

Puncknowle & Swyre Parish Council

Situated in the Bride Valley, on the Dorset Coast

**Chairman: -
Councillor Mr M.B. Buckland**

Clerk: Mrs Carolyn Buckland, West Mill Farm,
Puncknowle, Dorchester, Dorset.DT2 9BU
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25th April 2016

Dear Councillor,

NEXT MEETING OF PUNCKNOWLE & SWYRE PARISH COUNCIL

I am writing to inform you that the next meeting of Puncknowle & Swyre Parish Council will take place on Tuesday 3rd May 2016, following the Parish Council's Annual Meeting (AGM) which commences at 7.30 p.m. in the Village Hall, Puncknowle.

The agenda for the meeting is set out below.

Yours faithfully,

Carolyn Buckland
Parish Clerk

AGENDA

- 1) APOLOGIES FOR ABSENCE**
- 2) DECLARATIONS OF INTEREST**
- 3) PUBLIC TIME**
- 4) MINUTES OF PREVIOUS MEETING**
That the minutes of the meeting held on 5th April 2016 (attached), be agreed and signed as a correct record.
- 5) MATTERS ARISING FROM THE MINUTES**
- 6) CHAIRPERSON'S REPORT**
- 7) REPRESENTATIVES REPORTS**
 - i. Homewatch And Community Police Report**
 - ii. Allotments**
 - iii. Footpaths**
 - iv. Playing Field Committee**
 - v. Transport**
 - vi. Village Hall**
 - vii. Bridport Local Area Partnership**
 - viii. DAPTC**
 - ix. Puncknowle, Swyre & West Bexington Web Site**

8) PLANNING

Applications on which the Parish Council is being consulted:

Decisions:

Other Planning Issues:

9) HIGHWAYS ISSUES

10) A PRACTITIONER'S GUIDE TO PROPER PRACTICES (Updated) – to be Adopted.

11) CORRESPONDENCE RECEIVED

Please refer to the attached schedule listing all correspondence received since the Parish Council's last meeting on 5th April 2016 including:

12) FINANCE

Payments for Approval: -

| | |
|---|---------|
| Mrs Carolyn Buckland (Clerk's salary April) | £307.83 |
| Came & Company (Insurance premium) | £273.75 |

Total Cheques £581.58

NAPPER CHARITY ACCOUNT

| | |
|---------------------------------|--------|
| BWBS Ltd (Allotment Water Bill) | £16.63 |
|---------------------------------|--------|

Other Finance:

- a) End of Year Accounts for Year ending 31 March 2016.
- b) Completion of Annual Audit Return for Year ending 31 March 2016.
- c) Napper Charity Trust - End of Year Accounts for 2015/2016.
- d) Insurance Renewal due 1st June 2016.
- e) Local Audit & Accountability Act 2014 – Set date for exercise of Elector's Rights (continuous period of 30 working days to include period 1st July to 10th July).

13) INFORMATION ITEMS

14) PUBLIC TIME

15) DATE OF NEXT MEETING

To note that the Council's next meeting will take place on Tuesday 7th June 2016 commencing at 7.30 p.m.