

Puncknowle & Swyre Parish Council

Situated in the Bride Valley, on the Dorset Coast

Chairman: Cllr Mr J Marsh

Clerk: Mr Jonathan Moore,

Vice Chairman: Cllr Mr P Bullen

Minutes of monthly meeting 3rd June 2025

PRESENT: Councillors J. Marsh (Chair) , P Bullen (Vice-Chair), G Fry, S Bowsher, M Buckland, C Marsh, N Rawlings

IN ATTENDANCE: Clerk J Moore, B Bowsher, (Chair of Neighbourhood Plan Steering Group), Councillor S Holland (of Dorset Council) and 1 Member of the public.

1 PUBLIC TIME

1.1 Up to 15 minutes for electors, residents in the parish or adjoining parishes to comment on any items to be discussed on the agenda.

- Francis Samish – handed letter to clerk highlighting concerns about 20mph consultation – comments noted

2 -APOLOGIES FOR ABSENCE

2.1 None received

3 DECLARATIONS OF INTEREST

3.1 NONE

4 MINUTES OF THE PREVIOUS MEETING

4.1 That the Minutes of the Annual Meeting of PC held on 6th May 2025 be agreed and signed as a correct record.

4.1.1 Proposed M Buckland, seconded F Marsh – All in Favour.



4.2 That the Minutes of the Monthly Meeting of PC held on 6th May 2025 be agreed and signed as a correct record.

4.2.1 S Bowsher requested modification to clarify that co-option voting acknowledges the requirement of a councillor to declare interest in candidates but is still permitted to vote

4.2.2 P Bullen proposed, F Marsh seconded - All in Favour.

5 MATTERS ARISING FROM THE MINUTES

6 UPDATE FROM DORSET COUNCIL

6.1 West Bay Beach Wheelchair Scheme

- The scheme that enables wheelchair users to access the beach has been secured. It is in its early stages, but booking for the specially designed wheelchairs will be online. The scheme is a partnership of Bridport TC, DC and Parkdean Resorts, Encompass Care have recently joined.

6.2 Wild Camping at Abbotsbury and West Bexington

- Wild camping has started already. I note that a report of the activity was made under the PSPO a West Bexington resident. I will be contacting the appropriate DC officer to try to ensure that some enforcement takes place, and we are not left without as in previous years.

6.3 Clean Energy Vision

- DC have written to The Crown Estate and the National Energy System Operator urging support for clean energy proposals within Dorset. This would bring in investment and new jobs.
- Dorset's unique geology, deep-water port at Portland, and history of energy production including Winfrith make it an ideal location. The area is well-positioned to support offshore wind, carbon capture and storage, hydrogen technologies, and other future energy innovations.

6.4 Shaping the Future of Housing Allocations in Dorset

- DC has launched a 12 week consultation looking at how people are prioritised for the housing register. The feedback will help update the allocation policy for the next 5 years. This effects our most vulnerable residents.
- Help shape the future of housing allocations in Dorset. - Dorset Council
- **PSPO extended by 3 years**

7 CHAIRPERSON'S REPORT



7.1 Parish Council Vacancy- review of applications and voting for Co-option to the Council for vacancy. One Application received – Brian Bowsher (S Bowsher declared interest)

7.1.1 Vote taken - All in Favour.

7.1.2 **B Bowsher** signed his acceptance

7.2 Complaint received

7.2.1 J Marsh highlighted email received which would go through standard procedure.

8 CLERK'S REPORT

8.1 To consider the purchase of voting boxes to facilitate community feedback.

8.1.1 S Bowsher already purchased –All in Favour

8.2 To consider improving community engagement using social media

8.2.1 Instant broadcast channel – to be investigated by clerk

8.3 Village Hall's grant application

8.3.1 Cllr J Marsh proposed £500 as S137 Donation, Seconded by S Bowsher

8.3.2 All In Favour

8.4 To propose creating a Direct Debit for PAYE payments

8.4.1 S Bowsher proposed for payroll payments to HMRC and NICS, 2nd M Buckland,

8.4.2 All In Favour

9 NEIGHBOURHOOD PLAN

Brian Bowsher

- The Neighbourhood Plan has continued to be busy. I gave an update at the Annual Parish Assembly on 29th May so have somewhat less to report this evening.
- We had a SG meeting on 22nd May and a couple more meetings in the month to consider the draft policies in the Plan and hence identify questions for the community survey where we need further evidence.
- The main issues are as follows.
- Finance Update
 - The next grant funding window with Locality should open in the next few weeks. We've started to prepare a proposal based on the final tranche of funding from the Initial Grant (£4,658) and are in discussion with Amy Burnett about her work. We envisage her main tasks as preparing the first full draft of the Plan, preparing the Basic Conditions Statement, and more general consultancy support.
- Youth Event



- We held a Youth Focus Group in the Village Hall on 27th May to listen to and understand the views of some of the youth of the parish on the future of our villages. Thirteen people attended the event including 8 children/young people aged between 9 and 20. It was a successful event with the youngsters sharing their views on things they liked and what could be improved in the parish. Some of the main conclusions were:
 - Desire for more youth-based activities in the parish.
 - Appreciation of the history and heritage of the area and its rural and coastal environment.
 - Concern about the dangerous roads and lack of pavements.
 - Wish for housing that would attract more youngsters to the parish.
 - The attendees produced a mind map and other feedback that should be valuable in crafting a Youth Survey which we anticipate will go to all the youngsters in the parish in the summer.
- Housing Needs Survey
 - Still waiting to hear from Jacqui Cuff about the final version of the report of the HNS

10 TRAFFIC SPEED IN THE VILLAGES

10.1 20mph proposals

- 10.1.1 Following the PC resolution on the 6th May to determine whether there was community support for a reduced speed limit, a leaflet and response slip had been issued to all households. The consultation is running between 1st & 14th June and a report on the findings will be issued to councillors shortly after.

10.2 Funding for SID

- 10.2.1 Police Crime commissioner advised that they are unable to assist and to remain in contact with Dorset Council

11 REPRESENTATIVES REPORTS

11.1 Neighbourhood Watch and Community Police Report

- 11.1.1 F Marsh – PSPO – number of incidents reported recently including an assault, beer glass thrown and removal of parking signs – S Bowsher will email Highways to find out more



11.1.2 Litter is being picked up on weekly inspections. There has been deliberate damage to a bench. The next volunteer session will be for hedge cutting on 6 September. The tree surgeon has been asked to remove the tree with ash die back.

11.1.3 Allotments

11.1.4 J Marsh – Visit to be arranged 26th June 4.30 and advise secretary

11.2 Footpaths

11.2.1 Use Whatsapp group to alert of issues, G Fry has resident who complained about stone stile. Law states that landowner is responsible, and there is no obligation for established stiles of older age to be modernised.

11.3 Playing Field Committee

11.3.1 M Buckland – Litter around to be picked up, vandalism on see-saw bench-seat. 6th September hedge cutting. Tree surgeon application on ash looking north

11.3.2 Insurance unclear on policy – Clerk to specify that it includes one ground level trampoline

11.4 Transport

11.4.1 P Bullen in touch with WATAG (Western Area Transport Action Group) meeting in July and will report by September

11.5 Village Hall

11.5.1 M Buckland - Next meeting to be held in October

11.6 Bridport Local Area Partnership (BLAP)

11.6.1 G Fry – next meeting in June

11.7 DAPTC

11.7.1 No Update

11.8 Puncknowle, Swyre & West Bexington Web Site

11.8.1 Clerk to propose dates for meetings to discuss changes

11.8.2 F Marsh requested Change Homewatch to Neighbourhood watch

11.9 Emergency Planning

11.9.1 P Bullen – no update but plan requires review.

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 received



12.2 Decisions

- Erection of gate and gate posts East of chalet 14 Beach Road West Bexington granted 19th May 2025– P/FUL/2025/00325

12.3 Other Planning Issues:

- Appeal June 10th - P/FUL/2023/01975
 - Land and Buildings west of Hazel Lane (Flowerdew Farm) Puncknowle DT2 9BU
 - Siting of a temporary rural workers dwelling (retrospective), conversion of the stables to toilets/showers/office/meeting room, erection of a proposed agricultural building and the use of site for alpaca experiences.
 - G Fry and J Marsh to attend the appeal
- Discussion about Swyre Retreat Holiday Park Licence
 - S Bowsher – The council recommends that Dorset Council speaks directly to the unit holders about their lease agreements.

13 HIGHWAYS ISSUES

13.1 Flooding -surface water and blocked drains on Rectory Road. P Bullen to email Mr Edwards Old Rectory owners re the dispersal stream onto the road

14 CORRESPONDENCE RECEIVED A full list is available from the clerk on request.

14.1 Knacker's Hole – clerk asked about ownership

15 FINANCE

15.1 ANNUAL GOVERNANCE REVIEW

15.1.1 Annual Declaration re Conflict of Interest with External Auditor, BDO LLP

- No conflicts noted

15.1.2 The Annual Internal Audit Report is received and noted by RESOLUTION

- Assess update yearly
- Cllr S Bowsher Proposed, Cllr F Marsh Seconded – 5 in favour, rest abstained - Accepted

15.1.3 Review of the Annual Governance Statement 2024/25 and approval by RESOLUTION

- S Bowsher Proposed, P Bullen Seconded - All In Favour

15.1.4 Review of the Accounting Statements and approval by RESOLUTION

G Fry proposed, P Bullen Seconded - All In Favour

15.1.5 To consider if the PSPC meets the criteria for exemption from the External Auditor's limited Assurance Review from 2024//25 and RESOLVE that it wishes to be exempted.

- S B Proposed, N Rawlings seconded - All in favour

15.1.6 Period of public rights agreed as of end of June, dates to be 1st July to 11th August. Clerk to add to website

15.2 Payments for Approval: -

15.2.1

Clerks Gross Salary June	£ 482.56
Mrs Dianne Sinclair (Website management)	£ 30.00
DAPTC Annual subscription	£ 255.50
BLAP	£ 72.91
Cloudy IT	£ 22.82
Cloudy IT	£ 15.72
Defib Battery	£ 342.00
Swift Signs (Already Paid)	£ 259.21
Chesil Beach	£ 204.00
Sally Bowsher voting boxes	£ 48.95
Barker Fox Audit	£ 125.00
Puncknowle Village Hall - Donation (S137)	£ 500.00
Sally Bowsher - refreshments expenses for meeting	£17.05
Total	£ 2,392.77

15.2.2 P Bullen proposed, M Buckland seconded, 4 in favour, 3 abstentions

15.3 Receipts this month.

15.3.1 N/A

15.4 Bank Reconciliation

15.4.1 Signed by J Marsh

16 INFORMATION ITEMS

16.1 Looke Lane – comment raised about activity. P Bullen to contact owners

17 PUBLIC TIME

J Marsh 1-7-2025

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.

17.1.1 Add West Bexington to next agenda

18 DATE OF NEXT MEETING

18.1 To note that the Council's next meeting will take place on Tuesday 1st July 2025 commencing at 7.30 p.m.

- Meeting closed at 9.32

Marsh 1.7.2025