

Minutes of a meeting of Puddletown Area Parish Council (PAPC) held at 7.00pm on Tuesday 9th January 2024, in Puddletown Village Hall.

Present: Cllr Brown, Cllr Green, Cllr Johnstone, Cllr Ridout (Vice Chairman) & Cllr Walton

Meeting Chair: Cllr Sheppard

Also in Attendance: 1 Member of the public was present.

Clerk: Michelle Harrington

Minute Number	Comments
144	APOLOGIES FOR ABSENCE Apologies were received from Cllr Doe & Cllr Redman and accepted by all.
145	DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS Cllr Ridout declared an interest in item 157d1 Puddletown Village Hall grant application as a Village Hall trustee. No other declarations were made. NB this does not preclude any later declarations. It was discussed and agreed to amendment to agenda running order. Item 157d2 Tolpuddle Events and News newsletter will be discussed under item number 152.
146	PUBLIC PARTICIPATION 1 Member of public wished to inform Councilors about the new “News and Events for Tolpuddle and Southover” (The NET) newsletter. A copy of The NET was submitted before the meeting.
147	PREVIOUS MEETING MINUTES Proposed: Cllr Walton Seconded: Cllr Ridout RESOLVED: The minutes from the full council meeting held on Tuesday 12th December 2023 were approved and signed as a correct record the meeting.
148	MATTERS ARISING FROM PREVIOUS MINUTES. A copy of the action log was submitted before the meeting. This was discussed: It was noted last month Council agreed the Butt Close Playpark lease could be signed, however it has since come to light that no legal advice has been sort. Motion by Cllr Brown to seek legal advice before signing the lease. Proposed Cllr Brown Seconded Cllr Ridout RESOLVED: To seek legal advice before signing the Magna Housing Ltd lease for Butt Close Playpark. Lease for Butt Close – Attention was drawn to the matter that no legal advice had previously been sort on the proposed lease. ACTION: Clerk to seek legal advice on the Magna Housing Ltd lease for Butt Close Playpark and report back to Council. a PRIDE a1 1st floor shutter repair / replacement – It was agreed to replace the 1st floor shutter. Plus, to diarise an annual maintenance / service program. a2 Ground floor shutter repair / maintenance – It was agreed to have the remaining shutters on the ground floor repaired and services, plus to diarise an annual maintenance/ service program. a3 Public toilet, external door repair / replacement. – It was noted Council had previously agreed to replace the public toilet external doors with metal doors / frame. After reading the Dorset Police Crime prevention report, this decision was ratified. Proposed Cllr Johnstone Seconded Cllr Walton RESOLVED: To replace the 1st floor shutter; to repair and service the remaining ground floor shutters; to replace the public toilet external doors with metal doors. Contractor agreed is Wessex Industrial Doors. ACTION: Clerk to contact Wessex Industrial Doors to confirm order for 1st floor shutter replacement; remaining ground floor shutter repair and maintenance; plus, installation of new external metal doors for the public toilets

Initial/ Sign:
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	A copy of the Crime Prevention report was submitted before the meeting, this was discussed. It was agreed to investigate the cost to install a pole mounted light at the back of the pavilion. The recommendation came from the Crime Prevention Report and in their opinion along with some CCTV coverage should be in place to cover the toilets. ACTION: Cllr Sheppard to speak to a representative of PRIDE regarding covering the electric cost of the light and to discuss them installing a camera as part of the CCTV system they are planning.
b	Puddletown Recreation Car Park - This item was postponed until February as 1 quote has been received.
c	Cricket Club Scoreboard – After a discussion Council decided they needed further detail, such as where exactly is the preferred position of the Scoreboard, what materials are going to be used in the construction; what is the overall size, will it need planning permission; do the Cricket club have agreement from PRIDE for power to the unit? It was noted if this requested was approved, then the building would be added to the Facility Use Agreement, and the Cricket club would have to agree to maintain. ACTION: Clerk to contact the Cricket club representative and request details on the installation of a Scorebox.
d	Tree Management Plan & quote for works. A report was submitted before the meeting detailing the results of a Survey carried out by Hinton Forestry. It was agreed to accept the quotes submitted for immediate work required within the Coombe and work to be carried out within the next 6 months for the Coombe, Orchard Meadow and Puddletown Recreation Ground. It was noted Hinton Forestry require a deposit due to the size of the work to be undertaken. It was agreed to pay the deposit as requested £1,000 for the immediate work within the Coombe and £1,500 for the work within 6 months within this month pay schedule. ACTION: Clerk to contact Hinton Forestry and accept the quote for immediate Treeworks within the Coombe and work over the next 6months within the Coombe, Orchard Meadow and Puddletown Recreation Ground.
e	Orchard Meadow – It was noted some urgent repair work would need to be carried out in Orchard Meadow on the fence and electric & water cabinet, due to recent storm damage. It was agreed to ensure the area is made safe as quickly as possible. ACTION: Clerk to contact contractors and ensure the area is made safe. Once safe to investigate costs to repair / replace the fence and electric / water cabinet.
f	Gate posts in Orchard Meadow and Puddletown Recreation Ground. It was noted several posts within both areas have rotten and need replacing. It was believed that more posts are likely to need replacing shortly given they were all installed at the same time. ACTION: Clerk to contact contractors for quotes to repair / replace the fences including entrance posts in both Orchard Meadow and Puddletown Playpark. Noting entrance posts in Orchard Meadow may be round not square when replaced. Request quotes to replace in both Oak and Chestnut. Request old posts in both areas be left in a safe area, so local resident can take and use as firewood.
149	DORSET COUNCILLOR REPORT The Dorset Council newsletters circulated before the meeting were noted.
150	PCSO'S REPORT A report was circulated before the meeting, this was noted.
151	RECREATION AREAS It was noted the Play Inspection Company annual report is expected to be received for Butt Close, Orchard Meadow, & Puddletown Playpark shortly and will be disseminated to all Councillors. It was noted playpark inspections had been carried out by the Caretaker with the following findings: Tolpuddle –The netting above the goalpost, which stops footballs going into the swing area needs replacing. Cllr Johnstone stated he would produce a report next month listing all issues found when he carried out an inspection, including the grating at the entrance to the playpark which is uneven and is a trip hazard. Butt Close – Puddletown – All OK Recreation Ground – Puddletown – It was noted new signage was required (No dogs, & no cycling); 1 post by the entrance to the playpark from the recreation ground area has rotted away and needs replacing. ACTION: Cllr Johnstone to produce a report listing all playpark inspection findings for February meeting. ACTION: Clerk to investigate a repair / replacement next for the Orchard Meadow goal post.

Sign:
Chairman: Cllr A Sheppard

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