

WEST LULWORTH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held
at West Lulworth Village Hall on Monday May 13th 2013 at 7.30p.m.

Councillors

Present: Mr J Davey (Chairman)
Mrs M Colvin
Mrs V King
Ms C Matthews
Mr N Miller
Mrs E Rudd
Mr M Whittle (arrived at the start of 13/14/004)

In attendance: 8 members of the public
Mrs Julie Wright (Clerk)

13/14/001 **Election of Chairman**

a) Mr Davey was proposed as Chairman by Mrs Colvin and seconded by Ms Matthews, no other nominations were received.

It was resolved unanimously that Mr Davey was elected as Chairman.

b) The Chairman, Mr Davey, duly signed his Chairman's declaration of acceptance of office form and took the Chair.

13/14/002 **Election of Vice-Chairman**

It was proposed by Mrs King and seconded by Mr Miller that Mrs Rudd was elected Vice-Chairman for the coming year.

Another nomination was made; it was proposed by Mrs Colvin and seconded by Mrs Rudd that Mr Miller was elected Vice-Chairman for the coming year.

A vote was taken **and it was resolved** that Mr Miller was unanimously elected as Vice-Chairman.

13/14/003 **Public Questions and Discussion Period**

a) Mr Halsall spoke about the planning application at 'Alpine'. He could not see how the proposed garage could fit on the site available. The current plans show an increase in the garage of 10%. At 5.5 metres across it will extend out into the road. The planners really need to measure the site as a double garage cannot fit on this site. A possibility is a single garage as it would fit. In principle Mr Halsall objects to a garage, a stone wall is an aggressive construction for the site. The building line along this road is set back from the road.

b) Andrew Dennis who lives at 'Westfield' shares the concerns expressed by the previous owners about the prior planning application at 'Alpine' to build a garage. An original photograph was shown of what 'Alpine' originally looked like with a large hedge at the front. An objection has been made to Purbeck District Council (PDC) regarding access and narrowing of the road and would like the site to be measured too.

c) Mr Davey stated that the District Council and the Parish Council will be checking out the site and will be measuring it next week.

d) There is a dispute over the boundary and whether all the land is in the ownership of Dr. Lancaster. Ownership of a site is not a planning application requirement.

- e) Mr Halsall stated that in the planning application it states that all the land to be built on is in the ownership of Dr Lancaster. Therefore the proper notices have not been served.
- f) Mrs Sarah Jackson spoke about the meeting held earlier in the evening about the proposed sale of the Glebe Field. Mrs Jackson is utterly disgusted that the Diocese and Dorset County Council have implied that this is just a little discussion about the future of Glebe Field without any decisions being made.
Mrs Jackson reported that the Diocese had agreed a price with Dorset County Council (DCC). It seems as if the plan is well underway. Mrs Jackson requested that her statement was recorded in the minutes “that she is disgusted with the Diocese given that we are the Parish and support the Church and they have railroaded us out of this comment. The meeting held tonight was found out through gossip and would like it fed back to the Diocese.”
Mrs Colvin knows nothing about the price. There was a letter three weeks ago to the Parochial Church Council (PCC) asking if they were in agreement to sell the Glebe Field.
It was the Reverend Nicola Coleman who asked for an Open Meeting.
Mrs Jackson feels that at a local level the PCC and the Parish council did not know about this meeting.
It was reported that the Parish Council had not been formally told about this meeting. A leaflet drop to the residents was how the Parish Council knew about this meeting.

Mrs Jackson said that if the Diocese wants people in the village to support the Church they need to be more open about what they are doing.

Mrs Colvin reported that if the Glebe Field is sold then Holy Trinity Church gains nothing from the sale.

- g) Mr Lance had spoken to Mr Ferris, Diocesan Property Office, and a valuation had been made. Mr Lance asked if he could see the valuation but could not find out.

Action: The Clerk will write to the Diocese regarding the fact that as a representative of the electorate of West Lulworth the Parish Council should have been formally invited to the meeting. There has been a lack of openness in the first instance regarding the proposal for the Glebe field. The Parish Council want to be advised of the correct procedure from now on.

An application for a school on the Glebe Field would be determined by DCC planning. Both PDC and the Parish Council would be consulted.

13/14/004 **Apologies**

Apologies had been received from Mr Knight.

Apologies had been received from District Cllr Quinn and County Cllr Lovell.

13/14/005 **Declarations of Interest in items on the agenda**

Declarations of Interest were made by Mr Davey and Mrs King who declared an interest in the ‘Alpine’ planning application.

Mr Davey also declared an interest in the Newland Farm planning applications.

13/14/006 **Minutes of the Parish Council meeting held on April 8th 2013**

The minutes of the Parish Council meeting held on Monday April 8th 2013 were agreed as a true and accurate record of that meeting and were duly signed by the Chairman.

13/14/007 **Area representatives for the Purbeck Area DAPTC Committee meetings**

Two representatives can serve on the committee from each council.

Mrs King and Mrs Colvin were appointed as the representatives at the area meetings.
Mr Miller will be the reserve representative.

13/14/008 **Appointment of Officers**

A suggestion was made that a mini group or a couple of people working together could be set up instead of having one individual officer; this would give a differing view point. It was agreed that this was a good idea but one person should be the lead officer who would liaise with others and report back to the meeting.

The lead person for each officer was appointed.

a) Tree Officer

It was agreed to defer the appointment of a Tree Officer until the next meeting.
Ms Matthews stated an interest in getting involved.

b) Rights of Way (RoW) Officer

Mrs Rudd will continue as the RoW Liaison Officer.

c) Flood Warden

Mr Whittle will continue as the Flood Warden.

d) Transport Officer

Mrs King will continue as the Transport Officer assisted by Mr Whittle.

e) Play Area Officer(s)

Came and Company had sent out advice about play area inspections.

The Clerk had drafted a play area inspection sheet. Mr Miller will undertake an inspection of the play areas.

The Parish Council will consider how often these inspections need to take place.

Rospa undertake an Annual Inspection of the play areas.

The chains may need replacing soon.

13/14/009 **Annual Subscription Payments**

a) **Society Of Local Council Clerks (SLCC)**

It was proposed by Mr Miller, seconded by Mrs Colvin and unanimously agreed to pay the SLCC subscription.

£34.00 (Cheque number 000755)

13/14/010 **Planning Applications or Planning Information Received**

a) **6/2013/0188** – Newlands Farm, West Lulworth, BH20 5PU. Refurbishment of cart shed and granary to facilitate use as holiday accommodation.

The Parish Council has **no objections** to this planning application.

b) **6/2013/0189** – Newlands Farm, West Lulworth, BH20 5PU Refurbishment of old shop and shelter shed to facilitate use as holiday accommodation.

The Parish Council has **no objections** to this planning application.

- c) **6/2013/0190** – Newlands Farm, West Lulworth, BH20 5PU. Refurbishment of stalls attached to Farm Cottage to facilitate use as holiday accommodation.
The Parish Council has **no objections** to this planning application.
- d) **6/2013/0191** – Newlands Farm, West Lulworth, BH20 5PU. Refurbishment of main barn and stables to facilitate use as holiday accommodation.
The Parish Council has **no objections** to this planning application.
- e) **6/2013/0213** - Sunnyside (Alpine), West Lulworth, BH20 5RT. Erect detached double garage.
The boundary has not been settled. The proposed garage will not fit on the site as it is wider than the plot it sits on. PDC will be making a site visit to measure the site as the dimensions need to be measured. Cllr Quinn will attend this meeting. District Cllr Quinn will be asked to refer this application to the Planning Board.
- It was agreed that the Parish Council submits its' original objections made for the previous for this application. An additional point will be made that it affects the access to Westfield.
- f) **6/2013/0215** - Main Road (32 - Seabreeze), West Lulworth, BH20 5RJ. Create new pathway to dwelling from existing steps; install new steps from the rear balcony onto the rear garden & erect new decking at rear & new fence in front of oil tank.
The Parish Council has **no objections** to this planning application.
- g) **6/2013/0249** - Main Road (Seavale), West Lulworth, BH20 5RJ. Installation of steps from rear balcony onto garden.
The Parish Council has **no objections** to this planning application.

13/14/011 **Update on Previous Applications or Planning Information received**

- a) **6/2013/0195** – Newlands Farm, West Lulworth, BH20 5PU. Proposed non - material amendment to PP 6/2012/0342 (Change of use and refurbishment of agricultural buildings to form six units of holiday accommodation) to make alterations to floor construction and internal linings to improve thermal performance. **For information only. Approved.**
- b) **Tree works** – PDC's Tree Officer granted permission to fell an elm tree at 16, Main Road. **Noted.**
- c) **6/2012/0757** - Lulworth Cove, West Lulworth. Improvements around Mill Pond (including demolition of kiosk and replacement bin store), improvements to Fisherman's Green (including provision of new public toilets in the existing waterworks building, conversion of the existing public toilets to a cafe and kiosk and demolition of the existing kiosk) and improvements to the beach (including an extension to the beach cafe, new decking area and retaining wall).
The Clerk reported that these plans have been **refused**. The Parish Council will look at the reasons why and report these at the next meeting.

13/14/012 **Finance**

- a) Payment schedule

The following payment schedule was approved for payment having been proposed by Mrs Colvin and seconded by Mrs Rudd. This motion was carried unanimously.

| Payee | Amount | Cheque number |
|-------------------------------|---------------|----------------------|
| Mrs J Wright (Apr/May salary) | £383.11 | 000748 |

| | | |
|--|---------|--------|
| DCC Pension Payment – April | £51.91 | 000749 |
| DCC Pension Payment – May | £51.91 | 000750 |
| Talk Talk Annual mailbox fee | £46.80 | 000751 |
| Mr M Whittle (remaining fee for website domain name) | £1.20 | 000752 |
| Insurance (Broker Network Ltd) | £766.11 | 000753 |

It was resolved that the above payment schedule was paid.

b) **Receipts**

The following receipts were **noted**:

| | |
|--------------------------------|---------|
| Interest on Playground account | £0.18 |
| HMRC VAT refund | £216.80 |

c) April's Budget report 2013/14

April's Budget report was **noted**.

d) Annual Statement of Accounts year ending 31st March 2013 and supporting statement

It was proposed by Mr Miller that the Annual statement of Accounts of the Receipts and Payments for year ending 31st March 2013 and the supporting statement were approved. This was seconded by Mrs Colvin and the motion carried unanimously.

It was **resolved** that the Annual statement of Accounts of the Receipts and Payments for year ending 31st March 2013 and the supporting statement were approved

e) Annual Return year ending 31st March 2013

i) Statement of Accounts Section 1 of Annual Return, end of year bank reconciliation and the explanation of differences

The cashbook balance at 31st March 2013 was £18,104.97 and this agreed with the end of year bank reconciliation.

It was proposed by Mrs King, seconded by Mr Whittle and **it was unanimously resolved** that Section 1 of the Annual Return, end of year bank reconciliation and the explanation of differences were approved.

The Chairman signed Section 1 of the Annual Return.

ii) Section 2 of the Annual Return (Annual Governance Statement)

The Chairman read out the statements from the Annual Governance Statement (Section 2). The answers to all of the statements were 'yes' apart from the one on Trust Funds as the Parish Council is not a sole managing trustee – this answer was not applicable.

This section was then signed and dated by the Chairman and Clerk.

iii) It was **noted** the Parish Council has been selected for an intermediate audit.

13/14/013 **Reports from District and County Councillors**

a) **County Cllr Lovell's Report**

No report as Cllr Lovell was attending another meeting.

b) **District Cllr Quinn's Report.**

i) The Housing Policy has been adopted.

- ii) The group of gypsies at Worgret roundabout did move first to the other side of the road then moved on but have now returned. PDC are still monitoring the situation and liaising with DCC.
- iii) Mike Lovell is trying to arrange a meeting for Cllr Quinn and himself to meet the officers at County to discuss long term plans for the travellers at Coombe Keynes.
- iv) The toilets will be painted as soon as possible, now the weather is good. Everyone wants their jobs done. Cllr Quinn has asked Jill Jackson to consider what happens now the Estate plans have not been approved.
A long term solution is required for the toilets
A leak was reported by the ladies toilets. The water may be coming from the duck pond.
Action: The Clerk will write to Jill Jackson requesting that the toilets are painted urgently the tourist season is underway and if she can come a and look at the leak.
- v) Landslips and mud. Cllr Quinn has been liaising with the Coast Guard, Estate and vice chairman over the recent slip at St Oswalds. Advice to the public remains the same i.e. people need to take care, use common sense and heed the signage in place.
- vi) Linked to the above Cllr Quinn has initiated a report that went to Council last month covering the responsibilities of the different agencies for dealing with flooding. This has been circulated to PCs for comment.
- vii) The Community Governance Review consultation has now closed – I will report at next meeting.
- viii) Synergy Estate walkabout. Cllr Quinn and Mrs King attended this walkabout. There is a map which shows the ownership of the grass. Synergy will provide a map for the Parish Council of what belongs to Synergy. There has been encroachment onto the rough land at Shepherd's Way. Synergy will be writing to them to ask them to allow the trees to grow and keep the grass cut. There are problems with car parking for the Synergy residents at Shirley Close. There should have been an agreement over parking with Hamish MacBeth. There is an Estate committee on which there is an affordable housing representative on it as well as a Synergy representative and this car parking issue will be followed up.

Action: The Clerk will add the Coastal and Flooding Issues Roles and Responsibilities and the Community Governance Review to the next agenda.

13/14/014 **New items for discussion or Report**

- a) Bournemouth, Dorset and Poole Traveller Accommodation Needs Assessment 2013. A draft response had been circulated. These comments will be submitted.
- b) Community infrastructure levy - draft charging schedule and priorities for spending
- c) Economic development strategy
- d) Planning application validation list
- e) Planning enforcement policy
- f) Management strategy for camping and caravanning sites

Action: Mr Davey will look at the five PDC consultations b) – f) and report back his responses at the next meeting.

13/14/015 **Ongoing Actions and items for discussion/update from previous meetings**

a) **Wreck to Reef Project**

A response had been received from Mr Buchan who suggested that Mr Copperthwaite is invited to a Parish Council meeting to speak about the Wreck to Reef project. There is still concern about the sinking of wrecks as they will cause a navigation hazard.

It was agreed to invite Mr Copperthwaite to the next meeting.

Action: The Clerk will write to invite Mr Copperthwaite and Mr Buchan to the next Parish Council meeting.

b) **Television Reception**

No report on the progress at NALC.

13/14/016 **Annual Parish Meeting**

Mrs King wanted the Chairman's report to be clarified that every child up to 11 years of age received a commemorative mug.

Action: Mr Davey will circulate the action plan. This will be added to the agenda for the next meeting.

13/14/017 **Update on the Winfrith Decommissioning**

Ms Matthews stated that they started decommissioning again one year ago as funding was available. There is nowhere else for the storage of the high level waste.

Government is looking at a long term storage facility but not within the next 20 years. So there is a problem with long term storage.

Low level waste can bring this back into use. It takes a lot of money and man power to decommission a small area due to everything having to be decontaminated.

Action: Ms Matthews will bring the handout on the decommissioning to the next meeting.

13/14/018 **Highways Issues**

a) The hedge where the road narrows coming down the hill is overhanging the road – it needs cutting back.

Action: Mrs Rudd will speak to the householder to request that their hedge is cut back.

Action: The Clerk will request that the white lines are removed.

b) There are signs and chairs outside the little kiosk and the Beach Cafe obstructing the road down to the Cove. Signs are being placed on to Council roads.

Action: The Clerk will inform Highways about this issue.

c) The gate to the Cove will start closing from 15th May at 10am until 6pm.

13/14/019 **Footpaths**

a) Dungy Head

This is on-going.

b) East to West Lulworth footpath

The next meeting will be held on Tuesday 4th June. At this meeting the Estate should be coming back with a proposed route.

- c) Other footpath issues
The gate pull on the gate as you go up the hill from the car park does not work.
Action: Mrs Rudd will inform Maddy Pfaff about the gate.

Mr Whittle reported that he has received some no dog fouling signs.

13/14/020 **DAPTC Training Course**

- a) New Chairman 19th June, 7pm-9pm, Committee Room 1, County Hall, Dorchester, £25.
Mr Davey will attend the New Chairman course.
- b) Legislation Update Event, 8th July, 10am -12noon, Loders Village Hall, £25.
No one will be attending this training.

13/14/021 **Correspondence**

- a) Correspondence report – May 2013
All the following correspondence had been circulated to councillors between meetings. This report was noted.
- i) Making Purbeck Healthcare fit for the future – Councillors briefing 15th May, 10am, Sandford.
 - ii) Document from Purbeck District Council on Coastal and Flooding issues
 - iii) Documents approved by PDC - Statement of Community Involvement (Feb 2013), Local Development Scheme (Feb 2013) - our timetable for preparing plans , Affordable Housing Supplementary Planning Document (April 2013) and Housing Strategy 2012-2027 (Apr 2013)
 - iv) Drop-in sessions to be held during May (14th and 20th) to review and discuss the plans for an alternative access across the railway at Wareham Train Station.
 - v) Advert for two Independent Persons for the Standards Committee. Poster on notice board.
 - vi) Purbeck Events Lists for May and June 2013.
 - vii) Purbeck District Council (PDC) Bulletin May 2013.
 - viii) Wareham A Dance A Day to be held on Wednesdays 10- 11 am at The Corn Exchange, Wareham Town Hall. A dance project for the over 50's dates are May, June and July.
 - ix) Press release from Julie Girling, MEP.
 - x) Navitus Bay Wind Park seminar to be held on June 6th, Poole.
 - xi) Dorset Countryside News May – June.
 - xii) Temporary road traffic order to close Main Road (between Church Road and West Road) for five days from Monday 13th May. To connect a property on to mains sewage.

13/14/022 **Items for information and Items for next agenda**

- a) Items for Next Agenda:
The Bus Shelter.
The Glebe Field.
Broadband
PDC Planning Training.

13/14/023 **Date of the Next Meeting**

The next Parish Council meeting will be held on Monday June 3rd 2013 at 7.30pm at West Lulworth Village Hall.

With no further business the meeting was closed by the Chairman at 9.40pm.

Chairman:

Date: