

# **DRAFT PUNCKNOWLE & SWYRE PARISH COUNCIL**

## **Minutes of a Meeting held in the Village Hall on Tuesday 6<sup>th</sup> September 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, T Taylor and Dorset Councillor M Roberts,

**IN ATTENDANCE:** S. Bowsher (Parish Clerk), and six 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 PCSO Alex Bishop.

#### **3 DECLARATIONS OF INTEREST None**

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

It was **RESOLVED** That the Minutes of the Meeting held on 5<sup>th</sup> July 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.

It was **RESOLVED** That the Minutes of the Meeting held on 26<sup>th</sup> July 2022 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.

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

None

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

Dorset Councillor Mark Roberts provided an update on issues such as PSPO enforcement and other developments within the county.

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

##### **7.1 Parish Council Vacancy**

Two applications had been received for this vacancy. Both applicants were invited to make a short address to the Council, and then all members of the public were asked to leave room at 19.43pm.

After some discussion, three votes took place to decide which was the preferred candidate. The votes in all three rounds were four in favour, four against choosing the preferred candidate. On the third vote, in accordance with the Council's Co-Option policy, the Chair used his casting vote, and

It was **RESOLVED** that the preferred candidate would go through for consideration. Proposed J Marsh, seconded S Oliver, four Against, five in Favour including the Chair's casting vote.

After considering the remaining applicant, the Council voted four in Favour and four Against. Without a majority vote, and with no casting vote available, it was

**RESOLVED**, that the applicant would not be Co-opted to the Council. Proposed J Marsh, seconded S Oliver.

Members of the public were readmitted to the meeting at 8pm. The two candidates were thanked for their interest.

## 8 CLERK'S REPORT

### 8.1 West Bexington and the PSPO – discussion about enforcement

Councillor Sinclair reported that he had had some correspondence with Dorset Council about the lack of enforcement with problem camping. While there was felt to be slight improvement, and some engagement with campers had yielded good results, it has been observed that there is still a large group with up to 15 tents who have continued to ignore the PSPO which local people would like to see addressed. Details will be passed to Mark Roberts to take up with the Police Crime Commissioner, and a request sent to the PCSO for them to attend our next meeting to discuss a way forward for this issue.

The clerk conveyed discussions that had taken place with the PCSO, and it was agreed that a request will be sent to Dorset Council to improve the signage about the PSPO, and to ensure that it continues to be publicised on social media.

### 8.2 Acceptance of Free Defibrillator in West Bexington Car Park:

Working alongside the British Heart Foundation, NatWest Bank in partnership with St. John Ambulance can provide a defibrillator, free of charge if the Parish Council are willing to install and take responsibility for it, including the maintenance.

The Clubhouse at West Bexington have agreed an external spot on their premises where it is easily seen and accessed by people on the sea front and has offered to extend their electrical supply to facilitate installation. They will also pay for the ongoing electrical supply. The Parish Council will need to pay for installing a post to mount the cabinet, and to connect to the new external socket. It was **RESOLVED** that the Parish Council will accept this offer from NatWest/St John Ambulance, proposed J Marsh, seconded E Sinclair, AIF.

It was **RESOLVED** that the Parish will pay to install the defibrillator post, and the electrical installation. Proposed J Marsh, seconded E Sinclair, AIF.

### 8.3 Speed Watch in Swyre.

There was some discussion about setting up a speed watch team for the B3157 Coast Road in Swyre and it was agreed that an advert would be placed in the BVN calling for volunteers.

The merits of a SID device were considered, and it was agreed that a speed watch team would be the preferred first approach to slowing down traffic which exceeds the speed limit.

### 8.4 Response from MP regarding Communications infrastructure.

A response had been received in July from our MP, offering support on the issue of poor mobile data and phone signal. The information from service providers seems to conflict with some of the findings on the ground. To provide a sound basis on which to take things further, it was agreed that a survey will be conducted covering homes in South Swyre and the whole of West Bexington.

### 8.5 Internet Banking Mandates.

Contact with the bank is ongoing.

### 8.6 Swyre Telephone Box.

The Parish Council wishes to thank Bride Valley Woodwork for their generous help in supplying and fitting the bookshelves in the phone box in Swyre. Agreed that the councillors will source a replacement for the missing Perspex window.

The question was raised by the clerk as to whether the council wants to reflect the true value of replacing these in the insurance policy. The members agreed that they do not, and so they will remain in at cost price which is £1 per box.

8.7 War Memorial.

This is a grade II listed monument. There was some discussion about how to establish whether the parish council have adopted responsibility for this, and it was felt by the members that this was the case at some point in the past. If this is so, then the monument should be added to the insurance schedule and a valuation will need to be established for insurance purposes. Other questions are whether, as a grade two listed monument, it will need to be surveyed regularly, and how to maintain it. It was agreed that the clerk would seek further information from an appropriate advisory body.

8.8 No suggestions for future budget planning were raised.

## 9 NEIGHBOURHOOD PLAN

This can proceed provided that a Steering Group can be established with a sufficient level of resource for the undertaking. In preparation, Councillors have been considering a draft Terms of Reference for the Group. It is hoped to finalise these at the next meeting.

## 10 UPDATE ON BUS SHELTER IN SWYRE

1 Discussion about groundworks by Wessex Water:

Wessex Water have offered to fund a community project whilst they are replacing the Rising Main in Swyre in October. They have offered to provide the groundworks for the bus shelter for free as a community project. It was **RESOLVED** that this offer is taken up, proposed E Sinclair, seconded J Hunt, AIF.

2 Application of CIL Funds to the Bus Shelter Project:

It was **RESOLVED** that CIL funds totalling £3,925.96 would be used to contribute towards the purchase of the bus shelter at Swyre. Proposed E Sinclair, seconded M Buckland, AIF.

3 Approval to place an order with the revised quotation:

Littlethorpe have revised their original quotation dated 13.08.2021 for a Bushby shelter from £6,220 plus VAT, to £7,051 plus VAT. It was agreed that the increase was acceptable considering the current economic environment. It was **RESOLVED** to place an order with the revised quotation. Proposed M Buckland, seconded B Pye, seven in favour, one abstained.

## 11 REPRESENTATIVES' REPORTS

i. **Neighbourhood Watch and Community Police Report.**

A report was circulated from the PCSO. No matters were raised.

ii. **Allotments**

A site meeting was held on 18 August. The tenants' agreement with the Napper Charity, is printed and signed annually for each plot holder and the question as to whether this process can be altered to reduce paperwork is being considered. It was agreed that advice should be sought from the National Allotments Society. This can be progressed if The Napper Charity join with a landlord membership annual fee of £55 plus VAT.

iii. **Footpaths**

Councillor Hunt will report a resident's concerns to Dorset Council about a blocked footpath somewhere near Looke Lane.

iv. **Playing Field**

The Playing Field Advisory Committee met on site on 18 August at 5.30pm. Minutes of the meeting are on the Puncknowle.com website. Councillor Hunt and the Clerk were very grateful to K Hussey for his time in coming out on Sunday 21 August to discuss safety checks occurring in between his ROSPA inspections. It was agreed that the volunteers can now be sought to join the safety check rota..

Repairs to the playhouse and the boundary fence and the picnic table have now been completed by Councillors Fry and Buckland. It was agreed that the laurel hedge can be trimmed back. Opinions will be sought from three professional sources about whether the mature trees in and around the playing field require any maintenance.

- v. **Transport**  
No report.
- vi. **Village Hall.**  
No report.
- 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.**  
The clerk is now able to post directly to this.
- x. **Emergency Planning.**  
There was some discussion about how the best way to provide help for vulnerable residents in the event of emergencies. It was felt that the best method might be a direct approach to residents to keep an eye over homes in their proximity. Agreed to look at mapping out small groups of dwellings as a starting point.
- xi. **Finance.** It was **RESOLVED** that the Finance Working Group should be dissolved as it is no longer required. Proposed M Buckland, seconded J Marsh AIF.

## 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/2022/04655.** Chilcombe View, Swyre Road Puncknowle DT2 9BP. Single storey side extension, rear dormer windows and roof alterations.

It was **RESOLVED** that the Parish Council support this application. Proposed J Marsh, seconded S Oliver, AIF.

### 12.2 DECISIONS –

**1 Application Number P/HOU/2022/03331.** Laurel Cottage, Church Street, Puncknowle, Dorset DT2 9BL. Removal of rendering to front and side elevations. Removal of façade to outshot garage to reveal pent roof. Installation of conservation PVCU windows and front door.  
Permission granted 3 August 2022.

**2 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.  
Permission granted 5 Sept 2022.

### 12.3 OTHER PLANNING ISSUES

The Parish Council have been notified of a request Reference T719 to alter the Definitive map by adding a Byway Open to All Traffic in the parish of Swyre. Dorset Council will inform the landowners.

**13 HIGHWAYS ISSUES**

It was requested that road closure information is put on the website.

**14 CORRESPONDENCE RECEIVED**

The schedules of correspondence received in July and August were reviewed.

**15 FINANCE**

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

1	Payments for Approval: -	
	Mrs S Bowsher (Clerk's salary August)**	£338.40
	Mrs Dianne Sinclair (Website management)	£25.00
	Clerk's expenses – Renew software, stationery	£65.49
	P G Frys expenses for cost of wood to repair playing field bench and fence	£153.66
	<b>TOTAL CHEQUES</b>	<b>£582.55</b>

Proposed M Buckland, Seconded J Marsh, AIF

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

*To note – the Minutes of 5 July should have read salary June and July, not July and August*

- 2 The bank reconciliation was circulated to the members together with an update of spending against budget.
- 3 An advertisement for Grant Applications has been placed in the BVN for October and November.

**16 INFORMATION ITEMS**

The seventh stage of the Cycle Tour of Britain starts at West Bay on 10th September and heads east along the B3157 coast road. Information will be posted on the website.

It was noted that the owner of the Bull Inn in Swyre will shortly be retiring. It was agreed that a card will be sent by the clerk to thank her for her contribution to the local community during her tenure.

**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 4<sup>th</sup> October 2022 at 7.30 pm. The meeting ended at 9.55pm.

Signed: .....

Dated: .....