

Puncknowle & Swyre Parish Council

Situated in the Bride Valley, on the Dorset Coast

Chairman:
Councillor Mr G. Fry
Vice Chairman: Mr J Marsh

Clerk: Mrs Sally Bowsher,
Swyre Cross, Swyre, Dorchester, Dorset, DT2 9DA
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28th April 2021

Dear Councillor,

NEXT MEETING OF PUNCKNOWLE & SWYRE PARISH COUNCIL

I am writing to inform you that the Annual Meeting of Puncknowle & Swyre Parish Council will take place on Tuesday 4th May 2021, commencing at 7.30 p.m. This will be followed by the monthly meeting. Due to the current Government restrictions regarding the Coronavirus, the council will discuss the items on the agenda via a virtual meeting.

The URL link to join this meeting is: <https://us02web.zoom.us/j/83251518323>

The agenda for the meeting is set out below.

Yours faithfully,

Sally Bowsher
Parish Clerk

AGENDA - ANNUAL MEETING

1) ELECTION of Chairman of the Council for 2021/2022 and ACCEPTANCE of OFFICE

2) APOLOGIES FOR ABSENCE

3) MINUTES OF THE PREVIOUS ANNUAL MEETING

That the Minutes of the last Annual Meeting held on 2nd April 2019 (attached), be agreed and signed as a correct record.

To note that no Annual Meeting took place in 2020 due to Government Restrictions relating to Coronavirus, and the corresponding legislation that enabled this to be deferred until 2021.

4) ELECTION of Vice-Chairman of the Council for 2020/2021 and ACCEPTANCE of OFFICE

5) The Council currently consists of the following members:

Nominated 2019 Election – Unopposed: P G Fry, J Marsh, M Buckland, T Taylor, E Sinclair, B Pye

Co-opted, November 2020, J Hunt, S Oliver.

There is one vacancy on the Parish Council.

6) APPOINTMENTS TO COMMITTEES AND OUTSIDE BODIES

- I. **Playing Fields Committee (4)**
- II. **Western Area Transport Action Group**
- III. **Volunteer Footpath Officers**
- IV. **Internal Auditor**
- V. **Emergency Planning Volunteer Officer**
- VI. **Western Area Group of DAPTC (2)**
- VII. **Bridport Local Area Partnership**
- VIII. **Allotments Committee (4)**
- IX. **Village Hall Management Committee**
- X. **Home-Watch (2)**
- XI. **Website**
- XII. **Finance Working Group**

AGENDA - MAY MONTHLY MEETING

7) PUBLIC TIME

8) DECLARATIONS OF INTEREST

9) MINUTES OF THE PREVIOUS MEETING

That the Minutes of the Meeting held on 6th April 2021 be agreed and signed as a correct record.

10) MATTERS ARISING FROM THE MINUTES

11) UPDATE REGARDING THE CAR PARK, PARKING AND OTHER ISSUES AT WEST BEXINGTON.

Review of response from West Dorset Police about joining the Multi Agency Co-ordination Centre to report and monitor occurrences arising at the beach in West Bexington.

12) CHAIRPERSON'S REPORT

Update on Playing Field restoration including the drystone wall.

13) CLERK'S REPORT

- 13.1 Members Feedback to Chris Loder about Dorset National Park
- 13.2 Scheme of Delegation
- 13.3 Insurance Policy Renewal due 1 June 2021
- 13.4 Stone Benches at West Bexington
- 13.5 Potential Bus Shelter in Swyre
- 13.6 Provision of an extra dog waste bin in Puncknowle
- 13.7 Review of subscription to Zoom

14) 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**
- x. **Emergency Planning**
- xi. **Finance Working Group**

15) PLANNING Applications on which the Parish Council is being consulted: -

- 15.1 **Planning Application No: P/HOU/2021/00703** 3 Green Barton Swyre Dorset DT2 9DN Single storey extension, alterations and ancillary works.
- 15.2 **Decisions:**
- 15.3 **Other Planning Issues:**
Planning Appeal Ref APP/D1265/W/21/3269354 Absit Invidia West Bex DT2 9DD. Demolish existing bungalow and erect new dwelling. Original Application no WD/D/19/001992
- 15.4 Enforcement issues in the Parish

16) HIGHWAYS ISSUES

Discussion is invited about the parish footpaths on the definitive map.

17) CORRESPONDENCE RECEIVED

Please refer to the attached schedule listing all correspondence received since the Parish Council's last meeting on 6th April 2021. A full list is available from the clerk.

18) FINANCE

18.1 ANNUAL GOVERNANCE REVIEW

- i) The Annual Internal Audit Report is received and noted -**RESOLUTION**
- ii) Review of the Annual Governance Statement 2020/21 and approve by **RESOLUTION**
- i) Review of the Accounting Statements and approve by **RESOLUTION**
- ii) To consider if the PSPC meets the criteria for exemption from the External Auditor's limited Assurance Review from 2020//21 and **RESOLVE** that it wishes to be exempted.

18.2 Payments for Approval: -

Mrs Sally Bowsheer (Clerk's salary March)	£319.50
Mrs Dianne Sinclair (Website management)	£25.00
Mrs Sally Bowsheer (Clerks expenses- Zoom sub'n, stamps, files, paper	£38.54
Sinclair Electrical Discounted invoice (No 1478) for installing two defib's	£202.70

Total Cheques	£585.74
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18.3 Income Received during the month.

19) INFORMATION ITEMS

20) DATE OF NEXT MEETING

To note that the Council's next meeting will take place on Tuesday 1st June 2021 commencing at 7.30 p.m. To note that this meeting will be held in the Village Hall at Puncknowle and follow Covid safety procedures. This will be the first time that the Parish Council has met in person since the beginning of the first lockdown in March 2020, due to the worldwide pandemic.

A closed meeting of the Napper Charity Annual Meeting will take place after this meeting.