

PUNCKNOWLE & SWYRE PARISH COUNCIL

Minutes of a meeting held in the Village Hall on Tuesday 3rd May 2016, following the Annual Meeting at 7.30 p.m.

PRESENT:

Councillors G. Fry (Chairman), D. Heaver, M. Buckland, D. Robbins, J. Arak-Newman & R. Williams

IN ATTENDANCE:

C. Buckland (Parish Clerk), District Councillor J. Russell, County Councillor R. Coatsworth, D. Bird (Footpaths), A. Lovell (Transport) & C. Marsh (Homewatch)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors T. Taylor, B. Pye & E. Sinclair & PCSO Dave Ash

2. DECLARATIONS OF INTEREST

None

3. PUBLIC TIME

- a) Anna Lovell advised that the Beach Clean had been badly organised, not publicised & held on the Saturday instead of the usual Sunday with only 2 people attending. Most of the rubbish had been washed up onto the track by the recent storms. Agreed to send concerns to DCC organisers.
- b) Hazel Lane, Puncknowle - Fencing posts and barbed wire had been erected along the verge of Hazel Lane – DCC Highways had advised that this was in breach of the Highways Act 1980 in relation to Sections 143 and 164. The wire had now been taken down but the fencing posts are still there. Concerning the enclosure of land deemed to be part of the Highway - this had been referred to the DCC Solicitor Sarah Meggs. The issue of dumping of rubbish/hard-core, etc. at this small-holding site was also raised. Agreed to make an Agenda item for the June meeting.
- c) Superfast Broadband for West Bexington – an update was needed from Dorset County Council.

4. MINUTES OF PREVIOUS MEETING

Resolved that the minutes of the Council's meeting held on 5th April 2016 be agreed and signed as a correct record.

5. MATTERS ARISING FROM THE PREVIOUS MEETING

Item 14) Councillor Fry had looked in the garden at West Bexington but had not found any Japanese Knotweed.

6. CHAIRPERSON'S REPORT

Councillor Fry had looked at the 3 different defibrillators available & had spoken with Western Ambulance Service who were not keen to have these machines locked. The defibrillator at Litton Cheney was locked, the one at Burton Bradstock has an alarm system but was not locked & the one to be installed at the Crown, Puncknowle would be easier to access with no alarm or lock. It was suggested that if one was to be installed at West Bexington that it should be the same as Puncknowle. He had spoken with the owner of the Manor Hotel at West Bexington who was willing to help with fundraising & was agreeable for it to be installed on his premises. There may be funds still available from the West Dorset District Council Fund.

The Crown Inn, Puncknowle were holding an Open Day from midday on Saturday 4th June 2016 to show how to use the new defibrillator.

7. REPRESENTATIVES REPORT

- i. **Allotments**
Dave Bird reported that a Committee meeting/Inspection would be held in the next few weeks. The Electric Board (SSE) would be cutting the hedge under the electric wires.
- ii. **Footpaths**
Dave Bird reported that the Dorset County Council Footpaths Team had been working on the local Footpaths. An overhanging willow tree at Greystones, Puncknowle, will bring the wall down again – DCC Rights of Way to look at this tree.
- iii. **Homewatch And Community Police Report**
Councillor Robbins had nothing to report.
- iv. **Playing Field Committee**
Councillor Heaver reported that the Annual Inspection would be completed in the next few weeks. He had purchased the stain & paint for the woodwork. Lee Quincey had already done 2 cuts of the grass cutting.
- v. **Transport**
Anna Lovell reported only 2 people were using the Wednesday Bus & it was at risk. WATAG members were working on the Bridport area Neighbourhood Plan.
- vi. **Village Hall**
Councillor Arak-Newman advised that the Table Top Sale last Saturday had been very poorly attended. There would be a Village Hall Committee meeting on 10th May 2016.
- vii. **Bridport Local Area Partnership**
The BLAP AGM would be held at the end of May at Bridport Town Hall.
- viii. **DAPTC**
There had been no meetings.
- ix. **Puncknowle, Swyre & West Bexington Web Site**
The Website was not being updated at present.

8. PLANNING

Applications on which the Parish Council is being consulted:

1. **Tree Application No WD/CA/16/00132** – Golly Knapp View, Hoopers Lane, Puncknowle – Fell 1 Conifer Tree & Fell 1 Beech Tree – both these trees were alive & healthy and should not be felled. A letter of objection had been received by a neighbour. It was agreed to Object to this application.

Decisions:

- A. **Application No WD/D/16/000345** – Long House, West Bexington – Demolition of 2 prefabricated concrete garages and one of the existing dwelling, construction of a replacement dwelling, including the reinstatement of a previously demolished section, and the construction of an Eco Energy Centre timber stable/barn in the rear stable yard - Consent Granted

Other Planning Issues:

- a) **Application No WD/D/16/000165** – 25 Swyre – Remove existing garden lodge & erect replacement garden lodge – the Enforcement Officer had visited this site as it was not being built to plans & a tree had been felled without planning permission. Building work had now stopped & a new application would have to be submitted.

9. HIGHWAYS ISSUES

- a. Gravel had been washed down Rectory Lane, Puncknowle & had built up on the road by the bend at the sewage works – Clerk to report to DCC.

10. A PRACTITIONER'S GUIDE TO PROPER PRACTICES (Updated)

This item was carried forward to the June 2016 meeting

11. CORRESPONDENCE RECEIVED

A schedule of correspondence received since 5th April 2016 had been circulated to all Councillors in advance of the Council's meeting.

12. FINANCE

Payments for Approval: Resolved that the four invoices listed below be authorised for payment: -

Mrs Carolyn Buckland (Clerk's salary April)	£307.83
Came & Company (Insurance premium)	£273.75
D. Heaver (Paint for Playing Field)	£64.99

Total Cheques £646.57

NAPPER CHARITY ACCOUNT

BWBS Ltd (Allotment Water Bill) £16.63

Other finance:

- a) Accounts for End of Year 31st March 2016. Paul Pritchard had completed the Internal Audit & would be thanked for his work as the Internal Auditor. The Accounts were presented to the Council but there was a query re the £1000 Grant to the Village Hall – details of this would need to be verified & the Accounts agreed at the June 2016 meeting.
- b) Completion of the Annual Audit Return for Year ending 31 March 2016 – This would also have to be agreed at the June 2016 Meeting.
- c) The Napper Charity Trust Accounts for the End of Year 31st March 2016. The Accounts were presented to the Council: Resolved to adopt these Accounts. All agreed & a copy is attached.
- d) Insurance Renewal due 1st June 2016 – Agreed to renew the Insurance with Broker Network Ltd (Came Insurance) at £273.75 - this is the 2nd year of the 3 year long term agreement.
- e) Local Audit & Accountability Act 2014 – The dates set for “Exercise of Elector’s Rights” (continuous period of 30 working days to include period 1st July to 10th July) was 1st June 2016 to 14th July 2016.
- f) New Pension Scheme Regulations – the staging date for the Parish Council is 1st October 2016. All employees have a right to join a Pension Scheme -a letter to be sent to the Clerk by the Chairman.

13. INFORMATION ITEMS

- a) The Puncknowle Fete would be on 30th July 2016 & not 23rd July 2016 as originally planned.
- b) The Annual Parish Assembly held on 26th April 2016 had been well attended. Milly Jobson had given an interesting presentation about her trip to Borneo.
- c) The Election on Thursday 5th May 2016 had not been very well publicised.
- d) The Meeting of the Trustees of the Napper Charity would be held following the June 2016 Parish Council Meeting.

14. PUBLIC TIME

None

15. DATE OF NEXT MEETING

RESOLVED to note that the Council’s next meeting would take place on Tuesday 7th June 2016 commencing at 7.30 p.m.

The meeting ended at 9.50 pm.

Signed:

Dated: