

Corfe Castle Parish Council Action Log

Minute Number	When Initiated?	Who is Actioned?	Title	Details	Status (progress description plus colour code: Red - no progress; Amber - action in progress; Green - action completed)	Complete
1023-61	09/10/2023	Clerk	DC Budget Café	Request Cllr Brooks update further regarding what proposals she has proposed for the Purbeck area. It was hoped input would be put forward for: 1. Finance for transport to be defined (minibus or train) between Purbeck Park and Corfe Village. 2. Electronic signage close to Stoborough roundabout stating which car parks are full and where there is availability. Diverting cars to Purbeck Park when the National Trust and West Street Car Park's are full. 3. Progress off road, joined up access across Purbeck for cyclists, walkers, horse riders alike.	26-10-23 Email sent to Cherry. Response from Cherry "I think the Councillors may have misunderstood the purpose of the budget cafes. These are an opportunity for all elected members to take part in the overall budget setting for directorates (so the top line for each directorate), based on the income due in, mostly from central Government and historical spend. Individual budget lines are usually proposed by officers based on what they are doing in each area, plus what is set out strategically. All three instances that you have mentioned form part of ongoing discussions, but there is no guarantee of funding in the next financial year. I have passed this over to Jack Wiltshire and Giles Nicholson so they are aware of your comments, but I can tell you that Katie Black has offered to speak to the member of the public that spoke at your and other Parish Councils regarding routes for horses. "	y
1023-62a	09/10/2023	Clerk	Bus Shelter Halves Cottages	Clerk to contact the contractor to accept the quote to repair the bus shelter roof at Halves Cottages	26-10-23 Work undertaken and invoice paid.	y
1026-63a	09/10/2023	Clerk	Double Depth within Gods Acre	Clerk to contact the contractor to inform Corfe Castle Parish Council decline their quote to monitor water levels within the New Extension area of Gods Acre.	26-10-23 Email sent to Contractor	y
1023-63b	09/10/2023	Clerk	Finance Payments	Clerk to process payments.	Processed	y
1023-63d	09/10/2023	Clerk	Policy Publishing	Clerk to publish the Code of Conduct and Equality and Diversity Policy.	Published	y
1023-64	09/10/2023	Clerk	Planning Comments	Clerk to submit planning application comment.	Submitted	y
1023-65c	09/10/2023	Clerk	Signage on verge near Norden Roundabout	Clerk to contact Cllr Brooks to ask she liaise with Dorset Council to request they clear the company advertising boards from around the Purbeck Park Roundabout & at the junction of the Kingston Hill.	12-10-23 Email from Cherry stating signs cleared, however "I think from now on though, we will not accept anything that is anonymous. If a resident feels strongly about something they should make themselves known. "	y
1023-67d	09/10/2023	Clerk	NT - Self funding property repairs	Clerk to contact Tracey Churcher and ask if there is a property renovation self-funding model for National Trust properties within Corfe Castle as in previous years?	26-10-23 Email sent to Tracey 26-10-23 response from Tracey "No the scheme as such does not exist at the moment. That said we have secured funding for a lot of work in Corfe which will bring three empty properties back into use and roofing works that will support business tenants too. Works to be done over the next twelve to eighteen months depending upon permissions and availability of contractors. So all moving in the right direction "	y
0923-54c2	11/09/2023	Clerk	Playground Equipment	Clerk to investigate costings required to rectify all the points identified within the quarterly report, and report back to Council, with the aim of replacing the infant swing as a minimum this autumn	29-09-23 4 Contractors contacted with regards pricing for the swing unit. 3 acknowledge enquiry. 1 has quoted.	
Public 0923	11/09/2023	Clerk	Joining up routes across Purbeck	Write to Cllr Brook to request Dorset Council arrange a meeting with the appropriate Bridleway Officer from Dorset Council, a representative from the National Trust, a representative from the local group raising this campaign, plus any other interested party, to a meeting with the aim to put a plan in place.	19-09-23 email sent to Cllr Brooks formally requesting a meeting be set up. 26-10-23 Cherry Brooks stated in email received 26-10-23 " but I can tell you that Katie Black has offered to speak to the member of the public that spoke at your and other Parish Councils regarding routes for horses. "	y
0923-54h2	11/09/2023	Clerk	Gods Acre	Clerk to have new plans drawn up for the New Extension Area showing the number of possible burial plots, when laying East to West.		
0923-54h2	11/09/2023	Clerk	Gods Acre	Clerk to investigate if it would be possible to add a row at the foot of Row A in the New Extension Area for the interment of Cremated remains.		
0923-54h3	11/09/2023	Clerk	Tender - Grounds Maintenance	Clerk to prepare a new combined tender for the Cemetery with the Playground / Sportsfield, for full Council approval.	19-09-23 Tender document drawn up and draft sent to Chairman and Vice Chairman for comment (typo's etc) 09-10-23 presented to full council for approval to publish. 16-10-23 Tender published CVN and online	
0923-54j	11/09/2023	Clerk	New Cllr presentation	Identify local groups to speak to regarding "The life of a Parish Councillor"	29-09-23 Emails sent to various clubs. Aquarius, Castle ringers, FC, Gardening Club, Double Act, Castle Voices 26-10-23 No response	
0923-58d	11/09/2023	Clerk	Hedge in Halves Cottages	Clerk to write to S Kennedy as the representative of Aster covering the Corfe Castle area and request the hedge running along the footpath to the common outside of 15 Halves Cottages be cut back to the originally intended hedge height of 4 foot.	18-09-23 Call from Aster of similar issue different location. Advise best email to contact is 'councillorenquiryinbox@aster.co.uk'. Email sent to 'councillorenquiryinbox@aster.co.uk' and S Kennedy 04-10-23 Response received "Further to our email of 18 September and as an update on this matter, Aster's Supervisor visited the site last week. The pathway at the rear is clear to walk but there is a bit of siding up to do, however, as you are aware from the photograph sent, there is a trailer there and cars which will need to be removed for works to be carried out. This will require the housing officer to arrange and then the contractor can be asked to cut back. As you can appreciate, it can take a little while to arrange this, but we will provide you with a further update as soon as possible."	

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0923-62 & 0723-47	11/09/2023 11-07-23	Clerk	DAPTC - AGM	0923 - Clerk to contact other SE Parish's asking they consider seconding the motion ready for the DAPTC AGM agenda. 0723 - Clerk to forward to other local parishes to request a seconder for the motion.	13-07-23 email sent to all SE Parishes asking for a Council to second 18-09-23 Email from Studland "Just to confirm that at its August meeting Studland PC resolved to offer to second these two motions subject to removal of the word "lorry" and replace it with "vehicle" in the second one. " Motions were "DAPTC and Dorset Council undertake a systematic review and survey in early 2024 on the impact of the creation of the unitary authority in Dorset. Review topics would include impact on service delivery and quality of services, finance, responsive to local communities. working arrangements with Parish and town Councils and local democracy. Overall has Dorset thrived as a result of the reorganisation.? It is hoped that the review when published by May 2024 will influence the policies and practices of the newly elected Councils". The second motion was: "Dorset Council consider implementing a permissive power with local variations restricting lorry sizes and weights travelling through areas of the Southeast Purbeck Parishes." 17-10-23 call from Neil informing netiher motion put forward. However would write to Dorset Council and would reconider for EO AGM in March depening on response. 26-10-23 Email received from Neil"the one relating to Southeast Purbeck parishes. Motions with such a defined focus are not ideal topics for DAPTC's AGM and instead we would offer to write on your behalf to Dorset Council on this topic as soon as is practicable. The other motion strangely coincides with some work that has been underway in the background over the last few months that is scheduled for broader communication. Corfe Castle PC is on a list of parishes and towns that two academics would like to engage and talk to about the very same topic. Furthermore, in the early part of 2024 a survey is due to be issued to support the research. Whilst the motion isn't making it to the AGM in November, the sentiments it contains are being progressed. You should shortly get contact from Gordon Morris, I have provided him with your details and we hope he will make arrangements to meet you and the Chair/Vice Chair potentially of council to run through a few questions. The survey is currently being drafted ready for early 2024. I hope the above addresses the two points CCPC wished to raise and if you would like us to send in a letter to Dorset Council reference the specific issue, maybe council could let me know the specific points that need covering and the parishes supporting the letter."	y
0723-39a & 0923-54a	11/07/2023	Clerk	Planning	Clerk to investigate what if any application the model village submitted for the signage changes and report back to Council.	20-07-23 Email sent to Cllr's stating no application found for a change in signage after the one granted on 5th April 2016 which was granted for 5 years. 11-09-23 Clerk to contact Dorset Council planning and request they investigate the need for a retrospective planning application from the Model village regarding the new signage. 05-10-23 Email sent to planning East and Enforcement east requesting the insist on a retrosspective planning application be applied for.	
0723-39a & 0923-54a	11/07/2023	Clerk	Planning	Clerk to investigate what if any planning permission has been received for the luxury bell tent business on Kingston Hill and report back to Council.	20-07-23 Email sent to Cllr's confirming 1. DC have a 28-day permitted development rule, 2. Campsite looks to have been open since May 2023 and closes mid Oct 2023 with more than 28 days available for camping. Email sent to planning to check if total bookings are less than 28 days and tents taken down in between time is this ok within permitted development. 20-07-23 During Quarry visit Clerk spoke with both DC planning enforcement and planning officer re the new regulations for campsites under permitted development. It was stated the belief was that PD is now 60 days not 28. 11-09-23 Clerk to investigate if the Bell tent campsite on Kingston Hill has registered with Dorset Council as a camping facility. 05-10-23 Business not listed on https://www.dorsetcouncil.gov.uk/-/register-of-licensed-caravan-and-camping-sites Email sent to Dorset Council with enquiry	
0723-45	11/07/2023	Clerk	Coastal Learning Partnership - Pre School	Clerk to submit concerns as resolved above via the CLP / Pre School consultation method. Plus contact Coastal Learning Partnership to arrange a <u>meeting with the CCPC education working group</u> .	11-07-23 email sent raising concerns as approved.	y
0723-40b	10/07/2023	Clerk	D-Day 80 - 6th June 2024	It was agreed to form a working group after speaking with the Festivities Committee and / or Crazy 4 Corfe to see if they would organise the event. Cllr <u>Blinkhorn agreed to take the lead if necessary</u>	29-09-23 email sent to Steff & Rupert 30-09-23 Both acknowledge email and state will ask associated group and come back with an answer.	
0523-9	15/05/2023	Clerk	Funding for toilet block	Seek additional funding from all relevant organisations, such as Dorset Council & National Trust.	16-06-23 Email sent to Adam. 16-06-23 Adam responded acknowledging email and stating he would talk to his general manager and come back to us. 05-10-23 Email sent to James and Adam askig for update 6-10-23 Email received from James "Many thanks for the email about the toilet block. After discussion I am afraid that the National Trust is not able to assist in the request for financial assistance with the maintenance of the toilet block in West Street. Whilst we appreciate that costs of maintaining the toilet block have increased in recent times the National Trust, as a local business in the community, already cover the full costs of maintaining 3 public toilets available to visitors to the village. These being at the Ticket Office, Castle View Welcome Centre and the Tea-Rooms. We would ask if this request has gone to other businesses within the village, and if not, why? We are aware that visitors to the castle are likely to frequent and use the services of the other businesses within the local community, as such they are also benefitting from tourism that the castle attracts. Sorry that we are unable to help at this time. "	
0523-10f	15/05/2023	Clerk	Training - Playground	Clerk to undergo training to ensure weekly checks are recorded to the correct level		y

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0623-24e & 0923-54h1	12/06/2023 & 11-09-23	Clerk	Establishing & Managing Gardens of Remembrance Training	Clerk to book and attend the ICCM Establishing & Managing Gardens of Remembrance training.	Mar 23 meet Nigel Dibden at the Councillors DAPTC Conference, arranged meeting with himself and DC designer Marta Kulik in Gods Acre in March 23. During meeting Marta advised there would be a small waiting period as they are busy but then she would be able to design and send over, Cost was asked for before work commenced and advised likely no cost as DC doing for PC, but this would be confirmed. 25-05-23 Chase email sent to Nigel & Marta as no communication received to date. 20-07-23 Chase email sent to Nigel & Marta as no communication received to date 20-07-23 Course booked for 5th October to understand legal requirements behind GOR 05-09-23 on September agenda for proposed payout discussion 11-09-23 Clerk to investigate costings for the design submitted from Dorset Council, to create a Garden of Remembrance. 04-10-23 Email sent to Nigel and Marta (DC) asking for quote to carry out landscaping works as designed 05-10-23 email sent to 3 other garden designers to request quotes.	
0623-26	12/06/2023	Clerk	Annual Parish Meeting	Clerk to investigate costing for a banner. & Clerk to implement refreshments into the proposed APM agenda for 2024.	Costs average £40 ex VAT for a non-changeable banner 2m x 1mwith eyelets	
0623-27	12/06/2023	Clerk	Purbeck Park Footpath	Corfe Castle Parish Council write to Dorset Council to propose that Dorset Council underwrite the cost of an accessible and chargeable minibus which would act as a shuttle between Purbeck Park, the National Trust carpark and the village centre to operate from summer 2024.	For many years Dorset Council have agreed a need for a public footpath / cycle route from what was Norden Park & Ride to Corfe Castle. 30-06-23 letter sent via email to Cllr Bryan, & John Sellgren cc Cherry Brooks 30-06-23 email received from John Sellgren "Many thanks for your email. Cllr Brooks raised this in a meeting at Dorset Council earlier this week and this prompted me to ask my team about the progress being made. I am going to ask them to respond to you directly and others copied into this email." 04-07-23 Email received from David Brown with detailed update forwarded to Cllr's. 18-07-23 email response to David acknowledging offer of meeting bi-monthly or quarterly and accepting updated on either time scale depending on progress made. Also suggested instead of Face to Face happy with email updates if easier for David. 04-10-23 Email sent to David asking for an update, plus to set a future date for a meeting or to receive and email update. 11-10-23 Email received from David Brown "We are still committed to delivering a path between Purbeck Park and Corfe Castle Visitor Centre. However, it has become apparent that the 3rd party landowner opposes the preferred route and does not agree to Dorset Council acquiring the land for this path. For us to proceed from this point we need to do a lot of work investigating all other options and consider the most affective approach to securing a suitable route. Unfortunately, progress on schemes such as this are very unpredictable. I will provide a further update when investigation work has been completed and we hopefully have a clearer way forward. "	
0423-39	17/04/2023	Clerk	Perenco - Wytch Farm Oi Leak	Write to Perenco - see minutes for full details	28/04/25 Email / Letter sent to François Perrodo (Chairman of Perenco) & Ade Parvin Environmental Team Lead. 02-05-23 Email received from Ade acknowledging receipt. 22-09-23 Chase email sent asking for response to questions either via e-mail or by attending a CCPC monthly meeting. 28-09-23 Letter received and forwarded to Councillors. 30-09-23 Josey & Steve requesting to know why CCPC are not stakeholders 05-10-23 Email sent to Ade asking why PC are not a Stakeholder	
			Woody Hyde		Update: A route was identified in 2020 and agreed in principle with Peake House (owners of field) and CCPC. In September 2020 Mark Singleton, Katie Black, the previous clerk & Michelle Harrington (as onlooker) walked the proposed route. The NT agreed to repair a gate at the bottom of the field, DC (Katie Black) agreed to install signage and CCPC agreed to pay for the installation of a new gate at the top of the field (installed by Katie Black and her team). The NT carried out the repair works with no issues. Katie Black and her team whilst installing the new gate was approached by people who claimed to be the tenants of the field, stating all work must stop. Peake House Business owners were not aware of anyone using their field and legal proceedings started after talks broke down. In 2022 the House was sold and the project was shelved, as it did not seem right that the PC ask the new home owners for permission to instate the new path, as they had a planning application going through and the PC are consultees. The Application was approved in early 2023. So talks can now take place. 23-06-23 Email sent to all interested parties asking for availability for meeting to discuss project. 5-7-23 meeting set for 21st July 2023. 12-07-23 Meeting postponed new email sent with more dates. 15-08-23 email received from Harry stating "we do feel quite strongly about the privacy of the property. Having a footpath along the bottom of the garden when we have a 2 year old is particularly unappealing. "	
			Electrical Charging		A need to electrical charging points was discussed at Council, and it was agreed Council should investigate the possibility of installing EV charging points in the resident's car park. PodPoint where commissioned to carry out a survey. The resulting quotes came back, and it was believed the prices quoted were too much for CCPC to justify at the time. The Working group were kept, and the issue is on-going.	
			Website Overhaul			

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			Highways		10-07-23 Call from Stephen Mepham stating parking sign by church should have been replaced. Bankes Arms sign will be recovered and state the number of spaces available. The sign by the NT shop will be recovered and show, the number of spaces and the distance to the car park. The sign on the junction of Hollands Close & West Steet will be removed but leaving the wood attached to the building, a new sign will then be attached to the wood. SM stated he will be visiting in a couple of weeks to look at the drop kerb requests with the intention of having them installed in October / November '23. It was mentioned all other requested items on the list will be worked on in due time. 19-07-23 Signage installed for Car park 17-08-23 email from SM "I want to put all amendments for Corfe Castle parking restriction TRO's through as part of one process – more cost effective. Putting this together (East and West St) is my next "Corfe Castle" project, following signage and dropped kerbs BUT I'm afraid Cllrs will at times have to be patient (and I know you all have been) as I have 80 Parishes in my area and must address safety issues as a priority. Promise to keep you informed as I interact with the Regulation Team on this one!"	
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