

# CHESIL BANK PARISH COUNCIL

INCORPORATING THE PARISHES OF PORTESHAM, ABBOTSBURY, LANGTON HERRING, AND FLEET

Chairman Ian White

Clerk M Harding



## Minutes of the Parish Council meeting held on Monday 8<sup>th</sup> April 2024, 7.15pm at Portesham Hall (RDR)

### Councillors Present:

#### Abbotsbury Cllrs

Kevin Donnelly (KD) (*Parish Chair*)

Mark Hardway (MH)

Lorraine Dalley (LD)

#### Langton Herring Cllrs

Cate Killoch (CK) (*Group Vice Chair & Parish Chair*)

Martin Fielding (MF)

#### Fleet Cllrs

Ian White (IW) (*Group Chair & Parish Chair*)

John Coombe (JC)

#### Portesham Cllrs

David Collins (DJC) (*Parish Chair*)

Sue Weeden (SW)

Martin Jolliffe (MJ)

Andy Horne (AH)

Dom Found (DF)

Martin Bartlett (MB)

### In attendance:

Mrs. M Harding (Clerk) and Cllr Mark Roberts (Ward Cllr)

13 members of the public

### 24/04-1 Welcome, Chairs opening remarks.

1. The Chairman opened the meeting and noted that this would be the last meeting of the current governing council. The next meeting will follow the elections on the 2nd of May. It was reported that there will be no contested elections for the four parishes of Chesil Bank, and there will be a vacancy in Portesham.
2. Councillor Kevin Donnelly extended a vote of thanks to Graham Roper, the longest-serving councillor for Chesil Bank Parish Council representing the parish of Abbotsbury. Mr. Roper has been of great support to the full council for many years. His departure is due to family health issues, and the council wishes him well for the future.
3. It was noted that the parish council and all members now have.gov.uk email addresses. Additionally, a website is currently under construction and should be up and running soon.
4. Meeting Format Review, the parish council will be reviewing the format of the democratic forum for future meetings.

### 24/04-2 Democratic forum for agenda items only, and a report from the Ward Councillor.

- i. A resident commented on the start time of the meeting as advertised in the Chesil Magazine to commence at 7:30 PM. It was noted that this is an error in the magazine, as the meeting start time was changed to 7:15 PM about six months ago. The Parish Council will address this error with the Chesil Magazine editor.
- ii. A resident asked how long an item needs to be confirmed before it becomes an agenda item. It was noted that if a member of the public wishes to have an item on the agenda, they should speak to their local parish councillor in the first instance. The councillor will then put forward the item for consideration by the clerk and chair in formulating the agenda.
- iii. A resident thanked the Parish Council for the updated format in the Chesil Magazine, noting that it is much more legible in the new font. Additionally, the resident commented on the bus stop issue at Portesham and inquired if there were any further developments. It was reported that Dorset Council were not considering any changes to the bus stop itself due to the number of users of the stop at the Doctors surgery, it was suggested that the PC and the resident could contact First Bus to see if information about stopping the

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bus at the kerbside could be passed considered to aid exiting the bus onto hard ground. Cllr Roberts asked to be copied into any correspondence on this matter.

- iv. Cllr Mark Roberts explained that we are the pre-election period at present so not a great deal to report but explained that there has been a change of staff in highways, and we have a new community officer.
- v. A resident commented on the item requesting support for the village maps showing old field names, a grant is being applied for and the costs are likely to be in the region of £400.

**24/04-3 To re-open the business of the meeting and approve apologies for absence –** received and approved from Graham Roper.

**24/04-4 To receive declarations of personal or pecuniary interests and grants of dispensation-**MJ- Finance, DJC- finance, LD-Finance, MF- item on the agenda ref Langton Herring map and JC- ref Battery storage should this be discussed.

**24/04-5 To approve the minutes of the Parish Council meeting held on 4<sup>th</sup> March 2024 and sign the same,** these were approved as an accurate record. Proposed KD Seconded MH all agreed.

**24/04-6 Matters arising from these minutes for info only-** MB asked when should, we follow up on the ditches, it was agreed that as soon as we have the update on the change of staffing with highways, we will follow up on the areas not yet completed.

**24/04-7 To reconsider the Democratic forum to include a session at the end of the meeting.** Councillors deliberated on the introduction of a second democratic forum. MB remarked that the Council had agreed to initiate this forum and would review its effectiveness after a trial period. KD emphasised the importance of adhering to strict timing regulations. DJC suggested that Councillors could be designated to comment on specific items, with the parish chairs overseeing this process. MF proposed that the Council provide clarification to the public regarding the operations during these sessions, recognising that speaking at meetings could be daunting. DF raised concerns about the meeting's start time, advocating for a return to a 7 pm start to prevent meetings from running too late, allotting three minutes per person for speaking. It was acknowledged that while the public may not receive immediate responses during the session, their input would be duly noted. It was proposed to introduce the second session, with the first session allocated 20 minutes and the second session 10 minutes. This was proposed by MB and seconded by SW. All members present agreed to the resolution.

This item was brought forward in the meeting to enable the proposers to leave as soon as it was discussed.

- i. **To consider the costs and changes to the use of existing notice board on the village green, Portesham to a double-sided information board for MAP24 and install a noticeboard on back of the old phone box, book exchange.**

The resident from the Millennium Map Committee provided an update during the meeting, highlighting progress made regarding the placement of the charter and potential map. Following a productive discussion held on the village green, it was agreed to install a simplified plaque on the plinth, bearing the inscription "Anglo-Saxon 2024." This plaque is estimated to cost £35 plus VAT. Additionally, it was decided that the original sign of the charter would be affixed to the back of the current notice board, allowing the village map to remain in place. This arrangement would amount to £177 plus VAT. Furthermore, the Parish Councillors expressed their support for relocating the current notice board and installing a dedicated one on the back of the green phone box at the book exchange. Initial verbal quotes for this project amount to £800 for the notice board. Additionally, the Clerk had investigated the costs associated with installing village entrance signs featuring the village name and "Anglo-Saxon Village." This is estimated to cost £112.50 plus VAT, pending a site visit to confirm.

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The Council unanimously agreed to allocate up to £800 for the procurement of the notice board, pending further quotes, and to support the installation of the map signage at a cost of approximately £350 plus VAT. It was also agreed that any signage placed in Portesham could be offered for Abbotsbury if requested.

The new noticeboard was proposed by MB and seconded by SW all agreed.

The MAP 24 signage was proposed by DJC and seconded by KD all agreed.

## 24/04-8 Recreation and Council Property reports

MB reported that there had been little progress since the last meeting, but we do have a third quote which is somewhere in the middle cost wise. There has also been no progress on the path at present as there have been changes to staff at Ilchester Estate and a new agent is being employed. MB reported that the recreation group are looking into moving the entrance to the Chesil Recreation Area up away from the watercourse. In the meantime, the entrance needs to be repaired.

The Clerk had gathered two quotes to repair the entrance as this has become a hazard for vehicles. Quotes in the region of £560 to £870.

A discussion then ensued on the method and materials needed for the work, it was agreed to go back to the contractors who had quoted to ask for an updated quote on the reviewed spec and gather a third quote in order to agree any costing no more than £1000.

Proposed by KD, seconded by MB All agreed.

Play inspections had been carried out and reports forwarded to the Clerk.

## 24/04-9 Planning

### i. **To consider re nominating the Elm Tree Inn as an Asset of Community Value (ACV) as this runs out on 12th September 2024.**

During the meeting, it was highlighted that The Elm Tree Inn is currently registered as an Asset of Community Value (ACV), with the registration set to expire at the beginning of September. Recent developments indicate that the property has been put up for sale. In response, a group of residents has mobilised to investigate the possibility of acquiring the pub for the village's benefit.

To proceed with this endeavour, the group will need to formalise themselves into a Community Benefit Group and seek financial support from the Community Ownership Fund. This fund, established as part of the Government's initiative for levelling up, housing, and community development, presents an opportunity for communities to take ownership of local assets. To qualify for funding from this source, The Elm Tree Inn must maintain its status as an actively registered ACV. Given the time-sensitive nature of this matter, the village has approached the Parish Council to facilitate the re-registration of The Elm Tree Inn as an ACV. A new registration process is necessary as extensions to the existing registration are not feasible. CK requested permission to initiate this re-registration process on behalf of the village, and the Council deliberated on the matter.

During the discussion, questions arose regarding the funding of the proposed acquisition. It was clarified that various funding schemes are available for the group to pursue, and the Parish Council's role is limited to facilitating the registration process. No financial burden will be incurred by the Council in this regard.

In conclusion, the Parish Council agreed to authorise CK to commence the re-registration process for The Elm Tree Inn as an ACV, recognising the importance of this step in enabling the community's efforts to secure the future of the pub.

### ii. **P/RES/2021/05327 Proposal: Application for approval of reserved matters for access, appearance, landscaping, layout & scale in relation to outline permission Location: North Mead Farm, Portesham.**

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During the meeting, the Council deliberated on a development application and reviewed objections previously submitted in 2021. These objections were supplemented with additional information pertaining to affected policies in the Chesil Bank Neighbourhood Plan (CBNP), reiterating the original proposal that the development should have been integrated into the hillside. Furthermore, concerns regarding groundwater and flooding in the village were highlighted.

SW proposed, and DJC seconded, the motion to submit objections to the application based on the aforementioned grounds. Following discussion, the motion was carried with the majority in favour, and one abstention.

- iii. **P/FUL/2024/01248 Proposal: Construction of hardcore farm track Location: Higher Farm, Rodden.** No objections
- iv. **P/LBC/2024/01409 Proposal: External alterations to rebuild chimney. Location: 24 West Street.** No objections
- v. **P/VOC/2024/01146 Proposal: Erection of workshop (with variation of condition 5 of planning permission WD/D/20/001383 to extend operating hours to 8am to 5.30pm Monday to Saturday)-** Cllrs discussed the proposal to extend the timings and noted that the current permission allows for works to be carried out at one end of the site but not the other end, there had been complaints by neighbours with working on a Saturday. It was suggested that a compromise of restricting the Saturday hours from 9am to 5pm instead of 8am to 5.30pm would be a suggestion. Proposed MB and seconded by SW all agreed.
- vi. **To receive an update on planning/enforcement or ongoing issues**  
There has been no further update on the Fleet issues and the PC are continuing the Scrap Yard planning.

## 24/04-10 Parish reports and annual parish meeting dates:

- i. **Abbotsbury-** The Parish meeting convened on the 11th of March, providing an opportunity for discussions on various community initiatives and projects. Among the topics discussed were the Community Speed Watch scheme and the installation of Electric Vehicle (EV) charging points within the parish.  
Regarding community safety, deliberations centred around the Community Speed Watch scheme, emphasising the importance of promoting road safety and responsible driving behaviour within the locality.  
Additionally, considerations were made regarding the installation of EV charging points, reflecting the community's commitment to sustainable transportation and environmental stewardship.  
Furthermore, it was reported that a new tree has been procured for the playing field, replacing the previous tree which had unfortunately perished in memory of Dave Stevens, this being a Field Maple.
- ii. **Fleet-** IW reported on a tranquil meeting held in Fleet. One notable decision taken was to proceed with ordering a plaque for the commemorative bench dedicated to the King's coronation. Additionally, it was noted that a road closure is scheduled for the 16th of April.
- iii. **Langton Herring** – CK provided a report highlighting community activities and ongoing issues within the village. Over the Easter bank holiday weekend, families and walkers

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gathered on the amenity area to participate in events, including Easter egg hunts. However, it was noted that there have been ongoing issues with electricity supply in some properties within the village. CK highlighted that discussions and resolutions are underway with SSE to address these concerns promptly, ensuring the well-being and safety of affected residents. Furthermore, CK announced that the parish meeting is scheduled to take place on the 17th of April.

- iv. **Portesham** -DJC provided a comprehensive report on the recent parish meeting held on the 18th of March. Notably, the meeting saw a strong turnout with twelve members of the public in attendance. During the meeting, David was re-elected as chair. Discussions revolved around various ongoing projects and issues within the community. The Portesham Volunteers will soon proceed with the works on the dovecote for the Millennium project. This necessitates the procurement of materials in the near future to facilitate timely completion. Concerns regarding HGV traffic persist, with ongoing efforts to address these issues. Additionally, serious groundwater flooding issues have been identified on Front Street and in Cemetery Road. While limited solutions may be available, it was noted that addressing the issue of green algae, particularly for health and safety reasons, requires online reporting. Efforts to resolve stream-related issues are underway at the local level. It was suggested that contacting the riparian owners to remind them of their maintenance responsibilities may be prudent for addressing future concerns. Portesham volunteers asked if the PC could relocate the notice board from the dovecote site. It was decided that the notice board will be removed as it is deemed unnecessary at this time.
- v. **To consider the costs and options for a hand-drawn map with the old field names for Langton Herring**  
MF presented a proposal during the meeting, outlining a potential project in Langton Herring aimed at creating a hand-drawn map showcasing the old field names of the area. These historical names are of significant interest and would be made available to the community in leaflet form, with an estimated production of 500 copies. To fund this endeavour, an application for a grant is necessary. Furthermore, to facilitate the project, there was a request to utilise the Parish Council's bank account. After thorough discussion, the councillors unanimously agreed to support the proposal. Proposed by CK seconded by DF, with full support from all present members.
- vi. **To consider holding litter picks in the parishes-** information was provided on the Litter Pick scheme supported by Dorset Council should each of the Parishes wish to organise one.

