

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held on Tuesday 2nd February 2021 at 7.30 p.m.

MEMBERS IN CONTACT VIA REMOTE MEETING:

Councillors G. Fry (Chairman), J. Marsh (Vice Chairman), T. Taylor, M. Buckland, B. Pye, E. Sinclair, J Hunt, S Oliver and Dorset Council Ward Councillor Mark Roberts,

IN ATTENDANCE: S. Bowsher (Parish Clerk) and one member of the public.

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 Officer) sent apologies.

3. DECLARATIONS OF INTEREST

4. MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** that the Minutes of the Council's Meeting held on 1st December be agreed and signed as a correct record. Proposed S Oliver, seconded J Marsh. AIF.

It was **RESOLVED** that the Minutes of the Council's Extraordinary General Meeting held on 15th December be agreed and signed as a correct record. Proposed M Buckland, seconded J Marsh. AIF.

5. MATTERS ARISING FROM THE PREVIOUS MEETING

None.

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

The survey to residents about street parking is ready but has not been circulated due to the current lockdown restrictions. It was agreed that the car park regulations will be included in the next agenda, as the street parking issue cannot be addressed in the short term.

7. NEIGHBOURHOOD PLAN

Councillor Hunt appraised the other members of the benefits and drawbacks to producing a Neighbourhood Plan. It is a significant undertaking, and it was agreed that she will prepare a simplified questionnaire for when the time is right, to ask residents whether they would like a plan, and what level of input and skills are offered. It is noted that whilst the Parish Council might be asked to take part, it is not required to lead such a project. It would be an extensive project that could take two to three years and would require some grant funding.

8. DORSET COUNCIL LOCAL PLAN

Feedback to this extensive plan has been requested by 15 March. Councillor Hunt recommended that members focussed on the sections relating to strategy and the local area and feed their views back to her with a view to providing a response from the parish council to be approved at the next meeting.

9. **DISCUSSION** about a woodland creation project at the Ashley Chase Estate: It was agreed that the Council would not make any comments, unless it was consulted on proposals put forward through the local Planning Authority.

10. CHAIRPERSON'S REPORT

1 Grass Cutting Contract

One tender was submitted for this contract, which in the past has typically involved 12-15 cuts. It was agreed to accept the quotation from Chesil Beach Garden Services at £85 per cut.

2 Puncknowle Phone Box

In addition to the book swap, a seed swap, and a children's art exhibition were suggested.

3 Speed Signage in Puncknowle

After some discussion about other local parishes, it was agreed that the clerk would make enquiries as to whether a 30mph speed limit could be offered.

11. CLERK'S REPORT

1 Draft Social Media and Facebook Page for Parish Council

The Draft Social Media Policy is still in progress. Cllr Oliver to discuss the Facebook option with the clerk before the next meeting.

2 Discussion on setting up a group of helpers to distribute parish council communications.

It was agreed that the clerk will explore the possibility of setting up a group of helpers to assist in distributing future letters to residents. In view of the number of residents who do not access the internet as following the pandemic, it was agreed that it would be a useful way of getting communications out.

3 Swyre Defibrillator

A resident has kindly agreed to allow access to their power supply and so this can now be installed next to the noticeboard in Swyre.

4 Dorset Council review of Car Parking charges –

Two councillors will apply to join the working group which covers West Bexington.

5 Dorset Council Feedback Requested by 19 February on Free Christmas Parking Days Policy.

It was agreed that the clerk would feedback the view of the council, that it is in Bridport's interests to keep free parking days going.

1. REPRESENTATIVES' REPORTS

i. Homewatch and Community Police Report

PCSO Alex Bishop emailed to say that there were no crimes or incidents to report, although scam phone calls continue.

ii. Allotments

The Napper Charity Trustees will meet this evening.

iii. Footpaths

Nothing to report.

iv. Playing Field Committee

The Committee needs new members, and it is hoped this can be addressed soon.

A "no parking sign" has been placed by the entrance to discourage parking on the bend in the road.

v. Transport

WATAG reports that the service bus between Bridport, Beaminster and Yeovil is to be withdrawn. The X53 bus will start a limited Sunday service from 3rd May.

- vi. **Village Hall**
The hall has remained closed due to the lockdown. The AGM will be hosted virtually on 17 February at 7.30pm. The link for this is: <https://us02web.zoom.us/j/87030680342>
- vii. **Bridport Local Area Partnership**
Meetings continue using a remote platform.
- viii. **DAPTC**
The DAPTC are producing a weekly news email and now offer a new range of training webinars.
- ix. **Puncknowle, Swyre & West Bexington Web Site**
Nothing to report.
- x. **Emergency Planning**
Nothing to report.
- xi. **Finance**
The Finance Working Group met this month to review internal controls.

2. PLANNING

Applications on which the Parish Council is being consulted: -

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

1. **Application Number: WD/D/20/002848** 3 Clay Lane, Puncknowle, Dorchester, DT2 9BJ. Erection of first floor extension. It was **RESOLVED** that the Parish Council support this application to bring the house up to a liveable standard. Proposed PG Fry, Seconded M Buckland, five in favour, one abstention.
2. **Application Number: WD/D/20/003185**
Selandia, Swyre Road, West Bexington, Dorchester, DT2 9DA Erect single storey rear extension. It was **RESOLVED** that the Parish Council support this application. Proposed E Sinclair, Seconded J Marsh, five in favour, one abstention.

Decisions:

None

Other Planning Issues:

None

3. HIGHWAYS ISSUES

Councillor Marsh will forward details of a section of the B3157 where a bend has caused fencing to be damaged by traffic several times. The clerk to report this to Highways.

4. CORRESPONDENCE RECEIVED

A list of Emails received during December and January was circulated prior to the meeting.

5. FINANCE

1. Councillors reviewed the income and expenditure against budget to date, and the bank account reconciliation.
2. Review of Grant Applications under Section 137.
There have been no requests for grants received in the year to date. An advertisement was placed in the January BVN, website and noticeboards, asking for applications by

the end of February. The Finance Working Group is to examine these before the next meeting.

3. Review of Grant Applications, CIL.
Ditto item 2 above.
4. Internal Auditor Appointment. The clerk is to ascertain whether the current auditor can continue through to the year end and organise a replacement if necessary.
5. Review of the Fixed Asset Register.
The Finance Working Group is to review this with the clerk ahead of the Financial Year End.

6. It was RESOLVED that the items listed below be authorised 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 number QL199374 (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

*Includes Employer's PAYE tax submitted to HMRC

Proposed J Marsh, seconded J Hunt, AIF

6. INFORMATION ITEMS

The current third National Lockdown due to Covid commenced on 6 January. All churches in the Bride Valley are currently not open for normal services.

7. DATE OF NEXT MEETING

RESOLVED to note that the Council's next meeting will take place on Tuesday 2 March 2021 at 7.30pm.

The meeting ended at 21.49 pm.

Signed:

Dated: