

DRAFT Puncknowle and Swyre Parish Council

Minutes of a Meeting held in the Village Hall at Puncknowle on 2 July 2024

MEMBERS PRESENT AT THE MEETING

Councillor J Marsh (Acting Chairman), Councillors S Bowsher, M Buckland, P Bullen, S Main, C Marsh, E Sinclair, K Strawbridge and Dorset Councillor Sally Holland.

IN ATTENDANCE Councillor S Bowsher acting as clerk, one member of the public and Chairman of the Neighbourhood Plan Steering Group.

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

Chairman PGC Fry, Footpaths Officer D Bird.

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 4 June 2024 be agreed and signed as a correct record. Proposed E Sinclair, seconded S Main. All those who had been present at the meeting in favour.

5 MATTERS ARISING FROM THE MINUTES

None

6 UPDATE FROM DORSET COUNCIL

Following the last meeting, Councillor Holland had been in contact with Dorset Council about road safety management on the Coast Road. The signage has been changed to highlight accident hotspots. Car Park charges have been reduced to the winter rate as a trial in the Weymouth Swannery, West Bay Road, West Bay and Charmouth Road, Lyme Regis Car Parks).

Grass verges are being cut by Dorset Council. If any overgrowth is obscuring vision at junctions, please make Dorset Council aware through their website so they can prioritise their schedule.

7 CHAIRPERSON'S REPORT

Nothing to report.

8 CLERK'S REPORT

8.1 Register of Interests

These have all been completed with one requiring an update.

8.2 Clerk's Handover. Arrangements are being made for this to take place on 1 August.

8.3 IT equipment

It was **RESOLVED** that a budget of up to £550 will be available for the purchase of a second laptop. Proposed E Sinclair, seconded M Buckland, AIF.

It was **RESOLVED** that a budget of up to £250 will be available for the purchase of a screen projector, Proposed E Sinclair, seconded K Strawbridge, AIF.

It is anticipated that these items with an appropriate specification can be purchased within these budgets.

- 8.4 New Domain name. It was **RESOLVED** that the Parish Council will purchase the domain name “puncknowle-swyre-pc.gov.uk”. Proposed P Bullen, seconded C Marsh AIF.
- 8.5 To consider and adopt the NALC updated Financial Regulations. This has been deferred until the next meeting.

9 VURLANDS FARM BUS STOP

An analysis of spending to date and the availability of reserves had been circulated to the members prior to the meeting. It was **RESOLVED** that the Parish Council would be willing to provide 25% of the total cost (i.e. £1,887.25) if this was match funded by a third-party donation. Proposed C Marsh, seconded M Buckland, AIF. Councillor Sinclair is to make enquiries regarding a donation.

10 NEIGHBOURHOOD PLAN

Brian Bowsher, Chair of the Neighbourhood Plan provided the following update.

1 Recent Meetings.

There was a meeting of SG at the Village Hall on 19th June. Numbers were limited and the meeting concentrated on programme issues and priorities, and Evidence Base (EB). An EB Working Group meeting was also held on 28 June. One issue identified was with developing the website which is needed as a matter of urgency.

2 Funding Position

As agreed with the PC on 4 June, a proposal was sent on 6th June and was formally submitted to the Grant Application Panel who have agreed in principle to fund our application up to a maximum of £5,342 (i.e. the full amount requested). The PC Chairman provided approval to accept the grant and to allow Groundwork UK to complete their due diligence process and are now awaiting formal approval. The paperwork received supports funding from 11th June 2024 to 31st March 2025. J Marsh is providing an independent overview for the PC.

3 Draft Reports

Two draft reports have been sent to the PC in the last week:

- (i) The draft report of the survey undertaken of the businesses in the parish which has been amended to account for the input from Councillors at your last meeting and the feedback from the individual businesses.
- (ii) The draft report of the Community session of 20th April that focused on housing development and environment/biodiversity.

The SG would like to put these reports on to the NP website as soon as possible.

It was agreed that the Council members would be given time to read and comment on these.

Action: All comments by council members to be passed to J Marsh as soon as possible for onwards transmission to B Bowsher, with a view to publishing the reports straight after the next meeting on 3 September.

4 Alignment with the PC

An informal briefing has been arranged for the evening of 6th August to ensure that the SG and PC are fully aligned on the NP to date (obviously subject to the availability of key participants). To help get the most from these discussions, the SG will prepare for this at its next meeting on 17th July. The SG will share a draft report with Councillors ahead of the meeting.

11 REPRESENTATIVES REPORTS

i. Neighbourhood Watch and Community Police Report

There have been more thefts of personal possessions from vehicles parked at Cogden, and residents are advised to be alert to the risks of leaving valuable in cars.

The Community Speed Watch Team reported the following from their speed watch sessions:

In March 6% of vehicles exceeded 30mph with an average speed of 38.3 mph.
In April 4.2% of vehicles exceeded 30mph with an average speed of 37.6 mph.
In May 3.6% of vehicles exceeded 30mph with an average speed of 38.1 mph.
The team saw a marked decline in speeding while the police auto speed watch camera and associated signage were in place in April.
The Councillors expressed thanks to the speed watch volunteers.

ii. Allotments

The council allotments committee visit to the allotments on 27 June will be discussed at a meeting of the Napper Charity this evening.

iii. Footpaths

Dave Bird sent a message to say that he had cleared various paths including two (Bull Lane and alongside Paddock Lodge) which had been reported on Dorset Explorer, and he has made Dorset Council aware. The Councillors expressed their thanks for his voluntary work.

iv. Playing Field Committee

M Buckland will organise a volunteer session on Thursday 11 July at 10am to paint some of the equipment.

v. Transport

S Main is in touch with WATAG and will report back after the next meeting which is on 25 July.

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

The hope was expressed that the separate Neighbourhood Plan website will be available to the public as soon as possible. Other work to update the community and parish council pages continues behind this priority.

x. Emergency Planning

This will be reviewed in September/October.

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

Application Number P/VOC/2024/03267

6 St Giles Beach Road West Bexington DT2 9DG

Use building as a holiday cottage (with removal of conditions 3, 4 & 5 of planning permission WD/D/16/000367 to remove holiday accommodation restriction, occupancy register and to allow unit to be split).

There was some discussion about the history of the property and the current restrictions, and it was **RESOLVED** that the Parish Council Objects to the proposal as outlined and thinks that the current conditions should remain in place. The Parish Council is broadly sympathetic to holiday homes becoming available for residents to live in, however they believe that this building is not appropriate due to its limited access and limited parking.

Proposed E Sinclair, seconded C Marsh, AIF.

12.2 Decisions

Application No P/LBC/2024/01120

Burwell Cottage Church Street Puncknowle Dorset DT2 9BN.

Replace single glazed windows with custom-built timber conservation slimline double-glazed units.

Application Granted 24.06.2024

Application No P/FUL/2023/01975. Land and Buildings west of Hazel Lane (Flowerdew Farm). Retain temporary rural workers dwelling. Conversion of stables to toilets/showers/office/meeting room and erection of agricultural building.
Application Refused 19.06.2024

12.3 Other Planning Issues

None

13 HIGHWAYS ISSUES

Concerns had been received that drivers' vision is obscured when turning right out of Clay Lane onto the Coast Road. The Clerk has advised Dorset Council of these concerns, although it is not anticipated that they will be able to provide a solution. It was agreed that the Clerk would make enquiries as to whether the hedge at the property on this corner can be cut back.

The Clerk had asked Dorset Council again about plans to repair the road between Looke Lane and Cox's Lane, Litton Cheney, and has been advised that it is awaiting resurfacing. P Bullen will chase up on outstanding requests for repairs.

Councillor K Strawbridge left the meeting at 8.32pm

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
DAPTC Training Course Invoice 1919	£30.00
Chesil Beach Invoice 4037 1/7/24 two cuts	£204.00
Parish Online subscription Renewal for mapping service due 26 July	£57.60
Clerk's expenses – Software renewals, Parish Assembly etc	£61.66

Total Cheques	£483.26
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Proposed E Sinclair, seconded P Bullen, AIF

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

16 INFORMATION ITEMS

A general election takes place on 4th July.

There will be a Garden Party at The Crown in Puncknowle on 27 July.

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 3rd September 2024 commencing at 7.30p.m. at the Village Hall in Puncknowle

The Meeting Ended at 8.44pm.

Signed _____ Dated _____