## 24/04-11 Highways-

At the meeting, it was noted that there were no further updates regarding the issues with HGVs at that time, although it was agreed that further follow-ups would be pursued by MR and the Clerk also if there was any further news of the pilot scheme for the Auto Speed Watch. Additionally, works on Bishops Lane have been programmed. However, there were comments regarding the efficiency of filling potholes using the velocity patcher, particularly considering the amount of rainfall in the area. This raised concerns about the potential waste of money if the repairs were not lasting due to adverse weather conditions. On a positive note, LD reported that Beach Road had been cleared, and ditches had been cleaned out, indicating progress in maintaining the local infrastructure and addressing any potential drainage issues.

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**24/04-12 Countryside & RoW-** The Jurassic Coast Challenge is scheduled to take place on the 18th and 19th of May. The Fingerpost at Shilvinghampton has been repaired through a combination of grant funding and contributions from the Parish Council. This achievement was celebrated and promoted on social media platforms. Moving forward, similar initiatives will be undertaken for other village projects.

To further this effort, Cllrs SW, AH, and MJ have taken on the responsibility of cleaning up the fingerposts in Portesham. They will also explore the possibility of obtaining quotes for any necessary repairs.

**24/04-13 Finance and procedural matters.**

- i. **To approve the reports of payment and receipts due to paid since the last meeting.**

<b>Receipts 31-03-24</b>		
Bank Interest		73.16
<b>Payments March/April 24</b>		
Aubergine	Website	1270.80
Cloudy IT	Emails	622.50
Wessex Ground Services	Grass contract	139.51
M Jolliffe	Churchyard/Cemetery Grass	237.50
Admin	Office costs	1812.82
PVH	Hall hire	16.00
Water 2 Business	Tap at Cemetery	79.32
Water 2 Business	Tap at Chesil Recreation Ground	68.62
One.com	Website	220.48
Planning fee	Abbotsbury Bus shelter	219.52
DAPTC	DAPTC Annual Subs	560.06
DAPTC	Chairmans seminar	79.00
Groves Nurseries	Replacement tree in memory of Dave Stevens	49.99
David Collins	Refreshments for Portesham Parish meeting	24.10
Normtec	Fingerpost repairs grant funded DAONB, CPRE	583.13
Howard Soper	Grass cutting contract	155.00

Proposed MB Seconded KD All agreed. Bank balances as of 31<sup>st</sup> March 2024 £ **69,411.88**

**24/04-14 To receive the list of correspondence for information or future agenda items.**

DJC reported he has the old green bench from the village green and the Fields in Trust plaque in his possession.

**24/04-15 To confirm items for the Annual Parish Council on Monday 13<sup>th</sup> May 2024 at Portesham**

This meeting will be the first meeting of the new elected council, annual business will be carried out as well as the signing of acceptance of office forms and the approval of the Annual statement of accounts. The Highways issues will be followed up for this meeting.

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## **24/04-16 Democratic forum for any other items not covered on the agenda or in the meeting.**

A resident commented on the Goalan heights/Fleet Wood issues and asked if Natural England are doing anything about the issues. IW reported that the last contact was in February from the case officer who explained that the Forestry Commission and Natural England are dealing with this, the site is now up for sale and any enforcement will go with the land itself.

Meeting closed at 21:09

## **24/04-17 To resolve to hold a closed session to discuss “Conduct at meetings”.**

The meeting was closed to public, and Cllrs resumed the session.

The Council thoroughly discussed recent communications and meeting management, leading to the agreement on three key outcomes:

1. A card outlining meeting protocols will be provided to the public at each meeting. This card will detail how the meeting will be conducted, when the public can speak, and the expected behaviour during the meeting.
2. Responding to public inquiries or topics raised in the democratic forums will not solely be the responsibility of the chair and vice-chair. Councillors are also encouraged to provide input on topics they may have knowledge of. However, it is essential that all communication is directed through the chair to maintain order and prevent interruptions.
3. Email correspondence will be closely monitored moving forward. Responses to issues or concerns raised via email will be prioritised, with a commitment to addressing them promptly. Furthermore, training opportunities will be encouraged for all councillors, particularly those in leadership roles such as chair and vice-chair.

These outcomes reflect our commitment to transparent communication, effective meeting management, and continuous improvement within the Council.

The PC meeting closed at 21.46.