

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held on Tuesday 7 July 2020 at 7.30 p.m.

MEMBERS IN CONTACT VIA REMOTE MEETING:

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

IN ATTENDANCE: S. Bowsher (Parish Clerk),

1. PUBLIC TIME

The Council is asked to note that Public Time is not part of the formal meeting of the Council and minutes cannot be produced. (Public Bodies (admission to meetings) Act 1960 s 1 extended by the LGA Act 1972 s 100.

There were two members of the public in attendance at this meeting.

2. APOLOGIES FOR ABSENCE

Councillor M Buckland was unable to attend the remote meeting due to IT problems and sent his apologies. D Bird (Footpaths Officer)

3. DECLARATIONS OF INTEREST

None

4. MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the Minutes of the Council's meeting held on 2nd June 2020 be agreed and signed as a correct record. Proposed J Marsh, seconded T Taylor. AIF

5. MATTERS ARISING FROM THE PREVIOUS MEETING

None.

6. CHAIRPERSON'S REPORT

- 1 The Council discussed the current provision of defibrillators (AEDs) in Puncknowle and West Bexington, which need to be replaced as a matter of urgency. It was felt that four years was the correct time frame upon which to base a decision as costs after that cannot be known with any certainty. Having considered all of the information, including the cost of annual training for residents and the potential impact on the expected life span of equipment which is exposed to sea air, it was **Resolved** that two more defibrillators should be sourced through the South West Ambulance Service. Proposed E Sinclair, Seconded G Fry, AIF.

Councillor Sinclair has kindly offered to install these. The issue of signage is to be considered at the next meeting.

- 2 The Council considered the recommendations in its recent Playground Inspection Report and its own Covid 19 Risk Assessment, and **Resolved** that the Playground can be re-opened in the coming days once suitable signage has been put in place. Proposed G Fry Seconded J Marsh AIF
G Fry and S Bowsher to monitor. Clerk to place a notice on the Puncknowle.net website.

7. CLERK'S REPORT

1. Updated Risk Assessment for Volunteers

The Council reviewed the updated Risk Assessment for Volunteers and **Resolved** to adopt the updated version.

Proposed G Fry, Seconded, T Taylor. AIF.

2. Review Register of Interests

In the absence of an Annual General Meeting this year, all Councillors were asked to confirm whether they had any amendments to their Register of Interests recorded in May 2019. Councillors were asked to confirm to the clerk after the meeting.

3. Website Update.

The councillors acknowledged the contents of the NALC report circulated 8 June regarding the new Accessibility Requirements and Accessibility Statement. G Fry expressed thanks to the website manager for the work they had done in this regard.

4. West Bexington Car Park

The Council has received a response to its letter of 4 June, and a meeting will be arranged on site with the head of Dorset Council Service Manager for Parking Services.

8. REPRESENTATIVES REPORT

i. Homewatch and Community Police Report

This continues to be of great use to circulate local information and national guidelines for the current pandemic. It has also been circulating the Bride Valley News.

ii. Allotments

The Napper Charity report there is currently one half-plot which is not being used.

iii. Footpaths –

D Bird provided an update prior to the meeting with nothing to report at present. Clerk to report an unauthorised obstruction across a footpath in West Bexington to Dorset Council.

iv. Playing Field Committee

The quarterly inspection report has now been received.

v. Transport

The Coastal bus service X51 and X53 continues to run to a restricted timetable.

vi. Village Hall

The hall committee has received a small business grant which has helped with the loss of income. It has been undergoing extensive repairs and re-decoration and thanks were expressed to all the volunteers who have helped. It is anticipated that the hall will not be open for some while, and further fund raising will be needed.

vii. Bridport Local Area Partnership

Meetings are currently suspended, but email bulletins are being sent out.

viii. DAPTC

The DAPTC are working remotely. The clerk attended a remote training session this month and has requested training sessions on risk assessment and planning.

ix. Puncknowle, Swyre & West Bexington Web Site

The Bride Valley News is being published on the Parish website, Puncknowle.net. Efforts continue by our BVN local editor to try to ensure that it is also printed and distributed where people cannot access this.

x. Emergency Planning

The group of volunteer helpers has not been disbanded. The clerk is no longer aware of any activity.

xi. Finance

The Finance Working Group had reviewed the Statement of Cash Flow and the sample Draft Reserves Policy.

9. PLANNING

Applications on which the Parish Council is being consulted: -

- 1. Application Number: WD/D/20/001264** Site of Paddock Lodge, Puncknowle Road, Swyre, Dorchester, DT2 9DN. Erect one stable to outbuildings; re-route driveway, re-position courtyard gate. Re-position one barn door, increase doorway access to barn, re-position of chimney stack, re-position of one external door and window, increase extent of timber cladding to gable ends and west face of lean to, alter rooflight position and change roofing material on lean-to to main house.

The Application has been followed by a further updated application which arrived since the Agenda was sent out; Application No WD/D/20/001479. The Council will hold an EGM, in two weeks' time, to consider this.

2. **Application Number: WD/D/19/001992** Absit Invidia, West Bexington, Dorchester, DT2 9DD. Demolish existing bungalow and erect new dwelling: Amended Plans
The Council have no objections to this application.
Proposed Eonne Sinclair, Seconded John Marsh, AIF
3. **Application No: WD/D/20/001099** Durban, Church Street, Puncknowle, Dorchester, DT2 9BN. The Council has been informed of a request for confirmation of compliance with condition 3 and 4 of planning approval WD/D/19/002773 to Dorset Council.

Decisions:

1. **Application No: WD/D/20/000698** Parks Farm, Litton Cheney, Dorchester, DT2 9AZ
Erection of cheese processing building and associated alteration to the car parking area including a minor modification to the southern boundary of the site.
Permission Granted.

Other Planning Issues:

The Councillors noted the comments that were submitted by Litton Cheney Parish Council in regard to the above planning application.

10. HIGHWAYS ISSUES

Potholes had been filled in West Bexington apart from on the bridge section where the road narrows.

11. CORRESPONDENCE RECEIVED

A schedule of correspondence received in June had been circulated to all Councillors in advance of the Council's meeting, and is available from the clerk. The clerk to respond to correspondence with Litton Cheney and Kingston Russell Parish Councils to say that grass verges which are maintained by Dorset Council should be kept short enough to be safe for traffic.

12. FINANCE

1. The Councillors reviewed the income and expenditure against budget to date, and the bank account reconciliation.
2. The Council reviewed quotations to replace two hardwood noticeboards at West Bexington to our exact specifications, which will increase the depth and provide a cork lining for the sum of £800 for the two. This replaces the order last year for one board for the sum of £500 which can no longer be fulfilled. The cost compares extremely favourably to quotations from online companies. It was **Resolved** that the quotation should be accepted. Proposed ES, seconded JM, AIF

3. **Payments for Approval:**

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

Mrs S Bowsher (Clerk's salary)	£303.21
Mrs D Sinclair (Website management)	£25.00
David Landscapes Invoice 1131 Grass cutting 25 March-28 May	£375.00
Clerks expenses (detailed expense claim form available)	£166.81
DAPTC Annual subscription 2020/2021	£210.75
DAPTC Invoice 20/033 10 March 2020 Web Access Course	£17.50

David Landscapes Invoice 1137 Grass cut 2 July	£75.00
Ken Hussey Inspection Report Invoice 2020Q3 1	£37.50

Total Cheques	£1210.77
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Proposed TT, seconded JM, AIF.

4. The Councillors discussed a new Policy for Reserves. Agreed that the Finance Working Group would bring proposals to the next meeting.
5. The Councillors considered the cash flow forecast and **Resolved** to transfer £8000 from the Council's current account to the deposit account. Proposed TT, seconded JM, AIF
6. The Councillors discussed the provision of a laser jet printer and agreed that the clerk should proceed with this.

13. INFORMATION ITEMS

It is understood that a new landlord will be taking over at The Crown pub in Puncknowle

14. PUBLIC TIME

No items. Please see item (3) above.

15. DATE OF NEXT MEETING

RESOLVED to note that the Council's next meeting would take place on Tuesday 1st September 2020 commencing at 7.30 p.m.

The meeting ended at 21.41pm.

Signed:

Dated: