

Minutes of a meeting of the Annual Puddletown Area Parish Council held at 7.30pm on Tuesday 14th May 2019 at Puddletown Village Hall

- Present:** Cllrs P. Walton (Vice Chairman), P. Drake, M. Cooke, P. Langdon, J. Ridout, P. Churchill, S. Salcedo (following Agenda Point 19/002)
- Chairman:** Cllr A. Sheppard (Vice Chairman to oversee election of new Chairman, then Cllr Peter Churchill)
- Locum Clerk:** Mr C. Hampton
- In Attendance:** 12 members of the public

Public Participation Time

Covered by the preceding Annual Parish meeting.

Minute Number **Comments**

19/001 **Election of Chair and Vice Chair**

Cllr Sheppard announced there is one nomination: -

- Cllr Churchill – proposed by Cllr Langdon, seconded Cllr Drake

RESOLVED to elect Cllr Peter Churchill as Chair of the council 2019-20

Cllr Sheppard handed over the Chairship to Cllr Churchill.

Nominations for Vice Chair were received as follows: -

- Cllr Sheppard (Puddletown) – proposed by Cllr Drake, seconded Cllr Ridout
- Cllr Walton (Tolpuddle) – proposed by Cllr Drake, seconded Cllr Langdon

RESOLVED to elect Cllr Alan Sheppard, Vice Chair (Puddletown) and Cllr Peter Walton, Vice Chair (Tolpuddle).

19/002 **Co-option to the Council**

Volunteer for co-option – Sylvia Salcedo

RESOLVED to approve the appointment of Sylvia Salcedo as a co-opted member of the Council. The Chair invited Cllr Salcedo to join the other members.

19/003 **Election of Officers**

- Finance Group – Chair, Vice Chairs and Clerk
- Representatives to the Village Hall committees – Cllrs Walton and Ridout
- Rights of Way Liaison Officer – Cllr Drake
- DAPTC representative – Cllrs Churchill and Ridout
- Representative to trustees of Puddletown Charity – Cllr Drake
- Representatives to PRIDE Management committee – Cllrs Drake and Sheppard
- Orchard Meadow Management and Liaison – Cllr Cooke
- PCPPP – Cllr Sheppard

RESOLVED that Puddletown Area Parish Council is represented at the organisations listed by the members named above.

19/004 **Apologies for absence**

Apologies were received from DC Cllr E. Parker

19/005 **Confirmation of minutes of P APC Meeting held 9th April 2019**

RESOLVED that the minutes for the P APC Meeting held 9th April 2019 be approved and signed in the presence of the meeting.

19/006 **Matters arising from the minutes of the 9th April 2019 P APC Meeting**

Min 18/280 – the county Countryside team have confirmed they will deal with the shrubbery on the roadside verge at Greenacres (post meeting).

Min 18/280 – the Clerk reported that neither he nor DC Cllr Parker had received a reply to their written request for an update on planning enforcement at the Old Hairdressers. Cllr Drake reported that Mr Bishop had received a verbal assurance that the next step in enforcement would be taken in 4-6 weeks of the order being issued.

The Chair would like to see an Action List introduced, which would list all outstanding actions from meetings and be updated as actions are progressed.

Action: Clerk

19/007 **To receive Declarations of Interest** in accordance with S94 of the LGA1972 and consider any dispensations requested.

None received.

19/008 **Dorset Council Councillor's report**

Nothing currently to report from the preceding Puddletown Annual Parish

19/009 **Police and Community Issues**

Nothing further to report from the preceding Puddletown Annual Parish meeting.

19/010 **Planning Applications**

- WD/D/19/001058
Proposal: Erection of two storey rear extension
Location: 10 PADDOCK ROW, MAIN ROAD, TOLPUDDLE, DORCHESTER, DT2 7EZ.

RESOLVED that the council had no objections to the application but want a comment to be submitted reminding planners that the property is intermediate housing subject to a section 106 agreement. Members expect existing constraints to be observed.

- WD/D/19/000962
Proposal: Erect Single storey lean to side extension and rear conservatory. New front porch and internal alterations. Replace all existing windows.
Location: 11 MAIN ROAD, TOLPUDDLE, DORCHESTER, DT2 7EJ.

RESOLVED that members have no comment to make on this application.

- WD/D/19/001069
Proposal: Variation of conditions 2 & 3 of reference APP/F1230/C/07/2056624 to allow activities (excluding clay pigeon shooting) to take place on four days per week (excluding Sundays) plus a variation of hours of operation to 8am - 18.30pm between 1st April - 30th September in any calendar year.
Location: LAND AT SHAKES HOLE, SOUTHOWER FARM ACCESS ROAD, TOLPUDDLE

RESOLVED that the council had not had the opportunity to properly review this application, only being received the day before the meeting, and would therefore request a delay of the planning decision until after the next Parish Council meeting. (Post meeting note – extension granted to 17th June).

19/011 **Finance**

The Clerk presented accounts to the end of financial year 2018-19 for review and approval. A copy appears as Appendix A of the Minute Book.

RESOLVED that the accounts for FY 2018-19 be approved and accepted.

20/012 **Tree Inspections and recommended actions**

An inspection report of the council's trees by the Dorset Council Coast & Countryside team, together with their quotation for carrying out all the recommended work, was reviewed by members. The high cost of closing the road at The Coombe was discussed and the Clerk was asked to question if there was an alternative method of felling that would not require the road closure. Due to the overall expense involved the Clerk was also asked to obtain additional quotations based on the inspection report. **Action: Clerk**

19/013 **Managing Volunteers Conference**

Members debated the merits of sending a council representative to this conference in London. Cllr Salcedo offered to attend, travelling out and back within the one day. The majority opinion was that attending the conference would be beneficial to the council and its connection with the many charities in the area. The results of the conference are to be reported and shared with Community groups in the four parishes. **Action: Cllr Salcedo**

RESOLVED by 5 votes in favour, 1 against and with 1 abstention that Cllr Salcedo should attend the conference at the council's expense.

19/014 **Greenacres Footway**

A recommendation from DC Highways Collision team that a bollard be installed at the junction of Greenacres footway and Three Lanes Way road at Highways expense, was considered and approved.

19/015 **Puddletown Matters**

Cllr Drake updated members on the re-positioning of the SID mounting post at the eastern A35 entrance to Puddletown. The move has been approved by Highways but the council wants to install a concrete plinth in the new position to give volunteers moving the SID a safe working area. **Action: Clerk**
Mrs Heather Stephens made the council aware that she is working at the First School with PCSO Donnison on the Vulnerable Road Users scheme. She also volunteered to assist with moving the SID.

19/016 **Tolpuddle Matters**

Cllr Cooke presented tenders for constructing a new kick wall/basketball structure for Orchard Meadow Park.

RESOLVED that Cllr Cooke should proceed with the SMS Marine quotation for new OM Park facilities, funded by OM Park reserves as previously approved.

The Clerk read an email from Hastoes requesting the council recommend someone to water the newly planted trees at Fleur Court. It was suggested that Mr Thorne be recommended. **Action: Clerk**

19/017 **Rights of Way, Drains, Hedges and Roads**

Cllr Drake reported that construction on the High St. is a source of many complaints he receives. Cllr Cooke enquired how long landowners have to reinstate bridle paths that are damaged by farming activity. Cllr Drake replied approximately 3 weeks. If anyone has concerns regarding the state of Rights of Way they can easily be reported directly to Dorset Council via the DC website.

19/018 **Associate Membership of Dorset Community Action**

It was agreed that associate membership of this organisation could fit well with the wider outlook that members wish the council to adopt, as discussed previously (Min 19/013), and at £25 per year

membership it was worth trying for a year.

RESOLVED to approve joining the DCA Associate Membership scheme.

Action: Clerk

19/019 **Neighbourhood Plan**

Cllr Langdon outlined his thoughts to members on resurrecting and completing the neighbourhood Plan. He reported there were 7 volunteers willing to join him under his Chairmanship and a draft plan could be produced within 2-3 months, with the aim of completing by August 2020. He asked if he would have Parish Council backing for this plan?

The Chair and the majority of councillors responded by giving his full support for continuing to produce a Neighbourhood Plan. The Chair further requested that this issue be on the agenda again for the June meeting, supported by a report noting status and plans. In the meantime, Cllr Langdon was requested to take the Chairmanship of the NP group and start moving again.

Action: Cllr Langdon

19/020 **Correspondence Received for Possible Inclusion on the Next Agenda**

- A letter received from the DAPTC Chairman was considered. A request for information on outstanding work involving the old County and District councils will be compiled by the Clerk for review at the next meeting. **Action: Clerk**
- Notification of cycle events 18th May and 7th July were noted.
- The Chair expressed concern regarding the issue raised by Mr. Whiffing at the Annual Parish meeting regarding possible encroachment of the section 106 land at Greenacres by the developer at Three Lanes Way site. Mr. Whiffing was requested to provide the Clerk with all the details in order for him to write to the planning department and Wyatt Homes expressing concerns. **Action: Clerk**

19/021 **Communications**

The Chair suggested it would be a good idea to resurrect the Parish Newsletter, but questions remain over who would produce and circulate it. The Chair will investigate options. **Action: Cllr Churchill**

19/022 **Accounts**

To authorise payment of accounts – the payments requested schedule for May was circulated to members prior to the meeting and appears as Appendix B of the Minute Book.

RESOLVED to approve payments totalling £3415.86 in accordance with the schedule of payments requested.

19/023 **Update on replacement Parish Clerk**

The Chair explained that after discussion with the Clerk he had formally received his resignation letter, with effect from 30th June 2019. Following advertising on the DAPTC and PC website the council has received 3 applications for the post. An interview panel comprising Chair, two Vice Chairs and the Clerk will convene on a date to be agreed. (Post meeting note, interviews will take place 28th May).

19/024 **Items for Next Agenda**

To be sent to the Clerk, deadline for submissions midday Monday 3rd June 2019.

19/025 **Date of Next Meeting**

Tuesday 11th June 2019, 7.00 pm at Tolpiddle Village Hall.

Meeting closed at 9.25pm

.....Chairman

Date: 11th June 2019

Peter Churchill