

Puncknowle & Swyre Parish Council

Situated in the Bride Valley, on the Dorset Coast

Chairman: Mr G. Fry
Vice Chairman: Mr J. Marsh

Clerk: Mrs Sally Bowsher,
Swyre Cross, Swyre, Dorchester, Dorset, DT2 9DA
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27 January 2021

Dear Councillor,

NEXT MEETING OF PUNCKNOWLE & SWYRE PARISH COUNCIL

I am writing to inform you that the next meeting of Puncknowle and Swyre Parish Council will take place on Tuesday 2nd February 2020, commencing at 7.30 p.m. Due to the current Government restrictions regarding the Coronavirus, the council will discuss the items on the agenda via a virtual meeting. The URL link to join this meeting is: <https://us02web.zoom.us/j/88661122935>

The agenda for the meeting is set out below.

Yours faithfully,

Sally Bowsher
Parish Clerk

AGENDA

- 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**
- 3) **DECLARATIONS OF INTEREST**
- 4) **MINUTES OF PREVIOUS MEETINGS**
 1. That the Minutes of the Meetings held on 1st December 2020 and 15th December 2020 (attached), be agreed, and signed as a correct record.
- 5) **MATTERS ARISING FROM THE MINUTES**
- 6) **UPDATE REGARDING CAR PARK AND PARKING AND OTHER ISSUES AT WEST BEXINGTON**
- 7) **NEIGHBOURHOOD PLAN: Discussion is invited about having a neighbourhood plan.**
- 8) **DORSET COUNCIL LOCAL PLAN – discussion is invited about generating public participation.**
- 9) **DISCUSSION IS INVITED about a woodland creation project at the Ashley Chase Estate**
- 10) **CHAIRPERSON'S REPORT**
 - 1 Grass Cutting Contract - Tenders Received
 - 2 Discussion is invited about uses for the adopted Phone Box in Puncknowle
 - 3 Discussion is invited about speed signage in Puncknowle

11) CLERK'S REPORT

- 1 Draft Social Media and Facebook Page for Parish Council
- 2 Discussion on setting up a group of helpers to distribute parish council communications.
- 3 Swyre Defibrillator
- 4 Dorset Council review of Car Parking charges – Working Groups and contacts requested.
- 5 Dorset Council Feedback Requested by 19 February on Free Christmas Parking Days Policy.

12) REPRESENTATIVES REPORTS: Feedback and information is invited from the following areas:

- i. Homewatch and Community Police Report
- ii. Allotments
- iii. Footpaths
- iv. Playing Field Committee
- v. Transport
- vi. Village Hall
- vii. Bridport Local Area Partnership
- viii. DAPTC
- ix. Puncknowle, Swyre & West Bexington Web Site
- x. Emergency Planning
- xi. Finance Working Group

13) PLANNING

Please note that in Planning Matters the Council acts as consultee of the Principal Authority, the Principal Authority being the deciding body.

1. Applications on which the Parish Council is being consulted:

1. **Application Number: WD/D/20/002848** 3 Clay Lane, Puncknowle, Dorchester, DT2 9BJ. Erection of first floor extension.
2. **Application Number: WD/D/20/003185**
Selandia, Swyre Road, West Bexington, Dorchester, DT2 9DA Erect single storey rear extension.

2. Decisions:

3. Other Planning Issues

14) HIGHWAYS ISSUES

15) CORRESPONDENCE RECEIVED

- 1 A list of correspondence received during December and January can be requested from the Clerk.

16) FINANCE

1. The Council is asked to review the income and expenditure against budget to date, and the bank account reconciliation.
2. Review of Grant Applications under S 137
3. Review of Grant Applications CIL
4. Internal Audit appointment
5. Review of Fixed Asset Register

6. **The Council is asked to Review and Approve the following items for Payment: -**

Mrs S Bowsher (Clerk's gross salary Dec)*	£319.50
Mrs S Bowsher (Clerk's gross salary Jan)*	£319.50
Mrs D Sinclair (Website management Dec)	£25.00
Mrs D Sinclair (Website management Jan)	£25.00
Clerk's expenses: Zoom subscription, no parking sign, paper	£46.21
DAPTC Councillor training sessions Invoice 20/237 (paid 2.12.20)	£60.00
SLCC ILCA Training Fees invoice numberQL199374 (paid Jan 21)	£118.80
DAPTC Invoice 21/009, Online Training 14 January	£39.00
ICO Data Protection Renewal Fee (DD payable around 5 March 2021)	£35.00

Total Cheques	£988.01
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*Includes Employer's PAYE tax submitted to HMRC

17) INFORMATION ITEMS

18) DATE OF NEXT MEETING

To note that the Council's next meeting will take place on **2nd March 2021** commencing at 7.30pm.

There will be a closed meeting of the Napper Charity after this meeting.