

Minutes of a meeting of Puddletown Area Parish Council (PAPC) held at 7.00pm on Tuesday 10<sup>th</sup> September 2019 at Puddletown Village Hall

**Present:** Cllrs A. Sheppard (Vice Chair), P. Walton (Vice Chair), P. Drake, J. Ridout, S. Salcedo and M. Cooke as well as PCSO Sarah Pilcher and DC Cllr E. Parker.

**PAPC Chair:** Cllr P. Churchill

**Clerk:** Mrs A. Bendall

**In Attendance:** 4 members of the public

**Public Participation Time**

The Chair of the Greenwood Tree Academy Trust raised concerns about Parking in Greenacres. Cllr Churchill advised that councillors are meeting with a representative from Dorset Council to discuss issues around parking and speeding later in the month.

She also drew attention to the fact that some dog walkers using the public footpath which runs through St Mary's CE Middle School are neglecting to clear dog litter and allowing their dogs to roam off of the lead. The council agreed to request visits from the dog warden, arrange for signage at entrances to the school grounds stating that dogs must be kept on a lead in the site and investigate having dog waste bins located along the path. These will need to be outside of the school grounds and as close to the road as possible to enable emptying. A message will also be placed in the Parish Magazine asking that dog walkers show consideration particularly in and around the school.

**Action: Clerk & Cllr Drake**

A resident conveyed thanks to all those who supported or helped to arrange the Tolpuddle Martyr's Festival which was once again a very successful and enjoyable event.

He also pointed out that littering in Tolpuddle it is still a problem particularly in the layby although recently there has been some improvement. Some residents are taking it upon themselves to litter pick in the area.

**Minute Number      Comments**

**19/087      Apologies for absence**

Apologies were received from Cllr P. Langdon and PCSO Donnison. Cllr Langdon is taking a break from Parish Council work for a few months due to his health. He will continue to send apologies for the time being and keep the Clerk and Chairman updated.

**19/088      Confirmation of minutes of PAPC Meeting held 13<sup>th</sup> August 2019**

**RESOLVED** that the minutes for the PAPC Meeting held 13<sup>th</sup> August 2019 be approved and signed in the presence of the meeting.

**19/089      Complaint relating to the siting of the noticeboard in Tolpuddle**

This item was brought forward with councillors approval so that the complainants may leave the meeting early.

The complainants read out a summary of their concerns and suggestions for how they believe the council should act to resolve the complaint. Councillors noted that the noticeboard is used not just by PAPC, but also by the Village Hall Committee which is another reason for having it in the village hall grounds. The Clerk has already sought advice from the Dorset Association of Parish and Town councils and the Planning team at Dorset Council on the matter. Both advised that no permissions are required.

**RESOLVED** that PAPC will seek advice from the Conservation Officer as to whether any permissions are required to sight the board permitted in the grounds as well as the Officer's view as to the siting of the noticeboard.

**Action: Clerk**

19/090 **Matters arising from the minutes of the 13<sup>th</sup> August 2019 PAPC meeting and review of Action Log**

Action 19/001 – The ongoing enforcement investigation at The Green was discussed. It was agreed that PAPC would send a letter to enforcement supporting resident's concerns. **Action: Clerk**

Action 19/005 – PAPC is waiting for responses to the letters sent after the last meeting which relate to the infringements of Three Lanes Way planning approval conditions.

Action 19/August PPT (Puddletown Forest accessibility) – Response received from the Forestry Commission was considered by members to be unsatisfactory. Clerk to reply pressing for access points to be numbered or differentiated in some way. **Action: Clerk**

A copy of the fully updated action log appears as **Appendix A** of the Minute Book.

19/091 **To receive Declarations of Interest in accordance with S94 of the LGA1972 and consider any dispensations requested.**

None received.

19/092 **Dorset Councillor's report**

Cllr Emma Parker presented her report, a copy of which appears as **Appendix B** of the Minute Book.

19/093 **Police and Community Issues**

PCSO Sarah Pilcher presented a report from PCSO Allison Donnison. There have been no crimes reported since last month's report. The owner of the yellow tractor parked near to The Green has been asked to move it away from the junction and officers will be returning to check that this has been done. Several other large vehicles in that area are parked legally, though perhaps not thoughtfully. Before Christmas officers will be patrolling the area, checking for illegally parked vehicles (those parked within 10m of a junction for instance). The PCSO reiterated that the vehicle with a trailer parked on a bend at The Green is parked legally. Councillors pointed out that the vehicle has been there for over two months PCSO Pilcher will pass this information back to PCSO Donnison. There are a minimum of six volunteers required to set up a Community Speedwatch group and the police will be able to assist when enough volunteers are ready. Reminder: Anyone interested in being involved should contact the Clerk. The Parish Council is also able to request that the "No excuse" van visit which it was agreed, should be done. **Action: Clerk**

19/095 **Planning Applications**

No new applications.

19/096 **Safety Inspection Reports for Play Areas**

The safety inspection reports for the PAPC's three recreation areas were reviewed. **RESOLVED** that the Clerk arrange for a top up to the sand pit at Puddletown Play Park and contact Magna Housing to request that the chain link fence around the Butt Close Play Area be replaced or repaired. It was suggested that there should be signs at the play areas which should include details of who to contact in case of an incident/safety concern. The possibility of a Parish Council mobile phone was set for discussion at the next meeting. **Action: Clerk**

19/097 **Consideration of a proposal for the appointment of a contractor for the toddler play area at Orchard Meadow (brought forward by the Chairman)**

**RESOLVED** to accept the proposal which involves the use of two suppliers as well as Ken Hussey's installation services. **Action: Clerk & Cllr Cooke**

19/098 **Butt Close Play Area**

Once the skate park installation is completed, Puddletown Community Play Park Project will look to begin work on Butt Close Play Area. A slide that is being removed from Orchard Meadow is to be moved to Butt Close but will require a new frame. Clerk to liaise with Councillors Cooke and Sheppard to arrange installation. **Action: Clerk, Cllr Cooke & Cllr Sheppard**

19/099 **Consideration of Safety Checks for Recreation Areas and Possible Appointment of a Lengthsman**

**RESOLVED** that a Lengthsman is not suitable for the needs of PAPC and instead to use Mr C. Barnett to carry out safety checks at Puddletown and Mr A. Thorne to do the same at Tolpuddle, using local tradesmen for any work that needs completing. **Action: Clerk**

19/100 **Puddletown Matters**

The memorial bench mentioned previously is to be installed this month at Backwater.

**Neighbourhood Plan update**

Cllr Langdon has stepped down as Chair of the Steering Group for health reasons and Cllr Churchill has taken over the role. The Draft Plan is nearly complete but before the public are consulted the Steering Group wish to brief PAPC. Councillors are therefore invited to attend a meeting with the group on October 28<sup>th</sup>.

**RESOLVED** to approve the annual subscription cost of £100 ex. VAT for Parish Online which supports the Neighbourhood Plan with mapping software. It could also be used for other PAPC business.

19/101 **Tolpuddle Matters**

**Improved parking restrictions near the entrance to Hammett Close**

Whilst Councillors sympathise with the residents that have raised these issues, they wish to pursue alternative methods for dealing with parking at these junctions before resorting to road markings. It was agreed that the Clerk would contact the PCSO to request that officers visit Tolpuddle to check for illegally parked cars as they plan to do in Puddletown. **Action: Clerk**

**Enforcement Investigation - WD/ENF/19/00205**

The Clerk has received confirmation that this will be investigated but has had no further updates. Cllrs agreed that this should be chased up. **Action: Clerk**

**Southover Farm**

Foliage around the bridleway running between Southover Lane and the farm has been cut back to open up the bridleway which is now being used by farm vehicles to access a field to the North-east. Rubble has also been dumped along the bridleway. PAPC will investigate whether permission is required for such use. **Action: Clerk**

19/102 **Rural Roads Strategy**

**RESOLVED** to add a paragraph about the impact that agricultural vehicles have on tourism through negative experiences for cyclists and horse riders. The document will then be circulated to neighbouring Parish Councils asking for their views, input and support. A copy of the document appears as **Appendix C** of the Minute Book. **Action: Cllr Walton & Clerk**

19/103 **Councillor Vacancies**

Electoral Services have confirmed that PAPC can fill it's vacancies by co-option.

**RESOLVED** to advertise vacancies online, on the village noticeboards and in the Parish Magazine. **Action: Clerk**

19/104 **Accessibility Statement for the PAPC website**

**RESOLVED** to contract Vision ICT to write this and update the website in accordance with new legislation. **Action: Clerk**

19/105 **Appointment of a Flood Warden**

**RESOLVED** that the Clerk will advertise online and on the village noticeboards.

19/106 **Proposal to extend the West Dorset dog-related Public Spaces Protection Orders (PSPO)**

**RESOLVED** that PAPC has no comment to make on the proposal.

19/107 **Rights of Way, Drains, Hedges and Roads**

Cllr Drake is recommending suitable routes of various lengths for a Health Walks project. One of the link paths is Doctor's Lane which connects Backwater to Blandford Rd but it gets very muddy in wet weather. A compacted gravel surface would make it more accessible. Cllr Drake will investigate costs and bring a proposal to PAPC. **Action: Cllr Drake**

**Temporary Traffic Regulation Order – Roke Road, Bere Regis**

No comments.

19/108 **Feedback from planning training**

The Chair made a report of the training, attended also by Cllrs Langdon and Ridout.

**RESOLVED** that the Clerk will write to the Planning department to request that PAPC is notified of all planning applications including those in the pre-planning phase and write to neighbouring parish councils requesting that notifications are shared between councils which relate to large scale developments in the area or other applications which are likely to have consequences for neighbouring parishes. **Action: Clerk**

19/109 **Communication**

**Communication Strategy**

Cllr Salcedo presented her strategy to the group, a copy of which appears as **Appendix D** of the Minute Book. Members are encouraged to consider this and be prepared for further discussion at the next meeting.

**Communications Policy**

A draft was circulated to members before the meeting. Cllr Churchill would like a paragraph added which would cover the procedure for communicating with members of the public following an accident or emergency. The Clerk will send a suggestion to members and bring an updated policy to the next meeting for approval. **Action: Clerk**

19/110 **Correspondence Received for Possible Inclusion on the Next Agenda**

Thank you received from Citizens Advice Bureau for the grant.

Road Closures in and around Puddletown for IRONMAN event. Please see PAPC website for further details.

19/111 **Accounts**

**RESOLVED** to approve training for Clerk in Budgeting and Precepts (£60).

**RESOLVED** to approve payments totalling £3948.00 in accordance with the schedule of payments requested, a copy of the schedule appears as **Appendix E** of the Minute Book.

**RESOLVED** to remove the noticeboard in Athelhampton from the Asset Register as it is no longer there and write off the printer which the Clerk may dispose of. A copy of the Asset Register appears as **Appendix F** of the Minute Book. **Action: Clerk**

19/112 **Items for Next Agenda**

To be sent to the Clerk, deadline for submissions midday Monday 30<sup>th</sup> September 2019.

19/113 **Date of Next Meeting**

Tuesday 8<sup>th</sup> October 2019, 7.00 pm at Tolpuddle Village Hall.

19/114 **CONFIDENTIAL – Royal Funeral Protocol**

The minutes for this agenda item are held in the Confidential Minute Book.

Meeting closed at 9.05pm

**Signed on original**

.....Chair

Date: 8<sup>th</sup> October 2019

Peter Churchill