



## **MINUTES OF THE ANNUAL MEETING OF THE COUNCIL**

**13 MAY 2024**

**COMRADES HALL**

**PRESENT:** Cllr. Rick Dyke (Chairman), Cllr. Chris Beck, Cllr. Tim Beer, Cllr. Rebecca Burt, Cllr. Stephen Curtis, Cllr. Stuart Curtis, Cllr. Philip Dixon, Cllr. Bob Harris, Cllr. Garry Miller, Cllr. Sonia Raymond, Cllr. Nathalie Roberts, Cllr. Yvonne White.

**ATTENDANCE:** Councillor Simon Christopher (Dorset Council), Helen Cudmore (Clerk) and Rowland Hibbard (Outgoing Chairman).

The Meeting commenced at 7.30 pm and was opened by Rowland Hibbard. Rowland Hibbard welcomed Councillors to the meeting and paid thanks to those who had recently retired. There was one member of the public present.

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### **1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

#### **a. Election and signing of the Declaration of Acceptance of Office**

Rowland Hibbard asked for nominations for the position of Chairman. Councillor Harris nominated Councillor Dyke; this was seconded by Councillor Stuart Curtis. There were no other nominations. By a show of hands, Members of the Council unanimously agreed, there were no objections or abstentions. Councillor Dyke was elected as Chairman for the 2024-2025 period of office. There were no nominations for the position of Vice Chairman. Councillor Dyke signed his Declaration of Acceptance of Office form as Chairman, duly witnessed by the Clerk. Councillor Dyke thanked Rowland Hibbard for his long service to the Parish Council.

### **2. APOLOGIES AND APPROVAL OF ABSENCE**

Apologies were received from Councillor Christopher, Councillor Frampton and from PCSO Bishop and unanimously approved by the Parish Council.

### **3. DISCLOSURES OF INTERESTS, DISPENSATIONS AND REGISTER OF INTERESTS UPDATES**

#### **a. To receive disclosures of personal and prejudicial interests from Councillors and employees on matters to be considered at the Meeting.**

None.

#### **b. To receive requests for dispensations.**

None.

**c. To grant any requests for dispensation.**

None.

**d. To receive any updates to the Register of Interests from Councillors.**

The Clerk reminded Councillors that all registers of interest must be completed within twenty-eight days of signing their Declaration of Acceptance of Office form.

**4. MINUTES OF THE LAST MEETING**

The minutes from the Meeting of the Parish Council held on 8 April 2024 were confirmed as a true record, unanimously approved by the Council and duly signed by Councillor Dyke.

**5. MATTERS ARISING**

**a. Results of Dorset Council Elections 2024**

Councillor Dyke stated that Councillor Christopher had been re-elected as ward councillor and that the overall majority of seats in Dorset Council were now held by the Liberal Democrats. Councillor Dyke stated that there was a meeting later that week where positions would be decided, and that Councillor Christopher will be able to provide more information on that at the next Parish Council meeting. The Clerk stated that she had spoken to Councillor Christopher who had stated that he hoped to be elected to the Planning Committee.

**b. Actions Required by Councillors**

The Clerk stated that the election was uncontested for the Parish Council and that there are currently five vacancies, one for the Blackdown ward, three for the Drimpton ward and one for the Broadwindsor ward. The Clerk stated that continuing and new Councillors have duly completed their Declaration of Acceptance of Office forms, and that they must also complete their Register of Interests form, Data Protection form and return to Dorset Council in hard copy, their spending return. Councillor Roberts asked why such a return must be sent when no money has been spent. The Clerk stated that she presumed that it must be for transparency reasons and that it is a legal requirement for all of the country.

**c. Support for New Councillors**

The Clerk stated that she is here to help and support all new Councillors and will be providing an induction pack and stated that training is available to help them in their role. Councillor Dyke stated that there was a wide range of good training material available.

**6. PUBLIC PARTICIPATION**

A member of the public stated that she wished to comment on Agenda Item 7a, and it was agreed that she would address the Council at that time. The member of the public introduced herself and stated that she was the Vice Chair of Wayford Parish Council and that she was attending the meeting to alert the Parish Council to a bridle way issue within the Grouped Parish area. The member of the public stated that there was a damaged and deteriorated concrete bridge located off Oathill Lane in Broadwindsor which is not safe to use by local horse riders. The member of the public stated that this bridleway is important as it is regularly used to avoid the extremely fast and busy B3165, which is not safe for horses. The member

of the public stated that she has reported the problem to Dorset Council and had a conversation with one of their Rangers who agreed that it needed to be repaired as it is dangerous but that it wouldn't be until this financial year (2024/2025). The member of the public stated that she has not heard anything from Dorset Council since, although signs informing that the bridge should not be used have been put up. The member of the public stated that she has also spoken to the British Horse Society's Access Officer who had received a reply from Dorset Councils' Green Space Team advising that due to financial constraints, they could not inform when the repairs would take place. The member of the public stated that this was not a satisfactory reply. The member of the public stated that she had been advised by the British Horse Society to raise the matter at Parish Council level. The member of the public stated that she and other local riders would be happy to donate their time to get this problem sorted as it means so much to local riders. The member of the public circulated images of the bridge and stated that the concrete has been undermined, but was not sure of what repairs would be required. Councillor Dyke thanked the member of the public for bringing this matter to the attention of the Parish Council and for providing additional information at the meeting. Councillor Dyke stated that the Parish Council will discuss the matter. The Clerk stated that she would update the member of the public.

**a. Report from Councillor Simon Christopher, Dorset Council**

As reported under Agenda Item 5a.

**b. Report from Dorset Police**

In his absence, the Clerk read aloud the report from PCSO Bishop which stated that fortunately there was little to report for the Parish, but there have been some thefts further afield, two trailers were stolen from the Halstock area over the last few weeks. In his report PCSO Bishop stated that he urged residents to be vigilant and consider their security and should anyone wish to discuss security with him, then to please contact him directly. The Clerk stated that PCSO Bishop's next engagement would be at 11.00 am on Monday 10 June, at Comrades Hall.

**c. Co-option to Broadwindsor Group Parish Council**

The Clerk reported that three expressions of interest had been received from Tim Beer for Blackdown and from Philip Dixon and Chris Beck for the Drimpton ward. The Clerk stated that their expressions of interest had been circulated to Councillors and that they may ask questions to Councillors and Councillors may ask questions to them. Councillor Dyke stated that all three candidates had a lot of experience in different ways which the Parish Council could benefit from and that he had no questions. The Clerk stated that she would require a proposer and seconder for each co-option.

**Resolved: Proposed by Councillor Dyke, seconded by Councillor Stuart Curtis and agreed by a show of hands, the Council unanimously approved the co-option of Tim Beer to Broadwindsor Group Parish Council for the Blackdown ward.**

**Resolved: Proposed by Councillor Harris, seconded by Councillor Raymond and agreed by a show of hands, the Council unanimously approved the co-option of Philip Dixon to Broadwindsor Group Parish Council for the Drimpton ward.**

**Resolved: Proposed by Councillor Harris, seconded by Councillor Burt and agreed by a show of hands, the Council unanimously approved the co-option of Chris Beck to Broadwindsor Group Parish Council for the Drimpton ward.**

Councillors Beer, Dixon and Beck signed their Declaration of Acceptance of Office forms, duly witnessed by the Clerk, Councillor Dyke welcomed them to the Parish Council and invited them to join the meeting.

## **7. CORRESPONDENCE AND NOTICES**

### **a. Resident, Deterioration of Bridge, Bridleway W23/60 off Oathill Lane, Broadwindsor**

Councillor Beck stated that he knows the bridge in question and stated that bad weather over a number of years has caused the concrete to deteriorate. Councillor Dyke stated that as a first measure, he will report the problem to Dorset Council from the Parish Council and the Clerk stated that other options included a letter to Councillor Christopher and contact with Dorset Council officers requesting an update. Councillor Raymond asked whether the area in question was in Dorset or Somerset, Councillor Beer stated that the border changed in 1966 and the area became part of Dorset.

