

DRAFT Puncknowle and Swyre Parish Council

Minutes of a Meeting held in the Village Hall at Puncknowle on 4 June 2024

MEMBERS PRESENT AT THE MEETING

Councillors G Fry (Chairman), J Marsh (Vice Chairman), S Bowsher, M Buckland, S Main, C Marsh, E Sinclair, and Dorset Councillor Sally Holland.

IN ATTENDANCE Councillor S Bowsher acting as clerk and one member 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

Councillor P Bullen, Councillor Strawbridge and PCSO Alex Bishop.

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 Annual Meeting held on 14 May 2024 be agreed and signed as a correct record. Proposed C Marsh, seconded E Sinclair. All those who had been present at the meeting in favour.

It was **RESOLVED** That the Minutes of the Meeting held on 14 May 2024 be agreed and signed as a correct record. Proposed M Buckland, seconded J Marsh. All those who had been present at the meeting in favour.

5 MATTERS ARISING FROM THE MINUTES

It was agreed that the wording of a draft letter about parking in front of the playing field entrance was acceptable and the letter would be distributed.

Dorset Council had responded to the report about flooding at Chicks Bridge.

An enquiry has been sent to Dorset Council about the state of the highway between Looke Lane and Cox's Lane in Litton Cheney.

The order of the agenda was changed, and item 10 was discussed next.

6 UPDATE FROM DORSET COUNCIL

Councillor Sally Holland introduced herself, having been elected as Dorset Councillor for Chesil Bank on 7 May. There was little to report due to the impending general election.

7 CHAIRPERSON'S REPORT

The Chairman has booked the Defibrillator training course for the morning of Saturday 6 December.

8 CLERK'S REPORT

8.1 Register of Interests

These have all been completed although some may require updates – new links will be generated.

8.2 Clerk's Vacancy. It was **RESOLVED** Mr L Bowles will be offered the role of clerk to commence from 1 August at pay scale SPC6. Proposed J Marsh, seconded E Sinclair, AIF.

8.3 New Domain name. It was **RESOLVED** that the Parish Council will purchase the domain name "puncknowle-pc.gov.uk". Proposed J Marsh, seconded S Main, AIF.

It was **RESOLVED** that our current website host (S Nobes) will be asked to purchase this at a cost of £100 for the next two years, and to host it at a cost of £100 per annum. Proposed J Marsh, seconded G Fry, AIF.

8.4 To consider and adopt the NALC updated Financial Regulations. This has been deferred until the next meeting.

8.5 Bleed Control Kits. The council were made aware of this concept by a resident. After discussion it was agreed that our environment does not experience the sort of crimes that would support the case for these. However, it was agreed that a general first aid course would be offered to residents. Clerk to make enquiries.

9 VURLANDS FARM BUS STOP

Letters to local businesses have elicited two responses which were discussed. It was then agreed that an analysis of spending to date would be shared so that the availability of reserves could be decided, with a view to further discussions with Dorset Council.

10 NEIGHBOURHOOD PLAN

1. Recent Meetings

The Steering Group (SG) met on 22nd May where much of the meeting was about reviewing recent reports or planning for future activities including the Annual Parish Assembly on 28th May where the SG gave a presentation, and the Community Event on 20th April. The key findings from 20th April were discussed.

2. Business Survey

The SG shared the draft report of the survey undertaken of the businesses in the parish with the Parish Council on 30th May. The report is still awaiting validation from the businesses that provided input. Nonetheless, some key conclusions were discussed.

3 Funding Position

The window for grant funding from Locality in 24/25 has just opened. The SG is preparing a proposal along the lines as before, i.e. funding based on “core” activities that will be required, leaving the option open for further applications later. This application will:

-Support core part of Consultant’s proposal prepared last year, 11 days @ £350 per day, i.e. £3850.

-Support the other project costs (that PC have covered outside grant window) including Hall hire, printing and mapping costs, posters, survey and some web site costs. Total cost of this £1,492

It was **RESOLVED** that the SG can bid for a grant of £5,342 as soon as possible. Proposed J Marsh, seconded C Marsh, AIF.

4 Long-term Alignment

The SG proposed an extended meeting with the Parish Council to ensure that the SG and PC are fully aligned as the plan progresses towards completion when ownership will belong to the Parish Council. The SG envisage three sort of actions:

(i) Those that are covered directly in the Plan where the PC has responsibility to ensure any planning decisions taken in the future reflect the Plan. PC also have responsibility for mid-term review (2032) and any formal updates.

(ii) Issues that fall outside the remit of Plan but have been raised with the SG. Examples might be travel infrastructure or long term renewable energy projects

(iii) The third area is the most difficult where things may or may not appear in Plan, but the SG need to be sure that everyone agrees.

It was agreed that this meeting between the SG and the Parish Council will take place on Tuesday 6 August at 7.30pm.

5 Terms of Agreement for Consultant's work

Councillor J Marsh had reviewed a draft agreement between the Parish Council and Dr Amy Burnett, the Planning Consultant for the Neighbourhood Plan and it was **RESOLVED** that the Parish Council accepts this agreement. Proposed G Fry, seconded M Buckland, AIF.

The next item for discussion was item 6.

11 REPRESENTATIVES REPORTS

i. Neighbourhood Watch and Community Police Report

There have been more thefts of personal possessions from vehicles parked at Cogden.

ii. Allotments

The council allotments committee will visit the allotments on 27 June at 4.30pm.

iii. Footpaths

Nothing to report although some discussions about cyclists riding bikes across footpaths, and gates being left open with the latches removed.

iv. Playing Field Committee

M Buckland will organise another volunteer session to paint some of the equipment.

v. Transport

The Clerk has put S Main in touch with WATAG.

vi. Village Hall

Nothing to report

vii. Bridport Local Area Partnership (BLAP)

Nothing to report.

viii. DAPTC

Continue to provide excellent support.

ix. Puncknowle, Swyre & West Bexington Web Site

Work continues with loading the neighbourhood plan onto a different website and updating the existing website.

x. Emergency Planning

No update.

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.

12.1 Applications

None

12.2 Decisions

None

12.3 Other Planning Issues

None

13 HIGHWAYS ISSUES

There was some discussion about the issue of fatal road traffic accidents on the coast road following the sad news of another one on Saturday 1st June. It was agreed that the clerk would contact the police speed watch co-ordinator to see what if there is anything that the parish council can do towards countering this.

14 CORRESPONDENCE RECEIVED

The schedule of correspondence received during the month had been sent to the members. No matters arising.

15 FINANCE

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

Mrs Dianne Sinclair (Website management)	£30.00
Fair Account Invoice no 24/029 for year-end audit	£100.00
Chesil Beach Invoice 3949 1/6/24 two cuts	£204.00
D Bird, re-imburse strimmer fuel for footpaths clearance	£26.98

Total Cheques	£360.98
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Proposed C Marsh, seconded S Main, AIF

2 Bank Reconciliation. This had been circulated to the members.

16 INFORMATION ITEMS

A general election has been called for 4th July.

Plans to hold the Puncknowle Village Fete this year have been cancelled.

17 PUBLIC TIME

See item 1 above.

18 DATE OF NEXT MEETING

To note that the Council's next meeting will take place on Tuesday 2nd July 2024 commencing at 7.30p.m. at the Village Hall in Puncknowle. There will be closed meeting of the Napper Charity after the July meeting.

The Meeting Ended at 21.13pm

Signed _____ Dated _____