

# 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)*

Dear Parish Councillors,

You are hereby summoned to attend the following meeting to conduct the business overleaf. (LGA 1972 Sch 12, para 10(2)(b)

A meeting of the: **Puddletown Area Parish Council**

On: **Tuesday 11<sup>th</sup> June 2024**

In: **Tolpuddle Village Hall**

Commencing at: **7:00pm**

Yours respectfully



Michelle Harrington

Parish Clerk & Responsible Finance Officer

6<sup>th</sup> June 2024

## AGENDA

### **0624-19. ATTENDANCE AND APOLOGIES FOR ABSENCE**

- a. To record Members present. (Local Government Act 1972, sch 12)
- b. To receive apologies of absence. (Local Government Act 1972 s85 (1)).

### **0624-20. DECLARATIONS OF PRECUNINARY INTEREST AND DISPENSATIONS RELATING TO ITEMS ON THE AGENDA**

- a. Members to declare any interests that are not currently entered in the Member's register of interest or if they have not notified the Monitoring Officer. (Localism Act 2011 s26-37 and Sch 4 plus Code of Conduct).
- b. To consider any prior requests to the Clerk from members for Dispensations. (Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations).

### **0624-21. PUBLIC SESSION**

An opportunity for members of the public to raise issues of concern or comment on agenda item. (Standing Orders 3e-k). (N.B. Councils cannot lawfully decide items of business that is not specified in the summons/agenda. (LGA 1972 Sch 12, para 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)).

### **0624-22. PREVIOUS MEETING MINUTES – APPENDIX**

To resolve to approve the minutes from the last Council meeting as a correct record. (LGA 1972 sch 12, para 41(1)).

### **0624-23. MATTERS ARISING FROM PREVIOUS MINUTES (ACTION LOG) – APPENDIX**

To discuss and consider matters arising needing action:

- a. Neighbourhood Plan Update
- b. Playpark Bench replacement – Memorial Bench
- c. Fence Repairs – Orchard Meadow Toddler Area – **ANNEX**
- d. Bins around the Parish
- e. Action Log - Updates.

### **0624-24. DORSET COUNCILLOR'S REPORT**

To discuss any item arising from Dorset Council Newsletters.

### **0624-25. PCSO REPORT – APPENDIX**

To discuss a report from the local PCSO.

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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## **0624-26. RECREATION AREAS - APPENDIX**

To discuss any urgent items raised within the following reports.

- a. Butt Close
- b. Orchard Meadow
  1. Inspection report
  2. General maintenance
- c. Puddletown Rec.
- d. Annual Inspection Report – Quotes for repairs

## **0624-27. PARISH MATTERS: - APPENDIX**

- a. Correspondence
  1. Draft Contaminated Land Strategy – Email sent to Cllr's 22-05-24
  2. Safety of Lithium-ion Batteries and e-bikes and scooters – Email sent to Cllr's 21-05-24
  3. Cricket Club – Scoreboard – Email sent to Cllr's 05-06-24
- b. Tree Management Plan
- c. Tolpuddle Leaflet Drop – Orchard Meadow Consultation.
- d. New Councillor recruitment drive.

## **0624-28. PLANNING AND LICENSING MATTERS - APPENDIX**

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

## **0624-29. UPDATE ON RIGHTS OF WAY, DRAINS, HEDGES, AND ROADS - APPENDIX**

To discuss and note any temporary notice received.

## **0624-30. UPDATE ON FLOODING - APPENDIX**

To receive and consider items raised within the report submitted.

## **0624-31. POLICIES, PROCEDURES, AND REGISTERS FOR REVIEW - APPENDIX**

To approve & adopt the following policies and documents:

- a. Financial Regulations
- b. Grant Award Policy

## **0624-32. FINANCE AND ACCOUNTS: - APPENDIX**

- a. Bank Balance.  
To note the bank balance.
- b. Monthly Expenditure & Income  
To authorise payments in accordance with the Payment Schedule, and to note the monthly income.

## **0624-33. THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2023/24 PART 3 – APPENDIX**

To approve the following sections of the Annual Governance & Accountability Return 2023/24 Part 3 for submission to the Council's External Auditor:

- a. Section 1 – Annual Governance Statement 2023/24
- b. Section 2 – Accounting Statements 2023/24
- c. Conflict of Interest
- d. Bank Reconciliation
- e. RP Explanation of Variance
- f. Notice of the period of the exercise of public rights.

## **0624-34. ITEMS FOR NEXT MEETING.**

To note any items for the next meeting on Tuesday 9<sup>th</sup> July 2024 which will be held in Puddletown Village Hall from 7pm

End of Agenda.