

-Puncknowle and Swyre Parish Council

Minutes of a Meeting held in the Village Hall on 5 March 2024

MEMBERS PRESENT AT THE MEETING

Councillors G Fry (Chairman), J Marsh (Vice Chairman), S Bowsher, M Buckland, P Bullen, B Pye, C Marsh, E Sinclair and Dorset Councillor M Roberts

IN ATTENDANCE Councillor S Bowsher acting as 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 1060 s 1](#) extended by the [LGA Act 1972 s100](#)).

2 APOLOGIES FOR ABSENCE

None

3 DECLARATIONS OF INTEREST

No interests were registered by the members.

4 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** That the Minutes of the Meeting held on 5 December 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.

It was **RESOLVED** That the Minutes of the Meeting held on 6 February 2024 be agreed and signed as a correct record. Proposed J Marsh, seconded B Pye. All those who had been present at the meeting in favour.

It was **RESOLVED** that the following amendments be made to the Minutes of meeting held on 7th November 2023:

page 693, "Clerk's salary October" be replaced with the words "Clerk's salary November".

Page 694, next to the Grass Cutting, insert the words "Chesil Beach Garden Services Invoice No 3507".

Proposed J Marsh, seconded B Pye, AIF.

5 MATTERS ARISING FROM THE MINUTES

Defibrillator Agreements for renewal.

A quotation for renewing the memorandum of understanding with Southwest Ambulance Service for two defibrillators is being sought. It was agreed that the decision to renew will be discussed once this is received, and that the full range of aspects need to be considered beyond the cost factor.

Bus Stop at Vurlands Farm.

Dorset Council have been looking into this and are currently awaiting an assessment of what this would cost and whether funding would be available to consider it any further. There was some discussion about whether any CIL funds are in the pipeline and it was agreed that the clerk would make enquiries.

Boulders at the Playing Field Entrance
Highways have confirmed that the grass verge belongs to them and have said that bollards likely to be the best option to replace the boulders which were removed. This is being looked into.

6 UPDATE FROM DORSET COUNCIL

Councillor Roberts provided an update from the Dorset Council. A balanced budget was approved on 13 February and there will not be cuts to any services. Anticipated savings and an increase in council tax and business rate recovery have made up anticipated the shortfall for this year.

7 CHAIRPERSON'S REPORT

The Chairman reminded the Council of the Code of Conduct and the requirement to declare any interests where these exist, including non-registerable interests. The current term of office for the council members comes to end as we approach the local elections on 2 May. It is an opportunity for people to decide if they wish to stand. There is full information on the Dorset Council website, but to note that the cut off for applications is 5 April, and preferably applications should be submitted in March.

8 CLERK'S REPORT

The Clerk's position is being advertised.
It was agreed that the alteration to the bank mandate to make Councillor Bowsher an authorised signatory would be suspended whilst she is standing in as clerk.
The Standing Orders, Financial Regs, Risk Assessment and other Policies were reviewed by the members, and it was **RESOLVED** that they remain unchanged. Proposed P Bullen, seconded J Marsh, AIF.
The clerk has been making enquiries with regard to tenders for the grass cutting contract for the playing field which starts on 1 April.

9 NEIGHBOURHOOD PLAN

It's been a busy month. The Steering Group met on 21 February when progress was made towards agreeing the Vision and Objectives for the plan. The project timeline was reviewed and the target remains to deliver the plan in its draft form to the Parish Council by June 2025. Our new consultant has provided two days' work which included reviewing the work undertaken so far and providing feedback on this and guidance on the next steps towards the Evidence Base and the Business Questionnaire, which subsequently went out to over forty local businesses. The first Community Forum took place on 2 March, this was well received, and it was agreed that another one will be planned in three months' time.

The Clerk requested that the Parish Council approve a subscription to Dropbox to facilitate the sharing of digital data amongst Council Members. This will also assist the Neighbourhood Plan Steering Group with their work. The costs will be under £10 per month, and it was **RESOLVED** that the subscription can proceed. Proposed P Bullen, seconded G Fry, AIF.

The deadline for the spending from the current grant comes to an end on 31 March when a report will be prepared for Groundwork UK and any unspent funds must be returned.

10 REPRESENTATIVES REPORTS

- i. **Neighbourhood Watch and Community Police Report**
There has been nothing reported although there was a local break in to outbuildings which was reported to the Police during the month.
- ii. **Allotments**
These are extremely waterlogged at the moment.
- iii. **Footpaths**
Despite the exceptional rainfall, people are still using the footpaths. D Bird has been checking way markers as some are missing.
- iv. **Playing Field Committee**
An advert will go in the BVN for volunteers on 13 April spring clean. The area is very waterlogged at the moment. The clerk will chase up on tenders for the playing field contract. Grass cutting has continued beyond the usual time as the grass is still growing. Regular safety checks continue.
- v. **Transport**
Nothing to report. The new bus stop at Swyre has been appreciated during the wet weather by local college students who use the bus service to Weymouth College.
- vi. **Village Hall**
The village hall committee has just had its AGM. They have a number of small projects to consider. Annual income from lettings is increasing but is still below the annual expenditure.
- vii. **Bridport Local Area Partnership (BLAP)**
The last meeting looked at flood issues in the area and was attended by a representative from Dorset Council. Sandbags are no longer available for free in this financial year.
- viii. **DAPTC**
They continue to provide great support. An advertisement for the clerk position is on their website.
- ix. **Puncknowle, Swyre & West Bexington Web Site**
Work is ongoing with the improvements. The domain renewal is due to be paid soon.
- x. **Emergency Planning**
Nothing to report

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.

- 11.1 **Application Number P/CLE/2023/06399**
Land north of Tamarisk Farm West Bexington
Certificate of lawfulness to continue the siting of a shepherds' hut for occasional short stays by casual farm workers, volunteers, or visitors, using toilet & shower facilities at the farm.
This notification is noted.

- 11.2 **Decisions**
Application Number: P/HOU/2023/05874

Mistover Hoopers Lane Puncknowle DT2 9BE
Proposed single storey flat roof extension and first floor pitched roofed addition, located on the rear (West) facing elevation of the dwelling.
The Parish Council supported this application.
Planning Application approved by Dorset Council on 22. 02 2024

11.3 Other Planning Issues

Application Planning Ref: P/FUL/2023/01975 Flowerdew Farm.
Dorset Council Planning Committee are due to consider this application.
A letter from the applicant was read out in their absence. The comments already submitted were read out, and there was some discussion around different aspects of the application, in particular the safety of the entrance from the road. It was **RESOLVED** that the following response would be submitted to the Planning Authority:

The Parish Council wish to leave their comments unchanged except to add that they are concerned that the entrance from the road is dangerous due to lack of visibility.

Proposed J Marsh, seconded G Fry, three in favour five abstained.

12 HIGHWAYS ISSUES

Wessex Water will carry out works:

Between 29 April and 19 July at: SPRINGFIELD, PUNCKNOWLE between its junction with Looke Lane and number 30 and LOOKE LANE, PUNCKNOWLE between its junction with Springfield and its junction with Coxs Lane.

And on 18 April LITTON LANE, PUNCKNOWLE between its junction with Rectory Lane and the entrance to West Mill Farm

Councillor C Marsh will report damage to the road in Swyre opposite Bull Lane.

A letter will be sent to a property in Rectory Lane where rainwater is discharging onto the highway.

13 CORRESPONDENCE RECEIVED

The schedule of correspondence received during the month had been sent to the members.

14 FINANCE

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

Mr S Rose (Clerk's salary February) * Adjustment to last schedule	(£171.30)
Mrs Dianne Sinclair (Website management February)	£30.00
ICO Annual Registration	£35.00
K Hussey, Health & Safety Consultant	£40.00
DAPTC Invoice 1481 Clerk's conference Sept 23	£22.50
To approve payment NB already made 6 Sept Inv 3276, Chesil Beach G*	£204.00

Section 137 Grants:

The Samaritans £40.00

Dorset Air Ambulance	£100.00
Marie Curie Cancer Care	£40.00
Bride Valley News	£40.00
Puncknowle Village Hall	£300.00
Section 142 Grant: The Citizens' Advice Bureau	£40.00
Chesil Beach Garden services invoice 3715	£102.00
Puncknowle Village Hall Neighbourhood Plan invoice 2023/33	£75.00
	Total Cheques £897.20

- ** Includes Employer's PAYE and NI submitted to HMRC*

Proposed J Marsh, seconded P Bullen, AIF.

- 2 The bank reconciliation and spending to date were circulated to the members.
- 3 To note; grant funding of £1032 from Groundworks UK for the neighbourhood plan.

15 INFORMATION ITEMS

Local Council Elections will be held on 2 May. Residents are reminded that they wish to stand for election. Full details are available on the Dorset Council website. A café will shortly be opening on the premises of the Bull Inn, Swyre.

16 PUBLIC TIME

See item 1 above.

17 DATE OF NEXT MEETING

To note that the Council's next meeting will take place on Tuesday 2nd of April 2024 commencing at 7.30 p.m.

The Meeting Ended at 21.25pm

Signed _____ Dated _____