

DRAFT PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held in the Village Hall on Tuesday 6th December 2022 at 7.30 p.m.

MEMBERS PRESENT AT THE MEETING:

Councillors G. Fry (Chairman), M Buckland, S Oliver, B Pye, E Sinclair, T Taylor and Dorset Councillor M Roberts,

IN ATTENDANCE: S. Bowsher (Parish Clerk), and eight 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 were noted from John Marsh

Note: The order of the agenda was altered so the Chairman's Report was discussed as the next item:

3 CHAIRMAN'S REPORT

Vacancies for Co-Option to the parish council.

The three candidates were asked to leave the room at 7.39pm. The members then agreed which two of the three candidates would be considered (AIF).

It was then **RESOLVED** that Mr Paul Bullen would be co-opted as a member of the Council with immediate effect. Proposed B Pye, seconded T Taylor, five in favour, one against.

It was also **RESOLVED** that Ms Rebecca Forrester would be co-opted as a member of the Council with immediate effect. Proposed M Buckland, seconded PG Fry, AIF.

The candidates returned to the room at 7.44pm and the two new councillors signed their Acceptance of Office.

The Chairman thanked all three candidates for their interest.

4 DECLARATIONS OF INTEREST

Councillor Buckland disclosed a non-registerable interest in planning Application Number P/FUL/2022/07240 due to the proximity of his farm to this planning proposal.

5 MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** That the Minutes of the Meeting held on 1st November 2022 be agreed and signed as a correct record. Proposed S Oliver, seconded E Sinclair. All those who had been present at the meeting in favour.

It was **RESOLVED** That the Minutes of the Extraordinary General Meeting held on 22nd November 2022 be agreed and signed as a correct record. Proposed M Buckland, seconded B Pye. All those who had been present at the meeting in favour.

6 MATTERS ARISING FROM THE MINUTES

None

7 UPDATE FROM DORSET COUNCIL

Dorset Councillor Mark Roberts provided an update on savings on expenditure.

A 26% reduction in carbon footprint has now been achieved. The waiting time for land searches has been reduced to 10 working days. The number of Ukrainian evacuees being hosted in the county is currently almost 800.

8 CLERK'S REPORT

8.1 Discussion about Chairman's Allowance.

This allowance can be paid to enable the chairman to meet the expenses of office. Although it has been budgeted for in successive years, the chairman has never claimed it, despite incurring expenses in many voluntary activities over the years. It was **RESOLVED** that the Council would pay £50 to PG Fry for this year. Proposed M Buckland, seconded S Oliver, AIF

8.2 The clerk has been in contact with our PCSO and is awaiting information.

8.3 Communications infrastructure survey: This was distributed free of charge via the Scout Post scheme in November. The deadline for returns is 7 December. Full analysis will be available by the next meeting. A working group is suggested to decide on a way forwards.

8.4 The Internet Banking Mandates are progressing.

8.5 War Memorial: The clerk is to investigate whether grants are available for the cost of cleaning and any restoration.

8.6 Dorset Council Working Together Draft Document: This is a work in progress between Dorset Council and its town and parish councils. The clerk to distribute the draft document to councillors to discuss at the next meeting.

9 NEIGHBOURHOOD PLAN

A member of the Dorset Community Planning Team provided a presentation for residents in the village hall on 8 November at 7pm. This was attended by two Councillors, the Clerk and 15 members of the public. Questions were submitted in advance as well as on the night. The slides have been made available to the parish council.

After some discussion it was **RESOLVED** that a meeting will be advertised on 10 January 2023 with a view to forming a Steering Group. Proposed S Oliver, seconded P Bullen, AIF.

It was also **RESOLVED** that the initial brief of the Steering Group will be to conduct a survey amongst all the residents about whether they are likely to support a plan, before proceeding to have the neighbourhood area designated by Dorset Council. Proposed PG Fry, seconded P Bullen, AIF.

10 GRANT APPLICATIONS AND PAYMENTS

- 1 After some discussion, it was **RESOLVED** that the following payments totalling £260 would be made:

Under LGA 1972 S137:

The Samaritans £40

Dorset Air Ambulance £100

Marie Curie Cancer Care £40

Bride Valley News £40

Winter Fun Club – contribution to cost of venue for this year £165

Under LGA 1972 S142 P2:

The Citizens' Advice Bureau £40

Proposed M Buckland, seconded S Oliver, AIF

2 It was also **RESOLVED** that the Winter Fun Club would be supported in its inaugural year with a grant of £165 to pay for the hire of premises. Proposed M Buckland, seconded S Oliver, AIF. Arrangements will be made to pay this directly to the Village Hall.

3 Other grant applications will be considered at the next ordinary meeting in February 2023.

11 UPDATE ON BUS SHELTER IN SWYRE

It has been extremely difficult to obtain quotations from companies who would be suitable for the groundworks and installation of the bus shelter. Twelve companies have been approached for a quotation since June this year. Of these, three have visited the site, but only two have been willing to provide a quotation:

Bus shelter Groundworks Quote A excluding VAT totals £7,779.27

Bus shelter Groundworks Quote B excluding VAT totals £4,925.00 excluding VAT.

In view of the difficulty in obtaining further quotes, and the desire to progress with this project without further delay and uncertainty, it was **RESOLVED** that Quote B would be accepted. Proposed PG Fry, seconded E Sinclair, AIF (Local Government (Miscellaneous Provision) Act 1953 Section 4).

12 REPRESENTATIVES' REPORTS

- i. **Neighbourhood Watch and Community Police Report.**
PCSO Alex Bishop and the Neighbourhood Watch team had nothing to report. He reported the theft of catalytic converters from the wider area.
- ii. **Allotments**
Nothing to report.
- iii. **Footpaths**
Nothing to report on the footpaths.
- iv. **Playing Field**
The 2017 Tree Reports. A working party needs to be organised in the New Year to look at doing a Spring Clean.
- v. **Transport**
Nothing to report.
- vi. **Village Hall.**
The Village Hall has several large repair and maintenance issues on its agenda. It has also discussed the concept of storing energy so that the hall can be used as a warm hub during prolonged power cuts.
- vii. **Bridport Local Area Partnership.** Nothing to report.
- viii. **DAPTC**
Continue to provide good support.
- ix. **Puncknowle, Swyre & West Bexington Web Site.**
The website host had to change during the month when the old provider withdrew their services. The cost remains the same. The payment made to Mrs D Sinclair for website management was discussed. This involves considerable work and has not been reviewed for at least four years. It was **RESOLVED** that the monthly rate should be increased to £30. Proposed T Taylor, B Pye, AIF.
- x. **Emergency Planning.**
A working group will look at forming an emergency plan and report to the council.

Councillor Buckland Left the meeting at 8.47pm.

13

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 Number P/FUL/2022/07240

Proposed slurry tower to ensure compliance with Farming Rules for Water
Hazel Lane Farmhouse Hazel Lane Puncknowle Dorset DT2 9BU.

A letter from a resident was read out. There was extensive discussion and the applicants provided further information in response to questions raised by the council. At the end of this no resolution to support or object to the application was achieved, and no comment will be submitted on this consultation.

Councillor Buckland re-joined the meeting at 9.11pm.

2 DECISIONS:

Planning App P/FUL/2022/06184. The Club House West Bexington DT2 9DG Retain existing Restaurant Marquee.
This application has been withdrawn.

Planning Application P/FUL/2022/01944. Manor Mead Farm Beach Road West Bexington Dorset DT2 9DG. Change of use and conversion of detached outbuilding to form a dwelling (use Class C3)
Permission Refused.

3 OTHER PLANNING ISSUES

Discussion about the new mobile lodge in Hazel Lane: the landowner has made the parish council aware of their discussions with the principal planning authority.

14 HIGHWAYS ISSUES

There are two items that need to be reported:
The road surface at the top of Rectory Lane has a large pothole and some deterioration in the surrounding surface area.
A pothole in Hoopers Lane.

15 CORRESPONDENCE RECEIVED

The schedule of correspondence received in December was reviewed.

16 FINANCE

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

Payments for Approval: -

Mrs S Bowsher (Clerk's salary November)* ¹	£473.40
Mrs S Bowsher (Clerk's salary December)* ²	£473.40
Mrs Dianne Sinclair (Website management)	£25.00
Mrs Dianne Sinclair (Website management)	£25.00
Mrs Dianne Sinclair (Website management) increase to £30 for Nov/Dec	£10.00
Cohort Computers Ltd. Full set of Toner Cartridges Invoice 3589	£64.00

Chesil Beach Garden Services Invoice 2771, 1 cut of playing field grass	£96.00
The Samaritans	£40.00
Dorset Air Ambulance	£100.00
Marie Curie Cancer Care	£40.00
Bride Valley News	£40.00
The CAB	£40.00

TOTAL CHEQUES £1426.80

Proposed M Buckland, Seconded T Taylor, AIF.

¹ It was **RESOLVED** that the increase in the NALC PayScale would be applied to the clerk's salary retrospectively from 1.4.22 Proposed PG Fry, seconded M Buckland, AIF

² Arrears totalling £210 to be paid over the months of Nov and Dec at £105 per month.

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

2 The bank reconciliation was circulated to the members.

3 The budget has been set at £11,313 and the precept at £11,008 at the EGM on 22 November 2022.

17 INFORMATION ITEMS

The Charity "Scout Post" is offering to deliver Christmas cards in the local area at a cost of 30p per card. Full details can be found at www.dwdscouts.org.uk. There is a card collection box at The Crown Inn in Puncknowle.

18 PUBLIC TIME

Please see item 1 above.

19 DATE OF THE NEXT MEETING

An open meeting will be held in the Village Hall on Tuesday 10 January 2023 at 7.30pm when it is hoped that a Steering Group will be formed to consider the next stage towards forming a Neighbourhood Plan.

The next ordinary meeting at the village hall will be held on Tuesday 7th February 2023 at 7.30 pm.

The meeting ended at 9.30pm.

Signed:

Dated: