



Bothenhampton & Walditch
Parish Council since 1886

**MINUTES OF BOTHENHAMPTON & WALDITCH PARISH COUNCIL MEETING
held at BOTHENHAMPTON VILLAGE HALL, 7pm on 9th JANUARY 2023**

Initials	Councillors	Initials	Councillors
JB	Cllr Jim Basker (Chair)	GS	Cllr Graham Styles
CA	Cllr Chris Addis	MW	Cllr Martin Warne
TC	Tan Cox (Clerk)		
Also Invited: Cllr Sarah Williams / Cllr Kelvin Clayton / Cllr Dave Bolwell			

Ref	Agenda Item	Owner
	Declaration of Pecuniary Interests and Eligibility: No Declarations were received.	
	Apologies: Cllr M Warne	
1	Reports from Dorset Council Councillors: No Dorset Councillors were available to attend the meeting.	
2	Democratic Half Hour: There were no members of the public in attendance.	
3	<p>Minutes of Parish Council Meeting – Monday 14th November 2022:</p> <p>The Minutes of 14th November having been agreed by email were accepted, and a copy has been posted to the website.</p> <p>Carried forward Actions:</p> <p>Regarding sheep and cattle on road. The Clerk confirmed that there is now a link and the telephone number of Dorset Council's Trading Standards on 'home page' of the Parish Council website. The Clerk also confirmed that a letter had been sent to Dorset Council on 15th November 2022. Councillors acknowledged the speedy response of Dorset Council to this problem.</p> <p>Regarding horse chestnut tree on Walditch Village Green – the Clerk confirmed that this item has been added to the OSPA Agenda scheduled for 25th January 2023.</p>	

Cllr Jim Basker

Minutes agreed on 13th February 2023

Ref	Agenda Item	Owner
4	<p>Reports from External Organisations:</p> <p>WATAG 24th November 2022 –The Parish Council had received very short notice for this meeting and both councillor representatives were on holiday at the time. Cllr JB attended the meeting via Zoom.</p> <p>BLAP Liaison 31st January 2023 – Cllr GS confirmed that he will be able to attend and will update councillors at the next Main Committee Meeting on 13th February 2023.</p> <p>BANP / JCC – Cllr JB attended the meeting on 1st December 2022 and said that unfortunately the meeting was inquorate and therefore no decisions could be agreed. Discussions during the meeting focussed on the Foundry Lea development, including the removal of a mature hedge by the contractors (which had not been sanctioned). The view of the BANP was that the developers should replace the hedge with mature trees. Other topics included the upcoming 2024 election, the eventual size of Bridport Town Council and the Bridport Development Plan. The next meeting is scheduled for 1st March 2023.</p>	
5	<p>Planning:</p> <p>Planning Consultations The planning consultations specified on the agenda were noted.</p>	
6	<p>Finance and Budget:</p> <p>Payments made from 15th November 2022 to 8th January 2023</p> <ul style="list-style-type: none"> • Imperative (Defibrillator parts) • VFO Voucher • Walditch Village Hall • VFO Pruning Saw • Post Office <p style="text-align: right;"><i>Cllr Jim Basker</i></p> <p style="text-align: center;">Vice Chairman</p> <p>The Clerk said that the payments listed above had already been paid and had been authorised via email.</p> <p>The Clerk's salary for January 2023 was approved as were any expenses.</p> <p>The Bank Statement to 31st December 2022 was provided to Councillors for their perusal, the Bank Statement was signed by the Chairman and handed to the Clerk.</p> <p>The Cash Flow Forecast up to 31st December 2022 was sent to Councillors for their review and approval.</p> <p>The Clerk had produced a Draft Budget for 2023/24 and this was presented to the committee by the Chair of Finance and Funding sub-committee.</p>	

Ref	Agenda Item	Action
	<p>Finance and Budget: (cont.)</p> <p>THE FOLLOWING DOCUMENTS WERE APPROVED AND/OR AGREED, AND WHERE APPROPRIATE, SIGNED BY THE CHAIRMAN:</p> <ul style="list-style-type: none"> • Bank Statement and Invoice Cover Sheet (Approved and signed by the Chairman) • Cash Flow Forecast – approved by Councillors • 2023/24 Draft Budget – approved by Councillors <p>RISK REVIEW DURING DECEMBER 2022</p> <p>The Parish Council's internal Auditor has recommended that a risk review is carried out quarterly. All 7 risks (detailed on the agenda) were reviewed and updated.</p> <p>ALL RISK ASSESSMENTS WERE APPROVED</p>	
7	<p>Parish Council Sub-Committees: There were no sub-committee meetings in the period.</p>	
8	<p>Other Parish Matters:</p> <p>Walditch 'Green Village' event Cllr JB had informed the meeting that the event will be on 21st January 2023. The speaker is Sam Wilberforce who will make a presentation on how to reduce energy consumption and costs, followed by Q&A. Cllr JB confirmed that he has produced a poster that will be placed onto noticeboards and sent to Bridport News and Bridport Nub and there will be flyers for local residents.</p> <p>Procedure for dealing with Democratic Half Hour Issues It was agreed that if a councillor is dealing with an issue he should be contacted prior to action by another councillor.</p> <p>Defibrillators – are more needed? There was discussion around how often the current defibrillators have been used, (there are currently two: one outside Walditch Village Hall, the other outside Bothenhampton Village Hall).</p> <p>Cllr GS has looked after the Bothenhampton defibrillator since June 2020 has had only one occasion when it may have been used. Guidance is that everyone should ideally be within five minutes of a defibrillator. Councillors agreed to raise with Bridport Town Council prior to its takeover and for them to arrange additional defibrillators should they deem them necessary.</p> <p>Email from Chris Loder MP – an email was received from the Dorset MP asking for an invite to the parish council committee meeting. Cllr JB to write a letter via the Clerk for onward transmission.</p> <p>CGR – Cllr JB provided brief details of next steps with Bridport Town Council.</p>	Cllr JB

Ref	Agenda Item	Action
9	<p>Correspondence: The following correspondence was sent during the period and can be found on the council's website www.bothenhamptonwalditchparishcouncil.com</p> <p>Letter to Dorset Council Trading Standards regarding sheep on Walditch Road</p>	
10	<p>AOB: King's Coronation Cllr CA raised the forthcoming King's Coronation that will take place on 6th May 2023. He said that the last coronation was in 1953 and many towns and villages celebrated this occasion and he expected both Walditch and Bothenhampton to do so in 2023.</p> <p>Cllr CA suggested that a small grant of say £500 be made available to the Village Halls to help with the cost of the event, should they be planning to organise such an event. There was discussion around this, and it is expected that Lower Walditch would want to make their own arrangements within the play area. It was agreed that a separate grant could be made available for the three sites.</p> <p>Cllr CA emphasised that as it is a community event it would be appropriate for the Parish Council to support it. This suggestion was approved by Councillors and the Clerk to draft a letter for Village Halls and the Lower Walditch Play Area.</p> <p>John Gundry Play Area re-design Cllr CA reported that he has already had a meeting with one contractor and is meeting another on Wednesday 11th January. He expects to receive two quotes in the next couple of weeks and will report back as soon as practicable.</p> <p>Fields in Trust Cllr CA confirmed that the Solicitors have now been passed the Title Deeds and are liaising with the Land Registry on behalf of the Parish Council to change the registered address. The updated Title Deeds are awaited.</p>	Clerk
	The meeting ended at 8pm	

Date of the next Parish Council Meeting: 13th February 2023 at Walditch Village Hall, 7pm
Previous council minutes can be found on www.bothenhamptonwalditchparishcouncil.com

SUMMARY OF AGREED ACTIONS – 9th January 2023

Action	Owner	Page
Regarding Email from Chris Loder MP – write a letter via the Clerk for onward transmission.	Cllr JB/ Clerk	3
Regarding King's Coronation – draft letter for Village Halls and the Lower Walditch Play Area offering grant for celebration.	Clerk	4

ROLLED OVER ITEMS – 9th January 2023

Action	Owner	Page
None		

ITEMS REFERRED TO OSPA SUB-COMMITTEE – 25th January 2023

Item	Page
None	

ITEMS REFERRED TO F&F SUB-COMMITTEE – 17th February 2023

Item	Page
None	

ITEMS REFERRED TO TT&F SUB-COMMITTEE – 17th February 2023

Item	Page
None	

External Organisations - Acronyms:

WATAG – West Dorset – Western Area Transport Action Group

BLAP – Bridport Local Area Partnership

BANP JCC – Bridport Area Neighbourhood Plan, Joint Councils Committee

DAPTC – Dorset Association of Town and Parish Councils

NALC – National Association of Local Councils

External Organisations - Councillor representatives:

WATAG – Cllr Chris Addis (Deputy - Cllr Martin Warne)

BLAP – Cllr Graham Styles

BANP – Cllr Jim Basker

Misc

VFO - Volunteer Footpath Officer