

DRAFT - PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held in the Village Hall on Tuesday 7th June 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 Dorset Councillor M Roberts,

IN ATTENDANCE: S. Bowsher (Parish Clerk), Footpaths Officer D Bird 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 for absence had been received from T. Taylor and PCSO Alex Bishop.

3 DECLARATIONS OF INTEREST None

4 MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** That the Minutes of the Annual Meeting held on 10th May 2022 be agreed and signed as a correct record with the following amendment:

Under appointments, item (iii), the following words are removed

“After ten years, Mr D Bird has resigned from the role of Footpaths Officer for Puncknowle (vacancy to be filled). Mr M Yeates be re-appointed as Footpaths Officers for Puncknowle and Swyre respectively”.

Under appointments, item (iii) the following words are inserted:

Mr D Bird remains footpaths officer for Puncknowle and Mr M Yeates re-appointed as Footpaths Officer for Swyre.

Proposed J Marsh, seconded J Hunt. All those who had been present at the meeting in favour.

It was **RESOLVED** That the Minutes of the Meeting held on 10th May 2022 be agreed and signed as a correct record. Proposed J Marsh, seconded J Hunt. All those who had been present at the meeting in favour

5 MATTERS ARISING FROM THE MINUTES

None.

6 UPDATE FROM DORSET COUNCIL

Councillor Mark Roberts provided an update on issues concerning the Dorset Council budget. There was some discussion about the volume of planning applications, and plans to rectify the backlog. Dorset Council have instigated a forum for parish councils to discuss issues with the planning system and the Local Plan. The decision by Dorset Council not to continue notifying neighbours about planning applications is likely to stand, however Dorset Council are consequently aware of the increased importance that site notices are made highly visible by applicants. It was re-iterated that householders can search the planning system for applications/decisions in their parish via the Dorset Council Website. There is no facility to subscribe to updates at the present time although this is under development. It was noted that the second consultation of the Local Plan has been deferred probably until after the summer.

7 CHAIRPERSON'S REPORT

- 7.1 The new Public Space Protection Order comes into force on 1st July for three years, to restrict camping and help tackle anti-social behaviour related to unauthorised camping on beaches including Chesil Beach.
- 7.2 Chesil Bank PC Neighbourhood Plan pre submission Draft:
The Councillors agreed that the clerk should respond to congratulate Chesil Bank on producing such a comprehensive report, and to wish them success in implementing it.
- 7.3 Parish Assembly on 31 May:
This was the first Parish Assembly since 2019 due to the Pandemic.
A speaker from a neighbouring parish provided useful information and insights from their experience as chair of their Neighbourhood Plan Steering Group.
- 7.4 Following on from the Parish Assembly, there will be an open meeting on 21st June at the village hall for residents to find out more about the Neighbourhood Plan process.
J Hunt to work with the Clerk to produce a leaflet to distribute ahead of the meeting to all households.
- 7.5 Application For a Definitive Map Modification Order – T702 Puncknowle:
The route applied for runs between Clay Lane and Looke Lane.
This application can be viewed using the T reference via the following link:
<https://mapping.dorsetcouncil.gov.uk/rightsofway/definitivemap/register>
The Clerk will be notified once the formal consultation for application T702 begins.

8 CLERK'S REPORT

- 8.1 Insurance Renewal.
Insurance cover with a new provider, Community Action Suffolk, was accepted from 1st June. Due to the pressing need to act ahead of today's meeting, this was arranged by the Chairman and Clerk under the Scheme of Delegation. Members were provided with a comparison of the cover on offer compared to the outgoing insurer. Full documents will be circulated to all members. The premium which includes the Napper Charity field totals £446.12.
- 8.2 War Memorial:
Two issues require further research: whether as custodians, the parish council should include this in the insurance policy (hitherto not included) and whether the parish council can arrange for its restoration.
- 8.3 Internet Bank Mandates have proved slow to access. Progress is being made. It was **RESOLVED** that J Marsh will be added as a signatory to the bank account and given internet access. Proposed P G Fry, seconded M Buckland. AIF.
- 8.4 Engagement with Dorset Council over the Planning System and Local Plan:
The first meeting took place with town and parish councils on 27 May. J Hunt submitted questions in her absence, and slides of the presentation will be provided. This is the start of a process, and further questions and comments have been invited by 30 May.
- 8.5 A letter of thanks has been sent to the resident who restored the phone box in Swyre. Progress is being sought to install shelving.
- 8.6 Communications infrastructure
One service provider has now responded to confirm that there are no plans to extend coverage to Swyre and West Bexington. It was agreed that a letter will be sent to MP Chris Loder to make him aware.
- 8.7 Suggestions for Future Budget planning:
Members are asked to start considering any matters which require research and discussion ahead of the budget planning process in the autumn.

9 FLOOD PROTECTION

It was agreed that the recruitment of Flood Wardens and the drawing up of a flood protection plan is a desirable step for the parish. The Environment Agency hope to run a free training course in the autumn for new wardens. A leaflet outlining the role of flood warden was given

out at the Parish Assembly and further information has been circulated via the Neighbourhood Watch.

10 SWYRE BUS SHELTER

Alternative quotes for the groundworks are still being sought. Dorset Council are in touch and are aware of the problems we are facing with regard to the cost of installation.

11 REPRESENTATIVES' REPORTS

i. **Homewatch and Community Police Report.**

A report from PCSO about doorstep selling has been circulated via the Neighbourhood Watch.

ii. **Allotments**

A couple of plots are vacant but are expected to be fully let soon. Most plots are well tended but a couple are un-worked and the plot holders have been informed.

iii. **Footpaths**

After a misunderstanding, the Annual Meeting minutes were amended to reflect Mr D Bird as Footpaths Officer in Puncknowle. He has cleared vegetation in Bull Lane and Knackers Hole and restored some footpath signs this month. A footpath in Swyre is currently impassable due to overgrowth. Agreed the clerk will report the damaged style at the bottom of Hoopers Lane, and to report that the footpath at Looke Farm Dairy is again overgrown.

iv. **Playing Field Committee**

It was **RESOLVED** that a set of new goal post nets costing £85 plus VAT should be ordered in accordance with the recommendation in the safety report. Proposed S Oliver, seconded J Hunt, AIF. Councillor Fry to inform the grass cutting contractor that care needs to be taken once the new goal nets are installed. Councillor Fry had followed up on comments made at the Parish Assembly about an overgrown tree surrounding the playing field and is now able to let the resident know that we believe the responsibility for maintaining this lies with the Unitary Authority, not the Parish Council.

v. **Transport**

No report.

vi. **Village Hall.**

The village hall has a vacancy for a part-time cleaner. Work to repair the faulty roof section is now being commissioned.

vii. **Bridport Local Area Partnership.**

The Chairman continues to attend BLAP meetings. These can be attended in person or remotely.

viii. **DAPTC**

Continue to provide good support.

ix. **Puncknowle, Swyre & West Bexington Web Site.**

There was some discussion around maintaining up to date information for the community on the website. It was agreed that a volunteer could be sought to feed in local events and information to the website manager.

x. **Emergency Planning.** Some discussion took place under paragraph 9, Flood Protection.

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

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/HOU/2022/02764.** Clay House Clay Lane Puncknowle Dorset DT2 9BJ. Demolition of outbuilding and lean-to and erection of ground and first floor rear extensions.

The applicant was in attendance and spoke to the Council. After some discussion it was **RESOLVED** that the Council objects to this application on the grounds that it is an over-dominant extension which will take away the

privacy of the neighbouring house, Minchington. Proposed P G Fry, seconded J Hunt, six in favour, one abstention.

- 12.2 Application Number P/HOU/2021/05083.** The Mill House Litton Lane Puncknowle DT2 9BU. Erect two storey story extension, remove and reconfigure east extension roof, provide raised decking to east and north elevations.

The applicant sent apologies and had submitted a letter about their application. Following a discussion, it was **RESOLVED** that the Council objects to this application on the basis that the extension is not appropriate to the historic character of the building. Proposed J Hunt, seconded E Sinclair, four in favour, one against, two abstentions.

12.3 DECISIONS –

There were no decisions passed this month

12.4 OTHER PLANNING ISSUES:

There was some discussion about the emergence of Air BnB lettings in West Bexington, and it was agreed that the clerk would send a letter to ask the planning department for their advice in this regard. Another enforcement issue at West Bexington should now be resolved via a planning application.

13 HIGHWAYS ISSUES

Faults to the resurfacing of Hazel Lane undertaken in April have been reported to Dorset Council. It was agreed that a letter regarding problem parking in West Bexington should be sent to local parties in the hope they may be able to help.

The Chairman and Councillor Sinclair and Dorset Councillor Mark Roberts had attended a site meeting about safety issues on the B3157 Coast Road the with a group of local stakeholders and MP, Chris Loder on 13 May. The issue of road sign maintenance was raised, and locally the suggestion that a speed watch in Swyre would be beneficial.

14 CORRESPONDENCE RECEIVED

The schedule of correspondence received in May was reviewed.

15 FINANCE

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

Mrs S Bowsher (Clerk's salary April)	£338.40
Mrs S Bowsher Clerk's expenses (refreshments for Parish Assembly 31.5.22)	£24.36
Mrs Dianne Sinclair (Website management)	£25.00
DAPTC Annual subscription 22/23 £178.95 plus Mailbox £39	£217.95
Fenland Leisure (Online Playgrounds)replace bucket swing seat	£111.60
Puncknowle Village Hall, Rental 1 June 2021 – 31 May 2022	£225.00
Chesil Beach Garden Services Inv 2297	£192.00

TOTAL CHEQUES £1,134.31

Proposed J Hunt, Seconded J Marsh, AIF

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

- 2 The bank reconciliation was circulated to the members. An update of spending against budget will be provided next month.
- 3 An update on Reserves will be provided next month.

16 INFORMATION ITEMS

The Queen's Platinum Jubilee was celebrated with events taking place in Puncknowle and Swyre over the bank holiday weekend.

17 PUBLIC TIME

Please see item 1 above.

18 DATE OF NEXT MEETING

The next ordinary meeting at the village hall will be held on Tuesday 5th July 2022 at 7.30 pm. The meeting ended at 10 pm.

Signed:

Dated: