

All recommendations in this report are made by the Clerk / RFO unless stated otherwise.

1 Bank Balance as of 30th May 2026

2 Monthly Expenditure

[illegible]

Date	Net	VAT	Total	Description	Customer	Bank
31.05.2026	£43.95	£0.00	£43.95	Interest	Redwood Bank	Redwood
30.04.2026	£42.54	£0.00	£42.54	Interest	Redwood Bank	Redwood
30.04.2026	£1.00	£0.00	£1.00	PRIDE Rent	PRIDE	Unity Trust
30.04.2026	£30,810.65	£0.00	£30,810.65	Precept	Dorset Council	Unity Trust
16.04.2026	£0.00	£10,284.67	£10,284.67	HMRC Refund	HMRC	Unity Trust
	30898.14	10284.67	41182.81			

b Parish Safety

1. Playparks – Internal weekly inspections.

- c. Action Log Updates.**

1. Actions updated since the publication of the agenda

Action Log

Action Number (year number / consecutive number)	Who is Actioned?	Title	Details	Status (progress description plus colour code: Red - no progress; Amber - action in progress; Green - action completed)	Complete
0526-8	Clerk	Monthly Payments	Clerk to process monthly payments		Complete
0526-9	Clerk	Working Groups	Clerk to update the working groups website listing		Complete
0526-10	Clerk	AGAR	Clerk to submit AGAR		Complete
0526-11	Clerk	Grant Policy	Clerk to update the website with the new policy		Complete
0526-14	Clerk	Agenda - June	Clerk to add meeting venue and Puddletown Rec Sand Pit to June agenda		Complete
0426-152 c	Clerk	Phone Line	Clerk to enter into an agreement with Vodafone for a mobile phone with unlimited data, text and calls.	17-04-26 Email sent to Vodafone to start process 22-05-26 Chase email sent To Vodafone	On-going
0326-138b3	Clerk	Tree Maintenance	Clerk to ask Rempstone Tree Management to go ahead with tree works app and works to carry out a crown lift and crown reduction due to dieback. Large Bay tree as you enter OM on the western side	11-03-26 Contracted emailed	Complete
0326-138 b4	Clerk	PPE Caretakers	Clerk to order PPE for Caretakers	12-03-26 Email sent to Caretakers to check foot size before order placed, as safety boots are non-returnable 19-03-26 PPE Ordered	Complete
0326-138 c	Clerk	Office Set up	1. To source and enter into a contract for a mobile phone in consultation with the Chairman in line with Financial Regulations. 2. To purchase a Dictaphone and printer, with the expected cost of £400 3. To investigate broadband options and report back to Council in April.	12-03-26 call to Contractor for quote for broadband 18-03-26 call to Contractor for quote for broadband 24-03-26 call to Contractor for quote for broadband. Noting Phone cost £200 Sim card £10-15pm.	Complete
0326-142 1225-98 c 1125-86 b5	Clerk & Councillors	Parish Action Plan	Clerk to produce a draft plan and distribute to Councilors. Add to a future agenda with the plan to release the Plan at the May Annual Meeting.	09-12-25 Physical copy taken to December meeting to Councillors to take away and let Clerk know feedback. 09-12-25 Councillors to look through draft Action Plan and feedback comments to Clerk 10-03-26 Add to April Agenda 10-03-26 Clerk to add Action Plan to April meeting	On-going
0326-143	Clerk	Verge Cutting	Clerk to obtain a quote for verge cutting between Tolpuddle and Puddletown.	12-03-26 Email sent to 2 contractors 06-05-26 Due to personnel changes within DC, chase email sent today. 22-05-26 Chase email sent again	On-going

0426-152 e2 0326-144	Clerk	40mps Speed Change request	Clerk to contact Dorst Council Road safety team to make initial enquiries about making the road between Tolpuddle and Puddletown 40mph along the length. Email to be copied to Cllr Parker.	12-03-26 Email sent to DC asking for initial investigation help 17-03-26 Email received "hank you for your email. I have forwarded this one to our Road Safety inbox, where one of my colleagues will pick it up. They will be better placed to respond to all the issues you are raising." 25-03-26 Email received "I can see you've probably already read this link - Our approach to setting speed limits - Dorset Council. I can see we do have some limited speed/flow data on this stretch of road which was obtained in 2018 and 2022. If you do decide to formally request a reduction it maybe that additional surveys would be required to complete the analysis against the other criteria. " 26-03-26 Email sent asking for costs 26-03-26 received "from 1st April our surveys costs will be £310+VAT for the first site, then £210+VAT for any other surveys monitored at the same time in the same area." 14-04-26 Clerk to confirm speed survey requested with DC. 17-04-26 Email sent to DC	On-going
0226-128	Clerk	Structural Engineers Report	Clerk to organise for a structural engineer's report in respect of the first-floor usage. Clerk to organise for the landlord's inspection to be carried out, and once both reports are received to add to the following agenda for discussion in connection with the lease.	18-02-26 2 Contractors contacted	On-going
0226-129	Clerk	Climate & Emergency	The Clerk is to look to incorporate acknowledgement of the DC Climate and Emergency status across all policies.		On-going
0226-130	Cllr Oakley & Cllr Patterson	CSW - Burleston	Cllr Oakley to encourage Burleston and Athelhampton residents to join the Community Speed Watch Team. Cllr Patterson to write a short article for the Tolpuddle Events Newsletter asking if residents would support the Parish Council lobbying Dorset Council to reduce the speed limit between Tolpuddle and Puddletown from 60mph to 40mph, plus to ask all residents to report near-miss and non-injury collisions.	10-03-26 Cllr Oakley noted three volunteers for Burleston have agreed to stand up. She is trying to recruit a fourth so that they can operate as an independent team	To Start

0126-111 d2 1125-86 b4	Clerk	Risk Register Risk Assessment	Clerk to investigate different systems to enhance meetings for the hard of hearing and report back to Council.	12-12-25. After research seems we would need an Omnidirectional microphone with noise cancelling technology. This could be plugged into my laptop, and we could then have an app like Google Live Transcribe which could be showing the live transcript on the screen. Cost is anywhere from £100 - £1000. Argos have one for £100 but the pick-up distance is unknown. We can try and return with Argos. Olympus do a Microphone ME-30W, this is a much high spec with higher noise cancelling ratings and a 3-5m pick up range. This system can be extended with up to 6 microphones for larger meetings. £239.99 (inc. VAT) This is for 2 microphones, so we may be able to get it cheaper with just one mic. 13-01-26 Clerk to investigate systems with four microphones, If possible, more detail on if the microphones are battery or wired, plus what the echo levels are. 27-01-26 Owl and Olympus contacted asking for advise 18-02-26 research suggested Phonak Roger Table Mic 04-03-25 Meeting Owl 3 £800 Meeting Owl 3 - The essential all-in-one device. Seamless hybrid collaboration starts with an all-in-one 360° camera, mic, and speaker. See the entire room. 360° camera renders a 3 m HD video radius. Hear all voices. 8 smart mics span an 18 ft (5.5 m) audio pickup radius. Catch every word. 360° tri-speaker amplifies remote voices. Unlock smart features. Regular updates continuously improve performance.	Complete
0126-113	Cllr Patterson & Clerk	Strategic Risk Management Policy	Clerk to add a future agenda item, to discuss adopting a Strategic Risk Management Policy. Noting Cllr Patterson to investigate other SRMP's and send to the Clerk.		To Start
1125-86 k3	Clerk	Shed Clearance	Clerk to clear shed once safe access possible.	Key to be retrieved 10-03-26 Key given to Caretaker to enable clearance	On-going

1025-69 c3 0825-50 c3 0625-d2 0125-134 e1	Clerk	Defib - Tolpuddle	Clerk to contact the Martyr's Museum to ask if they would be happy for us to install a defibrillator on the outside of their building. Noting electricity would be need for the cabinet. 08-04-25 MOP offered to contact a museum representative on our behalf	23-01-25 Email sent to the museum general email 14-04-25 Clerk stopped by the Museum and spoke to the Manager. Permission was given to install a defibrillator at this venue. Noting the BHF have currently closed their grant applications for defibs. It is due to open in Summer 25. 10-06-25 Clerk to make enquiries as to when the British Heart Foundation Defibrillator Grant Fund may be open again. If open within a few weeks, wait to apply. If fund closed permanently Clerk to order a new defibrillator at an estimated cost of £895 + Vat for a iPad SP1 Fully-Automatic Defibrillator, £440 +VAT for a cabinet + installation 22-07-25 Defib applied for via BHF grant. Answer within 8 weeks. 13-08-25 Notice received unsuccessful in our grant, due to over subscription to grants and machines allocated to areas with a lack of current defibs. 14-10-25 Back on Agenda for discussion of purchase options. 14-10-25 Clerk to confirm agreement with the Martyr's Museum and then organise for installation. To purchase an iPad NFK 200 Defibrillator including Non lockable cabinet from Contractor 2 at a cost of £1,500 + VAT	On-going
0925-62b	Clerk	Sherborne Transport Action Plan	Clerk to contact Sherbourne Transport Action Group to investigate a project they ran some time ago, printing a foldable tameable for local transport services.	17-09-25 Email sent to Sherborne Transport Action Group (STAG) 14-01-26 Email sent to Sherborne TC Clerk asking for help. 14-01-26 Email received with new email contact for STAG 15-01-26 Email sent to STAG Secretary to personal email rather than generic email.	Complete
0725-32	Clerk	Youth Council - Footpath	Clerk to contact Dorset Council to request they: 1. Cut back the vegetation along the path, (side and top) 2. Level the footpath. (Step area, northern end of path and in general) 3. Add a salt bin to the location (northern end of path by slope) 4. Add a litter bin by the school gates or the northern end of the path. (Move current bin on land opposite school entrance.) 5. Add some railing on the southern end of the path near the school, as there is a steep slope down to the road. 6. Install lighting along the path, as in the middle of winter at the end of the day, students do not feel safe walking along the path as it is so dark. If lighting is not possible could the trees and vegetation at least be cut to a level so that more natural light was able to light up the area.	16-07-25 response from Highways to state covered by Road safety. Team. 23-07-25 call from Commercial waste, stating depo will investigate and respond, however very long backlog so may be a while before hearing anything. (Back log issue due to teams not being trained to move bins and test for underground utilities. DWP looked into us moving the bin ourselves as they first suggested but since come back and stated we can not move them ourselves. 01-08-25 Chase email sent to RoW and Road Safety. 01-08-25 email from Highways to say RoadSafety response due soon. 17-09-25 Chase email sent 18-09-25 Email received "Just to provide an update: we're currently developing a junction improvement scheme at the Whitehill Junction mouth and the stepped access to the school gates. The scheme is in its early design stages, but an engineer has now been assigned to take it forward. Once the drawings have progressed, I'll be able to share them more widely.	On-going

				As part of this scheme, we're also reviewing some of the great ideas that came out of your work with the school pupils. We've visited the site with our engineers and are now awaiting feedback on the potential costs of the proposed improvements. One of the more feasible options we're looking into is levelling the steps along the path parallel to Coombe Road, but we just need to see if the engineers can work with the levels. I'll keep you updated as things progress. Please don't hesitate to get in touch if you have any questions"	
0725-37b2	Clerk	Car Park Surface	Clerk to contact M& R Construction to ask they go ahead in October half term.	16-07-25 Email sent. 24-07-25 October date unlikely due to prior commitments. 01-03-26 Noted constant communication held between contractor and Clerk. Feb half term unable to proceed due to weather.	Complete
1124-104	Clerk	Street names	Clerk to add Street name ratification for new development to agenda once information received form MOP regarding field names.		To start
0824-58c,	Clerk	Cricket Club Scoreboard	0724-40a Clerk to amend the Facilities Use Agreement. 0824-58c - Clerk to organise a representative from PRIDE and the Cricket club to sign the amendment.	16-07-24 Email sent to CC Rep stating FUA will be updated and presented to Council in August 20-07-24 FUA amendment sent to Cllr Ridout for initial checks, will present to Council in August 14-08-24 Amended FUA sent to Cricket Club (Charlotte) and PRIDE (Barry)	On-going
155	Clerk & Cllr Green	Future flood prevention work	Clerk with Cllr Green to contact the Blue Vinney landowner and Dorset Council Highways to ask what ditch clearance work they have scheduled in for Summer / Autumn 2024, as they both have a responsibility to stop flooding on the highway and within residents' properties.	14-01-25 Cllr Green is still working on this and will report back. 01-05-25 Cllr Green spoke to landlords happy to investigate	On-going
0125-134 e5 148 a3	Cllr Ridout	PRIDE CCTV	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.	14-01-25 Cllr Ridout to Discuss at next PRIDE meeting and report bac	To start

Action Number (year number / consecutive number)	Who is Actioned?	Title	Details	Status (progress description plus colour code: Red - no progress; Amber - action in progress; Green - action completed)	Complete
		Neighbourhood Plan	Please see individual spreadsheet for full details		
0425-16d1	Clerk / Cllr Ridout	Youth Council - Footpaths	Clerk / Chairperson to speak to the Youth Council to ask if they would like to conduct a feasibility study regarding a footpath connecting Athelhampton and Puddletown. It was noted there are three farmers who own land between the two areas. One farmer has stated they would be willing to discuss access across their land.	13-05-25 Email sent to School Headmaster to start the process of working together 04-06-25 Clerk attended a Youth council session at school. The main project they wish to work on is footpaths. We started by looking at the footpath along Coombe Road, and will later look at the footpath from the First school to the Middle School (SE 39/36 & SE 39/35). Children photographed and will write a report on what they think are the hazards and what would make the path more inviting / safe to use (meaning more children would stop walking on the road. 15-07-25 Youth Council report presented to Council.	
198e	Clerk	Land Registry	Clerk to carry out a Title deeds plan / register search, Application for an official search and Registration for Butt Close Play Park, Puddletown Recreation Area & Orchard Meadow.	29-04-24 Update on Parish Matters support paper for May meeting 29-04-24 Solicitor engaged for Butt Close & Puddletown Rec 21-05-24 Clerk to advise solicitor to go ahead with the Puddletown Rec registration and asked for update on Butt Close 22-05-25 Email received stating Butt Close with land registry office. and confirming will start on Puddletown Rec 13-03-25 Email sent to chase 17-06-25 Email received to confirm Butt Close leased has been filed and approved by HM Land Registry Office.	
118	Clerk & Cllr green	Flood Defence Storage	Clerk & Cllr Green to investigate a permanent storage solution for flood barriers and sandbags.		
45a10	Clerk	Mechanical Road Sweep	Clerk to chase previous request for a mechanical road sweep through Tolpuddle and Puddletown. Plus, to add a link to the PAPC Facebook page on where to request a Mechanical Road Sweep.	18-07-23 Email sent to Kelly (old Clerk) as Facebook stating account registered to her personal address and has kicked my access. 12-09-23 During monthly meeting requested Cllr Parker come involved as not heard back 09-10-23 reported on DC portal for The Moor, & High Street Puddletown & Main Road Tolpuddle 12-09-23 During monthly meeting requested Cllr Parker come involved as not heard back. 25-10-23 Update requested from Emma. 29-10-23 update "I have raised all these concerns and have been assured they would be looked into, I would like to think that the bins will just be replaced, and the road sweeping would be done, happy to chase this again if this is not the case. I am struggling with the sign as it would seem no one really	

				knows who is responsible for it." 14-01-25 Cllr Parker to chase 10-06-25 Cllr Parker informed us the DC state weed growth on highways gutters is controlled using Mechanical road sweeping, and spot spraying. Cllr have been asked to keep eyes open for excessive weed growth or debris, and report with a photo to DC via the portal. Please then email the Clerk and Cllr Parker.	
41a2	Clerk	DWP Bin Puddletown Church	Contact Dorset Council Waste Partnership to request the bin by the Puddletown Church be replaced with a larger bin, due to the removal of a second bin, reducing current capacity by 50%	12-04-23 Requested on DC portal DWPPLB507160623 @ 15:44 on 12-04-23. 27-04-23 Email sent to Poundbury Depot 11-07-23 Clerk to contact DWP to chase. 17-07-23 Request sent to Cllr's for photographic evidence 12-09-23 During monthly meeting requested Cllr Parker come involved as not heard back. 25-10-23 Update requested from Emma. 29-10-23 update "I have raised all these concerns and have been assured they would be looked into, I would like to think that the bins will just be replaced, and the road sweeping would be done, happy to chase this again if this is not the case. I am struggling with the sign as it would seem no one really knows who is responsible for it." 2-11-23 Note from Emma "I have received a email to say the commercial waste team will be in touch regarding the two bins as apparently, they are paid for services. Once they have been in contact, I will let you know. I am on leave now but will be checking my emails daily but not between Tuesday 7th - Friday 17th." 19-12-24 Bin by St Mary's moved. Bin by the "Reading Room" unable to be moved due to underground cables and steep bank the other side of the road. 23-12-24 email sent thanking them for moving the bin by St Mary's but noting it is sinking and at an angle. Plus questioning the reasons for not moving the bin by the "Reading Room" one side of the bus shelter is flat, and has room for the bin. 03-01-25 Email to say all bins should be installed onto a concrete base. They will investigate the bin by St Mary's plus investigate the location by the "Reading Room". 15-07-25 Chase email sent 16-07-25 Email sent to Caretaker to see if previous bin had a concrete base. 21-07-25 Caretaker confirmed no base in situ. Spoke to landowner who has initially agreed for the bin to be located on the verge.	