

BUCKLAND NEWTON PARISH COUNCIL
Minutes of Full Parish Council Meeting
Tuesday 12 July 2022 at 7.00 pm in the Parish Pavilion

Present: Chair Cllr Mark Needham (MN), Vice Chair Cllr Mick Ames (MA), Cllr John Baker (JB), Cllr Chris Osmond (CO), Cllr Sheila Crouch (SC), Cllr Christina Manny (CM), Cllr Lin Townsend (LT), Cllr Roy Godwin (RG)

Clerk: Sarah Mitchell (SM)

Item	Detail	Action
	Cllr Needham welcomed everyone to the meeting.	
	Period of Public Questions None	
2022/7-1	To Receive Apologies for Absence and to approve the reason given Cllr Andy Foot (AF) – Illness Cllr Jill Haynes The reason for absence was approved.	
2022/7-2	To Receive Declarations of Personal or Pecuniary Interests or Grants of Dispensation Cllr Baker - Planning Application P/FUL/2022/03565 Cllr Crouch - Planning Application P/FUL/2022/03565	
2022/7-3	To approve and sign as a correct record the Minutes of the Full Council Meeting held on Tuesday 14 June 2022. The minutes were signed as a true and accurate record. <i>Proposed Cllr Crouch, Seconded Cllr Ames, AIF</i>	
2022/7-4 1	Clerk’s Report Parishioner Issues Raised <ul style="list-style-type: none"> • Parishioner copied PC into emails sent to Community Highways Officer and Justin Neely (DC Flood risk) requesting action on flooding issues. He also emailed PC stating that he had seen very little action in the minutes regarding flooding issues. Clerk responded that PC are actively looking into a plan/actions to help the whole village and that his concerns would be passed onto Cllrs. 	
2	Highways & Rights of Way <ul style="list-style-type: none"> • Oak Trees at Duntish – 23.6.22 Clerk chased Arboricultural Officer, who responded that he would visit and assess trees asap. • Missing Duntish Sign – Clerk has chased quote for replacement (23.6.22) – Quote received, on as an agenda item. • Parishioner forwarded a picture of a lorry trying to get into the site opposite the school. “This squeeze is a frequent daily occurrence and will result in the death of this magnificent mature oak. I have reported it to DCC and request something is done to protect the tree. Your urgent consideration of the matter would be greatly appreciated” – agenda item Parish Matters <ul style="list-style-type: none"> • Verge cutting by Parish Field – Service from now until Mid-November will be £ 243.34 (price for part season) as a gesture of goodwill it has recently been cut free of charge. Agreed (under scheme of delegation) to go ahead. Confirmed on 1.7.22 that prices going forward would be for 23-24 will be £443.52 and £456.20 for 24-25 these would be added to our SLA which has been fixed for three years. • Flooding Issues – Cllr Needham attended a meeting with Community Highways Officer and Justin Neely (Dorset Flood Risk). Since the meeting contact has been made with Steve Groves (Structures) regarding the bridge at Lydden Meadow, he has confirmed that structures team do clear the silt/debris from under the bridge, but the 	

	<p>riparian owners also need to clear their section. Steve has said he can arrange clearance under the bridge once the riparian owners have cleared theirs.</p> <p>Correspondence</p> <ul style="list-style-type: none"> • Cinnamon Trust contacted Parish Council with details about their charity and that they were looking for dog walkers within Buckland Newton. Cllr Crouch got in touch with Community Connections and the Cinnamon Trust. Community Connections did get some volunteers to support the dog walking request from Cinnamon Trust; Sheila got an email from them directly to say that they had volunteers come forward to them directly from Buckland Newton so issue has been sorted. 									
<p>2022/7-5</p>	<p>To receive reports from: Cllr Jill Haynes – Chalk Valley Ward, Dorset Council</p> <p>There are many people locally struggling with the cost of living at the moment and I am afraid things will get worse as we go into the autumn and winter. Dorset Council now has a dedicated page on its website which can offer help and advice. For many people this situation is new to them, and they have not had to ask for help before, but it is vital that they get help as soon as possible and don't wait until their situation is desperate. The page covers the following areas:</p> <ul style="list-style-type: none"> • Money – debt – benefits available • Access to food • Housing • Support for families with children • Mental health and wellbeing • Energy – water – Phones – broadband costs • Employment. <p>If you know and one who is starting to struggle, please encourage them to get help as soon as possible.</p> <p>At cabinet last week we had a report on the first quarter of the budget. The budget this year is £312.4M which comes from the following sources</p> <table data-bbox="277 1193 774 1323"> <tr> <td>Rural services delivery grant</td> <td>£ 2.5M</td> </tr> <tr> <td>New Homes Bonus</td> <td>£ 1.7M</td> </tr> <tr> <td>Business Rates</td> <td>£ 44.3M</td> </tr> <tr> <td>Council tax</td> <td>£263.9M</td> </tr> </table> <p>As of the first quarter we are on target to come in on budget but there are a number of issues that make this year a particular challenge. Firstly, we have inflation running nationally at about 9% currently and forecast to rise higher, although many of our costs are fixed in the year it will certainly be problem going forward. There is also the sky-high price of fuel at the moment and this we do buy in advance, but it is still a large increase in our costs. This covers a big area including home school transport, adults to day centres, our highways operations and or waste services. Shortage of staff is another difficult problem. There is a national labour shortage both in private and public sector, increasingly we are struggling to recruit at the pay point offered. I'm sure you will have seen in the press about pay demands across the board but we are on a fixed income so it will be difficult to manage. There is also the risk of uncollected council tax and business rates as the economic situation hits individuals and businesses alike. Currently, this is quite good compared to some other areas running in the 96% area.</p> <p>There is a TEC lounge open in the Greenwood Centre, Maiden Castle Road, and Dorchester Sponsored by Dorset Council. This is an actual living area which can giving a realistic feel of what tech support can be like for those looking for safe but independent living. It's well</p>	Rural services delivery grant	£ 2.5M	New Homes Bonus	£ 1.7M	Business Rates	£ 44.3M	Council tax	£263.9M	
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	<p>worth a visit for anyone trying to help elderly parents or with a partner experiencing memory or mobility issues.</p> <p>In June there has been a recruitment drive for people to join the Shared Lives scheme. This scheme helps people over 16 with additional needs. Sometimes this might be someone supporting them during the day a bit like an adult child minder, for others it is offering respite care while their normal carers have a break and for some it is offering an adult foster home. Many have found this an extremely rewarding experience so that it enriches the lives of both sides involved. There is payment for this provision similar to foster carers. If you are interest look up Shared Lives on the council website.</p> <p>Finally, this month watch out for the increasing risk to cyber security. On Friday evening last week fraudsters spoofed a Dorset Council email, and it was sent to several thousand email addresses purporting to come from the council. Attached to the email was an invoice and of course if anyone opened the invoice then the fraudsters were able to access secure information on that computer. Staff worked late that night and the council systems were not compromised. It is something we practice but we do need everyone to be aware how much this kind of attack is increasing.</p> <p>PCSO Alison Donnison 6500</p> <ul style="list-style-type: none"> • Incidents/Crimes 10/05/2022 – 06/07/2022 - one incident of a possible rogue trader. • I have also been contacted about the parking on Zig Zags by the school, I have it on my list to contact the school and attend when the schools drop off or pick up. Realistically this will be after the summer holidays as I like to coincide it with a newsletter and then a follow up patrol 																																																	
<p>2022/7-6</p> <p>1</p> <p>2</p> <p>3</p>	<p>To approve the Financial Statement and agree any actions in relation to Financial Matters</p> <p><u>Invoices Paid</u></p> <table border="0"> <tr> <td>ROSPA Play Safety inspection</td> <td>£ 88.20</td> <td>E9 – BACS 16.6.22</td> </tr> <tr> <td>DAPTC</td> <td>£ 267.43</td> <td>E10 - BACS 16.6.22</td> </tr> <tr> <td>Transfer to Number 3 account</td> <td>£ 3981.26</td> <td>E12 – TRF 16.6.22</td> </tr> <tr> <td>Transfer to Project Fund (May)</td> <td>£ 50.00</td> <td>E13 – SO 27.6.22</td> </tr> <tr> <td>Transfer to Project Fund (June)</td> <td>£ 50.00</td> <td>E14 – SO 27.5.22</td> </tr> <tr> <td>Clerk Wages + Exps (June)</td> <td>£ 420.9</td> <td>E16 – BACS 8.7.22</td> </tr> <tr> <td>Morelock Signs – SID</td> <td>£ 3114.00</td> <td>E-PF1 – BACS 16.6.22</td> </tr> <tr> <td><u>Paid under delegated powers</u></td> <td></td> <td></td> </tr> <tr> <td>SSE</td> <td>£ 18.09 -</td> <td>E11 – BACS 16.6.22</td> </tr> </table> <p><u>Invoices to be approved</u></p> <table border="0"> <tr> <td>Clerk Wages + Exps (July)</td> <td>£ 378.70</td> <td></td> </tr> <tr> <td>Namesco Ltd</td> <td>£ 119.37</td> <td></td> </tr> </table> <p><i>Invoices were approved for payment – proposed Cllr Ames, Seconded Cllr Osmond, AIF</i></p> <p><u>Monies Received</u></p> <table border="0"> <tr> <td>Interest on Reserve Account (Apr)</td> <td>£ 0.70</td> <td>R-R1 – BACS 29.4.22</td> </tr> <tr> <td>Interest on Reserve Account (May)</td> <td>£ 0.88</td> <td>R-R2 – BACS 31.5.22</td> </tr> <tr> <td>Interest on Reserve Account (Jun)</td> <td>£ 0.82</td> <td>R-R3 – BACS 30.6.22</td> </tr> <tr> <td>Allotment Rent</td> <td>£ 325.00</td> <td>R4 – BACS 4.5.22</td> </tr> <tr> <td>SSE Wayleave payment</td> <td>£ 25.01</td> <td>R5 – Cheque 1.6.22</td> </tr> </table>	ROSPA Play Safety inspection	£ 88.20	E9 – BACS 16.6.22	DAPTC	£ 267.43	E10 - BACS 16.6.22	Transfer to Number 3 account	£ 3981.26	E12 – TRF 16.6.22	Transfer to Project Fund (May)	£ 50.00	E13 – SO 27.6.22	Transfer to Project Fund (June)	£ 50.00	E14 – SO 27.5.22	Clerk Wages + Exps (June)	£ 420.9	E16 – BACS 8.7.22	Morelock Signs – SID	£ 3114.00	E-PF1 – BACS 16.6.22	<u>Paid under delegated powers</u>			SSE	£ 18.09 -	E11 – BACS 16.6.22	Clerk Wages + Exps (July)	£ 378.70		Namesco Ltd	£ 119.37		Interest on Reserve Account (Apr)	£ 0.70	R-R1 – BACS 29.4.22	Interest on Reserve Account (May)	£ 0.88	R-R2 – BACS 31.5.22	Interest on Reserve Account (Jun)	£ 0.82	R-R3 – BACS 30.6.22	Allotment Rent	£ 325.00	R4 – BACS 4.5.22	SSE Wayleave payment	£ 25.01	R5 – Cheque 1.6.22	
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5	<p data-bbox="280 645 1353 712">To award CiLCA pay award for Clerk – Clerk has obtained CiLCA qualification therefore, pay award was awarded in line with contract (moved up 1 SCP to 17)</p> <p data-bbox="280 712 919 745"><i>Proposed Cllr Godwin, Seconded Cllr Townsend, AIF</i></p>																				
6	<p data-bbox="280 779 1347 880">To approve CiLCA hours worked on Unit 5 – Clerk has checked the allocation of CiLCA hours for the course. CiLCA set out a requirement and it is down to each Council to agree payment of hours worked on the qualification. Unit 5 = 17.5 hrs - agreed.</p> <p data-bbox="280 880 919 913"><i>Proposed Cllr Godwin, Seconded Cllr Townsend, AIF</i></p>																				
2022/7-7	<p data-bbox="280 947 501 981">Planning Matters</p> <p data-bbox="280 981 603 1014"><u>Applications for discussion</u></p> <p data-bbox="280 1014 1273 1081">P/FUL/2022/03565 – LYDDEN COTTAGE, LOCKETTS LANE, BUCKLAND NEWTON, DT2 7BS</p> <p data-bbox="280 1081 1382 1149">Erection of 1 No dwelling and 1 No carport/store, create new vehicular/pedestrian access and form 3 No parking spaces.</p> <p data-bbox="280 1149 1385 1249"><i>Comments by 5 July 2022, extension granted to 14 July 2022. - The Parish Council supports this application as it is an allocated site within the Neighbourhood Plan and the design meets the criteria set out in the policy.</i></p> <p data-bbox="280 1249 938 1283">Plans were viewed and discussed – Six Cllrs voted, AIF</p>																				
1	<p data-bbox="280 1317 1385 1451">Sambec properties emailed detailing their reasons and ethos for the names put forward for the new development. Cllrs want to make sure that there is not a duplication in house and street names, so that the address is clear, especially for postman and delivery drivers. Cllrs thought that a street sign saying ‘Bels Court leading to’ would be required.</p> <p data-bbox="280 1451 1225 1485"><u>Action:</u> Cllr Baker to speak to Sambec to explain the Parish Council’s concerns</p>		JB																		
2022/7-8	<p data-bbox="280 1529 1251 1563">To consider and agree any actions in relation to Highways and Rights of Way</p> <p data-bbox="280 1563 464 1597">Update on SID:</p> <ul data-bbox="328 1597 1023 1675" style="list-style-type: none"> <li data-bbox="328 1597 1023 1641">• S72 Licence has been signed and returned to SID team <li data-bbox="328 1641 1023 1675">• SID has been paid for <p data-bbox="376 1675 871 1709"><u>Action:</u> Cllr Ames to chase delivery date.</p>																				
1	<p data-bbox="280 1731 1310 1809">Replacement Duntish Sign – quoted received £ 875.38 for new sign and new posts or £ 675.38 for sign only. Prices include traffic management.</p> <p data-bbox="280 1809 1235 1843"><u>Action:</u> Clerk to ascertain price for sign only (without traffic management costs)</p>		MA																		
2	<p data-bbox="280 1865 1378 1944">Parishioner concerns over oak tree – issues are occurring as cars are parking on the road near the entrance to Bels Court, which does not allow enough room to manoeuvre.</p> <p data-bbox="280 1944 1241 1977"><u>Action:</u> Clerk to write to relevant parties concerned to make them aware of issue.</p>		SM																		
3			SM																		

4	Duntish Oaks Car Park – Highways Community Officer has received an enquiry about overgrown vegetation. <u>Action:</u> Clerk to respond highways with details of landowner.	SM
5	Flooding issues – Cllr Needham has had a meeting with Justin Neely, Flood Risk Team, Community Highways Officer and landowners. Investigations and plans to elevate flooding issues are ongoing.	SM
6	Flood Barrier – Cllr Crouch has been in touch with PC who was offering FOC barrier they have advised they will not be able to put this as an agenda item for a while, but will respond once they have an answer as to whether the barrier is still available.	
7	Clerk to contact Community Highways Officer advising that safety concerns had been raised about visibility on the crossroads (B3143, by school) due to overgrown vegetation.	SM
2022/7-9	Parish Matters	
1	To consider land purchase for MUGA – The Parish Council has been approached to buy the land adjacent to the housing site and Parish Field. The land was defined in the adopted Neighbourhood Plan, a Section 106 Agreement included terms for the sale of the land for a MUGA site. The land is being offered at an exceptionally good fee of £ 6750.00 + reasonable professional fees. After discussion Cllrs agreed that this would be a very good asset for the village. More CIL money is expected from the new development behind Bels Court, which could be used to secure the asset. The purchase was put to a vote – 1 abstain and 7 in favour. It was agreed to approach Battens Solicitors to represent the Parish Council and to obtain a quote for predicted fees. <u>Action:</u> Cllr Baker to progress <u>Action:</u> Cllr Baker to have an informal chat with developers Sambec to make sure they are aware of the S106 agreement, so that any drainage done on the development site will not interfere with MUGA in the future.	JB JB
2	Play Area <ul style="list-style-type: none"> Regular checks are being carried out by Cllr Osmond. Cllr Osmond has raked/re-distributed the bark throughout the play area. Bottom wire along fence line has been pulled out, due to it being stood on. Cllrs feel that this will continue to get damaged as it is being stood on climb the fence. A decision was made to remove the wire. <i>Proposed Cllr Osmond, Seconded Cllr Baker, AIF.</i> <u>Action:</u> Cllr Osmond to remove wire Cllr Osmond has trimmed out gateway leading to the footpath. Roundabout – Cllr Needham has arranged for the roundabout to be looked at. Annual Safety check was discussed. Clerk to produce a report of actions that have been carried out and list what is left to do. Cllr Needham to trim back hedge to stop it encroaching over the play area 	CO
3	Parish Pavilion <ul style="list-style-type: none"> The repointing of the Parish Pavilion has been carried out. Quote for work was agreed at last meeting, therefore invoice for £ 500.00 was approved. Cllr Baker has sorted a plumbing issue and mended the emergency door. <u>Action:</u> Cllr Baker to fix missing board from the porch 	SM MN
4	Parish Plan/Parish Action Plan <ul style="list-style-type: none"> Revision 5 of the questionnaire was circulated prior to the meeting – Cllrs approved the questionnaire 	JB

	<ul style="list-style-type: none"> • Cllr Crouch has arranged for the questionnaire to be delivered at the same time as LVN. • Quotes have been obtained for printing – Sarum Graphics £ 67.20, Spring Digital £ 71.25 and third has not responded. Cllrs agreed to go ahead with printing, using Sarum Graphics. • <u>Action:</u> Cllr Crouch to get an amended quote for fewer questionnaires. • <u>Action:</u> Cllr Crouch to put an article in August edition of LVN • Timetable – Article in August edition of LVN, questionnaire to be delivered with September edition of LVN, with returns to be in by end September beginning of October. • It is proposed that the questionnaires can be returned to the shop or the Gaggle of Geese into a secured box. It is also hoped to have a PDF version available on the website that can be emailed directly to the Clerk. • Cllr Manny and Cllr Townsend to collate returned questionnaires. • Updated version of Parish Plan to be put on website 	SC SC
	<p><u>All-weather track</u></p> <ul style="list-style-type: none"> • Cllr Manny has received three quotes 1st (verbal) of £ 15,000, 2nd (Dorset Council) £ 37,000 + VAT, 3rd (Dorset Ground scaping) £ 31,000 including VAT. Cllr Manny to continue to get more quotes for the resurfacing of the all-weather track. • Cllr Godwin to remove weeds from track 	JB CM RG
5	<p>Telephone Kiosks</p> <ul style="list-style-type: none"> • Henley – Clerk to requests for it to be repainted • Gaggle of Geese – Cllr to update sign, stating that it has been adopted by the Parish Council. Cllrs Baker and Crouch to clean the kiosk. Cllr Manny has volunteered to repaint. 	SM JB/SC/ CM
6	<p>Hountwell Pump</p> <ul style="list-style-type: none"> • Cllr Godwin to carry out check. 	RG
7	<p>Village Hall</p> <ul style="list-style-type: none"> • Cllr Ames to remove bolts from the wall of the village hall 	MA
8	<p>Litter Pick</p> <ul style="list-style-type: none"> • Sixteen people did the litter pick around the village on Saturday 2nd July. Attendees were given designated routes. Cllr Manny was thanked for organising this event. 	
9	<p>The Pound</p> <ul style="list-style-type: none"> • Cllr Manny has trimmed the Pound. Cllr Godwin will continue to mow it on a regular basis. 	RG
10	<p>Triangle by church</p> <ul style="list-style-type: none"> • Unfortunately, this has already been strimmed with all the existing shrubs/plants growing to shield the grit bin being destroyed. Cllr Godwin to continue with mowing and will suggest ideas for future planting. 	RG
11	<p>Cllr Needham to trim back long grass along the edge of the Parish Field</p>	MN
12	<p>Rubbish bin by bus stop – this is currently overflowing. The bin is emptied fortnightly as part of the rubbish pick-up.</p> <p><u>Action:</u> Bin to be moved further away from the bus stop, once it has been emptied.</p> <p><u>Action:</u> Notice to be put on bin and in LVN advising that bin is for incidental rubbish and that dog mess should be taken home and put in home general rubbish bin.</p>	MA/MN

		SM
2022/7-10	<p>To review and adopt policies</p> <ul style="list-style-type: none"> • Equal Opportunity Policy – to add in pregnancy/maternity, to remove Irish and just have traveller, remove monitoring section. • Model Publication Scheme – to check Dorset Records to ascertain prices when charging for copies. <p>Cllrs agreed to adopt both policies subject to agreed changes. <i>Proposed Cllr Crouch, Seconded Cllr Ames, AIF</i></p>	
2022/7-11	<p>To consider all Correspondence received for decision, consultation and information</p> <ul style="list-style-type: none"> • DAPTC – One star award to training and letter of congratulations from chief executive Nigel Wedge. • Dorset Volunteer Programme requesting up to date info regarding services offered in Buckland Newton – Cllr Crouch has responded • Dorset Council Community Governance Review - Final Recommendations – no change for Buckland Newton 	
2022/7-12	<p>Other matters for information and agenda items for Next Meeting</p> <ul style="list-style-type: none"> • DAPTC shared information regarding a smaller lanes initiative/scheme introduced in another county. This is where you can register smaller lanes that are regularly used, asking for users to be mindful and restrict speeds. <p>Action: Clerk to find out whether this is something Dorset Council is considering.</p>	SM
No voice recording was made at this meeting.		

Next Meeting – Tuesday 9 August 2022 – Parish Pavilion – 7.00 pm

The meeting concluded at 9.25 pm

Signed: _____

Date: _____