

# PUNCKNOWLE & SWYRE PARISH COUNCIL

## Minutes of a Meeting held in the Village Hall on Tuesday 1<sup>st</sup> February 2022 at 7.30 p.m.

### **MEMBERS PRESENT AT THE MEETING:**

Councillors G. Fry (Chairman), J. Marsh (Vice Chairman), M Buckland, J Hunt, S Oliver, B Pye, E Sinclair and T. Taylor, Dorset 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 PCSO Alex Bishop, and Dave Bird, Footpaths Officer.

#### **3. DECLARATIONS OF INTEREST**

#### **4. MINUTES OF PREVIOUS MEETINGS**

It was **RESOLVED** that the Minutes of the Meeting held on 7<sup>th</sup> December 2021 be agreed and signed as a correct record. Proposed S Oliver, Seconded J Hunt. All those who had been present at the meeting in favour.

It was **RESOLVED** that the Minutes of the Extraordinary Meeting held on 11<sup>th</sup> January 2022 be agreed and signed as a correct record.

Proposed J Marsh, Seconded S Oliver. All those who had been present at the meeting in favour.

#### **5. MATTERS ARISING FROM THE MINUTES**

It was agreed that the issues of parking at West Bexington were no longer included on the agenda following on from the survey conducted last year.

#### **6. UPDATE FROM DORSET COUNCIL**

Dorset Councillor Mark Roberts gave an update of the Dorset Council budget goes for approval on 15<sup>th</sup> February and it looks as though there will not be any cuts to services. The outcome from the Community Governance Review has been delayed until the end of February when it will be out for consultation.

#### **7. CHAIRPERSON'S REPORT**

Nothing to report this month.

#### **8. CLERK'S REPORT**

8.1 The Standing Orders were reviewed, and it was **RESOLVED** to keep them unchanged. Proposed J Marsh, seconded S Oliver, AIF.

8.2 The Financial Regulations were reviewed, it was **RESOLVED** to keep them unchanged. Proposed J Marsh, seconded T Taylor, AIF.

8.3 Rural 5G. It is unlikely that Swyre and West Bexington will achieve 5G coverage in the foreseeable future, but there was some discussion about the lack of mobile phone signal and mobile data in these areas which have not gained any benefit from the new

mast installed some time ago in Litton Cheney. It was agreed that the Clerk would write to some of the mobile phone service providers and copy in our MP.

8.4 It is intended to assimilate and compile information regarding generic planning matters and to use this to move forward with our training process.

8.5 There was some discussion about how the Queen's Platinum Jubilee should be marked. Some residents have said that they will be organising street parties. It has been suggested that a lasting memorial is organised. Several ideas have been muted. Agreed that these need to be researched in time for the next meeting when a decision will need to be made swiftly.

8.6 The Parochial Church Council in Swyre are looking into measures to reduce the risk of flooding to a property adjacent to the church as occurred on 31 October 2021 when we had an extreme rainfall event. This would entail installing a relief exit for water from the churchyard stream on to the Highway. It was agreed that the Clerk will make Dorset Highways aware and put them in touch with the PCC or its representative. A lot of rubble and debris was washed into the underground culvert nearby last October, and it was agreed that Highways should also be asked to consider whether this needs to be cleared out to ensure that it is working satisfactorily in the case of a similar event

8.7 Following the newsletter, a volunteer has offered to restore the phone box in Swyre. Councillor Fry is in discussion with them about providing the materials. There are potential candidates to operate a speed watch in Swyre if the Council wishes.

## 9. SWYRE BUS SHELTER

A permitted Development Enquiry was submitted to Dorset Council who have responded. We await approval of the plans from Dorset Highways Surveyor, together with their quote for undertaking the groundwork. The members reviewed a report by Councillor Taylor and the Clerk of five quotations for shelters. Prices excluding VAT but including delivery were: Option 1 £3,792 plus delivery, Steel: Option 2 £7,768 Aluminium: Option 3 £5,200 Soft Wood: Option 4 £7,712 Hard Wood: Option 5 £6,220 Hard Wood.

A range of factors was considered and it was agreed that the most suitable model in terms of style and durability is a hardwood option 5, Bushby Shelter supplied by Littlethorpe. The quotation is also favourable against other options, most notably the only other hard wood model, although there is concern that the price may not be held for too much longer due to the current inflationary environment. It was **RESOLVED** that the Council will proceed with the Littlethorpe Bushby shelter once Dorset Highways have approved the installation. Proposed E Sinclair, seconded T Taylor, seven in favour, one against.

## 10. REPRESENTATIVES' REPORTS

### i. Homewatch and Community Police Report.

Our PCSO reported the following:

Around the 7<sup>th</sup> January, an air pistol was stolen from a property in Puncknowle.

### ii. Allotments

Nothing to report.

### iii. Footpaths

Dorset Council have replaced the considerable quantity of stones and rubble which was washed down Donkey Lane into West Bexington in the storm last month. There is concern that this has not been compacted down and will wash away again easily. D Bird reported that Dorset Council have reinstated the wooden footbridge on the Puncknowle to Litton footpath which was washed away in the recent storm. They are also aware of the issue of the footpath diversion at Looke Farm and the broken stile on the Looke to Greenleaze path.

**iv. Playing Field Committee**

Councillors Oliver and Hunt will respond regarding queries from the suppliers of a replacement for the A frame seat. The Playing Field Committee members will sort out the inspection rota and a committee meeting will be held in April.

**v. Transport**

It was agreed that the clerk will work with Councillor Taylor to respond to the consultation by the Dorset Enhanced Partnership about the Bus Service Improvement Plan. The response will be circulated before submitted under the scheme of delegation because the deadline falls before the next meeting.

**vi. Village Hall.**

Nothing to report.

**vii. Bridport Local Area Partnership.**

Nothing to report.

**viii. DAPTC**

Continue to provide good support.

**ix. Puncknowle, Swyre & West Bexington Web Site.** Nothing to report.

**x. Emergency Planning.** Nothing to report.

**xi. Finance.** Nothing to report.

**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**

- 1 Application No P/HOU/2021/05747** Futtocks End The Old Coastguards Burton Road Abbotsbury DT3 4LB. Convert garage/store to form ancillary accommodation. (Previous App withdrawn).
- 2 Application No P/HOU/2021/05769** Futtocks End The Old Coastguards Burton Road Abbotsbury DT3 4LB. Erection of single storey front extension and conversion of basement area.

There was some discussion about the setting and scale of this project, in a neighbouring Parish, and one proposal of “no comment” was not supported. After further discussion it was then **RESOLVED** that the Parish Council Object to both of these applications, which they feel would over-develop the property. Proposed M Buckland, Seconded E Sinclair, AIF.

**3 Decisions**

**4 Other Planning Issues:**

It is noted that the following application P/FUL/2021/02102, has been withdrawn:  
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.

An enforcement issue at Swyre Road, West Bexington was brought to the attention of the council.

**12. HIGHWAYS ISSUES**

Wessex Water will commence works to replace the water mains in Church Street, Puncknowle in two phases, starting on 14 February for three weeks when there will be a road closure and continuing from 7 March for four weeks when there will be traffic lights.

It was agreed that the Clerk should contact Dorset Highways about the following:

- i) a request to clear ditches and dig run offs in the Coast Road at Swyre, heading uphill towards Bridport.

- ii) a request to compact the rubble which has recently been restored to Donkey Lane in West Bexington, as there is concern that it will easily wash down again in the event of heavy rain.
- iii) Check on the plans to resurface Hazel Lane

**13. CORRESPONDENCE RECEIVED**

The schedules of correspondence received in December and January were reviewed.

**14. FINANCE**

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

Mrs S Bowsler (Clerk’s salary January)	£319.50
Mrs D Sinclair (Website management January)	£ 25.00
Reimburse Clerks Expenses – Permitted Dev Enquiry Fee, Bus Shelter	£120.00
Reimburse Clerks Expenses – Stationery/stamps	£21.17
<b>Total Cheques</b>	<b>£520.67</b>

Proposed J Hunt, Seconded J Marsh, AIF

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

To note that the following invoice was included in expenditure in

Nov and again in error in Dec but has only been paid once:

DAPTC Planning Training 7 Oct Invoice 0488 (£39.00)

- 2 The bank reconciliation was circulated to the members and the spending against budget was discussed.
- 3 The Grant payments have all been made. The clerk has been in touch with the Parents Association at Thorners School and they will contact us with further details if they wish us to consider a grant application.
- 4 Details for one bank signatory have been submitted for internet banking. It was agreed that a second signatory will be added and Councillor J Marsh will be added to the list of bank signatories including internet banking.
- 5 **Reserves:**  
Earmarked reserves now include the sum of £5000 for the Bus Shelter project. On 31 March earmarked reserves will also increase by a further £1000 towards replacing the defibrillators in future. It is anticipated that there will be small increase in general reserves.

**15. INFORMATION ITEMS**

The 3pm church service in Swyre will remember the Queen’s platinum anniversary.

**16 DATE OF NEXT MEETING**

The next meeting at the village hall will be held on Tuesday 1<sup>st</sup> March 2022 at 7.30 pm.

There will be a short meeting of the Napper Charity after this meeting.

The meeting ended at 9.17pm.

Signed: .....

Dated: .....