

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held on Tuesday 4th May 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. Bowsheer (Parish Clerk).

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 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 6th April be agreed with the following amendment to the wording in 8.3 altered to reflect that the issue was raised by two councillors at the request of several residents. Proposed J Marsh, seconded S Oliver. AIF.

5. MATTERS ARISING FROM THE MINUTES

None.

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

The clerk reported on the response from West Dorset Police about joining the Multi Agency Co-ordination Centre (MACC) to report and monitor occurrences arising at the beach in West Bexington. The MACC has been formed to join agencies such as Dorset Council and Dorset Police in managing events related to summer visitors, which includes illegal camping on beaches in Dorset. The clerk will be invited to a meeting to be hosted by Dorset Council Licensing and Community Safety where a plan is to be discussed to try and combat some of the problems which occurred in West Bexington last year.

7. CHAIRPERSON'S REPORT

The Playground Spring Clean project kindly organised by ex-councillor Derek Heaver is underway. The main body of work is planned for 22 May, and it is hoped that more volunteers will come forward to make lighter work of this.

It is hoped that, following the Annual Meeting, the new Playing Field Committee will be able to garner more support and bring more residents on board to take over the overseeing and maintenance of the Playing Field.

8. CLERK'S REPORT

8.1 MP, Chris Loder, MP, had requested feedback about whether Dorset should seek National Park status by the end of April. The views of individual councillors were summarised in an email to him, as there was no opportunity within the deadline to discuss this collectively at a Council meeting.

8.2 At the suggestion of the DAPTC, the Clerk will investigate a suitable Scheme of Delegation and circulate a draft version to be considered at the next meeting.

8.3 The Council's Insurance Policy is due for renewal on 1 June 2021. The existing three-year cover expires at the end of May and an application to renew, and preferably an alternative quote will be sought urgently.

8.4 Stone Benches at West Bexington: On further investigation, it was noted in the minutes on 7 Dec 2012 (Item 14) that West Dorset District Council were to provide £3,000 to be spent on Countryside Projects following an Ombudsman Report about a local planning decision. On 1 July 2014, two Portland Stone benches (total cost £2075.16) were paid for by WDDC and delivered to West Bexington. The residue of the money was spent in November 2015 and July 2016 on works to reinstate the footpath along the coastline. It was agreed that as the parish is the beneficial owner of these benches, they should be added to the Register of Fixed Assets.

8.5 Potential Bus Shelter in Swyre: The clerk is awaiting a document from Dorset Council who will guide the Council through this process. Meanwhile, Highways Department are looking further into who owns the land and will make a site visit once they have completed their investigation.

8.6 An application has been lodged at Dorset Council for an extra dog waste bin in Puncknowle, at the end of Bull Lane, and a response is awaited.

8.7 Review of subscription to Zoom. It was agreed that the present contract should be terminated.

9. REPRESENTATIVES REPORTS

- i. Homewatch and Community Police Report.**
Nothing reported. It was agreed that traffic speed would be monitored in West Bexington.
- ii. Allotments**
The allotments were inspected by three councillors in April. There is no waiting list at the moment.
- iii. Footpaths**
Nothing to report. Thanks was expressed for the work carried out by Dave Bird.
- iv. Playing Field Committee**
The Playing Field was discussed earlier, see item 7 above.
- v. Transport**
No changes since last meeting.
- vi. Village Hall.** This will be open for elections on 6 May and shortly after for normal bookings with Covid secure measures in place.
- vii. Bridport Local Area Partnership**

- viii. **DAPTC**
No meeting since last month
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 had reviewed the financial paperwork in preparation for the year end.

10 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.

- i) **Planning Application No: P/HOU/2021/00703** 3 Green Barton Swyre Dorset DT2 9DN Single storey extension, alterations and ancillary works.

After a brief discussion it was **RESOLVED** that the Council supports this application.
Proposed E Sinclair, Seconded TT, AIF.

Decisions:

None.

Other Planning Issues:

- i) **Planning Appeal Ref APP/D1265/W/21/3269354** Absit Invidia West Bex DT2 9DD. Demolish existing bungalow and erect new dwelling. Original Application no WD/D/19/001992.
This application has come to appeal after the original application was refused. There was much discussion about the Planning Officer's report supporting this decision. It was **RESOLVED** that having had a second look at this planning application, and in light of the Planning Officer's comments and decision, the Council concurs with this decision. Proposed E Sinclair, seconded G Fry, AIF.
- ii) Dorset Council have been informed of a planning enforcement issue at West Bexington
- iii) Another planning enforcement issue in in Puncknowle was discussed.

11. HIGHWAYS ISSUES

There was some discussion about Parish footpaths on the definitive map which will be closed to changes in the coming years. The Parish Council are not aware of any specific concerns.

12. CORRESPONDENCE RECEIVED

The schedule of correspondence received over the last month was reviewed.

13 FINANCE

13.1 ANNUAL GOVERNANCE REVIEW

- i) It was **RESOLVED** to note and accept the findings in the Annual Internal Audit Report for 2020/21. Proposed G Fry, Seconded J Marsh, AIF
- ii) **RESOLVED:** The Council reviewed and approved the Annual Governance Statement 2020/21. Proposed J Marsh, seconded S Oliver, AIF
- iii) The Council **RESOLVED** to accept the of Statement of Annual Receipts and Payments 2020/2021. Proposed E Sinclair, seconded T Taylor, AIF.
- iv) The Council agreed that PSPC meets the criteria for exemption from the External Auditor's limited Assurance Review for 2020/21 and **RESOLVED** that it wishes to be exempted. Proposed S Oliver, seconded J Marsh.

13.2 PAYMENTS FOR APPROVAL: -

Mrs Sally Bowsher (Clerk's salary April)*	£319.50
Mrs Dianne Sinclair (Website management)	£25.00
Mrs Sally Bowsher (Clerks expenses- Zoom, sub'n, stamps, files, paper	£38.54
Sinclair Electrical Discounted invoice (No 1478) for installing two Defibrillators, parts and labour	£202.70
Internal Audit Fee, M Harding	£80.00

Total Cheques £665.74

**Includes Employer's PAYE tax submitted to HMRC where appropriate.*

13.3 INCOME RECEIVED

A VAT refund of £632.59 relating to the year 2020/2021 was received in April.

14. INFORMATION ITEMS

Local elections for the Dorset Police and Crime Commissioner will take place in May.
Puncknowle Church will not be holding its normal fete this year.

15 DATE OF NEXT MEETING

To note that the Council's next meeting will take place on Tuesday 1st June 2021 commencing at 7.30 p.m. This meeting will be held in the Village Hall at Puncknowle and follow Covid safety procedures. This will be the first time that the Parish Council has met in person since the beginning of the first lockdown in March 2020, due to the worldwide pandemic.

The meeting ended at 21.37pm.

Signed:

Dated: