

Minutes of a meeting of Puddletown Area Parish Council (PAPC) held at 7.00pm on Tuesday 13th February 2024, in Puddletown Village Hall.

Present: Cllr Green, Cllr Johnstone, Cllr Ridout (Vice Chairman)

Meeting Chair: Cllr Walton (Chairman)

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

Clerk: Michelle Harrington

[illegible]

Initial/ Sign:
Chairman: Cllr A Sheppard

Date:
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d	Orchard Meadow – Electric & Water supply. A report was submitted before the meeting informing Councillors of the cost to have an Electric outlet and Water tap in Orchard Meadow. This was discussed. RESOLVED: To keep the electricity & water supply in Orchard Meadow. RESOLVED: To charge external users a standard charge of £10 for access to electricity & water. To monitor usage used during future events to ensure the charge is appropriate, Council to review. RESOLVED: To fit the cabinet with a combination lock. The combination will be changed after each event where the utilities were used.
e	General Condition report & future plan for Puddletown Parish Play Parks A report was submitted before the meeting details possible short term, medium term and long-term 9 plans for Orchard Meadow, this was discussed. Butt Close Play Park: RESOLVED: It was agreed to put a plan in place after the lease was signed. Orchard Meadow Play Park: RESOLVED: To contact the family who installed the memorial bench stating the bench is in need of repairs, and if repairs are not carried out within 6 months the bench will be removed. ACTION: Clerk to contact the family who installed the memorial bench stating the bench is in need of repairs, and if repairs are not carried out within 6 months the bench will be removed RESOLVED: To obtain quotes for the following work required and report back to council. 1. To clean and treat all wooden play equipment items. 2. To lift, turf and re-seat or replace where necessary grass mats. 3. To have the 2 safety ropes safety tested. 4. Eastern Boundary fence: To replace this fence along the entire length, keeping the same style of fence. 5. Southern Boundary fence (Including on the fishing platform area): To replace the fence along the entire length, with a stock fence as per the eastern boundary. 6. Toddler area fence: To replace the fence, like for like. 7. Spindle Trees: To remove the spindle trees before growing season or as soon as possible. 8. Benches: To remove the 2 wooden benches, 1 by the Eastern entrance and 1 by the Witches hat. 9. Swale Clearance: To engage with a contractor to clear the Swale of all reed / willow growth. ACTION: Clerk to obtain quotes where required and report back to Council. RESOLVED: For all long-term proposals to hold a public consultation, during the Annual Parish Meeting. The long-term proposals are: 10. Hedge by the Witch's Hat: It is recommended to the eastern boundary hedge by the "Witches Hat" completely, along with the section of hedge along the southern boundary. 11. Northern Hedge: Recommendation: 1. To reduce the height of the hedge to 1m and then to trim the growth each year to retain the 1m height / top rail of fence. 2. To remove the hedge along the entire length of the northern boundary. This would mean the fence for the toddler area could be moved outwards to be incorporated into the boundary fence. It is worth noting the northern hedge is starting to encroach on the space at the base of the toddler slide and this area may need to be cut into if the hedge remains. 12. Internal toddler area fencing: It is recommended to replace this fence around the entire internal boundary with either like for like picket fencing or with cheaper stock fencing as per the eastern and southern boundary. 13. Bench – Custom made, with Tree species engraved in back rest: This bench is coming to the end of its useable safe life. It is recommended to replace this bench. 1 Replace like for like with another custom-made bench, or 2 with a standard bench. 14. Wild Area.: It is recommended to engage a contractor to come in and clear / rotavate this area. This area could then 1. Be seeded and maintained with grass. or 2. Turned into a maintained wildflower meadow. 15. Hay Meadow It is recommended to discuss 1. Engaging with the volunteers / contractor to plant / scatter wildflower seeds to make this area a wildflower area rather than hay meadow. 2. To make this area a grass area with consideration to making it a picnic area, or 3 to leave as a Hay Meadow.

f	16. Swale fishing platform. It is recommended that this area be 1. Replaced with a like for like facility, including a platform and bench area (noting the new fence height) or 2. The platform and bench be removed, and a new picnic bench be added close by. ACTION: Clerk to put consultation together for Orchard Meadow with the aim of holding the consultation during the Annual Parish Meeting. Puddletown Play Park It was recommended to maintain as per external advice. See the annual and quarterly Inspection report for details. The Clerk will obtain quotes for work (where required) and report back to Council. ACTION: Clerk to obtain necessary quotes for remedial work as required within the annual and quarterly inspection report. New Playpark Weekly Inspection forms. A copy of a new draft routine weekly inspection risk assessment was submitted before the meeting, this was discussed. RESOLVED: To approve the new routine weekly inspection form as submitted. Weekly checks to be undertaken by the Caretaker. ACTION: The Clerk to implement new weekly play park inspection report.
167 a a1 a2 b	PARISH MATTERS Correspondence Planning Enforcement – An email from a resident regarding the lack of planning enforcement for “Camelot” was discussed. It was agreed there was nothing further the Parish Council could do as Dorset Council Planning Enforcement are aware of the situation and are dealing with it plus had asked Dorset Councillor, Cllr Parker to chase. ACTION: Clerk to reply to the complainant stating Dorset Council have informed Puddletown Area Parish Council that they are still on the case, but could not give priority to it in the immediate future. Grounds Maintenance A report was submitted before the meeting requesting the Clerk have the ability if required to start the withdrawal of contract process from Countrywide Grounds Maintenance due to poor service. Concern was raised over the quality of work carried out in Puddletown over the last couple of months, as it had been noticed the contractors had not cut the grass to a satisfactory manner. On one occasion, they had used a large ride on mower, driven around the site, missing the outer corners and areas. On another occasion they had been seen turning up, stinging the area by the MUGA and then leaving). The concern raised by the member of public regarding Orchard Meadow was also noted. RESOLVED: To withdraw the contract in line with contract agreement from Countrywide Grounds Maintenance. It was noted the Clerk had been on contact with the contracted who had submitted a tender, who had been considered, and they have stated they would be able to pick up the work as per the tender at the rate agreed in the tender. ACTION: Clerk to contact Countrywide and withdraw the grounds maintenance contract. ACTION: Clerk to contact the reserve tender contractor (Lowther) to agree a contract for this year based on the previous tender. Annual Parish Council Meeting & Annual Parish Meeting dates. A report was submitted before the meeting regarding possible dates and the format for the Annual Parish meetings and the Annual Parish Council meetings. It was recommended: 1. To hold the Annual Parish Council Meeting and Annual Parish Meeting for Puddletown & Athelhampton on Tuesday 14th May from 6.30pm & 7pm in the Puddletown Village Hall 2. To hold the Annual Parish Meeting for Tolpuddle and Burleston on 9th April from 6.30pm before the usual monthly Parish Council meeting, in the Tolpuddle Village Hall.

c	RESOLVED: To hold the Annual Parish Meeting & the Annual Parish Council Meeting for Puddletown on 14th May 2024. The Annual Parish Meeting will be held from 6.30pm and the Annual Parish Council Meeting from 7pm in the Puddletown Village Hall. ACTION: Clerk to organise the Annual Parish Meeting for Puddletown & Athelhampton for the 14th May 2024 from 6.30pm in the Puddletown Village Hall. RESOLVED: Cllr Walton to speak with a representative from the Tolpuddle Village Meeting Committee, to suggest we work together and hold one meeting on the 9th April 2024 in the Tolpuddle Village Hall. ACTION: Cllr Walton to contact a representative from the Village Meeting Committee and report back to Council. Tree Preservation Order A report was submitted before the meeting, detailing a proposed to place a Tree Preservation Order on a Copper Beech Tree at 3 Trent Meadows in Puddletown. It was agreed we were happy with the TPO being placed on the tree.
d	Safety Wear A report was submitted before the meeting, with a recommendation to purchase High Vis PPE for the Caretaker and Flood Warden, with the option of having "Parish Council" "Caretaker" "Flood Warden" printed or embroidered onto the garments. Cllr Ridout requested as he has work to undertake in the Coombe he also be provided with a High Vis Vest. Cllr Johnstone requested as he moves the SID, he also be provided with PPE. RESOLVED: To purchase High Vis PPE for the Caretaker, Flood Warden & appropriate Councillors with "Parish Council" embroidered on the front and either "Parish Council", "Caretaker" or "Flood Warden" embroidered on the back. ACTION: Clerk to buy and have embroidered PPE for the Caretaker, Floor Warden & appropriate Councillors. PPE to be embroidered with "Parish Council" on the front and the appropriate role on the back "Parish Council" "Caretaker" or "Flood Warden".
e	Puddletown Rec & Play Park Vehicular gate lock. A report was submitted before the meeting, requesting the lock on the vehicular access gate at Puddletown Rec be changed to a combination lock. RESOLVED: To change the padlock on the vehicular access gate at Puddletown Rec to a combination lock. ACTION: Clerk to purchase combination lock and install.
168 a	PLANNING & LICENSING Application No. P/FUL/2024/00220 Proposal: Erection of a replacement straw barn Location: Southover Farm, Tolpuddle, DT2 7HE Comment: No comment.
b	Application No. P/FUL/2024/00163 Proposal: One year retention of gypsy & traveller transit site for 25no. caravans between 1st April and 30th September 2024 Location: Land Adjacent Piddlehinton Enterprise Park, Church Hill, Piddlehinton Proposal: Erection of a replacement straw barn Location: Southover Farm, Tolpuddle, DT2 7HE Comment: No Comment It was noted three planning applications had been received the morning of the meeting. Council considered if they would request an extension for the applications.
c	Application No: P/LBC/2023/02113 & P/HOU/2023/02112 Proposal: Internal remodelling and loft conversion with rooflights Location: 2 Chine Hill Waterston Lane Druce DT2 7ST Comment: To not ask for an extension

Sign:
Chairman: Cllr A Sheppard

Date:
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