

# **DRAFT PUNCKNOWLE & SWYRE PARISH COUNCIL**

## **Minutes of a Meeting held in the Village Hall on Tuesday 7<sup>th</sup> February 2023 at 7.30 p.m.**

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

Councillors G. Fry (Chairman), J Marsh (Vice Chairman), M Buckland, P Bullen, R Forrester, B Pye, E Sinclair, T Taylor and Dorset Councillor M 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 for absence were noted 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 6<sup>th</sup> December 2022 should have the following words removed from page 643 item 9 to reflect the record of the meeting accurately:

*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.*

These should be replaced with the words:

*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. Proposed PG Fry, seconded P Bullen, AIF.*

This amendment was proposed by P Bullen, seconded by R Forrester.

Following this amendment, it was **RESOLVED** that the Minutes of the Meeting held on 6<sup>th</sup> December 2022 be agreed and signed as a correct record with the following Proposed B Pye , seconded P Bullen . 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 the draft budget. It looks as though Dorset Council will be able to achieve a balanced budget with no loss of services or redundancies. Street-lights are being replaced with LED lenses as they need replacing and more electric charging points are being installed. Defra has granted funding to run farming and protected landscape schemes. All short

stay car parks will now be for three hours instead of two, and all car park ticket machines are due to be replaced.

## **7 CHAIRMAN'S REPORT**

### **Councillor Resignation**

The Council is sorry to note the resignation from Councillor Stella Oliver, and are very grateful for her offer of continued support.

An advertisement will be forthcoming.

### **Clerk's Resignation**

The clerk's resignation was submitted in January.

It was **RESOLVED** to advertise the post. Proposed M Buckland, seconded P Bullen.

## **8 CLERK'S REPORT**

### **8.1 Dorset Council Working Together Draft Document**

There was some discussion about ideas for feedback which will be passed to the DAPTC.

### **8.2 Speed Watch in Swyre.**

Seven residents are in contact with PCSO Alex Bishop who will arrange training.

### **8.3 Communications infrastructure –survey of residents.**

There were fourteen responses from the survey which was posted through every letterbox. A summary of the results showed:

-There is a problem with mobile signal in the parish between the map co-ordinates 352,500 and 354,000.

- Help is available to alleviate some of the problems that are highlighted by the responses. This can be covered in a Newsletter.

- 70% said they would like the council to arrange a presentation by Jurassic Fibre.

The results of the survey will be communicated to our MP, copy Mark Roberts with a request for continued support to try and get improved mobile signal coverage.

### **8.4 Internet Banking Mandates – are almost completed.**

### **8.5 War Memorial**

It was agreed to revisit this once we have a better picture of the financial position at the year end.

### **8.6 A complaint was received from a member of the public who had attended the last meeting, in reference to the Code of Conduct, and has been responded to.**

### **8.7 Dates for Meetings this year were circulated. The Annual Parish Meeting will be held on 25 April subject to availability of the hall.**

### **8.8 Copies of the Standing Orders, Financial Regulations, Risk Assessment and other Policies in March will be circulated to the members ahead of their review at the next meeting.**

### **8.9 Flood management.**

It is hoped that funding will be available from the Environment Agency for an advisory visit by FWAG to identify the type of works that would help resolve issues in Swyre and West Bexington.

## 9 NEIGHBOURHOOD PLAN

9.1 There was some discussion about meetings held in January 2023, plans for community engagement and forming the Steering Group.

9.2 The following statement was reviewed and accepted as explaining why this parish council is considered appropriate to be a neighbourhood area for a neighbourhood plan:

*This area is considered appropriate to be designated as a neighbourhood area for the following reasons:*

- It is an area with a special rural character and environment, which should be safeguarded*
- We want to ensure that new development has a positive effect*
- We want to formulate more detailed local policies to influence the type, scale, design, and form of development which may come forward in the area.*

9.3 It was **RESOLVED** to formally apply to have the Neighbourhood Area designated by Dorset Council with the above wording. Proposed P Bullen, seconded E Sinclair, AIF.

## 10 GRANT APPLICATIONS AND PAYMENTS

### Village Hall.

There was some discussion about this grant application and it was agreed that representative of the parish council will attend to the next village hall committee meeting to look at this.

### St John's Ambulance

It was **RESOLVED** to support St John Ambulance with a payment of £40 in response to their request. It is noted that they are partly behind the scheme which provided a defibrillator for free to the parish. Proposed M Buckland, seconded J Marsh AIF.

### Grant to the Winter Fun Club Grant.

To note that the club will be curtailing its schedule of meetings which will be reflected in the grant payment.

## 11 UPDATE ON BUS SHELTER IN SWYRE

The bus shelter arrived on 25 January and the installation was completed by Dorset Council on 2 Feb. Wessex Water will supply a plaque to note their support of the project, and another plaque will be arranged by the parish council.

The Chairman proposed a vote of thanks to Councillor Taylor and the Clerk for their efforts to see this project through.

## 12 REPRESENTATIVES' REPORTS

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

PCSO Alex Bishop and the Neighbourhood Watch team had nothing to report.

### **ii. Allotments**

There are two plots available. The local hunt has been contacted about dogs coming through the allotment field.

### **iii. Footpaths**

It was **RESOLVED** to reimburse petrol costs for the last year to footpaths officer D Bird of £23.04. Proposed J Marsh, seconded B Pye, AIF.

- iv. **Playing Field**  
The quarterly safety report has just arrived and highlighted a few minor jobs which will be looked at in the next few months. Councillors Fry and Buckland have cut back the laurel hedge and removed lots of brambles. The Playing Field Committee needs new councillors, and it was agreed that Councillor Forrester will come on the committee. A Playing Field Committee Meeting needs to be called to look at the Tree Report, organise a Spring Clean around May time and check the rota for weekly inspections.
- v. **Transport**  
Councillor Taylor attended the first WATAG meeting to be held in some time.
- vi. **Village Hall.**  
Nothing to report.
- vii. **Bridport Local Area Partnership.** Nothing to report.
- viii. **DAPTC**  
Continue to provide good support. There is a councillors' networking event on 9 March.
- ix. **Puncknowle, Swyre & West Bexington Web Site.**  
The History Group will now be able to post information to the website and will discuss how to load on their archives.
- x. **Emergency Planning.**  
Work is being undertaken to produce a plan suitable to the needs and resources of the parish.

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### 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 For Information Only:  
**Application Number P/CLP/2022/07824.** Seachange Access Road to Labour In Vain Farm West Bexington DT2 9DE. Lawful Development Certificate for the stationing of 1 number mobile home within residential garden to provide ancillary accommodation. This application was not out for consultation and has since been granted by Dorset Council.

- 2 **DECISIONS:**  
**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.  
This application has been withdrawn.

- 3 **OTHER PLANNING ISSUES**  
The following Application will be considered at the next meeting.  
P/FUL/2023/00512 Proposal: Change of use of a live firing range and caravan site to a glamping and Shepherd's hut site and landscaping on Land At Looke Farm DT2 9BA.

### 14 HIGHWAYS ISSUES

Issues raised at the last meeting were reported. A street sign has been damaged at the bottom of Hazel Lane.

**15 CORRESPONDENCE RECEIVED**

The schedules of correspondence received in December and January were 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 January)*	£368.40
Mrs Dianne Sinclair (Website management)	£ 30.00
P G Fry Chairman’s Allowance Year ending 31.3.23	£50.00
D Bird Payment of petrol costs for work on footpaths Year ending 31.3.23	£23.04
Littlethorpe, Invoice for bus shelter Inv Number 2280	£8461.20
ICO annual registration fee	£35.00
AG Tree Services Tree Inspection for Playing Field. Invoice AGTS-2830	£306.00
K Hussey Q4 2022 Playing Field Safety Inspection	£40.00
DAPTC Invoice 1134	£54.00
St John Ambulance S 137 grant payment	£40.00

**TOTAL CHEQUES £9407.64**

Proposed J Marsh, Seconded T Taylor, AIF.

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

- 2 To note a donation received in December totalling £45.64 for Playing Field Restoration.
- 3 Bank Reconciliation. To note that a transfer of funds from the deposit account may be required in March.

**17 INFORMATION ITEMS**

None

**18 PUBLIC TIME**

Please see item 1 above.

**19 DATE OF THE NEXT MEETING**

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

The meeting ended at 9.22pm.

Signed: .....

Dated: .....