Minutes of a meeting of Puddletown Area Parish Council (PAPC) held at 7.00pm on Tuesday 13th August 2024, in Tolpuddle Village Hall.

Present: Cllr Grazebrook, Cllr Green, & Cllr Redman (Vice Chairman)

Meeting Chair: Cllr Ridout (Chairman)

Also in Attendance: 1 Members of the public was present.

Clerk: Michelle Harrington

Minute Number	Comments
0824-52	**APOLOGIES FOR ABSENCE** Apologies have been received from Cllr Brown for personal reasons and accepted by all.
0824-53	**DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS** No declarations were made. NB this does not preclude any later declarations.
0824-54	**PUBLIC SESSION** No member wished to speak.
0824-55	**CO-OPTION** **RESOLVED**: Not to continue with a confidential session, as Councillors were happy to proceed having read the Co-option application before the meeting. **RESOLVED:** Christopher Hood was co-option onto Puddletown Area Parish Council as a Athelhampton and Puddletown Councillor. The Acceptance of Office was signed. **ACTION:** Clerk to set up new email account and carry out an induction with Cllr Hood.
0824-56	**NEW HOMES PUDDLETOWN** This item was postponed by Wyatt Homes as Dorset Council have requested another report before processing their planning application.
0824-57	**PREVIOUS MEETING MINUTES** Proposed: Cllr Grazebrook Seconded: Cllr Redman **RESOLVED:** The minutes from the full council meeting held on Tuesday 9th July 2024 were approved and signed as a correct record the meeting.
0824-58	**MATTERS ARISING FROM PREVIOUS MINUTES.** A copy of the action log was submitted before the meeting. This was discussed:
a	Electricity Meter – Orchard Meadow Proposed: Cllr Green Seconded: Cllr Hood **RESOLVED/ACTION:** Clerk to arrange to disconnect the electricity supply in Orchard Meadow from January 2025. Clerk to amend the Orchard Meadow booking form to include the allowed use of generators.
b	Speed Limit Waterson Lane **RESOLVED/ ACTION:** Cllr Hood to take photos showing areas of Waterson Lane where the road markings have been worn away. Clerk to report to Dorset Council Highways requesting refresh of line markings. Clerk to contact Dorset Council to investigate the placement of a SID post along Waterson Lane.
c	Cricket club – A copy of the Facilities Use Agreement Amendment document was submitted before the meeting. This was noted and approved. Cllr Ridout signed on behalf of the Council. **ACTION**: Clerk to organise a representative from PRIDE and the Cricket club to sign the amendment.

d	Action Log – Update since agenda published. The Coombe Treeworks update. It was noted an estimate has been received for the bank stabilisation work: Phase 1 Initial clearance work including removal of a few beech trees and Ivy £1,350 + VAT. Phase 2 stabilisation work. To purchase and place bank stabilisation products £12,536.50 + VAT. Phase three (replanting) A quoted will be supplied separately and will depend on the species of trees requested. To note the Woodland trust are offering saplings free of charge. see separate annex for more details. Finance regs states for projects estimated to be more than £3,000 but less than £25,000 the clerk should seek 3 fixed quotes. Due to the work required it is not possible to fix a price for this work and therefore the contractor has only estimated. Proposed: Cllr Green Seconded: Cllr Grazebrook **RESOLVED/ ACTION:** To approve Hardy Tree Surgeon for Phase one clearance and Phase two bank stabilisation work at the Coombe. Clerk to contact contractor.
0824-59	**DORSET COUNCILLOR REPORT** Dorset Council newsletters were circulated before the meeting they were noted.
0824-60	**PCSO'S REPORT** A report was circulated before the meeting, this was noted
0824-61 a 1 b 1 2 i. ii. c 1	**RECREATION AREAS** It was noted the following weekly playground safety inspections were carried out. Butt Close Safety Report Update – No new findings Orchard Meadow Safety Report Update - No new findings Site Maintenance – Quotes A quote for weed clearance by the Western entrance area was submitted before the meeting. Proposed: Cllr Redman Seconded: Cllr Hood **RESOLVED/ ACTION:** To approve Lowther Forestry to clear the ivy and brambles from the western entrance area of Orchard Meadow. Clerk to contact contractors A quote for the annual Swale clearance was submitted before the meeting. Noting the quote was submitted several weeks ago and therefore the price was expected to increase. Proposed: Cllr Redman Seconded: Cllr Hood **RESOLVED/ACTION:** To approve Lowther Forestry to clear the Swale area of Orchard Meadow with up to a 50% increase in price given the grown since the quote date. Clerk to contact contractors. Puddletown Rec. Safety Report Update - No new findings
0824-62 a 1 2 3	**PARISH MATTERS** Correspondence Car Park – Brymer Road – An email from a resident was received before the meeting, asking for information regarding ownership of the car park near Brymer Road. It was noted the resident had been sent a response stating the owners' details as they are in the public domain. Overgrown Dangerous Pavements – An email was received from a resident before the meeting, asking the Parish Council take action urgently regarding overgrown hedges, verges and the general state of some pavements. It was noted the resident was informed the Parish Council has no power to act on these matters, other than to report to DC. Which the Clerk has actioned, however the resident has been advised in future to report directly to DC Highways Improvement Idea – An email from a resident was received before the meeting, asking the Parish Council contact Dorset Council to consider adding some signage, alerting drivers that children might be playing, crossing the road. (Bridlesway Area). It was noted a report has been submitted to Dorset Council.

4	Football Club BBQ – To note the Football Club contacted the Clerk after the agenda was published requesting, they be able to hold 2 fundraising BBQ events on 4th and 11th August 2024. Permission was granted by the Clerk.
5	A Big Conversation – Dorset Council have recently launched a new consultation called "A Big Question". The Clerk is attending on the 6th September so that Puddletown Area Parish Council have representation. The following comments were agreed for feedback 1. Dorset Council hold their cabinet meetings in the evening, and they are scheduled to take place at the same time as the Puddletown Area Parish Council meeting, meaning Cllr E Parker will be unable to attend either the Dorset Council Cabinet meeting or the Puddletown Area Parish Council Meeting. It was approved the Clerk should request Dorset Council hold their Cabinet meetings on varying nights so all Dorset Council Ward Councillors have the opportunity to attend their Ward's Parish Council meetings.
b	Missing Slate – Puddletown Pavilion. It was noted correspondence had been received from a resident nothing there was a slate missing from the Pavilion roof. It was noted the Clerk has contracted contractors and quotes will be presented at a future meeting.
c	Hedge planting Puddletown Rec: A report was submitted before the meeting, recommending Puddletown Area Parish Council consider having the hedge bordering the Puddletown Recreation Ground cut rather than laid, as finding a contractor willing to undertake hedge laying is proving tricky. Proposed: Cllr Redman Seconded: Cllr Hood **RESOLVED/ Clerk:** To apply to the Woodland Trust for a 'Year-Round Colour' Hedge / Tree pack for the Puddletown Rec, plus to liaise with Hardy's Tree Surgeons to see if there is a relevant pack for the Coombe
0824-63 a	**PLANNING & LICENSING** P/HOU/2024/03625 Location: 1 Honeysuckle Cottage Egdon Gardens Tolpuddle DT2 7FE Proposal: Erect Garden Office with roof lights to rear of Property Comment Due 31st July 2024 Comment No objection, as not impacting the area
b	P/TRC/2024/04113 Location: Tolpuddle Recreation Ground, Tolpuddle DT2 7ET Proposal: T1 Willow – Crown raise to 2.5m, T2 Cherry- Fell Comment Due: 13th August 2024 Comment – No objection as essential maintenance
c	P/ CONS/2022/00094 (NOT A PLANNING APPLICATION BUT A CONTINUATION CERTIFICATE OF A CERTIFIED CAMPSITE) Location: Max Events, Off Waddock Drove, Dorchester DT2 7YG Proposal: Renewal of Certified Location. Comment Due: No Comment required for noting only.
d	P/PAPB/2024/04067 Location: Warren Hill Farm, Puddletown, Dorchester DT2 7UH Proposal: Erect agricultural building to house sheep, fodder & hay Comment Due: No comment required as pre application, not full application at this time.
e	P/FUL/2024/03060 Location: Rod Hill Dairy Rod Hill Lane Puddletown Proposal: Demolish existing building. Erect replacement agricultural building Comment Due: 15th August 2024 Comment: No objection as like for like replacement **ACTION**: Clerk to submit comments

0824-64 a	**UPDATE FROM RIGHTS OF WAY, DRAINS, HEDGES, AND ROADS** The following Temporary Closure was noted: TEMPORARY CLOSURE OF B3143, BUCKLAND NEWTON – 09:30 until 15:30 on 14th August 2024, and will remain in force for five days, however it is anticipated that the works will be completed by 15th August.
0824-65	**UPDATE FROM THE FLOOD WARDEN** No report was submitted.
0824-66 a. b. 1 2 3 4	**POLICIES, PROCEDURES, AND ASSESSMENTS FOR REVIEW** The following policy(s) was submitted for approval before the meeting: Accessibility Statement – Approved as submitted. A statement was submitted before the meeting, recommending the removal of the Terms of Reference for: Community Projects Group Finance Group Puddletown Community Play Park Project Neighbourhood Plan Steering Group (Noting ToR are only required for Committees with delegated powers. Working Groups have not delegated power and therefore do not need ToR)
0824-67	**FINANCE AND ACCOUNTS** Bank Balance. A report was submitted before the meeting detailing the bank balance as of 31st July 2024 this was noted. Monthly Expenditure and Income A report was submitted before the meeting showing a total expenditure of £3,779.63 and Income of £13,162.31 for July 2024. Proposed Cllr Hood Seconded Cllr Green **RESOLVED: ACTION: T**o process payments totalling £13,162.31 in accordance with the payment schedule.
0824-68	**ITEM FOR NEXT MEETING & DATE OF NEXT MEETING** Date: To postpone the September meeting, pending a planning application notice from Wyatt Homes. If application received with a comment due date before the October meeting, the Chairman will call and Extraordinary meeting.

Meeting closed at 21.10

Sign: Date:
Chairman: Cllr J Ridout