

DRAFT PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held in the Village Hall on Tuesday 7th September 2021 at 7.30 p.m.

MEMBERS PRESENT AT THE MEETING:

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

IN ATTENDANCE: S. Bowsher (Parish Clerk), and three 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 PCSO Alex Bishop, Dave Bird Footpaths Officer and Councillor B Pye.

3. DECLARATIONS OF INTEREST

None

4. MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** that the Minutes of the Council's Meeting held on 6th July be agreed and signed as a correct record. Proposed S Oliver, seconded J Marsh. All those who had been present at the meeting in favour.

5. MATTERS ARISING FROM THE MINUTES

Councillor Fry has refurbished the phone box in Puncknowle; it has been painted and shelving has been fitted. AIF it will be known as "Puncknowle Swap Box".

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

There was much discussion about the ongoing problems arising from lack of ticket enforcement in the car park and camping on the beach. Councillor Roberts had followed up about the car park since the last meeting but had no response. Two local newspapers printed a letter of complaint this month from a regular visitor about these matters.

The questionnaire regarding double yellow lines was reviewed and it was agreed that it could be sent out this month.

7. CHAIRPERSON'S REPORT

7.1 The DAPTC survey of members allowances was looked at. AIF that the clerk would respond on behalf of the Council as discussed.

7.2 It was agreed that the AED in West Bexington should remain where it is because it is in a position which is central for all residents. Recent unfortunate visitor fatalities on the sea front have raised the question as to whether there should be another device in the car park. It was agreed that Dorset Council will be asked whether they would consider providing this. SWAS will be contacted to see whether they are able to offer the training which had to be deferred due to Covid restrictions.

7.3 There was some discussion about the Community Governance Review and whether the existing number of councillors is correct to represent the population of the parishes and the whether the boundaries are still valid.

8. CLERK'S REPORT

8.1 Grievance, Disciplinary and Co-Option and/or other Procedures will be sent out shortly for the members to review before the next meeting.

8.2 It was agreed that the Scheme of Delegation would only be used for Planning Consultations as a last resort when it was not possible to hold an EGM within the time frame available. It will only be used where all members are unanimous in their response and the application is not seen as controversial.

8.3 It was agreed that an in-house training session will be put together to pool knowledge of areas such as the existing Planning Regulations and the Local Plan. This will be used to identify further areas where training might be of benefit, and any potential projects that the Council might wish to pursue.

8.4 There was some discussion about whether the Parish Council should use a Planning Advisory Group to look at planning applications. It was agreed that this matter can be discussed further at the in-house training session.

8.5 The clerk has received a quotation for two laser printers which would suit the required remit, costing £375 and £229 to include delivery and installation. Both should run at significantly less cost than the current printer which the clerk accesses. A brief look at a large retailer yielded similar products costing £279 and £230 however they did not provide the quality and yield of output, or delivery and installation. It was **RESOLVED** to purchase the laser printer costing £229, Proposed PG Fry, seconded M Buckland, S Oliver abstained, everyone else in favour.

8.6 There was some discussion about the parish newsletter. This will be cheaper to produce once the new printer is installed.

8.7 The waste bin has been ordered and should be delivered within the next few weeks.

8.8 The digital Register of Interest Form will ready around he 20 September. The clerk will advise when there is further news. It must be completed by 30 October.

8.9 There was some discussion about whether the members would wish to pursue holding separate email accounts for Parish Council queries. This would incur a cost to the Parish Council.

9. SWYRE BUS SHELTER

Councillor Taylor and the Clerk have been in touch with the local authority, and it looks as though there is no objection to going ahead with this. The project is at an early stage, but an appropriate design and quality of shelter could cost in the region of £8,000 including ground works, of which VAT of about £1200 should be recoverable. A site meeting is to be arranged with the Highways Officer.

10. 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 will resume in September.

- ii. **Allotments**
The gate post needs replacing at the entrance gate. There will be a meeting of the Napper Charity tonight.
- iii. **Footpaths**
Clerk will follow up on a report of a private hedge growing over a footpath in Puncknowle. The Chairman will look into reports of a diversion made to the footpath in Looke Lane.
- iv. **Playing Field Committee**
The Playing Field Flyer was distributed in the summer and a few people have offered to volunteer. The Playing Field quarterly inspection report was recently circulated. The Playing Field Committee will meet in the Play area on 21st September at 6.30pm.
- v. **Transport**
Services are believed to be operating well.
- vi. **Village Hall.**
Nothing further to report currently.
- vii. **Bridport Local Area Partnership**
This is still able to meet remotely and will continue to do so for the present time.
- 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 have nothing to report currently.

11. 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.

- 11.1 **Application Number: P/FUL/2021/01547** Robin Cottage Beach Road West Bexington Dorset DT2 9DF. Erect 1no. dwelling following demolition of existing. The deadline for comments was 6 August 2021
Using the Scheme of Delegation and in consultation with the Councillors, the Clerk submitted the following comment# before the deadline: "The Parish Council support this application".
- 11.2 **Application Number: P/HOU/2021/02341** Cranford Swyre Road West Bexington DT2 9DD. Erect Single storey extension Erect timber workshop (retrospective). The deadline for comments was 20 August 2021. Using the Scheme of Delegation and in consultation with the Councillors, the Clerk submitted the following comment# before the deadline: "The Parish Council object to the construction of this workshop in the front garden. They believe that the position of this large construction at the front of the house is out of keeping in this AONB. They are also concerned that it would set a precedent, and that it has the potential to be used as holiday accommodation. They have no objection to the alterations to the dwelling".

- 11.3 **Decisions:**
None.

11.4 **Other Planning Issues:**

Members discussed a request by a resident to decide whether the Council supports their application to remove a mature tree in the village. It was agreed that the Council could only reflect the wishes of the residents and as such it

will approach the neighbouring properties for their views before the next meeting.

12. HIGHWAYS ISSUES

Further resurfacing is to be requested for Hazel Lane.

13. CORRESPONDENCE RECEIVED

The schedules of correspondence received over the last two months were reviewed.

14 FINANCE

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

Payments for Approval: -

| | |
|--|-----------------|
| Mrs Sally Bowsher (Clerk's salary August) | £319.50 |
| Mrs Dianne Sinclair (Website management) | £25.00 |
| Mrs Sally Bowsher (Clerks expenses- Microsoft 365, printer ink) | £84.92 |
| DAPTC On-line training Code of Conduct Inv -0394 | £30.00 |
| DAPTC On-line training Finance for Councillors Inv 0425 | £30.00 |
| Chesil Beach Garden Services Inv 1768 2x cuts | £160.00 |
| K Hussey Inv 2021-Q31 Playground Insp & Report July 21 | £37.50 |
| Leafield Environmental Ltd Classic Litter Bin Inv 114266 | £198.00 |
| Chesil Beach Garden Services Invoice 1722 grass cutting 14 & 28 June | £160.00 |
| Total Cheques | £1044.92 |

Proposed J Marsh, Seconded S Oliver, AIF

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

14.2 No income to note this month.

14.3 The bank reconciliation and spending against budget was circulated to the members.

14.4 Reserves total £17,651 including £12,151 of general reserves. Members were asked to think about planning the next year's budget. An advert has been placed in the BVN for Grant Applications.

14. INFORMATION ITEMS

None

15 DATE OF NEXT MEETING

The next meeting at the village hall will be held on Tuesday 5th October 2021 at 7.30 pm.

The meeting ended at 21.45pm.

Signed:

Dated: