

# Puddletown Area Parish Council

Covering the Parishes of Athelhampton & Puddletown, and Burleston & 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 **Annual Parish Council Meeting** on **Tuesday 14<sup>th</sup> May 2024** in **Puddletown Village Hall** commencing at **7:00pm** to conduct the following business.

## ALL COUNCILLOR TO SIGN THE ACCEPTANCE OF OFFICE

## AGENDA

1. **TO ELECT A CHAIRMAN FOR THE NEW CIVIC YEAR**
2. **TO ELECT A VICE-CHAIRMAN FOR THE NEW CIVIC YEAR**
3. **TO ELECT MEMBERS TO COMMITTEES / GROUPS AND OTHER BODIES - APPENDIX**
4. **APOLOGIES FOR ABSENCE**  
To receive apologies of absence and to approve the reasons given. (Local Government Act (LGA) 1972 s85 (1))
5. **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)
6. **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)
7. **PREVIOUS MEETING MINUTES – APPENDIX**  
To confirm the minutes of the last Council meeting. (LGA 1972 sch 12, para 41(1))
8. **MATTERS ARISING FROM PREVIOUS MINUTES (ACTION LOG) – APPENDIX**
  - a. SID Repairs update.
  - b. Land Registry update.
  - c. Puddletown Play Park works update.
  - d. Action Log
9. **DORSET COUNCILLOR'S REPORT**  
To discuss any item arising from Dorset Council Newsletters.
10. **PCSO REPORT – APPENDIX**  
To receive and discuss a report from the local PCSO.
11. **RECREATION AREAS - APPENDIX**  
To receive and discuss any urgent items raised within reports.  
Playpark inspections external quarterly & internal weekly inspections.
  - a. Butt Close (Internal report – no new findings).
  - b. Orchard Meadow (Internal report – no new findings).
  - c. Puddletown Rec. (Internal report – no new findings).
12. **PARISH MATTERS: - APPENDIX**
  - a. Neighbourhood Plan
  - b. Bin re-location
13. **PLANNING AND LICENSING MATTERS - APPENDIX**  
To receive and consider planning and licensing application(s) and agree recommendations.

Email: [puddletown@dorset-aptc.gov.uk](mailto:puddletown@dorset-aptc.gov.uk)

Website: [www.puddletownareaparishcouncil.co.uk](http://www.puddletownareaparishcouncil.co.uk)

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

To receive and discuss any urgent items raised, including:

**15. UPDATE ON FLOODING**

To receive and discuss any urgent items raised.

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

To approve & adopt the following policies and documents:

a. Standing Orders

**17. FINANCE AND ACCOUNTS: - APPENDIX**

a. Bank Balance.

To note the bank balance.

b. Monthly Expenditure & Income

To authorise payment of accounts in accordance with the Payment Schedule.

**18. ITEMS FOR NEXT MEETING.**

To note any items for the next meeting on Tuesday 11<sup>th</sup> June 2024 which will be held in Tolpuddle Village Hall from 7pm

Yours respectfully



Michelle Harrington  
Parish Clerk & Responsible Finance Officer

8<sup>th</sup> May 2024