

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held on Tuesday 6th October 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, B. Pye. Dorset Council Ward Councillor Mark Roberts,

IN ATTENDANCE: S. Bowsher (Parish Clerk).

There were two members 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

PCSO Alex Bishop and D. Bird (Footpaths) were 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 1st Sept 2020 be agreed and signed as a correct record. Proposed E Sinclair, seconded M Buckland. AIF.

5. MATTERS ARISING FROM THE PREVIOUS MEETING

None

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

The council has been in contact with car parking services about amending the car park regulations. It is felt that street parking must be addressed before any changes are made to the car park. Councillor Marsh spoke to a senior manager in Dorset Council Highways Department about traffic regulation in West Bexington on 2 October and is awaiting a further meeting to examine all of the options before the survey can be sent out to the residents.

7. CHAIRPERSON'S REPORT

1. Co-option of new members

The current advertisement for councillor vacancies ends on 31 October. Applications for co-option will be considered at the next meeting.

2. Provision of Defibrillators

The chairman has made and erected the new sign next to the phone box in Puncknowle directing people to the village hall and defibrillator. It is anticipated that the new defibrillator for Swyre will be installed shortly.

8. CLERK'S REPORT

- 1 Update on the request for a Memorial in Swyre.
It was agreed that this is not a project for the parish council. A working party is currently being assembled which will include residents and bereaved relatives. The clerk will be consulted if it is felt that the parish council can help once a desired outcome has been agreed upon.
- 2 The contract for cutting the grass in Puncknowle Playing Field expires on 31 March 2021. It was **Resolved** to make a minor amendment to decrease the height of the cut: Proposed PG Fry, seconded Buckland, AIF. Tenders will be invited via the Bride Valley News in November and December, and on the noticeboards and website.
- 3 Resuming Physical Meetings
Although the Village Hall is now able to re-open, it is not felt that parish council meetings are able to be held in person under the present conditions.

9. REPRESENTATIVES REPORT

- i. **Homewatch and Community Police Report**
PCSO Alex Bishop did not report any specific incidents. There were several reports of rural crime and suspicious activities through the neighbourhood watch this month.
- ii. **Allotments**
There will be a meeting of the Napper Charity Trustees this evening.
- iii. **Footpaths –**
The footpaths officer for Puncknowle had carried out extensive clearing and strimming this month. The chairman asked for thanks to be issued on behalf of the councillors.
- iv. **Playing Field Committee**
- v. Geoff Fry has materials ready to repair the swings and hopes to gain access when they are less in use.
- vi. **Transport**
Nothing to report and no meetings of WATAG to report on.
- vii. **Village Hall**
Councillor Sinclair reported that the hall should be re-opening on Monday. Bookings by many of the usual groups are not expected to resume immediately. The repair and redecoration costs have left a significant shortfall of funds.
- viii. **Bridport Local Area Partnership**
Meetings continue using a remote platform. Dorset Council gave a presentation attended by Geoff Fry about CIL money and Planning Enforcement.
- ix. **DAPTC**
The DAPTC are now producing a weekly news email and now offer a new range of training webinars.
- x. **Puncknowle, Swyre & West Bexington Web Site**
D Sinclair attended a DAPTC webinar about the new accessibility guidelines.
- xi. **Emergency Planning**
Salt stocks have been checked and are all still good.
- xii. **Finance**
The Finance Working Group will meet on 8 October to discuss the Draft Reserves Policy and the Draft Budget and make recommendations ahead of a second meeting on 20 October.

10. PLANNING

Applications on which the Parish Council is being consulted: -

None.

Decisions:

None

Other Planning Issues:

Councillors are asked to note the response from the Dorset Council Planning Department regarding ground levels on planning applications.

11. HIGHWAYS ISSUES

The clerk was requested to report that some road gullies are still blocked with gravel.

12. CORRESPONDENCE RECEIVED

A list of Emails received during September can be requested from the Clerk.

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 items listed below be authorised for payment: (LGA 1972 s111)

Mrs S Bowsher (Clerk's salary Sept)	£303.21
Mrs D Sinclair (Website management Sept)	£25.00
Clerk's expenses: Software updates, Zoom subscription, postage	£108.68
David Landscapes Invoice 1163, 15/07,06/08,28/08	£225.00
David Landscapes Invoice 1168, 17/09	£75.00
DAPTC 3 copies of Good Councillor's Guide	£14.50
P G Fry Expenses – letters for defibrillator sign	£49.41

Total Cheques £800.80

Proposed T Taylor, Seconded J Marsh, AIF.

- 3 Councillors acknowledged notification of the half yearly precept payment of £4700.
- 4 Councillors agreed that the draft policy on reserves will be examined by the Finance Working Group who will bring proposals to the next meeting.
- 5 Councillors **Resolved** that the clerk's salary should be increased from 1 April 2020 in line with the recently published National Salary Award for 2020/2021, published by NALC.
Proposed G Fry, Seconded Martin Buckland, AIF.
- 6 Councillors agreed that the draft budget will be examined by the Finance Working Group who will bring proposals to the next meeting.
- 7 Councillors **Resolved** to authorise the clerk to purchase of the 12th edition of addition of the reference book by Arnold Bennet "Local Council Administration", at a discount offer via the DAPTC for the sum of £120 (versus £149.99). Proposed G Fry, Seconded E Sinclair, AIF

14. INFORMATION ITEMS

The Crown pub in Puncknowle has re-opened under new management.
An article has gone into the Bride Valley News asking residents for ideas to make use of the newly adopted telephone boxes in Swyre and Puncknowle.

15. DATE OF NEXT MEETING

RESOLVED to note that the Council's next meeting would take place on Tuesday 3 November 2020 commencing at 7.30 p.m.

The meeting ended at 21.03pm.

Signed:

Dated: