

# Puddletown Area Parish Council

Covering the Parishes of Athelhampton, Burleston, Puddletown & Tolpuddle

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

*(Public Bodies (Admission to Meetings) Act 1960) & Local Government Act 1972 s100*

Dear Parish Councillors,

You are hereby summoned to attend a meeting of the **Parish Council** on **Tuesday 13<sup>th</sup> February 2024** in **Tolpuddle Village Hall** commencing at **7:00pm** to conduct the following business.

## **AGENDA**

### **159. APOLOGIES FOR ABSENCE**

To receive apologies of absence and to approve the reasons given. (Local Government Act (LGA) 1972 s85 (1)). To acknowledge apologise of absence for the September meeting.

### **160. DECLARATIONS OF INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA**

Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

### **161. PUBLIC SESSION**

An opportunity for members of the public to raise issues of concern or comment on agenda items. (N.B. no decision can be taken!)

### **162. PREVIOUS MEETING MINUTES – APPENDIX**

To confirm the minutes of the last Council meeting. (LGA 1972 sch 12, para 41(1))

### **163. MATTERS ARISING FROM PREVIOUS MINUTES (ACTION LOG) – APPENDIX**

To report any matters arising from the minutes and review the action log.

Actions carried forward from previous meeting noting any updated after the agenda publication date may be discussed. See website for updates.

- a. Butt Close Lease
- b. Puddletown Car Park Re-surface

### **164. DORSET COUNCIL**

To discuss any item arising from Dorset Council Newsletters.

### **165. PCSO REPORT**

To receive and discuss a report from the local PCSO.

### **166. RECREATION AREAS – APPENDIX**

To receive and discuss any urgent items raised within reports.

Playpark inspections

- a. Butt Close (External Quarterly report only)
- b. Orchard Meadow (External Quarterly report only)
- c. Puddletown Rec (External Quarterly report & Annual report)

Playpark matters

- d. Orchard Meadow – Electric supply.
- e. General Condition report & future plan.

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**167. PARISH MATTERS: - APPENDIX**

To note and discuss any other parish matter not otherwise included on the agenda. See Appendix for full list of topics and recommendations.

- a. Correspondence
- b. Grounds Maintenance
- c. Annual Parish Council Meeting & Annual Parish Meeting dates.
- d. Tree Preservation Order
- e. Safety Wear
- f. Puddletown Rec & Play Park Vehicular gate lock.

**168. PLANNING AND LICENSING MATTERS - APPENDIX**

To receive and consider planning and licensing application(s) and agree recommendations.

**169. UPDATE ON RIGHTS OF WAY, DRAINS, HEDGES, AND ROADS**

To receive and discuss any urgent items raised. To note any Public Notice or Stakeholder Notice received from Dorset Council.

**170. UPDATE ON FLOODING**

To receive and discuss any urgent items raised.

**171. POLICIES, PROCEDURES, AND REGISTERS FOR REVIEW - APPENDIX**

To discuss the following policies / risk assessments present for ratification.

- a. Risk Assessment – 001 Risk Register
- b. Risk Assessment – 002 Meetings
- c. Risk Assessment – 003 Speed Indicator Device
- d. Risk Assessment – 005 Puddletown Rec Parking Facilities
- e. Risk Assessment – 006 The Coombe
- f. Risk Assessment – 007 River Clearance

**172. FINANCE AND ACCOUNTS - APPENDIX**

- a. Bank Balance.  
To note the bank balance.
- b. Monthly Expenditure & Income - **Annex**  
To authorise payment of accounts in accordance with the Payment Schedule.
- c. Year to date budget - **Annex**  
To note the year-to-date budget.
- d. Bank Signatories  
To discuss the adding members to the Bank account as signatories.

**173. ITEMS FOR NEXT MEETING.**

To note any items for the next meeting on Tuesday 12<sup>th</sup> March 2024 which will be held in Puddletown Village Hall.

Yours respectfully

*M Harrington*

Michelle Harrington  
Parish Clerk & Responsible Finance Officer  
1<sup>st</sup> February 2024

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<sup>i</sup> N.B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)