

# *Puncknowle & Swyre Parish Council*

*Situated in the Bride Valley, on the Dorset Coast*

**Chairman:**  
**Councillor Mr G. Fry**  
**Vice Chairman: Mr J Marsh**

**Clerk: Mrs Sally Bowsher,**  
Swyre Cross, Swyre, Dorchester, Dorset, DT2 9DA  
(01308) 897987  
Email: puncknowle@dorset-aptc.gov.uk

28 February 2023

Dear Councillor,

## **NEXT MEETING OF PUNCKNOWLE & SWYRE PARISH COUNCIL**

**I am writing to inform you that the next meeting of Puncknowle & Swyre Parish Council will take place on Tuesday 7th March 2023, commencing at 7.30 p.m. in the Village Hall, Puncknowle.**

The agenda for the meeting is set out below.

Yours faithfully,

*Sally Bowsher*  
Parish Clerk

## **AGENDA**

### **1. PUBLIC TIME**

up to 15 minutes for electors, residents in the parish or adjoining parishes to comment on any items to be discussed on the agenda.

### **2. APOLOGIES FOR ABSENCE**

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

### **4. MINUTES OF THE PREVIOUS MEETING**

That the Minutes of the Meeting held on 7<sup>th</sup> February 2023 be agreed and signed as a correct record.

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

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

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

Councillor Vacancy  
New Clerk's Appointment

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

- 8.1** Review of Standing Orders, Financial Regulations and other policies.
- 8.2** Communications infrastructure, response from MP
- 8.3** Shipton Gorge suggestion for combining information on posters, BVN, flyers etc
- 8.4** War Memorial
- 8.5** Annual Parish Meeting 25 April (Jurassic Fibre to speak)
- 8.6** Insurance Renewal
- 8.7** Newsletter

**9 NEIGHBOURHOOD PLAN**

Update

**10. GRANT APPLICATIONS AND PAYMENTS**

Village Hall

**11. BUS SHELTER IN SWYRE**

Parish Council and Wessex Water Plaques installed.

**12. REPRESENTATIVES REPORTS**

- i. Neighbourhood Watch and Community Police Report**
- ii. Allotments**
- iii. Footpaths**
- iv. Playing Field Committee.**
- v. Transport**
- vi. Village Hall**
- vii. Bridport Local Area Partnership**
- viii. DAPTC**
- ix. Puncknowle, Swyre & West Bexington Web Site**
- x. Emergency Planning – discussion about production of an Emergency Plan.**

**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 No P/FUL/2023/00512.** Land At Looke Farm Looke Lane Litton Cheney Dorset DT2 9BA Change of use of a live firing range and caravan site to a glamping and Shepherd's hut site and landscaping.
- 2 Application No P/CSC/2023/00036.** Notification of intent to use site for camping for 1 year Flowerdew Farm Hazel Lane, DT29BP. For Information Only
- 3 Application No P/VOC/2023/01147.** The Carriage House, Puncknowle Manor, Church Street, Puncknowle. Make alterations to convert disused agricultural building into 1 No holiday unit without compliance to condition 4 of planning approval 1/W/01/001846 - restriction of use to holiday let and not for permanent residential accommodation.
- 4 Decisions**
- 5 Other Planning Issues:**

**14. HIGHWAYS ISSUES**

**15. CORRESPONDENCE RECEIVED** Please refer to the attached schedule listing all correspondence received in February. A full list is available from the clerk.

**16. FINANCE**

**1 Payments for Approval: -**

Mrs S Bowsher (Clerk's salary February)	£368.40
Mrs Dianne Sinclair (Website management)	£30.00
SLCC Renewal subscription Invoice Mem243326-1	£112.00
Invoice for bus shelter plaque (reimburse Councillor Taylor)	£59.64
Puncknowle and Swyre Village Hall Grant	£500.00
Winter Fun Club	£150.00

**Total Cheques £1220.04**

- 2 Internet Banking. Mandate for the Clerk to input payment information.
- 3 Bank Reconciliation
- 4 Cash Flow – To consider if a transfer of funds is necessary between accounts.
- 5 Review of payments by Direct Debit

**17. INFORMATION ITEMS**

**18. PUBLIC TIME**

Up to 15 minutes for electors, residents in the parish or adjoining parishes to raise any items of information or propose issues for future Council meetings.

**19. DATE OF NEXT MEETING**

The Council's next meeting will take place on Tuesday 4<sup>th</sup> April 2023 commencing at 7.30 p.m.