

# **DRAFT PUNCKNOWLE & SWYRE PARISH COUNCIL**

## **Minutes of a Meeting held in the Village Hall on Tuesday 6<sup>th</sup> June 2023 at 7.30 p.m.**

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

Councillors G. Fry (Chairman), J Marsh (Vice Chairman), M Buckland, R Forrester, B Pye, E Sinclair, 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 Councillor Paul Bullen and from D Bird and PCSO Alex Bishop.

### **3 DECLARATIONS OF INTEREST**

Councillor Buckland disclosed a non-registerable interest in planning Application Number P/FUL/2023/01578 due to the proximity of the application to his property.

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

It was **RESOLVED** That the Minutes of the Annual Meeting held on 2<sup>nd</sup> May 2023 be agreed and signed as a correct record. Proposed J Marsh, seconded B Forrester. All those who had been present at the meeting in favour.

It was **RESOLVED** That the Minutes of the Meeting held on 2<sup>nd</sup> May 2023 be agreed and signed as a correct record, with the following addition to the wording on page 664, item 9 iv “There will be a meeting of the Playing Field Committee on 31<sup>st</sup> May 2023”.

Proposed J Marsh, seconded B Pye. All those who had been present at the meeting in favour.

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

None

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

Councillor Mark Roberts gave a brief update.

### **7 CHAIRMAN’S REPORT**

#### **Councillor Vacancy**

Two councillor vacancies are being advertised with a closing date of 30 June.

#### **Appointment of a new Clerk**

Members will discuss this issue at a staffing meeting on 27 June 2023.

## 8 CLERK'S REPORT

- 8.1 Insurance Renewal: Three quotations were received totalling £1004.92, £632.00, and £550.10. BHIB provided the most competitive quote. Because the previous cover expired on 31 May, this was accepted under the Scheme of Delegation by the Chairman and the Clerk after making members aware by email, and with an undertaking to renew it for the next three years in return for a discount which reduced the premium to £519.42. Full documents have been circulated to all the members.
- 8.2 War Memorial. Five volunteers are organising a date to start cleaning this. The clerk is to update the volunteers risk analysis.
- 8.3 Internet Banking Mandate. All mandates are now up to date.
- 8.4 **It was RESOLVED** to authorise the invoice for £475 to Cohort Computers for the supply and installation of a replacement laptop during June, undertaken by the Clerk and Chairman using the Scheme of Delegation.  
Proposed M Buckland, seconded J Marsh, AIF.
- 8.5 The Swyre Community Speed Watch had its inaugural training session with the local co-ordinator from Dorset Police on 1 June. The eight-member team is now awaiting final documentation before starting to operate, hopefully in a couple of weeks' time.

## 9 NEIGHBOURHOOD PLAN

A presentation was made three times on 13 May in the Village Hall so that for residents could find out more about what a Neighbourhood Plan could offer the three villages. The response was good and leads to the belief that a Neighbourhood Plan should be embarked upon. The next step is for a Steering Group to be formed, and all residents have been invited to a meeting on 14 June 2023 at 7.30pm in the Village Hall with a view to electing the officials and the key roles. The outcome of this meeting will be reported to the parish council in July.

## 10 REPRESENTATIVES' REPORTS

- i. **Neighbourhood Watch and Community Police Report.**  
Nothing to report.
- ii. **Allotments**  
The allotments committee visited the plots on 1 June. The allotment holders committee have confirmed that the public liability limit of their plot insurance meets with the level required by the new parish council insurance policy.
- iii. **Footpaths**  
D Bird reported on the work he has been doing. The millennium bench is now inaccessible due to the growth of surrounding trees and members were asked for their thoughts on a new position before the Puncknowle Estate is asked for their permission to move it.  
Clerk to report to Dorset Council that the southern end of Bull Lane is overgrown with vegetation.
- iv. **Playing Field**  
M Buckland and G Fry met on 31 May. M Buckland plans to dig out a ditch close to part of the footpath near the Playing Field to stop the path getting wet. A second tree

inspection will take place on 9 June to check for Ash die-back. It was **RESOLVED** to accept a quotation for the playing field sign from Swift Signs totalling £87.28. Proposed M Buckland, seconded J Marsh AIF.

- v. **Transport**  
Nothing to report.
- vi. **Village Hall.**  
Nothing to report.
- vii. **Bridport Local Area Partnership.**  
The latest meeting featured a presentation about renewal energy by a Dorset Community Energy Local Coordinator. The slides will be circulated to the members when they are received from BLAP.
- viii. **DAPTC**  
Continue to provide good support.
- ix. **Puncknowle, Swyre & West Bexington Web Site.**  
Nothing to report.
- x. **Emergency Planning.**  
Councillor Bullen has produced a draft plan which has been circulated to the members and will be discussed at the July meeting.

## 11 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:

**Application No P/FUL/2023/01578.** Hazel Lane Farmhouse Hazel Lane Puncknowle Dorset DT2 9BU. Proposed slurry store to ensure compliance with Farming Rules for water.

There had been representations during public time from residents who were opposed to this application. The application was discussed at length, after which there was a proposal to Object to this application on the grounds of noise and smell which was supported by three members. There was a second proposal that the Parish Council should Support this application, with three members in favour. With the Chairman's casting vote, it was **RESOLVED** that the Parish Council support the application, proposed R Forrester, seconded G Fry, one other in favour plus the Chairman's casting vote.

### 2. DECISIONS: None

### 3. OTHER PLANNING ISSUES:

Concerns about a potential development at West Bexington will be discussed next month.

**12 HIGHWAYS ISSUES**

Further to earlier discussions about the lack of a bus stop at Vurlands Farm on the outskirts of Swyre, the owners have confirmed that they would like the Parish Council to pursue this issue, and the Clerk will make enquiries.  
Councillor Marsh expressed the wish for a 20MPH speed limit in West Bexington. The clerk will make enquiries about how to request this.

**13 CORRESPONDENCE RECEIVED**

The schedule of correspondence received in May was reviewed.  
A resident has made the parish council aware of her reports to Dorset Council regarding a lack of enforcement of camping in breach of the PSPO and their email response. The clerk is to write to Dorset Council expressing concern at the lack of enforcement.  
The clerk is looking into an enquiry from Dorset Council about the history behind the naming of Swyre Road in Puncknowle.

**14 FINANCE**

- 1 It was RESOLVED that the items listed below be authorised for payment:**
- |  |         |
|--|---------|
| Mrs S Bowsher (Clerk’s salary May) *                           | £368.40 |
| Mrs Dianne Sinclair (Website management)                       | £30.00  |
| BHIB Insurance Premium 01.06.23-31.05.24                       | £519.42 |
| Chesil Beach Garden Services                                   | £306.00 |
| Swift Signs Order Ref Quotation: REF32107-1 Playing Field Sign | £87.28  |
| Cohort Computers Invoice 3627 Lenovo V15 Laptop **             | £475.00 |
| <b>Total Cheques £1,786.10</b>                                 |         |
- Proposed M Buckland, seconded B Pye, AIF.  
*\*Includes Employer’s PAYE tax submitted to HMRC where appropriate*  
*\*\* To note that this invoice was paid for under the Scheme of Delegation on 23 May 2023*

- 3 Bank Reconciliation.** A copy of the bank reconciliation at the end of May was circulated and verified by the members.
- 4 Reserves**  
To note that the above expenditure uses £475 out of £500 reserves earmarked for the replacement laptop.

**15 INFORMATION ITEMS**

A meeting will be held on 14 June 2023 at 7.30pm in the Village Hall with the intention of appointing a Steering Group to progress the Neighbourhood Plan.

**16 PUBLIC TIME**

Please see item 1 above.

**17 DATE OF THE NEXT MEETING:**

The next ordinary meeting at the village hall will be held on Tuesday 4<sup>th</sup> July 2023 at 7.30 pm. There will a closed meeting of the Napper Charity after the meeting on 4<sup>th</sup> July. There will be no meeting in August.  
The meeting ended at 9.04pm.

Signed: .....

Dated: .....