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Nicholas Brown (RIBA) Ltd.  
Woodside  
Watery Lane  
Broadywey  
Weymouth  
DT3 5QD

BROADMAYNE

## **APPROVAL OF PLANNING PERMISSION**

**Town and Country Planning (Development Management Procedure) (England) Order 2015  
(DMPO)**

**Town and Country Planning Act 1990**

This permission does not carry any approval or consent which may be required under any enactment, byelaw, order or regulation (eg in relation to Building Regulations or the Diversion of Footpaths etc) other than Section 57 of the Town and Country Planning Act 1990.

**Application No: WD/D/19/002015**

### **Location of Development:**

22 CHALKY ROAD, BROADMAYNE, DORCHESTER, DT2 8PJ

### **Description of Development:**

Erect garage with annexe

In pursuance of their powers under the above mentioned Act(s), Dorset Council **HEREBY GRANT PLANNING PERMISSION** for the development described in the application specified above, and the plans listed below.

## **SUBJECT TO ATTACHED SCHEDULE OF FOUR CONDITIONS**

**Signed:**

A handwritten signature in black ink, appearing to read "Mike Garrity".

Mike Garrity  
Nominated Officer

**PLEASE REFER TO NOTES ENCLOSED**

Dated: 18 February, 2020

**APPLICATION NO: WD/D/19/002015**  
**22 CHALKY ROAD, BROADMAYNE, DORCHESTER, DT2 8PJ**  
**SCHEDULE OF CONDITIONS**

1. The development hereby permitted shall be carried out in accordance with the following approved plans:

Location Plan received on 08/08/2019  
Block Plan received on 08/08/2019  
Proposed Site Plan, Floor Plans & Elevations - Drawing Number 453/29 received on 08/08/2019  
Approved & Proposed Sections - Drawing Number 453/28 received on 08/08/2019

REASON: For the avoidance of doubt and in the interests of proper planning.

2. The development to which this permission relates must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: This condition is required to be imposed by Section 91 of the Town and Country Planning Act 1990 (as amended).

3. The development hereby permitted shall not be occupied at any time other than for the purposes ancillary to the residential use of the dwelling known as 22 Chalky Road, Broadmayne, Dorchester, DT2 8PJ.

REASON: The development is only acceptable on the basis of its association with the existing dwelling. Its use as an independent unit of residential accommodation would be contrary to the provisions of the Local Plan.

4. The trees and hedges along the south-east elevation to Chalky Road shall be retained at the height as displayed on drawing number 453/29 so as to adequately screen the proposal. Should the trees/hedge be damaged or removed then they shall be replaced within the next available planting season with species of a height and size agreed with the local planning authority and retained in perpetuity.

REASON: in the interests of conserving the character and appearance of the area.

**NOTES TO APPLICANT**

## 1. **National Planning Policy Framework Statement**

In accordance with paragraph 38 of the NPPF the council, as local planning authority, takes a positive approach to development proposals and is focused on providing sustainable development. The council works with applicants/agents in a positive and proactive manner by:

- offering a pre-application advice service, and
- as appropriate updating applications/agents of any issues that may arise in the processing of their application and where possible suggesting solutions.

In this case:

- The applicant/ agent did not take the opportunity to enter into pre-application discussions.

The applicant was advised that the proposal did not accord with the development plan and that there were no material planning considerations to outweigh these concerns.

Further application(s) should be submitted to this Council where the above condition(s) require the written approval of the local planning authority. All such applications must be made in writing and must be accompanied by the relevant fee. To apply please visit [www.planningportal.co.uk](http://www.planningportal.co.uk).

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Dear Sir or Madam

I'm writing to you because you responded to our consultation on the Statement of Community Involvement. All responses to the consultation were taken into account and a final draft was produced and adopted by Dorset Council.

The Statement of Community Involvement will now be used to steer how Dorset Council will involve the community as part of its planning duties. The statement is now published on our website, for those of you who would like to view it please see the following link [www.dorsetcouncil.gov.uk/dorset-council-local-plan-evidence](http://www.dorsetcouncil.gov.uk/dorset-council-local-plan-evidence).

Best wishes

**Frances Summers**  
**Senior Planning Policy Officer**  
**FO/EIR Link Officer**  
**Planning and Community Services**

**Dorset Council**

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*From the Treasurer, St Martin's Parochial Church Council, Broadmayne*

Susan Adams  
20, Old Brickfields  
Broadmayne  
Dorchester, DT2 8UY

Telephone 01305 853935

Dr Janet Davis  
Parish Clerk, Broadmayne Parish Council  
Conygar Lodge,  
Conygar,  
Broadmayne,  
Dorchester,  
DT2 8LX

13 February 2020

Dear *Janet,*

### **Application for Grant for St Martin's Churchyard**

I am writing, as in previous years, to ask whether the Parish Council would, once again, consider making a grant towards the upkeep of St Martin's churchyard/graveyard. It is important that we keep the area tidy and well maintained, and during 2019 this cost us £1,781. As usual the work covers both grass cutting and essential work to some of the trees in the churchyard; in addition this year we had to spend £930 on work to the carpark, which is used by people visiting the Churchyard. We would be most grateful if you could consider covering all or part of this sum, but we will understand if this is not possible.

I enclose copies of the invoices that we paid for this work to be undertaken; I also enclose a form to seek a grant, based heavily on the form which I submitted last year. Finally I note that you ask for copies of the annual account. I have enclosed these. They show a total spend of £3,081 on the churchyard, but I have excluded from this application £1,300 which we paid for work on a blocked drain from the hall; I do not consider it reasonable to claim for this sum.

Please let me know if you have any queries.

Yours Sincerely,

*Susan*

Susan Adams  
Hon. Treasurer



# BROADMAYNE PARISH COUNCIL

## Application for a Grant from the Parish Council

**Name of Organisation:** St Martin's Church Broadmayne

**If a Registered Charity state Registration Number:** \_\_\_\_\_

**Contact Name:** Susan Adams

**Contact Telephone Number:** 01305 853935 or 07946 956921

**E-Mail Address:** g\_s\_adams@btinternet.com

**Full Address**

**Include Post Code:** 20 Old Brickfields  
Broadmayne  
Dorchester  
DT2 8UY

**Amount of Grant Requested:** £1,781.00 (or whatever the PC feels able to award)

**Reason for application and use of funds if so awarded:**

We maintain the churchyard for the use of all villagers and residents of the surrounding area. It is not available only for church-goers, and the PCC (Parochial Church Council) of St Martin's must keep it in a safe and respectable condition. The same applies to work this year on the surface of the carpark.

I attach the latest Annual Accounts/ Audited Annual Accounts for the organisation or society.

**Signed:** Susan Adams 13/2/20

Please refer to the notes overleaf and return the completed form to Janet Davis, Parish Clerk, Conygar Lodge, Conygar, Broadmayne, DT2 8LX

**Notes to assist your application:**

1. Parish Council grants are made from public funds and the Council may ask for additional information from the applicant. This might include details of



BROADMAYNE PARISH COUNCIL  
INTERNAL AUDIT PLAN/CONTROLS 2020–2021

(questions to be considered by the Internal Auditor, and by the Parish Council in undertaking its annual review of internal controls, and throughout the year when considering any financial transactions. The aim is 100% compliance with the internal controls.)

<b>1</b>	<b>BOOK-KEEPING</b>
a	Is the cash book maintained and up to date?
b	Is the cash book arithmetically correct?
c	Is the cash book regularly balanced?
<b>2</b>	<b>PAYMENT CONTROLS</b>
a	Has the Council formally adopted standing orders and financial regulations?
b	Has a Responsible Financial Officer been appointed with specific duties?
c	Have items or services been procured in line with Standing Orders and Financial Regulations?
d	Are the payments in the cash book supported by invoices, authorised and minuted?
e	Are payments in the cash book correctly analysed?
f	Has VAT on payments been identified, recorded and reclaimed?
g	Have there been any large capital contracts?
h	If yes to the above question, have these been correctly administered?
i	Is Section 137 separately recorded and within limits?
<b>3</b>	<b>RISK MANAGEMENT ARRANGEMENTS</b>
a	Do the minutes identify any unusual financial activity?
b	Do the minutes record the Council carrying an annual risk assessment?
c	Do minutes record an annual review of internal audit?
d	Is insurance cover appropriate and adequate?
e	Are internal controls documented and regularly reviewed?
F	Is an internal audit carried out on a regular basis (every four months)?
<b>4</b>	<b>BUDGETARY CONTROLS</b>
a	Has the Council prepared an annual budget in support of the precept?
b	Is actual expenditure against the budget regularly reported to the Council?
c	Are there any significant unexplained variances from budget?
<b>5</b>	<b>INCOME CONTROLS</b>
a	Is income properly recorded and promptly banked?
b	Is all income due to the Council collected?
c	Do rents and other charges agree with those set by the Council, with any exceptions approved by the Council?
d	Does the precept agree with that approved in the previous year's budget?
e	Are the security controls over cash adequate and effective? <i>(As a rule there are no cash transactions)</i>

<b>6</b>	<b>EXPENDITURE CONTROLS</b>
a	Is all occasional spending by the Clerk, Councillors and other authorised persons recorded and supported by VAT invoices/receipts?
b	Is such expenditure reported to the Council?
c	Is reimbursement of expenditure carried out regularly?
<b>7</b>	<b>PAYROLL</b>
a	Does the only employee have a contract of employment with clear terms and conditions?
b	Does the employee's salary agree with that approved by the Council?
c	Are other payments to the employee reasonable, properly supported and approved by the Council?
d	Are all payments and deductions correctly coded and recorded?
e	Has PAYE/NIC been properly operated by the Council as an employer?
f	Has the correct amount of net pay been made to the employee?
<b>8</b>	<b>ASSET CONTROLS</b>
a	Does the Council keep an asset register of all material assets owned?
b	Is the asset register kept up to date?
c	Do asset insurance valuations agree with those in the asset register, taking into account the current market value of the item?
d	Are obsolete items regularly identified and details brought to the Council for a resolution to remove them from the register?
<b>9</b>	<b>BANK RECONCILIATION</b>
a	Is there a bank reconciliation for all accounts?
b	Are bank reconciliations done regularly?
c	Are there any unexplained balancing entries in any reconciliation?
<b>10</b>	<b>YEAR END PROCEDURES</b>
a	Are year end accounts prepared on the correct basis?
b	Do the accounts agree with the cash book?
c	Do the comparative figures agree with last year's statements?
d	Is there an audit trail from the underlying records to the accounts?
e	Where debtors and creditors exist at year end and are carried forward to the next financial year but not included in the financial statements, have they been properly recorded?
f	Are there any obvious errors or inconsistencies in the financial statements?
g	Do the figures on section 1 of the annual return agree with the financial statement?
<b>11</b>	<b>Prior to the March meeting of the Parish Council (at which internal controls are reviewed) has a councillor (a different one each year) been nominated to undertake a detailed examination of the internal controls with the Clerk?</b>



<b>BROADMAYNE PARISH COUNCIL RISK ASSESSMENT AND MANAGEMENT: March 2020</b>				
<b>Topic</b>	<b>Risk Identified</b>	<b>H/M/L</b>	<b>Management of Risk</b>	<b>Control processes</b>
<b>Income</b>				
Precept	Not submitted	L	Part of budget process.	Monthly calendar. Dorset Council sends a form in the autumn and chases non-return before the January deadline.
	Not paid by Dorset Council	L	Checked.	Monthly calendar.
	Adequacy of precept	M	Detailed budget preparation. Monthly financial statement shows actual against budget.	Monthly calendar.
Charges - Allotments	Rent demand	L	Monitored against schedule. Non-payment followed up as necessary.	Annual calendar.
	Handling and Banking	L	Payments requested to be made by cheque	Checked against schedule and banked immediately.
Rent income	Village Hall and playing field rents	L	Paid by Standing Order	Annual clendar- check receipt against bank statement.
<b>VAT</b>				
VAT claim	Annual claim not submitted	L	Clerk to check form submitted	Annual calendar - annual task
VAT claimed	Annual claim not received	L	Paid direct into bank	Check bank statement and receipt of advice slip.
Interest on bank accounts	Non-receipt	L	Bank sends monthly statement for main deposit account; check on line for BRS account	Check bank statements.
<b>Expenditure</b>				
Salary for single employee				
	Wrong salary paid	M	Council minute after annual appraisal	Verified by Members signing cheques for payment from supporting evidence on quarterly basis.
	Wrong hours paid	M	Council minute after annual appraisal	Verified by Members from records kept.
	Wrong deductions - NI	L	Use of HMRC Basic PAYE package.	Verified by Members from records kept.
	Wrong deductions - Income Tax	L	Use of HMRC Basic PAYE package.	Verified by Members from records kept.
Direct Costs and overhead expenses				
	Goods not supplied	M	Order system	Approval check.
	Invoice incorrectly calculated	L	Check arithmetic	Approval check.
Current (cheque) account	Insufficient funds transferred to cover cheques presented	M	Clerk must ensure transfer of adequate funds before posting cheques	Action check list for raising of cheques.



	Powers to pay	M	Clerk checks before grant made	Powers listed and Members verify.
	Agreement of Council to pay	L	Minute	All amounts for payment are listed for approval on monthly financial statement and minuted. List of all payments with minutes provided to internal auditor
	Cheque payments incorrectly made	M	Approval voucher is made out by clerk, and signed by 2 councillors. Dual cheque signatories neither of which is the Clerk. Cheque stub also signed by same 2 councillors.	Members verify.
<b>Other matters</b>				
Reserves - earmarked	Adequate	L	Considered at time of agreeing annual accounts	RFO's report to Council in support of annual accounts.
Assets	Loss, damage, deterioration in condition	M	The nature of the assets, village seats, etc means that it would be dealt with as it arises. Listed on asset register. Insured and amount reviewed.	Members verify asset register annually. Clerk has photographs of all seats, war memorial, millennium stone and equipment owned.
Third parties	Risk or damage to third party property or individuals.	M	Public liability insurance adequacy	Annual calendar.
Staff	Loss of Clerk	L	Amount held in reserves to cover Clerk's absence. Chairman and Vice-Chairman hold list of files.	Monthly calendar.
Data	Computer failure/loss of files through fire or theft	M	Data on PC laptop backed-up on external back-up drive and cloud.	Back up to external hard-drive on a monthly basis.
	Loss of financial transaction book	L	Held securely by Clerk	Photograph book on a regular basis
Fraud	Fraud by Clerk	L	Fidelity Guarantee value	Annual calendar.
Loss	Consequential loss due to critical damage or third party performance	L	Insurance cover review adequacy	Annual calendar.
Cash	Loss through theft or dishonesty	L	Insurance cover review. Ensure adequacy of Fidelity guarantee insurance. Note that cash is not kept under normal circumstances	Annual. Calendar



Interest on bank accounts	Poor performance	L	Would be brought to the attention of the Council by the Clerk/RFO	Ongoing
Legal Powers	Illegal activity or payment	M	Clerk to check prior to or at time of Council's decision.	Ongoing
Financial Records	Inadequate records	L	Clerk always striving for improvements. There are 3 internal audits during year.	Each year, in February, a different Councillor reviews the financial records, processes and procedures with the Clerk
Minutes	Accurate and legal	L	Sent to all Councillors within week of monthly meeting. Confirmed and signed at following meeting.	On monthly Agenda.
Members' Interests	Failure to register/declare/seek dispensation in respect interests in accordance with the Code of Conduct	M	Members to be regularly reminded of the requirements of the Code of Conduct and of the need to complete new register of interest forms should circumstances change, and of the need to seek dispensations to speak, in writing, when necessary.	Annual calendar.
Audit	Failure to display required audit information on website	L	Part of annual audit process.	Annual calendar.
Chairman				
Clerk/RFO				
Date				



**Dorset Council consultation on a Dog related Public Space Protection Order**

**(PSPO)** (These are the questions asked in the on-line survey which you can find here: <https://www.dorsetcouncil.gov.uk/dogspspo>)

Here is a suggested response

**1. Dog Fouling**

All the current PSPOs across the Dorset Council area require the person in control of a dog to clear up and appropriately dispose of dog fouling, in public spaces. You may wish to note that appropriate disposal includes deposit into a suitable receptacle (litter bin or dog waste bin) or taken home for disposal.

**Answer: No – I, think it should remain the same**

**2. Maximum lead length**

In a number of current Orders and in the proposed PSPO there are a number of occasions when a dog is required to be on a lead, either by direction or when in a specific area. A maximum lead length of two metres (six feet, six inches) is suggested to ensure control of a dog and to protect pedestrians, other dogs and cyclists. (Clarification: Previously the text suggested the 2m lead length was supported by The Kennel Club. However, this support is only for dogs on leads under direction.)

Would you like to see a maximum lead length as part of the 'on lead' requirement?

**Answer: Yes - I think the maximum lead length should be restricted to 2m.**

**3. Dogs on lead 'by direction'**

The dogs on lead 'by direction' requirement enables authorised officers (e.g. Dog Wardens) to require dogs to be put on a lead if considered necessary. Such a direction could be made to protect another animal or people nearby, for example.

Would you like to see this requirement?

**Answer: Yes - I would prefer that dogs must be put on a lead if directed to do so by an authorised Officer**

**4. Dogs on leads**

The existing PSPOs which will be replaced by the new Order contain numerous identified areas where dogs are required to be kept on a lead at all times; these include named roads, parks, gardens and other open spaces.



Should a 'dogs on lead' restriction be considered in any of the following locations across the Dorset Council area?

All roads and pavements within 30mph zones;

Municipal cemeteries & graveyards, where dogs are permitted

Public/formal gardens where dogs are permitted

Council - owned allotments where dogs are permitted

Council owned car parks

Within 5m of marked sports pitches

**Answer: Yes – the restriction should be applied to all of these areas**

**5. Should a 'Dogs On leads' restriction be considered in any of the following named areas?**

The Rodwell Trail, Weymouth; West Bay Harbour walk and promenade; Marine Parade and Cart Road, and stair/footpath leading from Charmouth Road Car Park to Church Beach and the associated Sea Wall, Lyme Regis; Esplanade, Weymouth, when the road is pedestrianised the restricted area will extend across the street; the Parade, and associated roads leading to The Parade and the beach, Swanage; access to Studland Beach from the car park, including the car park and staircases leading on to the beach, Studland; Shell Beach, Studland; Lower Sea Lane from the car park access, including the 3 car parks off Lower Sea Lane close to the beach, the footpath leading to the beach including the bridge and paths adjacent to the heritage centre, Charmouth; the portion of the beaches beyond the suggested restricted beach areas to Charmouth Parish boundary.

**Answer: I would suggest replying 'Don't know to this question: it seems more appropriate to allow decisions on these specific parish and town councils**

### **Dog Exclusion Areas**

**6. Marked sports pitches and recreation areas**

Some of the existing PSPOs currently exclude dogs from public areas clearly marked 'No dogs' (or words/symbols to that effect). Public areas suggested are skateboard parks, tennis and basketball courts, bowling and putting greens, other fenced (or otherwise enclosed) play parks, sporting or recreational facilities, athletics tracks, and MARKED sports pitch playing surfaces.

Would you like to see this continued?

**Answer: Yes**



Some of the existing PSPOs currently exclude dogs from enclosed children's play areas marked as 'No dogs' (or words/symbols to that effect). Would you like to see this continued?

**Answer: Yes**

### **Beaches in the area of Dorset Council**

The various Orders currently stipulate different periods of the calendar when restrictions are applied to named beaches along the Dorset coastline, including 'on-lead' requirements and prohibition of dogs from defined areas of beach. It is proposed to harmonise the start and end dates when these restrictions will be applied. This is proposed to make it easier for residents to understand any restrictions, and make it simpler to enforce.

Do you agree with this proposal?

**Answer: Yes** (but note that Cllr Marriott has said "I cannot decide if it is best for all beaches to have harmonised dog restriction areas or not. It is true that harmonisation would help everyone know when and where dogs may be present at the beach. However, if all beaches have restrictions at the same time, it may be that at certain times of year, dog owners have no beach options for walking their dogs and then at other times, the beaches are simply full of dogs and it won't be fun for dog owners or those who dislike dogs. Therefore it may be better leaving this alone. Hard to say.") You may wish to discuss this or to say 'Don't know' and leave it to those parishes and towns which have beaches.

[The proposed beaches are:

Central Beach, Swanage, Charmouth Beaches, Front Town Beach, Lyme Regis, Seatown Beach, Chideock, Studland Beach, Studland, West Bay – East and West Beaches, Weymouth (Central) Beach. No other beaches will have exclusions or restrictions placed on them by Dorset Council; however private land owners may wish to apply their own restrictions. Any dog owner using those beaches should abide by any restrictions advertised.]

### **General Comments**

The survey finishes with the opportunity to make additional comments about these proposals (specifically concerning PSPOs relating to dogs) that are not addressed in this survey.



## Dorset best village competition 2020

Magna Housing is at the heart of its local communities. We are committed to create great places where people choose to live and are delighted to support and organise this competition. We encourage everyone to take part and celebrate our villages and local communities across Dorset.

### FREE ENTRY

#### CATEGORY 1: BEST KEPT VILLAGE AWARD.

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We want to encourage community effort and endeavor in maintaining and improving the village environment. This award looks at the appearance and upkeep of public areas and buildings and to see the pride that people have in their village.

**Class 1:** Large village (less than 3000 population). First prize: £200, second place £100, third place £50

**Class 2:** Small village (Below 500 population). First prize: £200, second place £100, third place £50

**Class 3:** Hamlet. First prize £100, runner up £50 plus Dorset Magazine award

**Class 4:** Previous winners: First prize £100, runner up £50, plus Dorset Echo award

**Class 5:** First time entry, or not entered for past 10 years: Blackmore Vale award: £50 plus personalised plate

#### CATEGORY 2: GREAT COMMUNITY AWARD. Prizes: First £100, runner up £50

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What makes your community special? Sing the praises of an initiative which has improved your village and is worthy of recognition. Think about how you have brought your community together and developed a great community spirit.

**SPONSORED BY MAGNA HOUSING**

#### CATEGORY 3: ENVIRONMENTAL CHAMPIONS AWARD. Prizes: First £100, runner up £50

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Promote an environmental activity which deserves wider recognition and has made an impact on your local environment. We're looking for projects such as tree or wildflower meadows, pond upkeep, encouraging and protecting wildlife, care of woodlands, waste and litter reduction projects, education and awareness.

**SPONSORED BY DORSET WASTE PARTNERSHIP**

#### CATEGORY 4: BEST VILLAGE SHOP AWARD. Prizes: First £100, runner up £50

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What makes your village or local village shop special? It can be community or privately run but tell us how they go the extra mile for their customers and why it is such an important feature in the village.

**SPONSORED BY DORSET CAMPAIGN TO PROTECT RURAL ENGLAND**

#### CATEGORY 5: COMMUNITY HERITAGE AWARD. Prizes: First £100, runner up £50

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We're looking to celebrate conventional archaeological or historic building surveys, good restorations of historic buildings or structures, new buildings work that is sensitive to a conservation areas, hedge laying, local craftsmen such as masons, thatchers, community planning exercises or the recognition of group or individual active in community heritage.

**SPONSORED BY DORSET ARCHAEOLOGICAL COMMITTEE**

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### CLOSING DATE FOR ENTRIES

CATEGORY 1: 5pm FRIDAY 17 April 2020

CATEGORIES 2 – 5: 5pm Friday 26 June 2020

Judging takes place during May, June and July 2020

**GOOD LUCK**