

DRAFT Puncknowle and Swyre Parish Council

Minutes of a Meeting held in the Village Hall at Puncknowle on 3 September 2024

MEMBERS PRESENT AT THE MEETING

Councillor P G Fry (Chairman), Councillor J Marsh (Vice Chairman), Councillors S Bowsher, P Bullen, S Main, C Marsh, 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

Councillors M Buckland and E Sinclair, Footpaths Officer D Bird.

3 DECLARATIONS OF INTEREST

Councillor K Strawbridge declared an interest in planning application item 1d.

4 MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** That the Minutes of the Annual Meeting held on 2 July 2024 be agreed and signed as a correct record. Proposed P Bullen, seconded K Strawbridge. All those who had been present at the meeting in favour.

5 MATTERS ARISING FROM THE MINUTES

None

6 UPDATE FROM DORSET COUNCIL

Councillor Holland reported that DC were undertaking engagement project called the Big Conversation which will look at priorities towards shaping and improving the services provided. It will cover four main areas: Communities for all, Response to Climate Change, Providing high quality housing and Growing the economy. There are two more opportunities for the public to attend at Weymouth on 7th September and Sherborne on 15th September. Parish Councillors can attend sessions at Blandford on 6th September and Dorchester on 12th September. More details are on the Dorset Council website or through the Clerk.

Other matters:

Residents are encouraged to always report all crimes, even minor ones.

Wessex Water will be closing the road at Goose Hill at the end of the month for 6 weeks. Diversions will be in place for all traffic including busses. There was some discussion about access for appointments and whether repeat prescriptions can be delivered locally while the road is closed.

Our new MP, Edward Morello now has an office manager in place and is hoping to start surgeries this month.

7 CHAIRPERSON'S REPORT

Dorset Council altered their planning procedure back in July. The new process places an onus upon the parish council more than ever to express their consultation comments in terms of planning policy.

8 CLERK'S REPORT

- 8.1 New Clerk. A handover took place on 1 August, but the new clerk resigned at the end of the month. Councillor Bowsher has offered to stand in again while a replacement is sought. Adverts will be placed with a deadline of the end of November.
- 8.2 The new projector has been purchased.
- 8.3 New Domain name has been purchased and the new website is now active. The new sub domain for the neighbourhood plan has had a lot of work done to it and will be launched shortly.
- 8.4 The Parish Council **RESOLVED** to support The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill. Proposed P G Fry, seconded C Marsh, AIF.
- 8.5 To consider and adopt the NALC updated Financial Regulations. This is deferred until the next meeting.
- 8.6 Adoption of Defibrillators from SWAS. Details have been forwarded for the completion of the associated paperwork.

9 VURLANDS FARM BUS STOP

We await news from the works department at Dorset Council.

10 NEIGHBOURHOOD PLAN

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

There have been three meetings of the Steering Group over the last two months.

The first one was with Jackie Cuff, the Rural Housing Enabling Officer for Dorset Community Action, on 17 July. She advised that the next logical step would be to ask Dorset Council to conduct a Housing Needs Survey, At the next meeting on 21 August, the focus was the programme structure and format of the draft plan, and these were discussed further on 28 August. The result of this will inform discussion with our consultant and provide guidance on how to further the evidence base.

Other working group meetings took place to progress both community engagement and evidence gathering. We have had helpful input from Locality, neighbouring parishes and youth groups/schools regarding engaging younger people.

Finally, an informal briefing took place between the SG and the PC on 6 August which provided a useful opportunity to air issues but left some points hanging. A follow-on meeting is being arranged and a draft paper will be issued to guide the next discussion.

It is pleasing to note that we now have a further four "Community Champions" from our residents who have joined to help progress aspects of the plan.

The new website is now almost live: <https://neighbourhoodplan.puncknowle-swyre-pc.gov.uk>

Thanks to Dianne Sinclair, Michelle Vasser and Paul Bullen for their work in getting this up and running.

On going expenditure is being met by the latest grant, however some of this relates to the period outside the scope of the grant and it is requested that the parish council agree to cover the costs of the Consultancy fees for this period of £504.52, and Village Hall rental costs of £108. It was **RESOLVED** that the parish council will cover these costs, proposed PG Fry, seconded C Marsh, three in favour, P Bullen and S Bowsher abstained.

A Three Villages NP stand was included as part of the community Garden Party at the Crown Inn, Puncknowle on 27 July. Over 30 people visited the display, and more residents signed up for the email updates. The May Meanders have been extended into Summer Saunters, and the next community event will be held on 19 October.

Final versions of reports for the Business Survey and for the Community Session on 20th April have been shared with the parish council and will now be put on the website.

11 REPRESENTATIVES REPORTS

- i. Neighbourhood Watch and Community Police Report**
There has been another theft of personal possessions from a vehicle parked at Cogden, and residents are advised to be alert to the risks of leaving valuable in cars. There was an attempted theft of an electrical tool from a resident in Puncknowle which was recovered by the owner. PCSO Alex Bishop will be hosting a community meeting on 11 September at 10am at Burton Bradstock Village Hall.
- ii. Allotments**
The Napper Charity will hold a meeting this evening.
- iii. Footpaths**
Dave Bird sent a message to say that he continues to clear the footpaths. The Councillors expressed their thanks for his voluntary work.
- iv. Playing Field Committee**
M Buckland organised a volunteer session on Thursday 11 July and the paintwork was refreshed on much of the equipment. The latest safety report has been received and all matters are up to date.
- v. Transport**
S Main is in touch with WATAG and there is nothing to report at this time.
- vi. Village Hall**
[Nothing to report. The Village Hall Committee meet later this week.
- vii. Bridport Local Area Partnership (BLAP)**
Nothing to report.
- viii. DAPTC**
Continue to provide excellent support. SB will attend the next regional meeting as representative.
- ix. Puncknowle, Swyre & West Bexington Web Site**
The Neighbourhood Plan now has its own website:
<https://neighbourhoodplan.puncknowle-swyre-pc.gov.uk>
Other work to update the community and parish council pages can now begin.
- x. Emergency Planning**
This will be reviewed in September/October. There was a discussion about the recruitment of Flood Wardens, and it was agreed that Councillors would approach residents to recruit cover for the three villages.

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

1a. Application No P/HOU/2024/03960.

The Mill House, Litton Lane, Puncknowle DT2 9BU
First Floor Side Extension, Alterations to Decking.

The Parish Council has already commented in support of this application under the Scheme of Delegation because the deadline was initially in advance of the meeting. The deadline has since been deferred. It was **RESOLVED** that the Parish Council would add the following comments to its consultation: "The Parish Council support this application because the new extension will have a thatched roof which is more in keeping with the original house, unlike the slate roof that it will replace."

Proposed P G Fry, seconded J Marsh, AIF.

1b. Application No P/HOU/2024/04327

Jubilee Cottage Hoopers Lane Puncknowle DT2 9BE
Single storey rear extension.

After some discussion it was **RESOLVED** that “The Parish Council support this application. We believe that the design and materials, including the slate roof, are in keeping with what is already there, the precedent having been set by the cottage next door. Also, there is no impact on the appearance of the property from the front.” Proposed P Bullen, seconded J Marsh, AIF.

1c. Application No P/NMA/2024/04568

Sea Fret Coast Road Puncknowle DT2 9DQ
Amendment to Planning Permission P/HOU/2023/06502 (Demolish rear conservatory and replace with new rear extension, convert garage and facelift front of building) to amend solar layout, rebuilt garage and small changes to layout and windows.
(For Information Only – No Consultation)

1d Application No P/FUL/2024/03908

Land Adjacent Looke Lane Puncknowle
Erect agricultural storage shed, and to create an access track from Looke Lane.
Councillor Strawbridge had declared an interest and did not partake in the decision or vote.
After much discussion it was **RESOLVED** that the parish council objects to this application as it does not believe that the site and the access road to it are suitable for the purposes requested. Proposed P G Fry, seconded J Marsh, four in favour, K Strawbridge abstained.

12.2 Decisions

Application 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).
Application refused 01.08.24

12.3 Other Planning Issues

None

13 HIGHWAYS ISSUES

In the past the question has been asked as to whether repairs were underway to a culvert under the road in Swyre. There is no record of this, and it was agreed that it is not an issue that needs pursuing.

14 CORRESPONDENCE RECEIVED

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

Matters arising:

Residents are concerned about continued camping on the beach, and the PSPO has not been enforced. The PSPO expires next June. The Parish Council is concerned that it is being reinforced in other areas but there has been no response to complaints made to DC from our residents and councillors. Councillor Sally Holland was asked to take these concerns back to Dorset Council.

There was some discussion about the issue of noise emanating from hospitality events in West Bexington. It was agreed that more understanding would be sought about the licencing rules ahead of further discussion.

15 FINANCE

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

Krystal Hosting Ltd punckowle-swyre-pc.gov.uk domain name Invoice 1946229	£12.00
DD Computers, Lenovo IdeaPad Laptop	£349.99
Mrs Dianne Sinclair (Website management)	£30.00
Mr L Bowles – Clerk’s Gross Salary, August	£372.60
Village Hall Rental for Parish Council 2 April-4 Jun 24 Inv 2024/40	£57.00
Village Hall Rental for N. Plan 25 Mar- 3 Jun (PAID BY PC) Inv 2024/39	£108.00
Chesil Beach Garden Services Invoice 4137 31/07/24, 3 grass cuts	£306.00
Black and White IT Invoice 4363	£120.00
Dev in Transition Invoice 2	£499.66
Dev in Transition Invoice 3	£499.59
B. Bowsher – N Plan expenses display materials	£139.19
S Bowsher – New Projector Screen	£139.99
J. Hunt – N. Plan Expenses. Map Printing	£14.50
DAPTC Invoice 2028 Councillor Training	£40.00
Councillor M Buckland – expenses – paint for playing field equipment	£48.28
K Hussey – 2Q Playing Field Inspection Report 8 August	£40.00
Chesil Beach Garden Services Invoice 4292 2 cuts	£204.00

Total Payments	£2,980.80
-----------------------	------------------

Proposed F Marsh, seconded K Strawbridge, four in favour, S Bowsher abstained.

2 Income – nothing to report.

3 A Bank Reconciliation had been circulated to the members.

16 INFORMATION ITEMS

None

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 1st October 2024 commencing at 7.30p.m. at the Village Hall in Punckowle

The Meeting Ended at 9.02pm.

A closed meeting of the Napper Charity followed this meeting.

Signed _____ Dated _____