

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held on Tuesday 2nd March 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, and Dorset Council Ward Councillor Mark Roberts,

IN ATTENDANCE: S. Bowsher (Parish Clerk) and two members 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

Apologies were received from Councillor Oliver, PCSO Alex Bishop and D. Bird (Footpaths Officer).

3. DECLARATIONS OF INTEREST

None

4. MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** that the Minutes of the Council's Meeting held on 2nd February be agreed as a correct record with the amendment to the wording in section 7 line 5 from "to do so" to "to lead such a project". Proposed J Marsh, seconded J Hunt.

5. MATTERS ARISING FROM THE PREVIOUS MEETING

None.

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

The councillors reviewed a draft letter to the Dorset Police Crime Commissioner regarding the control of wild camping at West Bexington. It was **RESOLVED** that the letter would be sent by the chairman on behalf of council. Proposed P G Fry, seconded J Marsh, AIF.

7. NEIGHBOURHOOD PLAN

Councillor Hunt is researching into this further and has received two expressions of interest. Whilst the present Coronavirus restrictions prohibit open meetings, is it not possible to make progress.

8. DORSET COUNCIL LOCAL PLAN

Feedback to this extensive plan has been requested by 15 March. Councillor Hunt has offered to assimilate a collective response, to reflect the views of the members.

9. CHAIRPERSON'S REPORT

- 1 **Puncknowle Phone box.** Plans are being made to fit this with bookshelves, and volunteers are available to organise the books.
- 2 **Speed Signage in Puncknowle.** It was **RESOLVED** that Dorset Council Highways will be asked to consider the speed limit in Puncknowle at their annual Traffic Regulation Meeting in October. Proposed P G Fry, Seconded J Hunt, one against, one abstention, three in favour.

10. CLERK'S REPORT

- 1 **Draft Social Media and Facebook Page for Parish Council**
No progress to report.
- 2 **Discussion on setting up a group of helpers to distribute parish council communications.**
No progress to report.
- 3 **Swyre Defibrillator** This will be connected soon. Agreed to notify SW Ambulance Service of the details, and to write a letter of thanks to the residents who are supplying the power.
- 4 **Swyre Bus Shelter.** It was agreed that the clerk should apply to Land Registry to find out who owns the land where the Bus Shelter would be sited.
- 5 **Litter.** It is envisaged that volunteer litter picking could be requested on a social media platform once this is up and running.
- 6 **Planting along Looke Lane Verge.** After some discussion about a request from a resident for tree planting along the verge in Looke Lane, it was agreed that they should be asked to pinpoint the spot they had in mind. Dorset Council can be approached about who has ownership.
- 7 **CPRE Offer of free trees.** The council does not have any open space to consider taking up this offer. Councillor Hunt suggested that the council could consider alerting local landowners to the scheme.
- 8 **Dorset Council Community Governance Review.** Councillors were reminded that this process is currently under way.

1. REPRESENTATIVES' REPORTS

- i. **Homewatch and Community Police Report.**
Nothing to report.
- ii. **Allotments**
There is currently a waiting list.
- iii. **Footpaths**
Nothing to report.
- iv. **Playing Field Committee**
Health and Safety laminated posters have again been removed from the sign board.
- v. **Transport**
No changes since last meeting.
- vi. **Village Hall**
The AGM was hosted virtually on 17 February at 7.30pm.
- vii. **Bridport Local Area Partnership**
Meetings continue using a remote platform. MP Chris Loder will be attending the next meeting on 12 March.
- viii. **DAPTC**
The DAPTC are producing a weekly newsletter and offer a 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 the fixed assets register.

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/20/003034** Looke Farm House, Looke Lane, Litton Cheney, Dorset DT2 9BA. Erection of a replacement agricultural building. After discussion, the council voted to raise no objection to this application. Proposed J Marsh, seconded E Sinclair, J Hunt abstained, four in favour.
2. **Application Number: WD/D/20/003013** Looke Farm House Looke Lane Litton Cheney Dorset DT2 9BA. Convert Granary in to dwelling. After discussion, the council voted to raise no objection to this application. Proposed J Marsh, seconded M Buckland, AIF.
3. **Application Number: WD/D/20/003014** Looke Farm House Looke Lane Litton Cheney Dorset DT2 9BA. Convert Granary in to dwelling listed building consent. **As above – listed building consent.**

Decisions:

None notified.

Other Planning Issues:

None

3. HIGHWAYS ISSUES

It was noted that Dorset Council have replaced the sign on the B3157 where a bend has caused fencing to be damaged by traffic several times. Recent temporary repairs to extensive pot-holes in Hazel Lane washed away in the rain only a few days after they were done.

4. CORRESPONDENCE RECEIVED

A list of Emails received during February was circulated prior to the meeting. There was some discussion about the government consultation on Public Sector Land Use; Councillors will submit their own feedback if they wish.

5. FINANCE

1. Councillors reviewed the income and expenditure against budget to date, and the bank account reconciliation.
2. Grant Applications in response to advertisement.
The Puncknowle Village Hall Management Committee applied in response to the advertisement for Grant Funds under Section 137. They submitted quotations for three essential maintenance projects that must be undertaken. Their projection of the

funds they will have available after emergency reserves does not accommodate any of this expenditure.

It was **RESOLVED** that a grant of £500 would be made under the LGA 1972, Section 137, paragraph 3 to provide funding towards the purchase of three new fire-rated doors costing £756. Proposed P G Fry, Seconded M Buckland, AIF.

No other applications for grants were received.

3. **Donations under the LGA 1972, Section 137, paragraph 3.**

After some discussion, it was **RESOLVED** that the following donations would be made to not for profit organisations whose work supports the well-being of the residents of the parish:

The Samaritans £40

Dorset Air Ambulance £100

Marie Curie Cancer Care £40

Bride Valley Churches Team Council £40

Proposed J Hunt, seconded M Buckland, one abstention (P G Fry), four in favour.

It was agreed that the clerk would contact the parents' association of the Latch School in Litton Cheney, to make them aware of the council's grants policy.

It was also agreed that an uncashed cheque from March 2020 for a donation to the Bride Valley First Steps Toddler Group would be reversed from the cash book and not be replaced.

4. Applications in response to advertisement for CIL funded projects.

The Village Hall committee were the only respondents, and asked for the projects as outlined above to be considered. As the village hall is the only assembly room serving the whole of the parish, and is in constant demand providing a great community asset, the council members view that this work constitutes maintenance of essential infrastructure. It was **RESOLVED** that the current CIL funds available of £1,152 would be awarded towards the cost of renovating the floor in the main hall, which is anticipated to cost £1581. Proposed M Buckland, Seconded J Marsh, AIF.

5. Councillors **RESOLVED** to donate £40 the Citizens' Advice Bureau under the LGA 1972 Section 142 paragraph 2, for their work which often supports the residents of the parish. Proposed J March, seconded E Sinclair, AIF.

6. Internal Auditor Appointment. It was agreed that Michele Harding is asked to take over as internal auditor with immediate effect.

7. Review of the Fixed Asset Register.

The Finance Working Group have review this and the clerk will circulate it to the members ahead of the Financial Year End.

8. **It was RESOLVED that the items listed below be authorised for Payment: -**

Mrs S Bowsher (Clerk's gross salary Feb)*	£319.50
Mrs D Sinclair (Website management Feb)	£25.00
Clerk's expenses: Zoom subscription, printer ink	£40.38

Total Cheques £384.88

*Includes Employer's PAYE tax submitted to HMRC

Proposed J Marsh, seconded J Hunt, AIF

6. INFORMATION ITEMS

None

7. DATE OF NEXT MEETING

RESOLVED to note that the Council's next meeting will take place on Tuesday 6 April 2021 at 7.30pm.

The meeting ended at 21.57 pm.

Signed:

Dated: