

# *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](mailto:clerk@puncknowle-swyre-pc.gov.uk)

---

27 April 2026

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 5<sup>h</sup> May 2026, commencing at 7.30 p.m. in the Village Hall at Puncknowle. This will be followed by the monthly meeting.**

**The agenda for the meeting is set out below.**

Yours faithfully,

Jon Moore  
Parish Clerk

## **AGENDA – ANNUAL MEETING of the PARISH COUNCIL**

- 1. ELECTION of Chairman of the Council for 2026/2027 and ACCEPTANCE of OFFICE**
- 2. APOLOGIES FOR ABSENCE**
- 3. ELECTION of Vice-Chairman of the Council for 2026/2027 and ACCEPTANCE of OFFICE**
- 4. Appointments to Committees and Outside Bodies**
  - Playing Field Committee
  - Western Area Transport Action Group
  - Volunteer Footpath Officers
  - Internal Auditor
  - Emergency Planning Volunteer Officer
  - Western Area Group of DAPTC
  - Bridport Local Area Partnership
  - Allotments Committee
  - Village Hall Management Committee
  - Neighbourhood Watch
  - Website

## 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 MEETING

That the minutes of the meeting held in April 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. ANNUAL PARISH MEETING

To discuss arrangements for the Annual Parish Meeting to be held on 19 May 2026, including agenda items, speakers and publicity.

### 9. YOUTH HUB – Community Initiative

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

### 10. FLOODING AND DRAINAGE

### 11. NEIGHBOURHOOD PLAN

### 12. 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/FUL/2026/01887**

**Location:** Chalet 6, Beach Road, West Bexington, Dorchester DT2 9DG

**Proposal:** Erect replacement chalet dwelling (Use Class C3)

**Application No: P/TRC/2026/02042**

**Location:** 12 Puncknowle Road, Swyre, DT2 9DN

**Proposal:** T1 Alder – Fell to ground level

**Application No: P/TRT/2026/02295**

**Location:** Old Rectory, Rectory Lane, Puncknowle, DT2 9BW

**Proposal:** T1 Sycamore – Removal

#### 2. Decisions

None received at time of agenda.

#### 3. Other Planning Issues

None.

### 13. HIGHWAYS & RIGHTS OF WAY

1. Public Footpath Diversion Proposal – Footpath W14/11
2. General highways matters

### 14. REPRESENTATIVES' REPORTS

1. Neighbourhood Watch
2. Allotments
3. Footpaths

4. Playing Field Committee
5. Transport
6. Village Hall
7. Bridport Local Area Partnership
8. DAPTC
9. Website
10. Emergency Planning

## 15. FINANCE

### 1. **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.**

### 2. **Accounting Basis and Carry Forward Balances**

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

### 3. **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.

### 4. Payments for approval

### 5. Receipts

### 6. Monthly Bank reconciliation

### 7. Other financial matters

## 16. **CORRESPONDENCE RECEIVED**

## 17. **PUBLIC TIME**

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

## 18. **DATE OF NEXT MEETING**

To note that the next meeting of the Council will take place on **Tuesday 2nd June 2026**, commencing at **7.30 p.m.**, Village Hall, Puncknowle.