

DRAFT PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a Meeting held in the Village Hall on Tuesday 4th April 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, 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 Councillors E Sinclair and B Pye and were also received from D Bird and PCSO Alex Bishop.

3 DECLARATIONS OF INTEREST

None

4 MINUTES OF PREVIOUS MEETINGS

4.1 It was **RESOLVED** That the Minutes of the Meeting held on 7th March 2023 be agreed and signed as a correct record. Proposed M Buckland, seconded P Bullen. All those who had been present at the meeting in favour.

4.2 It was **RESOLVED** That the Minutes of the Extraordinary General Meeting held on 28th March 2023 be agreed and signed as a correct record. Proposed R Forrester, seconded Marsh. 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. Cost of living grants are being allocated. Under the existing Planning Framework for the Local Plan, Landowners in all areas have been asked to submit proposals if they believe they have land that might be considered for development. Efforts to improve bus services continue although the lack of grant funding has been a significant disappointment. There is more money from central government for pothole repairs.

A significant proposal for a solar farm near Weymouth has been received.

7 CHAIRMAN'S REPORT

Councillor Vacancy

The vacancy is being advertised with a closing date of 30 April 2023.

Appointment of a new Clerk

The clerk's post is currently being advertised.

8 CLERK'S REPORT

- 8.1 Media Policy. It was **RESOLVED** that the draft media policy which had been circulated to members would be adopted. Proposed J Marsh, seconded P Bullen, AIF.
- 8.2 Thanks was expressed to P Bullen for submitting an entry for Puncknowle on the Visit Dorset page of the Dorset Council website.
- 8.3 Shipton Gorge suggestion re co-ordinated local recycling and any other parish services. R Forrester has been in touch. Awaiting response.
- 8.4 War Memorial. Following a revised estimate for the cost of cleaning, it was agreed that a site meeting with the stone mason would be useful.
By the time of the next meeting, the year-end financial position will be known. Meanwhile there is time to investigate alternatives to get the cost down.
- 8.5 Presentation equipment – Attempts to locate the projector screen have failed. It was **RESOLVED** that the clerk should purchase a replacement. Proposed P Bullen, seconded J Marsh, AIF.
- 8.6 The Annual Parish Meeting is on 25 April, commencing at 7pm with a presentation by internet service provider, Jurassic Fibre.
- 8.7 Insurance Renewal. Still to be done.
- 8.8 Newsletter. This will be distributed over the Easter Weekend along with a flyer for the Parish Assembly.
- 8.9 The NALC response to permitted development consultation was briefly discussed.

9 COUNCILLORS' NETWORK EVENT

Councillor P Bullen attended this event and provided a summary to the other members. He reported that it was a good event with great representation by Dorset Councillors. Dorset Council is about to put in another bid for funding of rural bus services. Dorset Councillor Ray Bryan is keen to engage with local councils. It was agreed that he would be invited to talk at the meeting in July, and WATAG (Western Area Transport Action Group) should also be invited.

10 NEIGHBOURHOOD PLAN

There are plans to provide a presentation for residents at the village hall on 13 May at three different time slots. A group of residents have prepared the presentation, plus posters and flyers to promote the event. These can be printed by the parish council to reduce costs. Funding is anticipated to cost in the region of £30 for the hire of the hall plus light refreshments. There may also be costs of c£75 for a large-scale map of the neighbourhood area, although this may be available free of charge. It was agreed that these costs will be met by the parish council.

The next residents' meeting will be on 17 April at 7pm.

11 REPRESENTATIVES' REPORTS

- i. **Neighbourhood Watch and Community Police Report.**
A tractor has been stolen and recovered in the local area.
- ii. **Allotments**
These will be visited next month.
- iii. **Footpaths**
A local land owner has withdrawn permission for use of a permissive path in Puncknowle which runs from the top of Clay Lane.
- iv. **Playing Field**
M Buckland proposed a spring clean-up on 29 April at 10.30am.
- v. **Transport** Please See item 9 above

- vi. **Village Hall.**
Nothing to report.
- vii. **Bridport Local Area Partnership.**
Nothing to report.
- viii. **DAPTC**
Continue to provide good support.
- ix. **Puncknowle, Swyre & West Bexington Web Site.**
Nothing to report.
- x. **Emergency Planning.**
Work is being undertaken to produce a plan.

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.**

- 1. **APPLICATIONS:** None
- 2. **DECISIONS:** None
- 3. **OTHER PLANNING ISSUES:** None

13 HIGHWAYS ISSUES

Countdown Strips have been painted at both entries to the 30mph limit into Swyre on the B3157.
There was some discussion about the safety of pedestrians on the B3157 Coast Road and whether a bus stop near Vurlands Farm would be beneficial. It was agreed that Vurlands Farm would be consulted before any approach to the bus operator.

14 CORRESPONDENCE RECEIVED

The schedule of correspondence received in March 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 March)* | £368.40 |
| Mrs Dianne Sinclair (Website management) | £ 30.00 |
| DAPTC Four copies of Good Councillors Guide, invoice 1156 | £20.00 |
| DAPTC Councillor Networking event 14 March invoice 1193 | £75.00 |
| Chesil Beach Garden Services invoice no 2874 (It was noted and accepted that the price per cut has gone up from £80-£85 plus VAT) | £102.00 |
| Bridport Town Council BLAP Annual Contribution 2023/2024 | £64.34 |
| Cohort Computers Invoice 3616 for printing paper | £13.50 |

TOTAL CHEQUES £673.24

Proposed P Bullen, Seconded M Buckland, AIF.

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

- 2 The Bank Mandate for the clerk will be amended after Easter.
- 3 A copy of the Bank Reconciliation was circulated.

4 CIL Report

To note the following CIL Report for Puncknowle and Swyre Parish Council 2022/2023

| | |
|--|------------------|
| Balance of CIL money brought forward from 2021/2022 | ZERO |
| Total Receipts for the Year ended 31st March 2023 | £ 3925.96 |
| Total Expenditure | £ 3925.96 |

The CIL Receipts for the year 2022-2023 retained into the next year are zero. The total amount of CIL money left at the end of 2022-2023 is Zero.

Extract from the Minutes of the Meeting held on 6 September 2022, Page 629, 10.2:

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.

17 INFORMATION ITEMS

The Parish Assembly will take place on 25 April at 7pm in the Village Hall.

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 2nd May 2023 at 7.30 pm.

The meeting ended at 9pm.

Signed:

Dated: