

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held in the Village Hall on Tuesday 5th October 2021 at 7.30 p.m.

MEMBERS PRESENT AT THE MEETING:

Councillors G. Fry (Chairman), J. Marsh (Vice Chairman), J Hunt, T. Taylor, Dorset
Councillor Mark Roberts.

IN ATTENDANCE: S. Bowsher (Parish Clerk), and four 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 Councillors M Buckland, S. Oliver, B Pye and E. Sinclair, PCSO Alex Bishop, and Dave 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 7th September be agreed and signed as a correct record. Proposed J Marsh, J Hunt. All those who had been present at the meeting in favour.

5. MATTERS ARISING FROM THE MINUTES

The phone box is ready for use to share books etc. Volunteers will be asked to oversee this.

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

The questionnaire regarding double yellow lines is being distributed this week.

7. CHAIRPERSON'S REPORT

7.1 The SWAS are hoping to resume training sessions in Spring. P G Fry will arrange for this to be held at the village hall.

7.2 The Community Governance Review public consultation continues until 28 October.

8. CLERK'S REPORT

8.1 It was **RESOLVED** to adopt the Policy for Co-option. Proposed J Marsh, seconded T Taylor, AIF.

It was **RESOLVED** to adopt the Grievance Procedure. Proposed J Marsh, seconded T Taylor, AIF.

It was **RESOLVED** to adopt the Disciplinary Procedure. Proposed J Marsh, seconded T Taylor, AIF.

County Councillor Mark Roberts joined the meeting at 7.52pm.

- 8.2 There was a brief discussion where it was agreed that a Staff Advisory Committee should be set up. Appointments to be deferred until the next meeting due to the number of councillors absent.
- 8.3 Emails were sent out today to all Councillors providing the link to the new digital Register of Interests. Councillors have until 30 October to complete these.
- 8.4 The Planning Training session will be held shortly. Clerk to liaise and book the village hall.
- 8.5 The laser printer has now been installed.
- 8.6 The new waste bin will be delivered shortly. Clerk to liaise with Dorset Council about the proposed position.
- 8.7 Members were made aware of a community recycling scheme in a neighbouring parish. It was agreed to mention it in the forthcoming newsletter.

9. SWYRE BUS SHELTER

The Highways Officer and several members attended a site meeting last week. Highways discussed the best way to approach the ground preparation and installation and offered to provide further contacts. The question of whether planning permission is required is being pursued and there was some discussion about the best aspect to provide shelter.

10. The discussion about the old pond at West Bexington was deferred as Councillor E Sinclair had been unable to attend the meeting.

11. REPRESENTATIVES' REPORTS

- i. **Homewatch and Community Police Report.**
Our PCSO reported that there are no specific local issues this month. The monthly Surgeries in Burton Bradstock continue.
- ii. **Allotments**
The Allotment Holders' AGM took place on 30 September. There will be a meeting of the Napper Charity next month.
- iii. **Footpaths**
All outstanding footpath issues have been reported.
- iv. **Playing Field Committee**
The Playing Field Committee met on 21st September and M Buckland was appointed as Chairman. Several items are being attended to and a new seat for the A frame swing will need to be purchased.
- v. **Transport**
Services are believed to be operating well. The winter time-table is now in operation.
- vi. **Village Hall.**
The Village Hall AGM is due shortly.
- vii. **Bridport Local Area Partnership**
This is still meeting remotely for the present time. The Parish Council is likely to be asked to contribute to its funding in the future.
- viii. **DAPTC**
The DAPTC are producing a weekly newsletter and offer a range of training webinars.
- ix. **Puncknowle, Swyre & West Bexington Web Site**

This will be reviewed and updated over the next few weeks.

x. **Emergency Planning**

Some discussion about the potential for local flooding, and whether the need to keep drains clear should be addressed by volunteers or by paying for this to be done through the budget.

xi. **Finance**

The Finance working group will call a meeting for all members to discuss next year's budget.

12. 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.

12.1 **Application Number P/FUL/2021/02102**

Land at Looke Farm Looke Lane Litton Cheney DT2 9BA. Change of use of a live firing range and caravan site to a glamping and shepherd's hut site and landscaping. After some discussion about the scope and detail of the report submitted with the application it was **RESOLVED** that the application is supported as it stands. Proposed J Marsh, seconded P G Fry, three in favour, one against.

12.2 **Application Number P/LBC/2021/03026**

Old Beams, 14, Church Street Puncknowle DT2 9BN. Erect Shed. It was **RESOLVED** that the application is supported. Proposed J Marsh, seconded J Hunt, AIF.

12.3 **Application Number P/HOU/2021/03447**

Old Beams, Church Street, Puncknowle, DT2 9BN. Single storey rear extension. It was **RESOLVED** that the application is supported. Proposed J Marsh, seconded T Taylor, AIF.

12.4 **Application Number P/LBC/2021/03448**

Old Beams, Church Street, Puncknowle, DT2 9BN. Internal alterations. It was **RESOLVED** that the application is supported. Proposed J Marsh, seconded T Taylor, AIF

12.5 **Application Number P/LBC/2021/03029**

The Old Rectory, Rectory Lane, Puncknowle, DT2 9BW. Amendment to Planning Permission 1/D/08/002010, to allow the use of the former stables as holiday accommodation. It was **RESOLVED** that the application is supported. Proposed J Marsh, seconded P G Fry, AIF.

12.6 **Application Number P/HOU/2021/01688** The Old Coastguards, Burton Rd, Abbotsbury, Weymouth, DT3 4LB. Conversion of existing garage/store to form ancillary accommodation Location: Futtocks End.

It was **RESOLVED** that the application is supported. Proposed J Marsh, seconded PG Fry, AIF.

12.7 **Decisions :**

12.8 **Other Planning Issues:**

There was some discussion about whether the Council support the removal of a tree from a resident's garden in Lytton Close. The residents who will be directly affected by this matter were asked for their opinions and two responses have been received. There was some discussion about the pros and cons of leaving the tree in place, at the end of which it was **RESOLVED** that the Parish Council support the resident in their application to have the tree removed. Proposed J Marsh, seconded T Taylor, AIF.

13. HIGHWAYS ISSUES

None

14. CORRESPONDENCE RECEIVED

The schedule of correspondence received in September was reviewed.

1.FINANCE

14.1 It was RESOLVED that the items listed below be authorised for payment: -

Mrs S Bowsher (Clerk's salary September)	£319.50
Mrs D Sinclair (Website management)	£ 25.00
Cohort Computers Invoice 3491, Laser Printer	£229.00
Chesil Beach Garden Services Inv 1908 Sept grass cutting	£ 80.00
Total Cheques	£653.50

Proposed T Taylor, Seconded J Marsh, AIF

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

- 15.2 No income to note this month; the half year precept is due to be paid.
- 15.3 The bank reconciliation and spending against budget was circulated to the members.
- 15.4 Some discussion about reserves.
- 15.5 Members were asked to think about planning the next year's budget.

14. INFORMATION ITEMS

None

15 DATE OF NEXT MEETING

The next meeting at the village hall will be held on Tuesday 2nd November 2021 at 7.30 pm. There will be a closed meeting of the Napper Charity after the November meeting.

The meeting ended at 21.10pm.

Signed:

Dated: