

Puncknowle And Swyre Parish Council

Draft Minutes Of A Meeting Held In The Village Hall At Puncknowle On

1 April 2025

MEMBERS PRESENT AT THE MEETING

- Councillor J Marsh (Chairman), Councillor P Bullen (Vice-Chairman), Councillors S Bowsher, M Buckland, P G Fry, C Marsh, and K Strawbridge. Dorset Councillor Sally Holland

IN ATTENDANCE Jonathan Moore as Clerk, Chair of the Neighbourhood Plan Steering Group B Bowsher and four 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

- PCSO Alex Bishop and Footpaths Officer D Bird.

3. DECLARATIONS OF INTEREST

- None

4. MINUTES OF THE PREVIOUS MEETING

- It was RESOLVED That the Minutes of the Annual Meeting held on 4th March 2025 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.

5. MATTERS ARISING FROM THE MINUTES

- Flooding in Rectory Lane - S Bowsher to contact the owner of the premises

6. UPDATE FROM DORSET COUNCIL

- April 2025 Ward Councillors Report – Sally Holland
- Impact of Spring Statement on Dorset Council
- The Spring Statement did not bring anything positive for councils. It means the importance of the increased efficiency drive over the next 3 years via the Transformation Process is even more important. DC will continue to invest in technology and changing the way it operates so it can best provide services to residents at lower costs.
- Increasing the supply of affordable homes
- Councillors at the People and Health Overview Committee have voted to support an increase in the supply of affordable homes in Dorset. This will be achieved through use of council-owned land and buildings and by leasing more homes across the county.
- A plan to supply 100 homes to be used for temporary accommodation for family and single households within 12 months will start first. The council will lease these homes for people needing emergency housing, resulting in minimal use of bed and breakfast accommodation in future.
- Councillors supported a proposal for a pilot using council land and buildings to provide homes for people with complex housing needs. More temporary accommodation and affordable housing, including social rent,

Puncknowle And Swyre Parish Council

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supported, accessible and adapted homes will be provided, and that residents and council services will benefit from the new provision

- Other recommendations were endorsed that will work toward setting up a pilot partnership and build affordable housing on council-owned land and to lease 400 homes a year over three years (1,200 in total) to Dorset residents on the housing register.
- The plans will help to reduce the numbers of people waiting on the housing register. Data will be used to determine the size, type and location of housing, including housing for key workers.
- This still needs to be passed by Dorset Council Cabinet.
- Dorset Bus Service Improvement Plan
- The funding received from the Government for Improving Bus Services (£3.3m) has now been allocated by DC. Unfortunately, none have been set aside for bus service improvement in the rural areas of West Dorset. It was a limited amount of funding. 2 other rural councillors and I have emailed the Portfolio Holder for Public Transport to raise our disappointment at missing out on improvements to bus services. There is a link below with more details.
- [Bus Service Improvement Plan \(BSIP\)](#).
- 20mph Applications B3157 - three neighbouring parishes are applying for a 20mph speed limit

7. CHAIRPERSON'S REPORT

- Welcome to new clerk

8. CLERK'S REPORT

1. Casual Vacancies on Parish Council – The first has been advertised with a deadline for applicants of 30 April. The second will be advertised shortly with a deadline of 31 May.
2. Response to Dorset Council regarding extension to Public Space Protection Order. PC very supportive the PSPO, provided there is enforcement.
3. Review Draft Volunteers' Policy and Procedure submitted for approval and adoption. Deferred to the next meeting.
4. Review state of Benches and Street Furniture – Agreed that councillors will carry out superficial remedial works.
5. Review of Equality and Diversity Policy – Resolved, proposed by S Bowsher, seconded by K Strawbridge
6. Planning for Parish Assembly – needs advertising in BVN. Leaflet to be done
7. Councillor Training – nothing to report
8. Replacement for Projector – able to borrow currently

9. TRAFFIC SPEED IN THE VILLAGES AND ON THE COAST ROAD

Meeting planned on 9th April with Dorset Council Road Safety

10. NEIGHBOURHOOD PLAN

- The Neighbourhood Plan has continued to be busy as we start to draft the Plan. There was a SG meeting on 27th March and we've also had a number of interactions with our consultant, Amy Burnett. The main issues are summarised below.
- Finance Update

Puncknowle And Swyre Parish Council

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1 April 2025

- We've now reached the end of our Locality Grant and have completed a "End of Grant Report" that we've submitted to Locality. This shows that we spent £4,470.81 out of our grant of £5,342. We now need to wait for Locality to advise that they're content with our submission before we can ask the PC to return the unspent funding of £871.19. Sally has shared the end-of-grant report with John.
- Housing Needs Survey
 - You'll recall our earlier discussions with Jacqui Cuff about the Housing Needs Survey. Paul has followed this through and we've now had a more recent update from Jacqui. Paul raised a number of issues with her about this, including the point that John raised last time about the statistics. We envisage her updating her report to then share with the PC. She would very much like to attend the PC meeting of 6th May to address any points that you may have before the final version is published.
- Community Survey
 - As you'll be aware from my note of 13th March, we've postponed our Survey for a few months. This reflects the discussions we've had with our consultant and our Link Officer in Dorset Council, Philip Reese, who we met on 11th March. We believe that we will get more out of the Survey by further consideration of the evidence in the main areas of the plan as well as taking account of the results of the Dorset Housing Needs Survey. One likely change is to take advantage of the Survey to explore interest from the community in making land available for housing, employment or environmental use.
 - One other point on community interactions, this time on Identification of Non-Heritage Assets which you'll recall I raised at your last meeting. We're grateful to the Councillors who provided feed-back on our draft letter to residents regarding Non-Heritage Assets. We have raised the Councillors' points with our consultant and also are looking at linking this with other potential communications so that we minimise the number of requests. I'll advise the PC once the position is clearer.
- Upcoming Activities
 - Given that we won't be able to apply for the final tranche of grant funding for a couple of months, we're focussing on things that don't need input from our consultant. Most of our work over this time is looking at drafting the Plan. Initially, we'll review the draft Topic papers so that we can consider potential policies in the Plan and hence identify questions for the community survey where we need further evidence. We're also hoping to undertake a Youth event that will help us get their views and help us design the survey to go to the youngsters. We'll also be supporting the Puncknowle Party at the Crown on 5th May.
- PC agreed that Jacqui Cuff can attend meeting on 6th May

11. REPRESENTATIVES REPORTS

- Neighbourhood Watch and Community Police Report –
 - Beach clean arranged for 6th April
 - PCSO – Alex Bishop to be at Burton Bradstock 8th April
- Allotments
 - Agreed that the committee need a walk around this month
- Footpaths –
 - Footpath blocked by brambles at Looke Farm Dairy – P Bullen to look into.
- Playing Field Committee
 - M Buckland has replaced trampoline parts and reinstated the no parking sign

Puncknowle And Swyre Parish Council

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1 April 2025

- Safety Concerns from traffic at the entrance. Agreed M Buckland would ask residents not to park there and Committee will look into signage.
- Volunteer event on 12th April at 10am to clean park
- **Transport**
 - Noting to report
 - (K Strawbridge Left 8.45)
- **Village Hall**
 - Nothing to report
- **Bridport Local Area Partnership (BLAP)**
 - Nothing to report
- **DAPTC**
 - Nothing to report
- **Puncknowle, Swyre & West Bexington Web Site**
 - Looking to hand over management
- **Emergency Planning and Defibrillators**
 - No change

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.

I. APPLICATIONS

- i. None

II. DECISIONS

- i. None

III. Other Planning Issues:

- i. None

13. GRANTS

- Outstanding Grant Request from Village Hall – awaiting quote

14. HIGHWAYS ISSUES

- Pipe under road at Looke Farm dairy possibly blocked, S Bowsher to report.

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15. CORRESPONDENCE RECEIVED

- The schedule of correspondence received has been circulated to the members. No matters arising

16. FINANCE

- Payments for Approval: -

○ Mrs Dianne Sinclair (Website management)	£30.00
○ DAPTC Invoice 2406 Future Planning Event – 3 delegates 4 March 25	£210.00
○ Village Hall Rentals Invoice 2025.55 N Plan Jan – 31 March 25	£102.00
○ Daptc Invoice 2456 Training for Clerk	£14.00
○ Dev in Transition Invoice 7 Neigh Plan Jan-Mar	£1565.14
○ S Bowsher, expenses computer software	£74.99
○ Mrs D Sinclair, setting up Neighbourhood Plan websit	£400.00
○ Puncknowle Village Hall – Invoice 2025/56 (N Plan)	£12.00
○ Ken Hussey – 2025Q1 Playing Field Inspection	£40.00
○ Chesil Beach – 4768 -	£102.00
○ Total Payments	<u>£2,550.13</u>

- Proposed by M Buckland, Seconded Paul Bullen – All in Favour

2 A Bank Reconciliation and spending to date against budget had been circulated to the members.

17. INFORMATION ITEMS

- People can bring their antiques to be valued in return for a small donation on 3rd April at St Mary's in Puncknowle.
- The next meeting of the Neighbourhood Plan Steering Group will take place on 24th April in the village hall at 7pm.
- To note that the Parish Assembly will take place on THURSDAY 29th May in the Village Hall.

18. PUBLIC TIME

- Up to 15 minutes for electors, residents in the parish or adjoining parishes to raise any items of information or propose issues for future Council meetings.

19. DATE OF NEXT MEETING

- To note that the Council's next meeting will take place on Tuesday 6th May 2025 commencing at 7.30 p.m.
- The Meeting Ended at 9.04pm

[Signature]
6.5.2025