

Clerks Report – Updated Monday, March 13, 2023

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

0323-28a Update on matters arising and actions from the January meetings:

To note the following updates unless otherwise stated:

- 0223-18b Action: Clerk to process monthly payments.
Complete
- 0223-18b Action: Clerk to confirm Screwfix trade account.
Complete
- 0223-18b Action: Clerk to contact Puddletown Area Parish Council to offer use of the phone line and office equipment.
Complete – Puddletown Area Parish Council have accepted the offer of £15.58 for use of the phone line, and 5p per single sided printing (colour and / or black and white).
- 0223-18d Action: Clerk to amend and publish Meeting Attendance Policy.
Complete
- 0223-18g Action: Clerk to strive to obtain 3 quotes and authorise the works required up to the cost of £1000.
Complete. Work completed.
- 0223-19 Action: Clerk to submit planning application recommendations.
Complete
- 0223-20 Action: Clerk to amend report and send to Dorset Council.
Complete.
- 0223-21a Action: Clerk to send invoice to Dorset Council on behalf of the Soup and Pud Club.
Complete
- 0223-21b Action: Clerk to apply to Dorset Council for a free parking day in West Street Car park on 23rd April 2023.
Complete
- 0223-22b Action: 20mph Speed Limit working group and Clerk to co-ordinate leaflet design, print and distribution.
On-going
Action: 20mph Speed Limit working group and Clerk to compile and send a letter of support for the National 20's plenty campaign to Dorset Council and Richard Drax
On-going
- 0223-22c Action: Clerk to apply to Dorset Council for a free parking day in West Street Car park on for 8th May 2023.
Complete. After the meeting the Clerk was asked by the working group to amend the date to 7th May 2023. The application had already been submitted to DC for the 8th May, however subsequently the Clerk has applied for the 7th May. We are able to cancel the request for free parking for the 8th May with a minimum 4 weeks' notice. (PC to confirm change of date.)

0323-28b Financial Matters – Annex - Monthly Expenditure & Income

Balance's 28th February 2023

00289201 – Lloyds	£36,876.62	00162368 – Lloyds	£5,361.65
80031534 – Redwood	£28,387.26	00060859 – Lloyds (GA)	£5,027.75
Total £75,653.28			

Note 1: Explanation of payments & receipts in Annex: Clerks Hours 87.5 hrs, (80 contracted hours & 7.5 Gods Acre hours), £60 expenses & £95.10 Gods Acre expenses. Hourly pay rate @ £15.02

Note 2:

1. Administration, Admin Subscription: For Scribe Accounting annual fee
2. Miscellaneous, Gods Acre: Spoil pile moving, re-shaping, & grass seed
3. Repairs and Maintenance Playground: replacement fencing boards x PK10 and paint for entire length

Note 3: All reserves agreed within the 2022/2023 budget will be moved to the Redwood Account before the new financial year.

Note 4: The Gods Acre Lloyds account is no longer used therefore it is recommended this account be closed and the money be moved to the Redwood Account.

RECOMMENDATION: To approve the closing of the Gods Acre Lloyds account and the transfer of all funds to the Redwood Account.

RECOMMENDATION: To approve all payments as listed in Annex A + any regular payment not invoiced to date.
Current Gross figure at time of printing Annex A = £6,681.00 (inc VAT). *Update 13/03/2023 ££6,791.66 (inc VAT)*

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0323-28c Parish Safety

- 1 **Play area safety report:** There are no new issues to report.
- 2 **Defibrillator monthly safety report:** In the last 4 weeks, safety checks have been carried out on the following defibrillators with no urgent items to report: Mead Road, the Square, & Scots Arms (Kingston).

0323-28d Policy Ratification – Annex

To approve the following policies:

1. Accessibility Statement
2. Privacy and Cookie Policy

0323-28e BBC Great British Railway Journeys

To discuss and agree a way forward regarding the BBC Great British Railway Journeys production teams request for help.

0323-28f Dorset Waste Partnership

Update to note:

In May 2022 DWP representative Kieren Espley Wareham Depo Supervisor, Mike Haines Operations Manager met with Cllr Spicer-Short and the Clerk.

1. It was agreed an extra general waste bin would be added at the end of Ollie Vyes Lane, near the existing bin as DWP had removed the dog waste bin halfway up Ollie Vyes lane by mistake thinking it was their property. CCPC asked the NT if it would be possible to place the bin on the other side of the road, by the entrance / exit to the footpath used to access the village / castle from the visitor's centre, however our request was denied. CCPC then asked DWP install another bin alongside the existing bin on DC land. To date this has not happened.
3. The dog waste bin by the nursery car park was discussed and we were asked to contact the resident who was frequently emptying the bin to request they stop, so that DWP could monitor the usage and work out a schedule. In November the resident contacted us informing us the bin had been overflowing for month, and that they could no longer stand the sight nor smell and therefore was going to start emptying it again. This information was passed to the DWP representatives, and a copy of the monitoring information was requested. To date no response has been received.
4. There was a dog waste bin by 124 East Street, which DWP stated they would not continue to empty given the location of the bin. Stating the vehicle, they use on the route was usually only occupied by the driver, and therefore there was no banksman to help the driver reverse up such a narrow lane. It was stated a new general waste bin would be install by 52 Halves Cottages as a replacement given the dog waste bin was CCPC property. This has been carried out.

Due to there being an issue this half term with the bin at the end of Ollie Vyes land overflowing, the Clerk contacted the DWP representative again asking for an update on all outstanding issues, along with asking for a copy of the yearly schedule regarding the emptying of all public general waste bins within the parish. This email was cc'ed to Cllr Cherry Brooks as our DC Councillor, and Cllr Laura Beddow.

0323-28g Caretakers report

To notes this month the Caretaker has carried out litter picking around half term, playpark inspection, levelling collapsed graves, installing "No dog fouling signage", Raking and grass seeding the new spoil pile, clearing the car park sump, repairing the playground north fence and replacing the signage with updated signage.