

# *Puncknowle & Swyre Parish Council*

*Situated in the Bride Valley, on the Dorset Coast*

**Chair:** Cllr Mr J Marsh

**Clerk:** Mr Jonathan Moore,

**Vice Chair:** Cllr Mr P Bullen

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28 October 2025

Dear Councillor,

## **NEXT MEETING OF PUNCKNOWLE & SWYRE PARISH COUNCIL**

I am writing to inform you that the next monthly meeting of Puncknowle & Swyre Parish Council will take place on **Tuesday 4th November 2025**, commencing at **7.30 p.m.** in the **Village Hall at Puncknowle**.

The agenda for the meeting is set out below.

Yours faithfully,

Jonathan Moore  
Parish Clerk

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### **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**

### **4 CO-OPTION OF A NEW PARISH COUNCILLOR**

- To CONSIDER applications received for the councillor vacancy.
- To RESOLVE the appointment of a new member to the Parish Council.

### **5 MINUTES OF THE PREVIOUS MEETING**

- That the Minutes of the Meeting held on 7th October 2025 be agreed and signed as a correct record.

### **6 MATTERS ARISING FROM THE MINUTES**

### **7 UPDATE FROM DORSET COUNCIL**

## **8 CHAIRPERSON'S REPORT**

## **9 NEIGHBOURHOOD PLAN UPDATE**

- To note progress following adoption of the Project Plan.
- To consider feedback on the draft landowner letters and agree next steps.

## **10 REVIEW AND UPDATE OF THE EMERGENCY PLAN**

To consider and RESOLVE to adopt the updated version of the Parish Emergency Plan.

## **11 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.*

- Applications – None received
- Decisions
- Other Planning Issues:

## **12 BUDGET 2026/2027**

- To discuss the draft budget for 2026/2027.
- To RESOLVE to approve the 2026/2027 Budget.

## **13 SPEED IN VILLAGES – 20MPH & SPEED INDICATOR DEVICE (SID)**

- To receive updates on traffic survey data and fundraising progress.
- To consider next steps for installation and funding options.

## **14 HIGHWAYS ISSUES**

- To receive any updates or reports concerning highways matters within the Parish.

## **15 REPRESENTATIVES REPORTS**

- Neighbourhood Watch and Community Police Report – Cllr. C. Marsh
- Allotments – Cllr. J. Marsh
- Footpaths – Volunteers report to Council
- Playing Field Committee – Cllr. P. G. Fry
- Transport – Cllr. P. Bullen
- Village Hall – Cllr. M. Buckland
- Bridport Local Area Partnership (BLAP) – Cllr. P. G. Fry
- DAPTC (Western Area Group) – Cllr. S. Bowsher
- Puncknowle, Swyre & West Bexington Website – TBC
- Emergency Planning – Cllr. P. Bullen

## **16 CLERK'S REPORT AND FINANCE**

- Payments for approval this month – list available on request
- Receipts this month.
- Bank Reconciliation

- Website and email hosting review for AGAR Assertion 10 compliance – to RESOLVE preferred option.

#### **17 CORRESPONDENCE RECEIVED**

- A full list is available from the clerk on request.

#### **18 PUBLIC TIME**

- Up to 15 minutes for electors, residents in the parish or adjoining parishes to raise any items of information or propose issues for future Council meetings.

#### **19 DATE OF NEXT MEETING**

- To note that the Council's next meeting will take place on **Tuesday 2nd December 2025**, commencing at **7.30 p.m.**