

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held on Tuesday 1st September 2020 at 7.30 p.m.

MEMBERS IN CONTACT VIA REMOTE MEETING:

Councillors G. Fry (Chairman), J. Marsh (Vice Chairman), T. Taylor, E. Sinclair, M. Buckland, Dorset Council Ward Councillor Mark Roberts, Dorset Council service Manager for Parking Services, Highways, Paul Hutton.

IN ATTENDANCE: S. Bowsher (Parish Clerk).

There was one member of the public in attendance at this meeting.

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.

2. APOLOGIES FOR ABSENCE

Councillor B Pye was unable to attend the remote meeting due to important family commitments. PCSO Alex Bishop was unable to attend.

3. DECLARATIONS OF INTEREST

None

4. MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** that the Minutes of the Council's Meeting held on 7th July 2020 be agreed and signed as a correct record. Proposed J Marsh, seconded T Taylor. AIF.

It was **RESOLVED** that the Minutes of the Council's Extraordinary Meeting held on 21st July 2020 be agreed and signed as a correct record. Proposed J Marsh, seconded T Taylor. AIF.

It was **RESOLVED** that the Minutes of the Council's meeting held on 18th August 2020 be agreed and signed as a correct record. Proposed E Sinclair, seconded J Marsh. AIF.

5. MATTERS ARISING FROM THE PREVIOUS MEETING

The Chairman wished to record his thanks for the work carried out by S Green in making and installing two new noticeboards at West Bexington and will send a letter to this effect.

6. UPDATE REGARDING CAR PARK AND PARKING AND OTHER ISSUES AT WEST BEXINGTON.

There was some discussion about the nature of the problems which have been building over the last few years, rising to this year when there has been an unprecedented number of camper vans in the car park, and tents on the beach during the Coronavirus epidemic.

Regarding the car park, Dorset Council have indicated that the limitations and restrictions of the existing parking order could be updated to help matters. There was some discussion about whether there should be height restrictions and/or whether the car park should be closed at night using a barrier. The Parish Council was asked to decide what measures it would like to consider to alleviate these problems, and to put these to Dorset Council to try and help move towards a solution. It was concluded by the Chairman that further discussion would be needed to find the right solution, and that any changes must be realistic, sensible, and beneficial to the residents. It is also recognised that any changes to the car park will influence street parking, which is already causing problems. The question of the car park and street parking must be dealt with in tandem.

The residents of West Bexington are to be consulted about changing the parking regulations along the roads in West Bexington. The Councillors considered the first draft for the survey and agreed some amendments ahead of its distribution over the coming weeks. It was agreed that the issues with the car park would be left on the table until the Council conducts this survey and can examine the response from residents.

7. CHAIRPERSON'S REPORT

1. Co-option of new members

The Council has received one expression of interest in co-option and has advertised the current vacancies.

2. Provision of Defibrillators

The Puncknowle defibrillator has now been taken over by the parish council under a new South West Ambulance Service four-year contract. The new position at the village hall will be advertised by way of posters and it was **Resolved** that the parish council would erect a permanent wooden signpost by the phone box giving directions to the village hall and the defibrillator. Proposed E Sinclair, Seconded T Taylor, AIF. It will be advertised in the next edition of the Bride Valley News. The Village Hall Committee will be asked to consider new signage at the hall to make sure that it is easily located.

The West Bexington defibrillator was also renewed under the same contract. The Swyre defibrillator is awaiting installation.

8. CLERK'S REPORT

1 The Councillors **Resolved** to approve retrospectively the Covid19 Risk Assessment for the Playground. Proposed E Sinclair, Seconded G Fry, AIF.

2 Update on the Adoption of Phone Boxes in Puncknowle and Swyre.

The phone boxes were adopted for a nominal sum of £1 each in July. Councillors were reminded that a maintenance manual from BT was forwarded to them which should be consulted before any work or maintenance is undertaken.

9. REPRESENTATIVES REPORT

i. **Homewatch and Community Police Report**

PCSO Alex Bishop provided a report about local incidences of theft including two quad bikes and a hedge trimmer from Swyre. Suspicious drone activity has been reported to the police by a councillor.

ii. **Allotments**

J Marsh has been visiting the allotments during lockdown. There will be a meeting of the Napper Charity Trustees this evening.

iii. **Footpaths –**

Nothing to report at present.

iv. **Playing Field Committee**

v. Geoff Fry has kindly cut back the branches of trees which were overhanging adjacent garages, in response to a request by a resident. The matting under the double swing will be repaired once the children return to school.

vi. **Transport**

The bus services are running at two-hour intervals and seem well used.

vii. **Village Hall**

After a large amount of work the final decoration is now imminent. Extensive unforeseen underlying problems with the building have been addressed, and they are now approaching the final redecoration. The original budget has been overspent and extra funds are needed. G Fry made a vote thanks to the Village Hall Committee and to Councillor E Sinclair who have given a huge amount of time and effort into ensuring that the village continues to be

available to the community. A Covid19 risk assessment is being prepared and it is hoped that the hall will be available to open for some activities in the near future.

viii. Bridport Local Area Partnership

Meetings have resumed using a remote platform.

ix. DAPTC

The DAPTC are now producing a weekly news email.

x. Puncknowle, Swyre & West Bexington Web Site

G Fry offered thanks to D Sinclair for her work in bringing the website into line with the new accessibility guidelines.

xi. Emergency Planning

Rainfall of 39mm was recorded in Puncknowle in under an hour last week. Some road gullies became filled with gravel and this was reported to Highways.

xii. Finance

Due to other parish council commitments in July and August, the Finance Working Group have postponed the meeting to discuss the Draft Reserves Policy.

10. PLANNING

Applications on which the Parish Council is being consulted: -

None.

Decisions:

- 1. Application No: WD/D/19/002251** Outlooke, Looke Lane, Litton Cheney, Dorchester, DT2 9BA. Erect two storey extension to the North elevation, first floor extension to the East elevation, and single storey garage extension to the East elevation.
Approval of Planning Permission.
- 2. Application No: WD/D/20/000774** Merrow, Beach Road, West Bexington, Dorchester, DT2 9DG. Proposal to raise height of roof to allow first floor accommodation with dormer window to south-west roof slope. New windows to south-east and north- west elevations with roof light windows to the south-west roof slope and north-east roof slope
Approval of Planning Permission

Other Planning Issues:

There was some discussion about a lack of information regarding building levels when the parish council are being asked to consider planning applications. It was agreed that the Parish Council will send a letter expressing its concerns to Dorset Council planning authority.

11. HIGHWAYS ISSUES

Councillors are asked to note the Dorset County Council Confirmation of the Public Path Diversion Order to divert part of the Bridleway 8, Puncknowle at Parks Farm, plus Definitive Map and Statement Modification Order. Full details are available at <http://www.dorsetcouncil.gov.uk/row-orders>.

12. CORRESPONDENCE RECEIVED

- 1 A list of Emails received during July and August can be requested from the Clerk.
- 2 The Councillors discussed a letter received, requesting a memorial for a local resident. The clerk will feed back to the correspondent.

13. FINANCE

1. The Councillors reviewed the income and expenditure against budget to date, and the bank account reconciliation.

2. **Payments for Approval:**

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

Mrs S Bowsher (Clerk's salary July)	£303.21
Mrs S Bowsher (Clerk's salary August)	£303.21
Mrs D Sinclair (Website management July)	£25.00
Mrs D Sinclair (Website management Aug)	£25.00
DAPTC Invoice 20/130 Agendas and Minutes Training Webinar	£35.00
Clerk's expenses: Printer ink, laminator, Zoom subscription	£85.35
South West Ambulance Service Invoice 12 Sept 20 for support package, two defibrillators for four years (VAT to be reclaimed).	£3360.00
Steve Green Invoice for making and erecting two hard wood display Cabinets at West Bexington	£800.00
Black and White Computers – install updates/change to Outlook	£100.00
Total Cheques	£5,036.77

Proposed M Buckland, Seconded E Sinclair, AIF.

3 The Councillors discussed a new Policy for Reserves. Agreed that the Finance Working Group would bring proposals to the next meeting when the budget will also be discussed.

14. INFORMATION ITEMS

It is understood that the Crown pub in Puncknowle will shortly be re-opening.

15. DATE OF NEXT MEETING

RESOLVED to note that the Council's next meeting would take place on Tuesday 6th October 2020 commencing at 7.30 p.m.

The meeting ended at 21.34pm.

Signed:

Dated: