

# PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held in the Village Hall on Tuesday 3 March 2020 at 7.30 p.m.

## **PRESENT:**

Councillors G. Fry (Chairman), J. Marsh (Vice Chairman), B. Pye, T. Taylor,  
E. Sinclair, and M Roberts (Dorset Ward Councillor)

**IN ATTENDANCE:** S. Bowsher (Parish Clerk),

## **1. APOLOGIES FOR ABSENCE**

M. Buckland, D Bird.

## **2. DECLARATIONS OF INTEREST**

None.

## **3. PUBLIC TIME**

Ward Councillor M Roberts advised that newly formed advisory panels are working with members of the Dorset Council's Cabinet.

## **4. MINUTES OF PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Council's meeting held on 4<sup>th</sup> February 2020 be agreed and signed as a correct record. Proposed B Pye, seconded T Taylor.

## **5. MATTERS ARISING FROM THE PREVIOUS MEETING**

We are still awaiting a second quotation for the removal of the dying tree at West Bexington.

## **6. CHAIRPERSON'S REPORT**

The chairman has been approached regarding future plans for the Napper Charity. It is not anticipated that the current arrangements will alter. Any proposals would be discussed at a meeting of the Napper Charity Trustees.

The defibrillator for Swyre has been purchased and should shortly be installed. The fund-raising event on 14 February raised £450.10 and further donations are promised. The Parish Council is entitled to a training session from the South West Ambulance Service. J Marsh will arrange a date and place and advertise the event.

## **7. CLERK'S REPORT**

A Parish Council Risk Assessment had been prepared and circulated to the members ahead of the meeting. Members were asked to consider this for approval at the next meeting. Documents relating to GDPR will also be circulated shortly for consideration at the next meeting.

G Fry and S Bowsher will be attending the second of the Dorset Council Parish Workshop meetings on 16 March.

A response will be chased to the outstanding query with CAA over helicopter landings in West Bexington.

M Roberts agreed to see if he can aid in progressing the new Car Park Signs at West Bexington.

B Pye advised that the new Noticeboard for West Bexington should be ready by the next meeting.

Clerk to check if any public information posters regarding the Coronavirus can be displayed.

Entries for the Dorset Best Kept Village Competition must be made by 17 April.

## 8. REPRESENTATIVES REPORT

- i. **Homewatch and Community Police Report**  
There have been a couple of alerts this month. The system for circulating them seems to be working well.
- ii. **Allotments**  
A site meeting of the Napper Charity will be arranged in the coming weeks.
- iii. **Footpaths –**  
Nothing to report other than the ground is still extremely wet.
- iv. **Playing Field Committee**  
This was inspected this morning by G Fry, who reported that it is currently in a good state generally. The swing bars however must be repaired or taken down, and as there are similar pieces of equipment in good condition they would not need to be replaced. The wall has had to be repaired where children have climbed over it, rather than using the gate.
- v. **Transport**  
Nothing to report. A representative from WATAG will be addressing the BLAP meeting tomorrow.
- vi. **Village Hall**  
Nothing to report.
- vii. **Bridport Local Area Partnership**  
The Chairman and Clerk continue to attend these meetings which are a useful platform to share issues with other parish councils.
- viii. **DAPTC**  
The DAPTC continue to be a useful source of information and training.
- ix. **Puncknowle, Swyre & West Bexington Web Site**  
S Bowsher recently attended a website accessibility training course and plans to meet with D Sinclair who is undertaking the updates.
- x. **Emergency Planning**  
Nothing to report.
- xi. **Finance**  
A summary of income and expenditure for the year to date against budget and a bank reconciliation was made available to the members. J. Marsh verified that the bank reconciliation matched the bank statements.  
The meeting of the Finance Working Group will be arranged after the year end internal audit.

## 9. PLANNING

### **Applications on which the Parish Council is being consulted: -**

1. **Application No WD/D/20/000237** 17 Church Street, Puncknowle, Dorchester, DT2 9BL  
Erection of garden room.  
The Parish Council have no objections to this application. Proposed E Sinclair, seconded J Marsh. All in favour.

### **Decisions:**

1. **Application No: WD/D/19/002773** Durban, Church Street, Puncknowle, Dorchester, DT2 9BN. Planning Permission granted.

### **Other Planning Issues:**

One of the members had received reports of trees with preservation orders being felled. S Bowsher to make enquiries with the Tree Preservation Officer.

**10. HIGHWAYS ISSUES**

After prolonged rain, water is continually running across the road in West Bexington, and it was agreed that Highways will be consulted.

Works are continuing to trace a continued mains water leak in front of the houses in Swyre.

**11. CORRESPONDENCE RECEIVED**

A schedule of correspondence received since 1<sup>st</sup> March had been circulated to all Councillors in advance of the Council’s meeting. Thank you letters in respect of the S137 payments were circulated to the members at the meeting.

**12. FINANCE**

**Payments for Approval:**

**Resolved** that the seven items listed below be authorised for payment: -

Mrs S. Bowsher (Clerk’s salary Feb)	£303.21
Mrs D. Sinclair (Website Management Feb)	£25.00
Mrs S. Bowsher – Clerk's expenses	£26.99
DAPTC Training Fee Finance Officer Course	£70.00
DAPTC Training Fee Budgeting and Precept Course	£60.00
G Fry. Reimbursement for purchase of Defibrillator for Swyre	£1,650.00
Information Commission Office. First annual registration fee	£40.00
Total Cheques	£2,175.20

**13. INFORMATION ITEMS**

The Parish Assembly will take place on 12 May 2020 at 7.30pm in the village hall when David Powell will give a presentation about the Bridport Citizens’ Charter.

**14. PUBLIC TIME**

Hazel Lane has again extensive pot holes, despite them being attended to within the last few weeks by the Highways Department.

**15. DATE OF NEXT MEETING**

**RESOLVED** to note that the Council’s next meeting would take place on Tuesday 7<sup>th</sup> April 2020 commencing at 7.30 p.m.

The meeting ended at 9.15pm

Signed: .....

Dated: .....