### **b. Citizens Advice Bridport & District, Request for Grant**

The Clerk stated that she had circulated this correspondence prior to the meeting and that the Parish Council has supported Citizens Advice Bridport & District with a grant of between £150.00 and £200.00 for many years. Councillor Dyke proposed that this support continue and suggested a grant of £200.00. There were no objections. The Clerk stated that she would add this to the accounts for the next meeting in June.

### **c. Drimpton Resident, Highway Concerns, Netherhay**

Councillor Harris stated that with regard to the letter received from the local resident about the recent accident by Netherhay Chapel, he had spoken to an eyewitness who had informed that it had involved a motorcyclist who had skidded approaching Netherhay Chapel from the Axe Lane direction and that he was unfortunately badly injured. Councillor Harris stated that no other vehicle had been involved and was unsure himself as to whether a mirror would have been helpful in this situation. Councillor Harris stated that it was a dangerous junction and when turning right into Netherhay Lane it is a completely blind turning. Councillor Harris stated that he had received a complaint from another local resident about the other end of the village as you approach the pub in Chard Road. Councillor Harris stated that vehicles including cars, lorries and tractors are mounting the pavement via a dropped kerb to avoid oncoming traffic at the corner from Drimpton Road, B3162. The local resident is concerned that this is a danger to his family or any other persons walking on the pavement, and is probably, against the law. Councillor Harris stated that his own observation was that associated with this, there is another blind corner from Chard Road at that position into

Drimpton Road. Councillor Harris stated that he has written to Councillor Christopher to request that Dorset Council visit the village and survey both sites. Councillor Raymond described the junction to those not familiar and stated that unless a vehicle stopped to look into the mirror, she did not think that it would help. Councillor Dixon stated that a real solution would be to change the priority which would force people to stop and asked why the speed limit was 30mph and not 20mph and that given that there is a left hand turn of over 90 degrees, if a vehicle is travelling at that speed, it is an accident waiting to happen. Councillor Beer stated that people turn too early into Netherhay Lane. Councillor Beck stated that the changing road priority solution does carry some weight. Councillor Dyke stated that it was a very good suggestion and that the Parish Council will await a response from Councillor Christopher.

**d. Beaminster Town Council, Request for Financial Support for Community Bus and Volunteer Drivers**

Councillor Dyke stated that this item had been circulated and had been a previous agenda item. The Clerk stated that it had been tabled at the March meeting but that it had been agreed to discuss when the new Parish Council had been formed. Councillor Dyke stated that local bus services are crucial and that he was unsure how well it was used by residents within the Grouped Parish area and perhaps it should be promoted more locally. Councillor Raymond stated that the bus and a volunteer driver is also available to hire privately and that she had hired it for a Young Farmers trip and that it was much lower in terms of cost than hiring a coach. Councillor Raymond stated that as a charity, this was a wonderful service and that more people should know about it. Councillor Harris stated that given the fact that the bus does not go to Drimpton, he felt reluctant to agree to the Parish Council supporting it financially. Councillor Beer suggested asking Drimpton residents to find out how many would use the Saturday service and then reporting this back to Beaminster Town Council. Councillor Dyke suggested that further information be sought. The Clerk agreed to find out further information about the service and timetable and report back to the Council.

**8. COUNCIL MEETING DATES AND VENUES**

**a. To approve the dates and venues for Council Meetings for the 2024/2025 period.**

The Clerk read aloud the dates of forthcoming meetings and stated that the next meeting was scheduled slightly earlier than normal, on 3 June at Blackdown Village Hall and that the July meeting was usually held at Broadwindsor Cricket Pavilion. Councillor Dyke asked Councillors what they felt was the most convenient start time, given work and family commitments and stated that he would like to hold more meetings at Comrades Hall, but appreciated that as it was used earlier in the evening on a Monday, then the start time would be pushed back to possibly 7.45 pm. There were no comments. Councillor Dyke stated that it would be good to have a more equal distribution of meetings across the three different venues. The Clerk stated that she would make enquiries with the relevant booking clerks.

## **9. REVIEW OF STANDING ORDERS**

### **a. To review and approve that the Council's Standing Orders are fit for purpose.**

Councillor Dyke stated that it was a lengthy document and that perhaps some updates are needed. The Clerk was asked to add this item to the next agenda to allow all Councillors a little more time to review it.

## **10. APPOINTMENT OF REPRESENTATIVES**

The following representations were agreed.

**Broadwindsor School: Councillor Rebecca Burt**

**Resolved: Proposed by Councillor Beer, seconded by Councillor Raymond and agreed by a show of hands, the Council unanimously resolved that Councillor Burt be the Parish Council representative for Broadwindsor School.**

**Comrades Hall: Councillor Rick Dyke**

**Resolved: Proposed by Councillor Stuart Curtis, seconded by Councillor White and agreed by a show of hands, the Council unanimously resolved that Councillor Dyke be the Parish Council representative for Comrades Hall.**

**Blackdown Village Hall: Councillor Sonia Raymond**

**Resolved: Proposed by Councillor Harris, seconded by Councillor Roberts and agreed by a show of hands, the Council unanimously resolved that Councillor Raymond be the Parish Council representative for Blackdown Village Hall.**

**Drimpton Village Hall: Councillor Chris Beck**

**Resolved: Proposed by Councillor Dyke, seconded by Councillor Harris and agreed by a show of hands, the Council unanimously resolved that Councillor Beck be the Parish Council representative for Drimpton Village Hall.**

**Broadwindsor Allotment Group: Stefan Nikolov**

**Resolved: Proposed by Councillor Burt, seconded by Councillor Stuart Curtis and agreed by a show of hands, the Council unanimously resolved that Stefan Nikolov represent Broadwindsor Allotment Group for the Parish Council.**

**ROWLO/Footpaths Officer: Councillor Philip Dixon**

**Resolved: Proposed by Councillor Dyke, seconded by Councillor Harris and agreed by a show of hands, the Council unanimously resolved that Councillor Dixon be the Parish Council ROWLO/Footpaths Officer.**

**DAPTC Western Area Committee: Councillor Rick Dyke and Councillor Nathalie Roberts**

**Resolved: Proposed by Councillor Raymond, seconded by Councillor Harris and agreed by a show of hands, the Council unanimously resolved that Councillor Dyke and Councillor Roberts be the Parish Council representatives on the DAPTC Western Area Committee.**

**Dorset Council Climate & Ecological Emergency Support Group: Sheila Hawkins**

Councillor Dyke stated that this was presently attended by Sheila Hawkins and that he was confident that this representation would continue.

**11. ACCOUNTS**

**a. To receive the Finance Report**

Councillor Dyke referred Members of the Council to a spreadsheet highlighting income and expenditure which had previously been circulated. The current balance as of the 30 April 2024 was £45,615.16. There were no questions.

**b. To approve BGPC Direct Debits and Standing Orders for 2024/2025**

**Resolved: Proposed by Councillor Dyke, seconded by Councillor Roberts and agreed by a show of hands, the Council unanimously approved the Finance Report and BGPC Direct Debits and Standing Orders for 2024/2025.**

**c. To approve the Period for the Exercise of Public Rights 2023/2024**

The Clerk reported that this must be for a period of thirty working days to include the first ten working days of July and that she proposed that this be set for 7 June to 18 July.

**Resolved: Proposed by Councillor Dyke, seconded by Councillor Harris and agreed by a show of hands, the Council unanimously approved the Period for the Exercise of Public Rights for 2023/2024 as 7 June to 18 July.**

**d. To note and approve the Internal Audit Report for 2023/2024**

**Resolved: Proposed by Councillor Dyke, seconded by Councillor Harris and agreed by a show of hands, the Council unanimously approved the Internal Audit Report for 2023/2024.**

**e. To approve Section 2 – Accounting Statements of the Annual Governance and Accountability Return for 2023/2024**

**Resolved: Proposed by Councillor Burt, seconded by Councillor Stuart Curtis and agreed by a show of hands, the Council unanimously approved Section 2 – Accounting Statements of the Annual Governance and Accountability Return for 2023/2024.**

