

**Minutes of a meeting of Puddletown Area Parish Council (PAPC) held at 7.00pm on  
Tuesday 13<sup>th</sup> October 2020, remotely via Zoom.**

**Present:** Cllrs Alan Sheppard (Vice-Chair), Peter Walton (Vice-Chair), John Ridout, Nicky Ling, Peter Redman, Mike Brown and Lauren Tidbury.

**Meeting Chair:** Cllr P Churchill

**Clerk:** Anna Bendall

**Also in Attendance:** Six members of the public.

**Minute Number      Comments**

20/093      **Apologies for absence**

Apologies were received from Cllrs Phil Drake and Julian Hubbuck as well as Dorset Councillor Emma Parker.

20/094      **Co-option**

Lauren Tidbury's application to be considered for co-option was reviewed by Cllrs prior to the meeting. Co-option was approved and Cllr Tidbury was welcomed onto the Council. Due to the fact that the meeting is held virtually, it was agreed that the acceptance of office and disclosure of interests forms would both be signed at a later date but before the next Parish Council meeting.

20/095      **Declarations of Interest and Dispensation Requests**

Cllrs Churchill and Ridout declared interests in both items relating to the Neighbourhood Plan as members of the Steering Group (minute 20/099 Below).

20/096      **Public Participation**

A resident pointed out that several roads have an unusual amount of stone and silt on them at present which has been washed onto the highway by very wet weather. The Clerk will ask the highways authority if they can send out a street sweeper. It was also mentioned that there are some blocked drains which need attention before we experience more flooding. These are reported when we are made aware of them but anyone can report blocked drains or other highways issues directly to Dorset Council through their website which is often the quickest way to have the problem addressed.

20/097      **Confirmation of minutes of PAPC meeting held 8<sup>th</sup> September 2020**

**RESOLVED** that the minutes for the PAPC meetings held 8<sup>th</sup> September 2020 be approved. As the meeting is held virtually, these will be signed at a later date.

20/098      **Matters arising from previous minutes of the PAPC meetings and review of Action Log**

19/013 (30 mph signs at the Coombe, Puddletown) – These signs have now be moved further south to the top of the hill which will hopefully reduce the speed of traffic entering the village near to the Middle School. This Action can now be closed.

A copy of the updated action log is available online under additional documents or by contacting the Clerk.

## Parish matters

### Coombe Road and New Street parking and traffic

The traffic and parking concerns relating to Coombe Road and New Street, particularly at either end of the school day, were discussed and all received correspondence was considered.

Residents attending the meeting were also given the opportunity to comment. Councillors agreed not to pursue any parking restrictions along either road. Concerns were raised about the safety of students walking or riding to and from school.

**RESOLVED** to request that PCSO Donnison speak informally with owners of any vehicles which are parked in such a way as to obstruct the coaches which serve the Middle School, to request that they do not park at narrower parts of the road.

**RESOLVED** to request that Dorset Council prioritise improving the surface of the footpath running alongside Coombe Road to make it more accessible for all users which will particularly encourage pedestrians away from the highway.

**RESOLVED** to request that Dorset Council develop an access road for the Middle School which will take school traffic away from Coombe Road and New Street as they were never intended for the use of such large coaches.

**RESOLVED** to begin a process to reduce the speed limit on both Coombe Road and New Street to 20 miles per hour as is often seen on roads near to schools. Responsible drivers already maintain speeds below 20 mph on these roads and so this should not negatively impact anyone.

**Action: Clerk**

### Local Green Space designation in Puddletown Neighbourhood Plan

Following a review of the comments submitted at the regulation 16 consultation, PAPC decided to give the residents of Catmead, rather than simply the management company as landowners, the opportunity to comment on the proposed inclusion of LGS4 (Catmead Green Space).

A letter was received prior to the meeting which was signed by the majority of Catmead residents and asked that the Parish Council await the result of the external examiner's review. One of the residents who is also a representative of the management company, attended the meeting and was given the opportunity to speak.

The Council understands that the reason for the objection to the inclusion of LGS4 is that it is seen as "unnecessary interference" by the Parish Council. Councillors regret any concern that this causes residents but the reasons for including Catmead Green Space are significant.

Councillors agreed to wait to review the feedback from the external examiner before considering any change to the Plan.

### Puddletown Neighbourhood Plan and a Statement of Common Ground between PAPC, Natural England and Dorset Council

The draft Plan is currently with the external examiner and PAPC await his feedback following a thorough review.

Following a concern raised by Natural England, a Statement of Common Ground has been prepared for PAPC by the Dorset Planning Consultant and agreed by Natural England and Dorset Council. This Statement relates to the Habitat Regulations Assessment and, in particular, nitrogen reduction in Poole Harbour. The statement is available on the Parish Council website with the other Neighbourhood Plan documents.

**RESOLVED** to approve the Statement of Common Ground and send a copy to the external examiner as requested.

**Action: Clerk**

### K6 telephone kiosk adoption, Tolpuddle

The Parish Council has received confirmation of the adoption of the K6 telephone kiosk in Tolpuddle which was purchased from BT for £1. BT have kindly replaced the door to the kiosk, which was rotten; replaced some Perspex panes with traditional glass panes; and provided a complimentary paint kit for the kiosk to be repainted. Any further maintenance is now the

responsibility of the Parish Council but this contribution from BT significantly reduces the costs predicted for the overall project and is much appreciated.

The plan is to convert the kiosk into an information centre which will point visitors to the local, historic landmarks in and around the village and suggest walking routes. The project is very much in the early stages and willing volunteers to support this will be very welcome. Anyone interested in supporting the project in any way should contact the Parish Council Clerk, or the Tolpuddle Village Meeting Clerk for information.

The Parish Council was asked to begin funding the project but Councillors agreed that before they would authorise any spending, they would need to see a financial calculation of the contributions to the project so far, a detailed project description, and quotes for any goods and services in line with the financial regulations. The Clerk has identified a possible source of funding and will work with the project team to complete the application. **Action: Clerk**

#### Tolpuddle Village Survey

This is due to be distributed w/c 19<sup>th</sup> October to all properties in Tolpuddle and Southover. It is hoped that a large number of responses will be received and that this will help to inform the future plans of the Parish Council. **Action: Cllr Walton**

#### Parking on White Lines near The Green, Puddletown

The white lines near the junctions are partially obscured by debris and mud deposited by flood water and vehicles are parking on the lines. It was agreed that the PCSO would be asked to speak to owners of vehicles seen to be parked on the white lines and Dorset Council will also be asked to have a street sweeper attend to the area. **Action: Clerk**

#### 20/100 **Dorset Councillor's report**

Cllr Parker send a briefing note on the Government's Planning White Paper along with a request for the Parish Council and individual residents to respond. Details of the consultation are available on the Parish Council website. Given the tight deadline for comments Councillors agreed that they would individually submit comments and suggestions to the Clerk who would collate this into a single response to be then approved via email. **Action: All**

#### 20/101 **Police and community issues**

A report from the PCSO was requested but not received before the meeting. Councillors are however aware of several reports on vehicles being broken into locally. Thieves appear to be targeting vehicles with valuable electrical tools and machinery in. It is important to report all crimes or incidents to the Police with as much information as possible.

#### 20102 **Planning Applications**

##### **WD/D/20/001795**

Proposal: Erection of two storey extension

Location: 7 HEATH COTTAGES, ILSINGTON ROAD, BOCKHAMPTON, DT2 8QL

**RESOLVED** to comment there is not enough detail about how the application would use comply with policy ENV13 by for example including insulation and that the change of a two bedroom property to a four bedroom one is not desirable as there is a need in the parish for smaller properties.

##### **WD/D/20/001827**

Proposal: Change of use of an outbuilding to a dwelling

Location: THE LODGE, TOLPUDDLE, DORCHESTER, DT2 7HD

**RESOLVED** to make no comment.

**WD/D/20/001002068**

Proposal: Formation of new window openings to 1920's range, replacement of concrete floors with limecrete, internal alterations and improved roof access.

Location: ATHELHAMPTON HOUSE, ATHELHAMPTON ROAD, DT2 7LG

**RESOLVED** to make no comment.

**WD/D/20/002267**

Proposal: Change of use from agricultural building to a flexible commercial use (C1- Guest house)

Location: MANOR FARM, WATERSTON LANE, LOWER WATERSTON, DT2 7SS

**RESOLVED** to comment that the highways authority should consider traffic calming measures in Waterston as this is one of several recent planning applications which would likely increase traffic on the roads in an area which already have issues with traffic speed.

**WD/D/20/002508** (This application was received after the agenda was set)

Proposal: Change of use from an agricultural barn to 2 no dwelling houses(Class C3) and associated operational development.

Location: NORTHBROOK FARM, NORTHBROOK, PUDDLETOWN, DORCHESTER, DT2 8TF

**RESOLVED** to make no comment.

20/103

**Recreation Areas**

A report of visual inspections at recreation areas was received. Some of the wooden planks need replacing on picnic benches at Puddletown recreation ground. Councillors agreed to authorise spending of up to £100 on timber for this purpose. The work will be completed by one of the Council's casual workers.

The rope bridge on the large play structure at Orchard Meadow needs attention as it has become worn. The Clerk will get a quote for the repair.

**Action: Clerk**

**RESOLVED** to instruct Countrywide Grounds Maintenance to reduce the height of the hedge to the west of the hay meadow at Orchard Meadow and clear the pond. This will be a one-off extension to the contract. A neighbouring resident has asked that the hedge be coppiced. The Clerk will get advice and the hedge will either be coppiced or the height will be reduced as is considered appropriate.

**Action: Clerk**

Feedback from the consultation on a design for Butt Close play area was considered. One resident has asked that a standard swing seat replace one of the toddler swing-seats on the frame as part of the development of the play space. Councillors agreed to this minor alteration. All other requests were already incorporated into the design. Councillors agreed for the Clerk to begin applying for funding for the project.

**Action: Clerk**

The Orchard Meadow work party took place earlier in October and was very successful. The working party have asked for £100 to spend on replacement shears and £50 to purchase seeds for the hay meadow. This spending was authorised and will be reimbursed.

20/104

**Rights of Way, drains, hedges, and roads**

Cllr Hubbuck has previously expressed an interest in the role of Rights of Way Liaison Officer but was unable to attend the meeting. The appointment for this role will be decided at a later date.

The Parish Council noted the following diversion:  
Dorset Council (Footpaths 9 (Part), 22 & Bridleways 7 (Part), 8 & 23, Piddlehinton and Bridleway 32 (Part), Puddletown at Muston Farm) Public Path Diversion Order 2020.

20/105 **Policies and Procedures**

The latest model Standing Orders were considered and adopted with the inclusion of the additional statement on gender neutral terminology.

After setting the agenda the clerk found that a new model code of conduct is currently in the consultation stages. The Monitoring Officer has advised waiting for the new model and so the current code of conduct will be retained until this becomes available.

The latest model Financial Regulations were considered and adopted with the inclusion of the same financial limits as the Parish Council's previous version. It was agreed that these limits should be considered annually by the finance working group.

20/106 **Finance and accounts**

The financial statement for the 2<sup>nd</sup> Quarter of 2020-2021 was received and discussed.

The defibrillator cabinet at Puddletown Village Hall is broken. There was no warranty and so a replacement is needed.

**RESOLVED** to purchase a replacement defibrillator cabinet for Puddletown from MediTec Solutions which comes with an LED light and 10-year warranty for £456.82.

**RESOLVED** to approve payments totalling £4056.81 in accordance with the schedule of payments requested, a copy of the schedule appears as **Appendix A** of the Minute Book and is available online under additional documents.

20/107 **Date of next meeting and items for the agenda**

Tuesday 10<sup>th</sup> November 2020, 7.00 pm. This meeting will be held remotely using Zoom. Details of how to access the meeting will be available at the bottom of the agenda.

Meeting closed at 9:08pm

.....Chair

Date:

Peter Churchill