

# PUNCKNOWLE & SWYRE PARISH COUNCIL

## Minutes of a meeting held in the Village Hall on Tuesday 2<sup>nd</sup> May 2017, following the Annual Meeting at 7.30 p.m.

### **PRESENT:**

Councillors G. Fry (Chairman), D. Heaver, M. Buckland, D. Robbins, T. Taylor, B. Pye  
J. Arak-Newman, E. Sinclair & J. Marsh

**IN ATTENDANCE:** C. Buckland (Parish Clerk), District Councillor J. Russell,  
D. Bird (Footpaths) & C. Marsh (Homewatch)

### **1. APOLOGIES FOR ABSENCE**

None

### **2. DECLARATIONS OF INTEREST**

Councillor Sinclair declared an Interest in Item 11) Provision for costs to update the Website

### **3. PUBLIC TIME**

None

### **4. CO- OPTION OF PARISH COUNCILLOR FOR WEST BEXINGTON WARD**

2 residents of West Bexington had put their names forward for the Vacancy of Parish Councillor for the West Bexington Ward. Parish Councillors heard a short presentation from both John Marsh & Francis Samish before agreeing that John Marsh would be Co-opted onto the Parish Council. He signed his Declaration of Office and then joined the other Parish Councillors. He has 28 days to complete and return his Registration of Interests form.

### **5. MINUTES OF PREVIOUS MEETING**

Resolved that the minutes of the Council's meeting held on 4<sup>th</sup> April 2017 be agreed and signed as a correct record.

### **6. MATTERS ARISING FROM THE PREVIOUS MEETING**

None

### **7. CHAIRPERSON'S REPORT**

No Chairman's Report.

### **8. REPRESENTATIVES REPORT**

#### **i. Allotments**

Councillor Heaver reported that the Allotments and Orchard were looking good and the hedges around the perimeter were the tidiest they had been for a long time.

#### **ii. Footpaths**

Dave Bird reported that the Footpaths were all ok. The Chairman thanked Dave Bird– together with his team of volunteers for all the work they did on the Footpaths.

#### **iii. Homewatch And Community Police Report**

Councillor Robbins had nothing to report.

#### **iv. Playing Field Committee**

Councillor Heaver reported that the trees in the Playing Field had last been inspected 4 years ago – Agreed that he get a quote for inspection and work to these trees. The seal see saw was now 20 years old and not in good condition – he would get a quote for a replacement. The annual staining of the woodwork in the Playing Field would be done shortly – agreed he would purchase the stain & paint. The hanging post for the back gate had to be replaced.

#### **v. Transport**

Councillor Taylor reported that the 210 Bus had not been put out to Tender. Bridport Town Council were looking at the possibility and costs of providing a bus out to the Villages.

- vi. **Village Hall**  
Nothing to report.
- vii. **Bridport Local Area Partnership**  
Nothing to report
- viii. **DAPTC**  
There had been no meetings.
- ix. **Puncknowle, Swyre & West Bexington Web Site**  
The Website would be discussed later under Item 11).

## 9. PLANNING

### Applications on which the Parish Council is being consulted:

1. **Application No WD/D/17/000852** – Collingbourne, Hoopers Lane, Puncknowle – Demolition of the existing front porch & erect new porch, demolition of the existing rear extension & erect new two storey extension. There was an objection from a neighbour, but it was agreed after a majority vote that the Parish Council had no objections.
2. **Application No WD/D/17/000945** – Valley View, Church Street, Puncknowle – Single storey extension - All agreed to Support this Application.

### Decisions:

1. **Tree Application No WD/TP/17/000113** – Two Wings, Swyre Road, West Bexington – Fell 4 Macrocarpa Trees (T2 – T5) & pollard (T1) Macrocarpa by 25%, raise crown by removing 3 lowest south facing branches and trim by 20-25% to reshape remaining lowest level branches - Consent Granted
2. **Tree Application No WD/TP/17/000139** – Two Wings, Swyre Road, West Bexington – Fell 1 Macrocarpa Tree (T6) – Consent Granted
3. **Application No WD/D/17/000501** – Chesil Coppice, Swyre Road, West Bexington – Erect single storey extension – Consent Granted

### Other Planning Issues:

- a) Issues at the Small Holding at Hazel Lane, Puncknowle – This had been discussed at the June 2016 meeting when the land owner had been given 12 months to tidy up the site - Agreed to put on the Agenda for discussion at the June Meeting.

## 10. HIGHWAYS ISSUES

- a. Following issues raised at the April Meeting and the letter sent by Norma Millard to DCC Highways, Sir Oliver Letwin MP & the Parish Council - a meeting had now been arranged on Monday 8<sup>th</sup> May at 10.30 am at West Bexington to look at ways of addressing the problem of speeding traffic.

## 11. PROVISION FOR COSTS TO UPDATE WEBSITE

The Chairman agreed to contact Dianne Sinclair re this item and this would be carried forward to the June 2017 meeting.

## 12. CORRESPONDENCE RECEIVED

A schedule of correspondence received since 4<sup>th</sup> April 2017 had been circulated to all Councillors in advance of the Council's meeting.

## 13. FINANCE

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

Mrs Carolyn Buckland (Clerk's salary April)	£310.89
Came & Company (Insurance premium)	£280.00

Total Cheques	£590.89
---------------	---------

### NAPPER CHARITY ACCOUNT

Water2Business (Allotment Water Bill)	£15.14
---------------------------------------	--------

### Other finance:

- a) Accounts for End of Year 31<sup>st</sup> March 2017. Paul Pritchard had completed the Internal Audit & would be thanked for his work as the Internal Auditor. The Accounts were presented to the Council: Resolved to adopt these Accounts. All agreed. A copy of these Accounts is attached.

- b) Completion of the Annual Audit Return for Year ending 31 March 2017 – The Annual Governance Statement was read out to the meeting and it was Resolved that the Chairman sign this form on behalf of the Parish Council. All agreed.
- c) The Napper Charity Trust Accounts for the End of Year 31<sup>st</sup> March 2017. The Accounts were presented to the Council: Resolved to adopt these Accounts. All agreed & a copy is attached.
- d) Insurance Renewal due 1<sup>st</sup> June 2017 – Agreed to renew the Insurance with Broker Network Ltd (Came Insurance) at £280.00 - this is the 3<sup>rd</sup> 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 1<sup>st</sup> July to 10<sup>th</sup> July) - It was agreed that the Inspection period would commence on 5<sup>th</sup> June 2017.

**14. INFORMATION ITEMS**

- a) The Annual Parish Assembly held on 25<sup>th</sup> April 2017 had not been so well attended as last year. It was agreed that flyers should be done for the Annual Assembly in 2018. Rovarn Wickremasinghe, the Manager of the Citizens Advice Bureau in Bridport gave a presentation about the work they do for the community.
- b) Councillor Sinclair was looking into supplying a light for the West Bexington defibrillator. Councillor Fry advised that both the defibrillators at Puncknowle & West Bexington were on 4 year contracts with the South West Ambulance Service which covers insurances and repairs.

**15. PUBLIC TIME**

None

**16. DATE OF NEXT MEETING**

**RESOLVED** to note that the Council’s next meeting would take place on Tuesday 6<sup>th</sup> June 2017 commencing at 7.30 p.m.

The meeting ended at 9.50 pm.

Signed: .....

Dated: .....