

Puncknowle & Swyre Parish Council

Situated in the Bride Valley, on the Dorset Coast

Chair: Mr J Marsh
Vice Chair: Mr P Bullen

Clerk: Mr Jonathan Moore
Email: clerk@puncknowle-swyre-pc.gov.uk

27th May 2026

Dear Councillor,

NEXT MEETING OF PUNCKNOWLE & SWYRE PARISH COUNCIL

I am writing to inform you that the Monthly Meeting of Puncknowle & Swyre Parish Council will take place on Tuesday 2nd June 2026, commencing at 7.30 p.m. in the Village Hall at Puncknowle.

The agenda for the meeting is set out below.

Yours faithfully,

Jon Moore

Parish Clerk

AGENDA – PARISH COUNCIL MEETING

1. PUBLIC TIME

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

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

- To receive any declarations of interest including the nature of the interest.

4. MINUTES OF THE PREVIOUS MEETINGS

- To Resolve that that the minutes of the **Annual Meeting** and the **Monthly Meeting** held on the 5th May 2026 be agreed and signed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

6. UPDATE FROM DORSET COUNCIL

7. CHAIRPERSON'S REPORT

8. YOUTH HUB – COMMUNITY INITIATIVE

- To receive an update on the proposed Youth Hub initiative and to consider any next steps or actions.

9. FLOODING AND DRAINAGE

10. NEIGHBOURHOOD PLAN

11. TRAFFIC AND ROAD SAFETY

- Speed Indicator Device (SID) update
- 20mph speed limit scheme update

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.

1. Applications

Application No: P/HOU/2026/02286

- **Location:** Old Rectory, Rectory Lane, Puncknowle, DT2 9BW
- **Proposal:** Erect ancillary building with gym and wellness spaces

Application No: P/TRC/2026/02709

- **Location:** Puncknowle Manor, Church Street, Puncknowle, DT2 9BX
- **Proposal:** T1 Maple – Fell to ground level

2. Decisions

- None received at time of agenda.

3. Other Planning Issues

- None.

13. PARISH ASSEMBLY – UPDATE

- To note any feedback following the 2026 meeting

14. HIGHWAYS & RIGHTS OF WAY

- Public Footpath Diversion Proposal – Footpath W14/11
- General highways matters

15. REPRESENTATIVES’ REPORTS

- Neighbourhood Watch – Cllr F. Marsh
- Allotments Committee – Cllr J. Marsh
- Footpaths – Volunteers David Bird
- Playing Field Committee – Cllr M. Buckland
- Transport (Western Area TAG) – Cllr P. Bullen
- Village Hall Management Committee – Cllr M. Buckland
- Bridport Local Area Partnership – Cllr P. G. Fry
- DAPTC – Cllr S. Bowsher
- Neighbourhood Plan – Cllr B. Bowsher

16. CLERKS REPORT

FINANCE

Year End Accounts 2025/2026 (Subject to Audit)

- To receive and approve the year end accounts for the financial year ending 31 March 2026, subject to internal audit.

Accounting Basis and Carry Forward Balances

- To confirm the accounting basis and approve the carry forward of balances into the 2026/2027 financial year.

AGAR 2025/2026 – Timetable

- To note that the internal audit report is scheduled to be received by **14 June 2026**, and to note the statutory deadline for submission of the AGAR to the external auditor.

ANNUAL GOVERNANCE REVIEW

- To consider the following matters subject to the forthcoming internal audit:
- Annual Declaration re Conflict of Interest with External Auditor (BDO LLP)
- To note that the Annual Internal Audit Report will be received following the internal audit
- Review of the Annual Governance Statement 2025/26 and approval by resolution (subject to audit)
- Review of the Accounting Statements and approval by resolution (subject to audit)
- To consider eligibility for exemption from the External Auditor’s Limited Assurance Review and resolve accordingly (subject to audit)

Adoption of IT Policy for AGAR Assertion 10 Compliance

- To consider and adopt an IT Policy to support compliance with AGAR Assertion 10 (Digital and Data Compliance) for 2025/2026.

Fixed Asset Register – Table Tennis Tables

- To consider the request regarding the two Cornilleau table tennis tables listed on the fixed asset register and whether they should be donated to the Village Hall.
- Payments for approval
- Receipts
- Monthly Bank Reconciliation
- Other Financial Matters

17. CORRESPONDENCE RECEIVED

18. PUBLIC TIME

- Opportunity for members of the public to raise additional matters or suggest items for future agendas.

19. DATE OF NEXT MEETING

- To note that the next meeting of the Council will take place on **Tuesday 7th July 2026**, commencing at **7.30 p.m.**, Village Hall, Puncknowle.