

NETHERBURY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF COUNCIL 19th MAY 2026

PRESENT: Cllr Richard King; Cllr Mark Rogers; Cllr Yvonne Dyke; Cllr Chris David; Cllr Peter Bailey; Cllr Clare Handford; Cllr Luke Larder; Cllr Mark Roberts and Cllr Neil Eysenck.

ATTENDANCE: Jessica Teasdale (Clerk)

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

The Clerk informed members that nominations had been received for Cllr King to serve as Chair. With a show of hands all were in favour. Cllr King to serve for the term of one year.

a) **Signing of the Declaration of Acceptance of Office.**

Cllr King signed the Declaration of Acceptance of Office.

Nominations had been received for Cllr Rogers to serve as Vice Chair. With a show of hands, all were in favour. Cllr Rogers to serve for the term of one year. Cllr Rogers signed the Declaration of Acceptance of Office.

2. APOLOGIES AND APPROVAL OF ABSENCE

Apologies had been received from Cllr Robert Bowditch, Cllr Ryan Strong and Cllr Kevin Goodfellow and were approved by the council.

3. DISCLOSURE OF INTEREST AND DISPENSATIONS

None received.

4. PUBLIC PARTICIPATION

Parishioners attended the parish council meeting to discuss the licensing application for Bingham Farms Caravan Park (CAMC). CAMC have indicated they would amend the premises licence plan to reduce the licensed area. As of the parish council meeting, the revised plan had not yet been received or published, and legal constraints were noted:

- Without a published revised plan, the licensing authority and the public cannot properly see what is being applied for.
- There may be a requirement to withdraw and resubmit the application if the plan changes materially.

Council discussion and agreed approach:

- Because of the imminent response deadline (Thursday 21st May) and uncertainty about whether the amended plan will arrive in time, the council agreed to respond on a conditional basis
- If the applicants submit an amended plan reducing the licence area in line with what was agreed at the on-site meeting on the 19th May, then the parish council would support.
- If the plan is not amended accordingly, the parish council will object to the extent of the licensable area.

The parishioners left the meeting.

5. MINUTES OF THE LAST MEETINGS – TO REVIEW AND APPROVE

a) **Annual Parish Council Meeting 24th March 2026**

The minutes of the meeting were confirmed as a true and accurate record by the Council and were signed by the Chair.

b) **Parish Council Meeting 24th March 2024**

The minutes of the meeting were confirmed as a true and accurate record by the Council and were signed by the Chair.

6. MATTERS ARISING AND ACTIONS UPDATE (not covered elsewhere on the agenda)

Annual Parish Council Meeting

Item 4 – The PSCO plans to attend the pop-up café in the Reading Room, Netherbury on the 6th July

Parish Council Meeting

Item 3 – A Community Speed Watch Team is being set up in Salway Ash and training will be provided by the police.

Item 5 – The Clerk has signed up to ‘Dorset Alerts’.

Item 7b – The work on the yew and ash trees has been completed.

Item 7c – The Clerk reported that CIL Funding can not be used to pay for hedge laying at the playing field, Netherbury.

7. WARD COUNCILLOR REPORT

Cllr Eysenck updated councillors on the following:

The 2026/27 budget includes an extra £5m for capital expenditure on areas that flood regularly and this will be directed towards road infrastructure, particularly for rural roads that can flood easily. A budget of £250k per annum has been allocated for a new gully-clearing team, expected to reduce surface water and pothole formation.

Boundary Review (Local Government Boundary Commission). Dorset Council requested a ward boundary review due to large discrepancies in population per ward (some 20–30% over or under the national average of 3,800 electors). A cross-party agreement drove this request; the review is conducted by the Local Government Boundary Commission, with Dorset Council only as a consultee. The draft Dorset Council response proposes Netherbury Parish Council become part of Beaminster Ward. The Implementation would be for the next Dorset Council elections in two years’ time. The Boundary Commission will consider Electorate equality. Councillors discussed that Netherbury may look more naturally towards Beaminster but for Salway Ash and Melplash they face more towards Bridport. Cllr Eysenck strongly encouraged parish representations. The second longer consultation will follow when more detailed mapping is available.

Action: The parish council to respond to the second round of consultation.

Ward Councillor reported a site tour with a Highways Officer across Eggardon Ward. Oxbridge Road was identified for priority attention. Carriageway hierarchy was discussed. Roads are categorised into 8 levels. Category 5 require pothole repair time in 10 days and categories 6–8 within 28 days. It is felt that this is not always being met. The hierarchy system sometimes fails to reflect actual rural usage; some little-used roads score higher priority than busy lanes.

A Councillor raised whether the same hierarchy is used when designating diversion routes; in practice, diversions are driven by highway classification rather than usage, so busy but minor lanes often bear heavy diverted traffic.

Concerns about school bus capacity and travel times for the Salway Ash bus to Beaminster School has been raised with Dorset Council and First Bus. Dorset Council and First Bus responded that current provision is within minimum standards and will be reviewed in the summer. Dorset Council and First Bus requested evidence of specific instances where the service fails to meet standards.

Action: Cllr Eysenck to share written response from Dorset Council / First Bus (including minimum standards and parameters) with Cllr Larder.

Parnham House Planning Application is ongoing. Paperwork continues to be assembled.

8. POLICE COMMUNITY SUPPORT OFFICER REPORT

It was reported that a metal hunting gate was stolen from a field in the Netherbury area in April.

9. CORRESPONDENCE

a) Parking concerns Dottery Cross Road / Junction of Salway Ash Drive, Salway Ash

A parishioner has raised concerns about unsafe parking at the junction above. Vehicles are parking too close to the junction making difficult sight lines. Near misses have been witnessed. The Clerk has shared the concerns with the Highways Officer. A Traffic Regulation Order (TRO) (e.g. double yellow lines) is possible in principle but unlikely to score highly vs. other county priorities. Some councillors noted parking can have a traffic-calming effect. Concerns that restrictions may displace the parking problem elsewhere in the village.

Action: The Clerk to make a formal request to Dorset Council to review the whole stretch of road from Ash Lane to Salway Drive.

b) Citizens Advice Bridport and District letter and funding request

Councillors voted in favour of a donation of £450 to the CAB and thanked them for the work that they carry out.

c) To discuss donation request for bus shelter, Netherbury

Residents have reminded the council that some time ago the council had agreed, in principle, to refurbish the Netherbury bus shelter (paintwork, notice board). A quality metal notice board is available at no cost, but it is heavy and needs secure mounting.

Action: The Clerk to obtain quotes for the work to the bus shelter (painting, removal of old noticeboard, installation of new cork backing and new noticeboard), with a view to part-funding from both the parish council and Garden Open Day fundraising.

d) Melplash Community Speed Watch Report April 2026

The community speed watch team shared the activity summary report for April with the parish council. The council thanked the speed watch team for the volunteer work that they carry out in the village.

10. TO AGREE COUNCILLORS' AREAS OF RESPONSIBILITY

a) To appoint council representative for Dorset Association of parish and Towns Clerks (DAPTC)

Councillors agreed that no single representative would be allocated the role of council representative. Councillors would continue to receive emails via the clerk when received.

b) Councillor representative for village WhatsApp groups

Cllr Handford is the administrator for Netherbury Village WhatsApp Group. It was noted that neither Salway Ash or Melplash have a dedicated village WhatsApp Group.

11. TO APPROVE THE DATES FOR COUNCIL MEETINGS IN 2026/27

Councillors approved the 2026/27 meeting dates: 14/07/26; 22/09/26; 24/11/26; 26/01/27; 23/03/27.

12. TO DISCUSS PARKING NEDDYS CLOSE, NETHERBURY

The parish council had worked to get the carriageway edge rebuilt opposite Neddy's Close. When works were completed, a raised bank was constructed along the edge, preventing cars from partially mounting the verge as they had done previously. This has resulted in the carriageway narrowing, effectively removing roadside parking for residents of Neddy's Close.

Magna Housing has been approached by the MP and Councillor Eysenck about removing or redeveloping largely unused, poor-condition garages at the end of the terrace to create additional parking. Magna acknowledged parking issues on older estates but gave a non-committal reply and declined to make changes at present.

Action: Cllr Eysenck and Cllr King to investigate alternative parking options near Neddy's Close.

13. DOCUMENTS FOR CONSIDERATION AND APPROVAL

a) Code of Conduct

Netherbury Parish Council Code of Conduct had been shared with councillors. Councillors were happy to adopt the code.

b) Financial Regulations

Netherbury Parish Council Financial Regulations had been shared with councillors. Councillors were happy to adopt the regulations.

c) Risk Management Policy

A Financial Risk Management Policy had been shared with councillors. Councillors were happy to adopt the policy.

d) Standing Order

Netherbury Parish Council Standing Orders had been shared with councillors. Councillors were happy to adopt the orders.

d.1 To agree process for councillor consultation and responses to planning applications within Netherbury Parish Council

With bimonthly meetings, many planning applications are decided before the next council meeting, requiring decisions to be made by email between meetings.

A new approach will have a lead councillor per main village, and the lead councillor will be reviewed each May. The Clerk will still send all applications to all councillors for the relevant village, but the lead councillor will coordinate the council response, ensuring something is sent to Dorset Council in time via the Clerk.

For non-contentious, minor applications (e.g. small extensions with no objections), the lead councillor may, in consultation with local colleagues, agree a response without full-council debate.

For contentious or significant applications (e.g. multiple new dwellings, major impact, known objections), the lead councillor should request an extension to allow discussion at a council meeting, if necessary.

Where time allows, all councillors should see the final comments before submission, especially where there are objections or complex issues.

Action: The Clerk to include a section in the Standing Orders to reflect the above.

e) Asset Register

Councillors noted the asset register.

14. ACCOUNTS

a) Annual Governance and Accountability Return 2025/26

1) To receive and note the Annual Internal Audit Report (including reconciliation)

Councillors considered the reports. Cllr King proposed approval of the Annual Internal Audit Report, seconded by Cllr Handford. With a show of hands all were in favour.

2) To consider and approve Annual Governance Statement 2025/26

Councillors considered the statement. Cllr King proposed approval of the Governance Statement, seconded by Cllr Handford. With a show of hands all were in favour.

3) To consider and approve Accounting Statement 205/26

Councillors considered the statement. Cllr King proposed approval of the Accounting Statement, seconded by Cllr Handford. With a show of hands all were in favour.

4) To consider and approve Certificate of Exemption

Councillors discussed certifying the council exempt from a limited assurance review as the council meets the criteria. Cllr King proposed that the authority certify itself exempt, seconded by Cllr Handford. With a show of hands all were in favour.

5) To note commencement date for exercise of public rights

The Clerk informed councillors that the period of the exercise of public rights would run from 8th June to 17th July 2026.

- b) To approve DAPTC invoice of £682.67 (Subscription and NALC Subscription)**
- c) To approve payment of £525.24 Vision ICT (Website and email host)**
- d) To approve of £333.84 Dorset Council (Emptying bin SWA)**
- e) To approve payment of £423.49 Community First (Annual insurance 202/27)**
- f) To approve payment of £1190 + VAT (£238) Fern Garden and Tree Services**
- g) To approve payment of £525 + VAT (£105) for Melplash SID Deployment 202/27**
- h) To approve payment of £83.30 Focus Ltd (Internal Audit)**

Cllr King proposed payment, seconded by Cllr Handford, agreed by a show of hands for items 14b to 14 h

- i) To consider quotes of £930 + VAT and £944 for work at the Brandon Plot, Netherbury**
Councillors discussed the quotes for the work in the Brandon Plot and agreed to proceed with the work by Steve Strawbridge. Cllr King proposed payment, seconded by Cllr Handford, agreed by a show of hands.
Action: The Clerk to liaise with the neighbour to the plot and Steve Strawbridge who is to carry out the work.
- j) To note payment of £159.60 to Dorset Council (SID Deployment Jan – March 2026)**
- k) To note payment of £57 to CBReid (Payroll March)**
- l) To note payment of £68.70 to N Bealing (Temp Clerk)**
- m) To note councillor approval of payment £275 + VAT for screen SID and £65 + VAT for SID screen protector to Dorset Council**

The payment of items 14j to 14 m were noted by the council.

15. PLANNING APPLICATIONS RECEIVED

The following planning application had been received and reviewed by Councillors:

- a. P/HOU/2026/01564, 12 Twinways Lane Melplash DT6 3UQ, First floor extension over existing single storey (PC Comments ended 14/04/26)
- b. P/HOU/2026/01356, Furleigh Farmhouse Furleigh Farm Salwayash DT6 5JF, Demolition of the existing linked outbuilding and new single storey extensions and alterations (PC Comments ended 14/04/26)
- c. P/HOU/2026/01417, White House Farm Pineapple Lane Junction Waytown To Junction Ash Lane Waytown DT6 5LF, Conversion and restoration of detached coach house (PC Comments ended 07/05/26)
- d. P/FUL/2026/02074, Denziloe 1 - 10 Denziloe Netherbury Bridport DT6 5LP, Create 2 parking bays; Erect a timber bin store and wooden parking bollards (PC Comments ended 15/05/26)

Councillors had submitted comments in support of the applications to Dorset Council.

The next meeting will be held on the 14th July 2026 at 7.00pm.

The meeting closed at 8.45pm