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	12/09/2018 Cllr P. Cooke wrote to Planning Enforcement regarding concerns raised. 14/09/2018 Clerk wrote to Environmental Health. (Reply on 19/09/18 that they would look into it but nothing since.) October 2018 enforcement investigation WD/ENF/18/00200 CAMELOT, THE GREEN issued as reported by Cllr P Cooke. 28/11/2018 Planning Contravention Notice completed by owner and returned to DCC. 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. April 2019 Both Clerk and Dorset Cllr Parker emailed planning team and had no response. 11/6/19 Discussed at PAPC meeting, Clerk to send email. 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) 14/06/19 Emma Parker responded that she will request a meeting with Debbie Redding. 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) 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. 13/07/2019 Chair to request that PAPC representative joins Cllr Parker and the enforcement team when they visit. 17/08/2019 Chair emailed Cllr Parker as agreed. 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. 10/09/2019 Discussed at PAPC meeting, Clerk to send email to enforcement on behalf of PAPC supporting the residents concerns. 25/09/2019 Email to enforcement from Clerk. 05/03/2020 Email to enforcement from Clerk requesting update.
19/002	12/03/2019	Clerk and Cllr Churchill	**Parking** first school	09/07/2019	25/3/19 Cllrs Sheppard/Drake & Clerk met reps from Highways and Headteacher to discuss. Stephen Mepham makes proposals. PAPC to consider proposals 9th July meeting. 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. 23/07/19 Clerk emailed **Steven Mepham** 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. 13/08/2019 Chair tasked with contacting school to ask them to get children to create posters. 20/08/2019 Chair email to headteacher as agreed. 08/12/19 Chased HT, posters to be done after Christmas. 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. 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.

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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**.		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. 15/5/19 PAPC agreed installation of bollard, action with S. Mepham, Highways to complete. 14/01/2020 Clerk to chase. 06/02/2020 Clerk email to SM - chased again 20/02/2020 as no reply. 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.
19/005	14/05/2019	Clerk	Complaint to Planning Officer regarding infringements of **Three Lanes Way planning** approval conditions.	09/07/2019	Letter of complaint sent to **Debbie Redding**. Reply considered unsatisfactory by Chair and Phil Whiffing. 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. 16/6/19 received copy of letter Whiffing to Redding referring his complaint to LGO. 07/07/2019 Email from Cllr Parker stating that she has been told by Jan Farnan that the buffer zone was changed and approved. 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. 16/07/2019 Clerk sent email as requested. 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. 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. 13/08/2019 Chair and Clerk tasked with writing to Chief Executive, DC and email Cllr Parker requesting that she continues to pursue this. 17/08/2019 Chair email to Cllr Parker as agreed. Clerk posted letter to Chief Exec. written by Chair as agreed. 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. 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. 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. 31/12/2019 Letter sent 20/02/20 Clerk email to chase up progress on LGO investigation.

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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. 10/03/2020 Clerk to arrange meeting with volunteers and PCSO/Cllr Parker - ON HOLD
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. 10/03/2020 Clerk to write to FE to request a meeting again. - ON HOLD
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.
19/096	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
19/101c	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. 10/03/2020 we are attempting to have BT carry out general maintenance before proceeding. Images of kiosk were sent to BT on 07/04/2020.
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.
19/162	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 26/03/2020 Email received from trafficsurveys… to advice that data collected during the Covid-19 lockdown would not be material. - ON HOLD
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 - ON HOLD
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. GRASS ON HOLD, Risk Assessment to be considered in June.
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
19/205 (b)	11/02/2020	Clerk	Ammend FUA and send to PRIDE	05/03/2020	05/03/2020 - FUA sent to PRIDE
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 - ON HOLD
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 12/04/2020 - Letter sent via email
19/222	10/03/2020	Clerk	Write to Tolpuddle Clerk and Hall and Woodhouse about the Martyrs	07/04/2020	Email to Tolpuddle Clerk. 14/04/2020 Agreed letter will be redrafted and sent to H&W 16/04/2020 Letter sent via post.
19/227	10/03/2020	Clerk	Write to Highways to request that they consider altering the dropped curb at the bottom of Coombe Road	07/04/2020	12/04/2020 - Email sent to Highways officer 15/04/2020 - Response that they will conduct a site visit when they are able but there will be delays due to Coronavirus. - ON HOLD
19/230 (a)	10/03/2020	Clerk	Liaise with Cricket club on Rec expansion		Ongoing

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19/230 (b)	10/03/2020	Clerk	Write to Magna Housing	07/04/2020	Manga Housing need the full proposal in writing to the director before they can sign off on it. Awaiting a plan from the landscape architect before we send this on to Magna.
19/233	10/03/2020	Cllrs Salcedo and Drake	The Green - a community space?		Ongoing
19/238	10/03/2020	Clerk	Write to Highways to request that they maintain the narrow pavement running from the end of Doctors Lane to the bridge opposite the Blue Vinny	07/04/2020	12/04/2020 - Email sent 15/04/2020 - Response that it will be added to the jobs list but there will be delays due to Coronavirus. - ON HOLD
19/244a	14/04/2020	Cllr Walton	Plan Tolpuddle Village Survey		Ongoing
19/244b	14/04/2020	Cllr Ling	Look into funding for the Phonebox project		Ongoing
19/244	14/04/2020	Clerk	Email PCSO about garden theft	06/05/2020	Emial to PCSO 02/05/2020
19/246	14/04/2020	Cllr Parker	Chase up oil well planning app.	06/05/2020	Cllr Parker to feedback to May PAPC meeting
19/247	14/04/2020	Clerk	Complete NALC survey	20/04/2020	16/04/2020 - Done