

# TOLLER PORCORUM PARISH COUNCIL

Chair Neil Farmer

Clerk Clare Smith

## Minutes of the Full Parish Council meeting Wednesday 12 March 2025 7pm at Toller Porcorum Village Hall

### Present:

Councillor Neil Farmer (NF)                      Councillor Peter Crabbe (PC)                      Councillor Debbie Billen (DB)  
Councillor Steve Hodson (SH)                      Councillor Helen Jones (HJ)                      Councillor Chris Wardle (CW)

### In attendance:

Clare Smith (Clerk)                      Dorset Councillor Neil Eysenck (NE)                      Members of public: 3

### 25/03-1. Public Democratic Forum

A member of the public queried why a deadline was put in place for residents to volunteer for a litter pick as an option to volunteer should always be available. It was agreed that the person's telephone number would be put on Toller Porcorum Parish Council's (TPPC's) website and printed in the Toller Times. They asked TPPC for rubbish bags and pickers and were reminded that any litter pick is not a parish council activity and they can apply for a grant for equipment.

The same member of the public had spoken to a hedge cutting contractor in December who informed them clearing debris was not part of their contract. TPPC's previous response stands: if vehicular damage is sustained a claim is to be taken up with the landowner.

They continued to ask if TPPC's precept had increased by 16%. This was confirmed.

Another member of the public asked if any progress had been made on promised help to local councils with responses to planning applications and were advised that to date this information has not been received. They went on to ask that TPPC make clear on planning applications that certain routes into the village are not suitable for HGVs or long vehicles regardless of whether there are objections to applications or not. TPPC accepted this suggestion.

They also asked if meetings could end with a public forum to allow comment on the content of a meeting.

ACTION: the Clerk will investigate the legality and report back.

### 25/03-2. To receive apologies for absence

Apologies were received and accepted for Councillor Jane Curry.

### 25/03-3. To receive declarations of interest or any grants of dispensation

None declared.

### 25/03-4. Welcome by Chairman

NF welcomed all the meeting including 3 members of the public.

### 25/03-5. To accept the minutes of the Parish Council Meeting held 15 January 2025

The minutes of the previous meeting of the Parish Council were proposed and duly accepted as a true and accurate record of the meeting.

Proposed: HJ                      Seconded: PC                      Accepted

### 25/03-6. Matters arising from minutes of the last meeting for information only

NF noted that despite requests various grit bins were not filled this winter and there has been no action on the SLOW road marking on Toller Lane.

ACTION: Clerk to investigate with Dorset Council (DC).

Signed by Chair: ..... Date: .....

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## 25/03-7. Dorset Council report

NE provided a written report to update TPPC on the appointment of a new Chief Executive for DC, the final DC budget and audit report. The report will be published with these minutes.

NE apologised for not having followed up the cost of elections and will do so.

## 25/03-8. Finance

### i. To approve the accounts for January and February 2025

HJ carried out the checking of invoices, bank statements and bank reconciliations.

Bank on 2 March 2025: £14, 166.23

Proposed: CW                      Seconded: HJ                      Approved

### ii. To consider and approve the payments due for March and April 2025

Payee	Detail	Amount
SC Marsh Ltd	Recreation Ground hedge cutting	£132.00
Hugo Fox Ltd	Website hosting (March)	£11.99
Clare Smith	Clerk's salary (Jan and Feb)	£424.32
	Clerk's allowance (Jan and Feb)	£52.00
	Clerk's mileage (Jan and Feb)	£21.33
DAPTC	Future Planning event	£210.00
Starboard Systems	Scribe accounting software	£216.00

Proposed: PC                      Seconded: SH                      Approved

### iii. To approve the hiring of an internal auditor

Parish and Town Auditing Services were approved for internal audit.

Proposed: HJ                      Seconded: CW                      Approved

### iv. To consider and approve the cost of moving to gov.uk website and email addresses

After consideration NF proposed to amend the motion to defer a decision to the next financial year. This amendment was seconded by PC.

Amendment was carried.

### To consider and approve the cost of moving to gov.uk website and email address deferred to the next financial year

Proposed: PC                      Seconded: CW                      Approved

## 25/03-9. To review and approve changes to Financial Regulations to be used from 1 April 2025

All changes were reviewed and approved.

Proposed: CW                      Seconded: HJ                      Approved

## 25/03-10. Review Action List 2024-25

List was reviewed with nothing to report.

## 25/03-11. Finalise and approve arrangements for Annual Parish Assembly, 9 April 2025

Doors to open 6:45pm for refreshments with the meeting to start at 7pm.

Proposed: HJ                      Seconded: SH                      Approved

### i. Agree APA agenda

Presentation and Q&A Steve Oliver from the Dorset Beaver Project (up to 40 minutes)

Refreshments break (15 minutes)

TPPC annual review, NF (20 minutes)

TPPC financial update, Clerk as RFO (15 minutes)

Open discussion about 20mph limit, village telephone box and AOB (30 minutes)

Proposed: HJ                      Seconded: SH                      Approved

Signed by Chair: ..... Date: .....

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## 25/03-12. Recreation Ground Working Group

### i. Consider new grounds contract

Working Group to investigate new contractor.

### ii. Brief verbal report from representative

NF thanked SH for securing trees for the orchard and SH thanked all those who helped with planting.

SH had some suggestions from Toller Times article including keeping some areas wild and installing gym equipment.

ACTION: Clerk to investigate cost of gym equipment.

## 25/03-13. Highways

### i. Receive update on Barrowland Lane

NF reported DC have agreed the surface put down last summer is not suitable and contractor will replace it but it is not known when.

NE is frustrated but continues to add pressure and apologised again on behalf of Highways.

### ii. Receive update on Powerstock Bridge

NF reported that all parties involved are working well together. All documentation is in place awaiting ministerial approval with work possibly starting in 2025-26 but more likely to be 2026-27.

### ii. Brief verbal report from representative

Nothing further to report.

## 25/03-14. Community including Church and Village Hall

### i. Review quotes received for defibrillator training and approve supplier

Emerald First Aid were approved to supply a course for up to 20 people.

Proposed: PC                      Seconded: SH                      Approved

ACTION: Clerk to organise dates with supplier and Village Hall.

### ii. Brief verbal report from representative

Nothing further to report.

## 25/03-15. Planning (all applications are on the [TPPC website/Planning Applications](#))

### i. Receive and consider planning application: P/NOTP/2025/00905

Location: High Street, Toller Porcorum

Proposal: Remove payphone from telephone kiosk. Lock telephone kiosk

TPPC's response is to object on the grounds that the telephone has been broken for a long time and, under Ofcom rules, it is not known if 52 calls per year would have been made. The objection will include a request that the telephone be fixed and a review of usage be undertaken for one year from the date of repair.

The same request will be sent to BT.

Proposed: CW                      Seconded: DB                      Approved

ACTION: Clerk to submit response on Planning Portal and to write to BT.

TPPC received comments from a number of parishioners on retaining the kiosk for the village. Should the planning application go ahead and subject to insurance cover, TPPC aims to purchase the kiosk for future use by the community.

Proposed: HJ                      Seconded: CW                      Approved

ACTION: Clerk to check current insurance covers a Listed Building.

ACTION: Clerk to check with BT whether kiosk would retain power supply after disconnection.

Signed by Chair: ..... Date: .....

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**ii. Receive verbal report from councillors who attended Future Planning event**

NF, PC and DB attended event which was useful. PC and DB attended session 'Thinking About a Neighbourhood Plan?' and concluded such a plan would be of no significant benefit to Toller Porcorum.

**25/03-16. To approve updated Community Emergency Response Plan**

Changes required from meeting in January (ref: 25/01-14. i) have been made and the document was approved.

Proposed: HJ                      Seconded: CW                      Approved

ACTION: Clerk to circulate to Distribution List, update on website and send to DC's Emergency Planning Team. All councillors are to keep a copy.

**25/03-17. To receive brief verbal reports from councillors representing the areas below:**

**i. Environment including Rights of Way**

Nothing to report.

**ii. DAPTC**

NF attended an area meeting where a report, *Future Directions for Dorset's Towns and Larger Parishes* by Professor Graham Sansom and Gordon Morris about the future of unitary and local councils working together was discussed.

**iii. Ammonite Patient Participation Group**

PPG met 11 March. All incoming calls for all sites are being answered at the Bridport surgery by 4 at all times, increasing to 5 with demand – this process seems to be working well.

Receptionists at Maiden Newton site are starting training to become prescription dispensing assistants.

The practice has been receiving good feedback via cards and the website.

Building work in reception delayed due to flooding and flooring having to be redone.

Work due to restart in the next two weeks.

The AGM for the PPG of Maiden Newton and Beaminster will be 15 May at Toller Porcorum Village Hall. Social prescribing team and mental health service, Harmony, will be in attendance and the meeting is open to all.

The next PPG meeting is 24 June 2025.

The community health initiative is to start at the Village Hall, 10 June, 11am – 1pm. It is supported by the Ammonite Health Partnership and LiveWell Dorset.

**25/03-18. To receive any correspondence received for noting**

Email relating to telephone box planning application as previously discussed and another regarding the precept increase.

**25/03-19. To confirm arrangements for Parish Council meeting in May 2025**

Meeting to be held Wednesday 14 May 2025 at 7pm in the Village Hall.

Meeting closed at 9.01pm

Signed by Chair: ..... Date: .....