**f. To approve payment of £1,207.70 for Dorset Council (Litter Bins)**

**g. To approve payment of £612.47 for DAPTC (Annual Subscription)**

**h. To approve payment of £35.00 for DAPTC (Training Event)**

**i. To approve payment of £31.00 for Comrades Hall (Hire Fee)**

**j. To approve payment of £876.33 for Community First Trading Limited (Insurance)**

**k. To approve payment of £27.49 for the Royal British Legion (Poppy Wreath)**

**l. To approve payment of £84.00 for HMRC (NI)**

**m. To approve payment of £219.67 for L Pickering (War Memorial Maintenance)**

**n. To approve payment of £87.69 for the Clerk (Expenses May 2024)**

Councillor Dyke stated that going forward, he would like to suggest that as the agenda is issued a week in advance of the meeting, then the payments do not require discussion unless there are questions to be raised. Councillor Dyke asked the Clerk about item 11m. The Clerk stated that she had been passed the invoice by Fraser Hughes which was a reimbursement for materials used for improvements to the new war memorial in Broadwindsor. The Clerk stated that the former Council had agreed a budget for maintenance of both memorials. Councillor Harris then proposed that payments f to n be agreed en bloc, this was seconded by Councillor Roberts.

**Resolved: Proposed by Councillor Harris, seconded by Councillor Roberts and agreed by a show of hands, the Council unanimously approved payments f to n.**

**o. Banking Mandate 2024/2025**

The Clerk reported that the previous agreed changes were in progress but not yet completed. The Clerk stated that it would be helpful to have an additional two Councillors on the banking mandate. Councillors Harris and White agreed to be added.

**12. PLANNING APPLICATIONS**

**a. Applications Received and Circulated for Consultation**

**P/FUL/2022/05832, Land adjacent to Hillside, Drimpton Road, Broadwindsor, DT8 3QN**

Councillor Dyke stated that this application had been discussed by the Parish Council at a previous meeting and that amended plans had been submitted which proposed to increase highway safety. Councillor Dyke stated that the new proposal did not answer the many concerns raised previously. Councillor Dyke stated that an additional arboreal assessment had been posted online, with a closing date for comments near the end of the month. Councillor Dyke asked Councillors if there were any additional comments to raise. The Clerk stated that the Parish Council has commented on the new highways plans and retained their previous objection to the application.

**b. Other Applications**

**P/HOU/2024/02345, Havendale, Drimpton Road, Dorset,**

The Clerk reported that the above application had been received after the publication of the agenda and that Councillor Harris had agreed to review. Councillor Harris reported that the application seeks consent to construct a two-storey extension on the north-west elevation of the existing detached house to create additional accommodation for the applicant and has been modified in accordance with pre-application advice. It is at the rear of the property but appears as a side elevation viewed from the road. There are no nearby neighbours that are affected. It is subordinate in scale to the existing footprint and work will include significant improvements to the house (including roof, flooring, insulation, kitchen, plaster and decoration). Render and roof tiles will match the existing building. A biodiversity plan will be put in place to accommodate the presence of bats and energy efficiency will be improved with the addition of solar panels. Councillor Harris stated that the extension of the existing property will allow the living space to adapt to the current needs of the applicant and does

not compromise the amenities of others and therefore he could see no reason to object and stated that he recommends that the Parish Council fully supports the application.

**c. Results**

Councillor Dyke reported the following results:

P/VOC/2024/01070, Dorset Farm, Littlewindsor, DT8 3QU: Withdrawn

P/FUL/2024/00831, 3 Templemans Ash, Pilsdon, DT6 5NX: Refused

P/HOU/2024/00885, Manor Barn, Pitmans Grave Crossroads to Junction, Littlewindsor Farm, Littlewindsor, DT8 3QU: Granted

P/STA/2024/00822, Land at Seaborough, Seaborough Court Junction Seaborough to Junction West: Response Given

P/FUL/2023/07359, Magdalen Farm, Maudlin Lane, Winsham, TA20 4PA: Granted

**13. D-DAY MEMORIAL EVENT, 6 JUNE 2024**

The Clerk reported that a small commemorative event will be held on 6 June, starting at 10.30 am at the new war memorial in Broadwindsor and the lighting of the beacon will take place at the Allotments at 9.15 pm. The Clerk stated that Rowland Hibbard had been in contact with the bell ringers, and it was planned that the bells would ring at 6.30 pm in line with others across the country. The Clerk stated that Broadwindsor School is interested in taking part and that she had ordered a wreath from the Royal British Legion.

