

PUDDLETOWN AREA PARISH COUNCIL

Minutes of the Puddletown Area Parish Council meeting held on Tuesday 10th December 2024 in the Tolpuddle Village Hall. The meeting commenced at 7.00pm

PRESENT:

Cllr **Brown**, Cllr **Giancola**, Cllr **Grazebrook**, Cllr **Green**, Cllr **Hood**, Cllr **Ridout** (Chairperson) & Cllr **Redman** (Vice Chairperson)

ALSO PRESENT:

Emma **Parker** (Dorset Council), & Mrs **Harrington** (Clerk)
One member of public (MOP)

ABSENT:

N/A

1224-115. APOLOGIES FOR ABSENCE

All Councilors were in attendance.

1224-116. DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No declarations or requests for dispensation were made. NB this does not preclude any later declarations.

1224-117. PUBLIC SESSION

One member of public wished to inform the Council that the date for the annual festival in Tolpuddle has been agreed as 17th – 19th July 2025

1224-118. PREVIOUS MEETING MINUTES

A copy of the draft minutes from the last full Council meeting were submitted before the meeting.

Proposed: Cllr Hood

Seconded: Cllr Grazebrook

RESOLVED: The minutes from the full council meeting held on Tuesday 12th November 2024 were approved and signed as a correct record the meeting.

1224-119. DORSET COUNCILLOR REPORT

Dorset Council newsletters were circulated before the meeting they were noted.

Cllr Parker gave a verbal update on local issues.

- Grit bin in Puddletown – Cllr Parker noted that the grit bin in Puddletown will be refilled.
- Waste bin collection day – It was noted Dorset Waste Partnership are looking to make some changes to waste collection days. If any resident is affected by the changes they will be noticed in writing by 17th December 2024

1224-120. PCSO'S REPORT

A report was circulated before the meeting, this was noted

1224-121. CLERKS REPORT

a. Finance

1. The Bank Balance, as of 30th November 2024, was noted

Unity - 399	£11,912.03	Unity - 697	£29,071.26
Redwood	£84,475.76	Equals Money	£178.24
Total	£125.637.29		

2.

A report was submitted before the meeting showing a total expenditure of £18,916.40. (See Minute Appendix A)

Proposed Cllr Grazebrook

Seconded Cllr Green

RESOLVED/ ACTION: Clerk to process payments totalling £18,916.40 in accordance with the payment schedule.

It was noted over the weekend a couple of trees were damaged by the storm. One tree is resting in other trees onto neighbours' property.

The Clerk has contacted Hardy Tree Surgeon as the approved contractor for Treeworks in the Coombe. Two quotes have been received:

1. Remove leaning and uprooted Beech stem; Remove the failed Beech tree on the fence. Cost £675 + VAT.

The above quote was approved by the Clerk as there was a Health and Safety concern, in regard to the failed Beech tree.

2. Remove the dead Oak tree at the top of the stabilisation area; Move the remaining Elm stump with

Proposed Cllr Grazebrook

Seconded Cllr Giancola

RESOLVED/ ACTION: Clerk to approve Hardy's to remove the dead Oak remaining Elm Stup.

b.

1. A verbal report was given on the internal weekly playground safety inspections with the following findings:

Butt Close – No new findings

Orchard Meadow – No new findings

Puddletown Rec – No new findings

- 2.

Puddletown Library - No new findings

Tolpuddle Martyrs Inn – It was noted this defibrillator has recently been used, however both the batteries and pads have been replaced.

A discussed was held regarding correspondence received, regarding access to the defibrillator.

RESOLVED / ACTION: Cllr Giancola to investigate Defib training sessions for residents and report back to Council.

Clerk to contact the Tolpuddle Village Hall Committee and ask if they would consider allowing the Parish Council to install a defibrillator on the outside of the Village Hall, noting there would be a requirement to drill and fix a cabinet to the wall, plus run electricity to the cabinet for a light. Add to January agenda

C.

1. Puddletown Village Christmas Tree.

A note was submitted before the meeting noting the PC were approached regarding the placement of the Puddletown Christmas Tree. Permission from DC Highways was sort and obtained.

- 2.

A letter was received with concern regarding some benches around the parish.

It was noted an inspection was carried out by Cllr Ridout and all Puddletown Area Parish Council benches are in a safe condition. It was noted some of the benches are situated on Dorset Council land who are responsible for the grass cutting in the area.

RESOLVED / ACTION: Clerk to respond to member of public accordingly.

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3. Town and Parish Council Survey - Climate and Nature Support.
RESOLVED / ACTION: All Councillors to read through the survey and where necessary feedback comments to the Clerk to collate. Once collated the survey will be presented to the Parish Council for final approval before submission to Dorset Council. Add to February 2025 agenda
4. Salt Bins.
A note was submitted before the meeting noting that the Salt bin in Brymer Road was empty. The Clerk has requested DC refill. PAPC is likely to be charged a refill cost approx. £100
- d. **Action Log**
A copy of the Action Log was presented before the meeting, this was discussed.
1. Puddletown Rec Seating Area
It was noted two contractors were contacted, however at the time of the meeting only one had submitted a quote.
Contractor 1 £8,080 (2.4 x 4.4m roofed seated unit).

RESOLVED: To postpone the item until Cllr Brown has investigated other possible local contractors
ACTION: Clerk to send Cllr Brown the specification of what is required. Cllr Brown to report back at a future Council meeting.
- 1224-122. NEIGHBOURHOOD PLAN**
A report was submitted before the meeting, this was discussed.

Proposed Cllr Grazebrook Seconded Cllr Giancola
RESOLVED / ACTION: Clerk to contact Dorset Planning Consultant Ltd and ask for a light touch review of the Puddletown Neighbourhood Plan. Clerk to also ask to include Tolpuddle, Burleston & Athelhampton into the plan.
- 1224-123. POLICIES, PROCEDURES, AND ASSESSMENTS FOR REVIEW**
The following assessments were presented for review.
- a. 001 Risk Register
b. 002 Meeting RA
c. 003 Speed Indicator RA
d. 004 Display Screen Equipment Self-Assessment
e. 005 Puddletown Recreation Ground Car Parking RA
f. 006 The Coombe RA
g. 007 River Clearance RA
h. 008 Land Preparation and Tree Planting RA
- Proposed Cllr Grazebrook Seconded Cllr Hood
RESOLVED / ACTION: All Risk Assessments were approved as submitted. Clerk to publish on website.
- 1224-124. PLANNING & LICENSING**
a. P/FUL/2024/06313
Location: Troytown Farm, Troy Town Road, Troytown. DT2 8QF
Proposal: Erection of agricultural building
Comment Due: 18th December 2024
Comment: No objection

- b. P/PABA/2024/07059
Location: Northbrook Farm Northbrook Puddletown DT2 8TF
Proposal: Erect agricultural storage building.
Comment Due: 4th December 2024 (24hrs notice as Pre-App)
Comment: No objection
- c. P/HOU/2024/07054
Location: Orchard Cottage Northbrook Puddletown DT2 8TF
Proposal: Demolish conservatory and porch. Erect single storey extension with rooflights to front elevation. Replace boot room roof from flat roof to pitch roof.
Comment Due: 25th December 2024
Comment: No objections

RESOLVED / ACTION: Clerk to submit comments as approved above.

1224-125. BUTT CLOSE PLAY PARK

A report was submitted before the meeting this was discussed.

RESOLVED / ACTION: Cllr Hood to contact the First School to investigate running a project with them, to identify what items of equipment they may like to have in a new playpark area.

1224-126. ITEM FOR NEXT MEETING & DATE OF NEXT MEETING

Date: Tuesday 14th January 2025

Location: Puddletown Village Hall. Time 19:00

ACTION: Clerk to add White Line enhancements by community centre to January agenda.

1224-127. PAY REVIEW

RESOLVED: Under the Public Bodies (Admission to meetings) Act 1960 s1(2), the press and public are to be excluded for the remainder of this agenda due to the confidential nature of the business to be transacted.

A report was submitted before the meeting this was discussed.

Proposed Cllr Grazebrook

Seconded Cllr Giancola

RESOLVED: To increase permanent Casual workers salary by 2.6% in line with CPI

Meeting close: 21.12

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Appendix A – Finance Expenditure and Income

Expenditure

Date	Net	VAT	Total	Description	Supplier	Power Used for Spend
07.10.2024	£3.99	£0.00	£3.99	Tool	Toolstation	
07.10.2024	£4.75	£0.00	£4.75	Wasp Spray	Waitrose	Open Spaces - Public Health Act 1875 s.164
07.10.2024	£1,024.00	£0.00	£1,024.00	Play Park Inspection	Ken Hussey	Recreation - Local Government Act 1972, Sched. 14 para 27
07.10.2024	£202.20	£0.00	£202.20	NI & Income Tax	HMRC	Administration of the council - Local Government Act 1972 s 112 (1)
07.10.2024	£169.32	£0.00	£169.32	Pension	NEST	Pensions Act 2008 s.3 (employer contributions)
07.10.2024	£920.04	£0.00	£920.04	Pay & Expenses	Staff Salaries	Administration of the council - Local Government Act 1972 s 112 (1)
07.10.2024	£121.52	£0.00	£121.52	Refuse	Dorset Council Waste Services	Litter - Litter Act 1983, ss.5,
03.10.2024	£33.75	£0.00	£33.75	Administration	Corfe Castle Parish Council	Local Government Act 1972 s.111
30.09.2024	£18.00	£0.00	£18.00	Service Charge	Unity Bank	Administration of the council - Local Government Act 1972 s 112 (1)
01.10.2024	£420.00	£84.00	£504.00	External Audit	BDO LLP	Administration of the council - Local Government Act 1972 s 112 (1)
08.10.2024	£210.00	£0.00	£210.00	External Qtr Audit	Fair Accounts	Administration of the council - Local Government Act 1972 s 112 (1)
	3,127.57	84.00	3,211.57			

Income

Date	Net	VAT	Total	Description	Customer	Bank
01.10.2024	£201.56	£0.00	£201.56	Interest	Unity Bank	Unity Trust - Savings
01.10.2024	£253.66	£0.00	£253.66	Interest	Redwood	Redwood
01.10.2024	£26,389.50	£0.00	£26,389.50	Precept	Dorset Council	Unity Trust - Day to Day
	26,844.72	0	26,844.72			

Sign:
Chairman: Cllr J Ridout

Date:
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