were relevant. It was noted that policy H6 of the neighbourhood plan was relevant. **Conclusion:** The planning committee unanimously supported the application. **Decision:** Support.

**P/FUL/2025/02290 Proposal:** Continue use of agricultural land as residential including retention of existing outbuilding Location: North End Farm, Venn Lane, North Chideock, DT6 6JY **Conclusion:** The Committee felt that the submission clearly failed to demonstrate why consent should be given to the change of use of the additional land to residential use and confirmed, with #1 abstention (direct neighbour), that they objected to the proposal. **Decision:** Object

**P/CLE/2025/02444 Proposal:** Certificate of lawfulness to continue use of a shepherds hut and a log cabin sited in the paddock, let out for holiday let purposes Location: Down House Farm, Down House Lane, Higher Eype, DT6 6AH **Consideration:** The chairman noted the planning comment however the matter was still discussed. The planning committee commented that the facilities had operated successfully for some time including when there was a successful Café on site. In addition, the committee noted there are no further changes to the set up required and it was successfully used by holiday makers over the years without any issues. **Conclusion:** The planning committee felt that the application should be supported. **Decision:** Support.

**0010: Allotments:** Cllr Bates updated the Council on the latest batch of plot lets. The Council agreed that anyone from the parish wishing to join the waiting list would go at the top. One new tenant asked if he could have a fire on his plot as part of his preparations. This was agreed with some caveats. Clerk to write to the plotholder. Cllr Hartman also confirmed that whilst the planned allotments at Foundry Lea are not currently being discussed at a high level, SPC have been noted as having an interest in taking them on.

**0011: Clerk’s update:** The Clerk advised Councillors that she was having great difficulty sending emails to some mail accounts. Several of the Councillors were currently being emailed via private accounts.

**0012** **Matters arising from the last meeting not covered by the agenda.** Several Councillors had attended today’s plant fair on the Symondsbury Estate and had observed that parking and cones were being carefully managed.   
Cllr Hartmann reported that he would be seeing representatives from Both National Highways and Dorset Highways in the coming weeks, to discuss Eype Down Road, Quarr Lane and the Miles Cross roundabout. Notes of those meetings would be circulated in due course. Cllr Bates mentioned that comms around Foundry Lea are very important to local residents. A discussion ensued.   
Cllr Evans confirmed that he would be seeing George Streatfeild soon about the Church Hub.

**Date and location of next meeting**: Thursday 5 June, Symondsbury School

**0013: To take questions and consider issues of interest to the community:** There were no members of the public present.

**Meeting finished at 8.10pm**