

Puddletown Area Parish Council Action Log

| Action Number (year number / consecutive number) | When Initiated? | Who is Actioned? | Action Description | Deadline Set for the Action | Status (progress description plus colour code: Red - no progress; Amber - action in progress; Yellow - action completed; Green - matter resolved) |
|--|-----------------|--------------------------|--|-----------------------------|--|
| 19/001 | Unknown | Clerk | To monitor progress of enforcement action against the Old Hairdresser , The Green, Puddletown | 09/07/2019 | <p>12/09/2018 Cllr P. Cooke wrote to Planning Enforcement regarding concerns raised.</p> <p>14/09/2018 Clerk wrote to Environmental Health. (Reply on 19/09/18 that they would look into it but nothing since.)</p> <p>October 2018 enforcement investigation WD/ENF/18/00200 CAMELOT, THE GREEN issued as reported by Cllr P Cooke.</p> <p>28/11/2018 Planning Contravention Notice completed by owner and returned to DCC.</p> <p>05/02/2019 Letter from Enforcement Officer to say that they do consider the development unacceptable and have written to the owner requesting that the site be cleared by the end of March otherwise they will proceed with formal enforcement action.</p> <p>April 2019 Both Clerk and Dorset Cllr Parker emailed planning team and had no response.</p> <p>11/6/19 Discussed at PAPC meeting, Clerk to send email.</p> <p>12/6/19 Clerk email to Planning Officer Debbie Redding requesting an update and time plan of action, cc DC Cllr Emma Parker. (No reply)</p> <p>14/06/19 Emma Parker responded that she will request a meeting with Debbie Redding.</p> <p>11/07/19 Clerk emailed planning department as well as Debbie Redding. 11/07/19 Response from planning team that there has not been an enforcement order issued but a PCN (Planning Contravention Notice). Investigations are ongoing and they are "considering taking formal action." (No reply from D. Redding)</p> <p>30/07/2019 Cllr Churchill met with Cllr Parker to discuss. Cllr Parker has visited site but owner was away. She will try again. PAPC to discuss at next meeting.</p> <p>13/07/2019 Chair to request that PAPC representative joins Cllr Parker and the enforcement team when they visit.</p> <p>17/08/2019 Chair emailed Cllr Parker as agreed.</p> <p>01/09/2019 Cllr Parker responded that she had recieved a reply from the Enforcement team to say that they are looking to serve enforcement notices on the site however there is likely to be a delay due to their current workload.</p> <p>10/09/2019 Discussed at PAPC meeting, Clerk to send email to enforcement on behalf of PAPC supporting the residents concerns.</p> <p>25/09/2019 Email to enforcement from Clerk.</p> <p>05/03/2020 Email to enforcement from Clerk requesting update.</p> |
| 19/002 | 12/03/2019 | Clerk and Cllr Churchill | Parking first school | 09/07/2019 | <p>25/3/19 Cllrs Sheppard/Drake & Clerk met reps from Highways and Headteacher to discuss. Stephen Mephram makes proposals. PAPC to consider proposals 9th July meeting.</p> <p>09/07/2019 PAPC agreed to ask the Highways team to re-paint current double yellow lines along the road and to discuss other possibilities.</p> <p>23/07/19 Clerk emailed Steven Mephram to make requests. S.M. replied and has requested that the team responsible come out to repaint the double yellow lines near the school. He is discussing the request for a new footpath with the Transport team.</p> <p>13/08/2019 Chair tasked with contacting school to ask them to get children to create posters.</p> <p>20/08/2019 Chair email to headteacher as agreed. 08/12/19 Chased HT, posters to be done after Christmas.</p> <p>25/02/2020 Clerk phonecall with PCSO. Periodic checks at the end of the school day were discussed. PCSO will do so when she can but she has a large number of first schools in her area and all with the same issue.</p> <p>20/02/20 Clerk email to Wyatt Homes asking to be informed before work commences on Three Lanes Way so that the PC can work with the school to manage parking issues.</p> |

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| 19/004 | 12/03/2019 | Clerk | Complaint of dangerous situation at Greenacres where footway appears to run into 3 Ways Lane . | | <p>25/3/19 Cllr Drake & Clerk met rep from Highways to discuss. Stephen Mepham consulted with collision team. Report from them suggested a bollard placed on footway at the junction with the road.</p> <p>15/5/19 PAPC agreed installation of bollard, action with S. Mepham, Highways to complete.</p> <p>14/01/2020 Clerk to chase.</p> <p>06/02/2020 Clerk email to SM - chased again 20/02/2020 as no reply.</p> <p>03/03/2020 Response from highways that they are waiting for the new budget for the new financial year as they can't afford it this year.</p> |
| 19/005 | 14/05/2019 | Clerk | Complaint to Planning Officer regarding infringements of Three Lanes Way planning approval conditions. | 09/07/2019 | <p>Letter of complaint sent to Debbie Redding. Reply considered unsatisfactory by Chair and Phil Whiffing.</p> <p>12/6/19 Clerk emailed DC Cllr Emma Parker to request her assistance. Replied that intends to hold meeting with D. Redding to discuss this and Old Hairdresser enforcement order.</p> <p>16/6/19 received copy of letter Whiffing to Redding referring his complaint to LGO.</p> <p>07/07/2019 Email from Cllr Parker stating that she has been told by Jan Farnan that the buffer zone was changed and approved.</p> <p>09/07/19 PAPC agreed that Clerk should reply to Cllr Parker asking her for any evidence of the approval of changes to the buffer zone.</p> <p>16/07/2019 Clerk sent email as requested.</p> <p>17/07/2019 Cllr Parker responded that she returns from holiday on 23rd and will arrange a meeting with the planning officer then and report back to PAPC.</p> <p>30/07/2019 Cllr Churchill met with Cllr Parker and local resident P.W. who has lodged a formal complaint with Ombudsman. Update PAPC at next meeting.</p> <p>13/08/2019 Chair and Clerk tasked with writing to Chief Executive, DC and email Cllr Parker requesting that she continues to pursue this.</p> <p>17/08/2019 Chair email to Cllr Parker as agreed. Clerk posted letter to Chief Exec. written by Chair as agreed.</p> <p>05/11/2019 Reply from Wyatt Homes considered at meeting. Agreed to respond again as although reply was a step in the right direction, it has not resolved the issue. Also a reminder will be sent to the Chief Executive of DC who has still not replied.</p> <p>29/11/2019 Letter send to Wyatt Homes and copied to Emma Parker, Planning and Chief Exec. Letter sent to Chief Exec. and copied to E Parker.</p> <p>2/12/2019 Reply from Head of Planning at DC (passed letter from CE) was circulated to members and will be discussed at next meeting. 10/12/19 agreed to respond, Clerk to draft letter.</p> <p>31/12/2019 Letter sent</p> <p>20/02/20 Clerk email to chase up progress on LGO investigation.</p> |

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| 19/007 | 14/05/2019 | Clerk and Cllr Churchill | Following complaint from Puddletown resident re speeding a request to move the SID post at the eastern entrance to village made and approved by Highways. Quote received to move post and provide hard stand. | 09/07/2019 | 11/06/18 Discussed at PAPC meeting, decision to discuss again with DC the option of having two posts. Decision on moving post and other speeding issues at PAPC meeting 9/7/19. 09/07/2019 PAPC agreed to not move the SID and to write to DC confirming this and suggesting other options. 23/07/2019 Clerk email to Phil Goodland who replied that he would speak to colleagues and try to find solutions. 13/08/2019 Clerk tasked with investigating extracting data from the SID for evidence and asking the PCSO to arrange for a Police representative to attend the next meeting. Mrs Heather Stevens tasked with setting up a Community Speed Watch team. 15/08/2019 Stephen Mepham emailed to request site meeting. Clerk replied asking for possible dates. 19/08/2019 Clerk advertised the Community Speedwatch initiative on the PAPC website and Community Facebook group. Clerk wrote to PCSO Donnison as agreed. 28/08/2019 Clerk email to Rob Camp about SID data and email chasing up S. Mepham. S Mepham replied and a site meeting has been scheduled for the end of September. 15/12/2019 SLOW signs have been painted on road into Puddletown from the East. Clerk to chase up speedwatch group, speak to Tolpuddle meeting clerk about agenda item and ask PCSO if this can be run in a 40mph zone. Emails sent to Tolpuddle meeting clerk, PCSO and Speedwatch Group Leader. 20/02/2019 Clerk completed online form to express interest in the programme. The website mentions a 40 mph zone. |
| 19/013 | 06/02/2019 | Mike Potter DC Highways | Erect new Pedestrian sign at top of The Coombe by footpath crossroads, move School sign at The Coombe further back from current position to give more advanced warning, move 30mph zone to top of The Coombe. | 01/08/2019 for signs 2020/21 for 30mph zone | Signs have been on order since February but not high priority, Mike Potter to chase. Speed zone is lengthy process to follow hence estimated completion. |
| 19/Aug PPT | 13/08/2019 | Clerk and Cllr Churchill | Contact the Forestry Commission and DC Countryside team to discuss numbered entry points and access arrangements for emergency services into the Forest. | 10/09/2019 | 28/08/2019 Clerk email to Forestry Commission and Giles Nicholson (DC). 04/09/2019 Reply from FC that ambulance service opted to not have a key as emergency vehicles come from several different locations. It was agreed that they would contact the fire service (who have keys) to arrange access if necessary. 05/09/2019 Clerk reply to FC pushing for numbered access points. (No response) 10/09/2019 Response from FC deemed unsatisfactory at meeting, clerk to write again. 25/09/2019 Clerk email to Southern Enquiries team at FC. Reply recieved same day and forwarded to members. 03/03/2020 Cllrs met with AONB reps to discuss forest. |
| 19/079 | 13/08/2019 | Clerk | Arrange for replacement of street name sign at The Green. | 19/09/2019 | 28/08/2019 reported to DC using online form. |
| 19/093 | 10/09/2019 | Clerk | Request visit from No excuse van to combat speeding around Puddletown. | 30/09/2019 | 18/09/2019 Clerk email to PCSO 07/12/2019 Chased, resonse that this will be done Jan/Feb |
| 19/096 | 10/09/2019 | 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 | 30/09/2019 | 20/09/2019 email to S Sheppard regarding sand. 25/09/2019 call to Magna regarding fence, reference number: 30152972 |
| 19/101a | 10/09/2019 | Clerk | Contact the PCSO to request that officers visit Tolpuddle to check for illegally parked cars | 30/09/2019 | 18/09/2019 Clerk email to PCSO 07/12/2019 Chased, resonse that this will be done Jan/Feb 04/03/2020 A resident has been in contact about the issue again. Clerk has emailed information to PCSO who will speak to car owners who are regularly causing problems. |
| 19/101c | 10/09/2019 | Clerk | Report use of bridleway to Highways | 30/09/2019 | 20/09/2019 Clerk email to senior ranger who agreed to investigate. |

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| 19/102 | 10/09/2019 | Clerk & Cllr Walton | Distribute Rural Roads Strategy | 30/09/2019 | 28/09/2019 Clerk sent to parish councils, Cllr Parker and DAPTC 15/12/2019 Clerk chased other parish councils for comment, doc to be sent to DC at end of month 10/01/2020 Sent to Cllrs Emma Parker and Nick Ireland as well as Community Highways team leaders. 28/02/2020 Cllr Walton met with highways representatives and Cllr Parker. |
| 19/107 | 10/09/2019 | Cllr Drake | Get quotes for gravel path on Doctor's Lane | 30/10/2019 | Cllr Drake is conversing with the DC Highways team to arrange this. |
| 19/OCT PPT | 08/10/2019 | Clerk | Investigate cost of adopting phone box in Tolpuddle | 30/11/2019 | Cost is £1 plus the additional costs of mainenance and altering the box. The over all initial cost would depend on the use. After Tolpuddle have discussed and come to a decision as to what the want to do with it, costs can be further explored. 29/11/2019 Clerk has met with team leading the project and Cllr Ling has agreed to be the PAPC representative. The group are to feed back to the next PAPC meeting. 10/12/2019 Agreed to adopt phone box, Clerk to arrange 31/12/2019 email to BT 10/01/2020 response recieved to go to Council meeting before further action. |
| 19/123 | 08/10/2019 | Cllr Churchill | Get quotes and write a management plan for ICT equipment in village halls | 06/01/2020 | 29/11/2019 Discussions have begun with the VH committes. Chair to present ideas at January meeting. 15/01/2020 Quotes are to obtained to set up wifi in the village halls. Cllr Walton has been advised that a large screen television would be a suitable option for a display. |
| 19/143 | 05/11/2019 | Clerk | Arrange for grit bins to be filled | 10/12/20019 | 07/12/2019 - Puddletown grit bin delivered to Clerk, awaiting Magna Housing to confirm location and then DC can fill both at the same time. - Update, Magna Housing are installing a hard standing for the bin to sit on. Once this work is completed, the grit bit will be moved into place. |
| 19/161 | 10/12/2019 | Clerk | Get quotes to replace rotten wood at Orchard Meadow and have sand levels at Rec checked regularly | 05/01/2020 | 15/12/2019 Clerk email to contractors. |
| 19/161 | 10/12/2019 | Clerk | Contract landscape architect for Butt Close Play Area | 05/01/2020 | 10/01/2020 Email to Parsons Landscapes 24/01/2020 Parsons Landscapes passed to The Landscape Practice (Parsons will carry out work but TLP do designs.) A meeting is scheduled for the end of February. |
| 19/162 | 10/12/2019 | Clerk | Request Highways visit Southover Lane | 05/01/2020 | Email to Highways 31/12/2019 |
| 19/163 | 10/12/2019 | Clerk | Arrange traffic survey for Troy Town and Lower Waterston | 05/01/2020 | Email to Highways 31/12/2019 - this was passed to the appropriate officer 05/03/2020 Clerk sent email to chase up |
| 19/163 | 10/12/2019 | Clerk | Request Highways visit to look at trees for Blandford Road verge | 05/01/2020 | 31/12/2019 Email to Highways 05/03/2020 Clerk email to chase up |
| 19/168 | 10/12/2019 | Cllr Drake | Write to Rights of Way about gate in Tolpuddle | 05/02/2020 | 11/01/2020 Contact has been made. Update will go to PAPC meeting. 11/02/2020 Gate to be removed. |
| 19/171 | 10/12/2019 | Clerk | Get quotes for fireproof container and Clerk phone | 05/02/2020 | Online options for a fire proof container big enough seem very expensive. Clerk has contacted DAPTC for advice and they have sent an email round to all member Clerks asking what they do. (05/02/2020) Clerk Phone suggestion to go to March meeting |
| 19/171 | 11/12/2019 | Clerk | Prepare risk assessment and retender grass cutting | 05/02/2020 | Risk Assessment to go to meeting after DAPTC have responded to request for advice on file storage. 07/02/2020 Update - requirements for Orchard Meadow have been agreed. Clerk to now contact local contractors to invite them to quote. |
| 19/172 | 10/12/2019 | Clerk | Look into bank accounts | 05/02/2020 | Options to go to March meeting |
| 19/186 | 14/01/2020 | Clerk | Write terms of reference for new working group | 01/03/2020 | 05/03/2020 sent to members for approval |
| 19/189 | 14/01/2020 | Cllr Ridout | Dorset Local Plan meeting: attend and feedback | 11/02/2020 | Cllr Ridout attended the meeting and will feedback at the next PAPC meeting |
| 19/204 (a) | 11/02/2020 | Clerk | Contact Planning Policy team for information on restrictions to storage containers. | 05/03/2020 | 20/02/2020 Email sent |
| 19/204 (b) | 11/02/2020 | Clerk | Request copy of OM lease | 12/03/2020 | Form completed and cheque to be authorised at March meeting |

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| 19/204 (c) | 11/02/2020 | Clerk | Speak to Tolpuddle meeting Clerk about road markings to reduce speed. | 05/03/2020 | 05/03/2020 Email sent |
| 19/205 (a) | 11/02/2020 | Clerk | Contact PCSO about parking and cones | 05/03/2020 | 25/02/2020 - Phone conversation following email. PCSO to patrol when possible to speak to drivers who are parking dangerously or illegally. Cones are a highways issue. |
| 19/205 (b) | 11/02/2020 | Clerk | Ammend FUA and send to PRIDE | 05/03/2020 | 05/03/2020 - FUA sent to PRIDE |
| 19/205 (c) | 11/02/2020 | Clerk | Send necessary documents to cricket club for grant. | 05/03/2020 | 24/02/2020 - sent to D.S. |
| 19/206 (a) | 11/02/2020 | Clerk | Purchase 2x noticeboards for Athelhampton and Burleston. Permission should be sought first to establish where they will be installed | 05/04/2020 | 05/03/2020 discussions are ongoing |
| 19/206 (b) | 11/02/2020 | Clerk | Contact Community Highways Officer for advice | 05/03/2020 | 05/03/2020 - done. This was passed onto another officer who will look at options. PAPC advised to request enforcement through Dorset Road Safe website. Clerk contacted PCSO as website was not offering this option. |
| 19/207 | 11/02/2020 | Clerk | Order additional sign for play park | 05/03/2020 | 05/03/2020 - order placed |
| 19/215 (a) | 11/02/2020 | Clerk | Write to Wyatt Homes about Weatherbury Place drainage concerns | 05/03/2020 | 05/03/2020 - letter drafted, to be approved by cllrs before sending |
| 19/215 (b) | 11/02/2020 | Cllr Drake | speak to contractors about Sherwoods Green footpath | 05/03/2020 | Contractors are disiclined to invest in footpath improvements. The Parish Council could look at using CIL money from this development to fund improvements at a later date. |