**14. CLIMATE CHANGE EMERGENCY**

Councillor Dyke stated that a working group has convened several times over the last couple of months and that they have drafted a strategy document and an action plan and have started to draft a term of reference which will guide the authority of the group. Councillor Dyke stated that the thinking is that as a Council, we should have a strategy to deal with climate change issues which will highlight the areas we will be actively involved with. Councillor Dyke stated that the Council should aim to make a difference but that goals must be achievable and realistic. Following recent discussions, Councillor Dyke stated that it was agreed that this strategy should be shared with the community in order to seek support and that it is envisaged that a number of small events will be held across the Grouped Parish area. Councillor Dyke suggested that the draft documents be shared shortly with Councillors and that they are read prior to the next meeting when they will be discussed in detail. Councillor Dyke stated that the group comprised a mix of Councillors and interested members of the public and he welcomed anyone else who would like to become a member as well as thoughts and feedback at the next meeting. Councillor Dyke stated that there had been a very interesting talk about the Asian Hornet by the Beaminster Area Eco Group which had been well attended and the second talk will be about the Woodbury Community Rewilding project on 20 May. Councillor Dyke stated that it is free to enter, and the Clerk stated that she would post information about the event online.

## **15. ALLOTMENTS**

The Clerk reported that the Annual General Meeting for the Broadwindsor Allotment Group (BAG) is to take place on the following Sunday at 2.30 pm at the allotments.

## **16. MUGA UPDATE**

### **a. Dedication Event 24 May 2024**

The Clerk reported that the event is to take place on 24 May at 9.30 am, a relatively small event with the Parish Council and School. The Clerk stated that Stefan Nikolov and Councillor Dyke had kindly offered to put the sign up and that the School was happy to participate, with a suggestion of poems by the children. The Clerk stated that some thought to the running order must now be given. Councillor Dyke stated that the event shouldn't be too lengthy, and it was agreed to liaise with Rowland Hibbard.

## **17. COMMUNICATIONS WITHIN THE GROUPED PARISH AREA**

Councillor Dyke stated that this agenda item came about due to poor broadband and fibre connectivity within the Grouped Parish area and to see what could be done to improve this. The move to digital and its impact on the community was another issue which had also been discussed and was being monitored. Councillor Dyke stated that the company Jurassic Fibre had initially been contacted with regard to installing fibre as they were already working locally. Councillor Dyke welcomed any input from members of the Council. Councillor Burt made reference to another company which she believed was active in the West Coker area. Councillor Harris stated that he had read in an update from Chris Loder MP that Wessex Internet had been awarded a contract to install ultrafast full fibre broadband in homes and businesses across West Dorset and South Somerset.

## **18. HIGHWAYS**

The Clerk stated that members of the Council and public can report highway problems such as potholes and blocked drains online through Dorset Council's website and for matters which need a little more context and detail, the Parish Council has a designated Community Highways Officer who can be contacted. Councillor Dyke stated that the poor state of the Beaminster road needs raising again with Dorset Council. The Clerk stated that she was still waiting for a meeting to be scheduled regarding the flooding in that area.

## **19. MATTERS OF INTEREST AND INFORMATION**

### **a. Items for next Agenda from Members of the Council**

None.

### **b. Items for next Agenda from Members of the Public**

None.

## **20. PUBLIC PARTICIPATION**

No comments.

**21. DATE OF NEXT MEETING**

The Clerk reported that the next meeting would convene at 7.30 pm on Monday 3 June 2024 at Blackdown Village Hall.

**22. CLOSE**

The meeting of the Parish Council was formally closed at 9.26 pm, Councillor Dyke thanked everyone for attending and for their participation.