

TOLLER PORCORUM PARISH COUNCIL

Chair Neil Farmer

Clerk Clare Smith

Minutes of the full Parish Council Meeting Wednesday 9 July 2025 at 7pm at Toller Porcorum Village Hall

Present:

Councillor Neil Farmer (NF)
Councillor Jane Curry (JC)

Councillor Peter Crabbe (PC)
Councillor Steve Hodson (SH)

Councillor Debbie Billen (DB)

In attendance:

Clare Smith (Clerk)

Dorset Councillor Neil Eysenck (NE)

Public Democratic Forum

No members of the public were present.

25/07-1. Welcome by Chairman - meeting opened at 7pm.

25/07-2. To receive apologies for absence

Apologies were received and accepted from Cllrs Helen Jones and Chris Wardle.

25/07-3. To receive declarations of interest or any grants of dispensation

NF is the DAPTC representative under the dispensation granted 14.05.25, ref: 25/05-5.

25/07-4. To accept the minutes of the Parish Council Meeting held 14 May 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: PC

Seconded: SH

Accepted

25/07-5. Matters arising from minutes of the last meeting for information only

None.

25/07-6. Dorset Council report

NE provided a written report that will be published with these minutes.

Household Recycling Centres (the tip) – NE lobbied to change approach as there are extensive issues at some sites but not all.

Trailway – receiving an update on entire route later this month.

Country Cars – to be brought into Dorset Council's volunteer framework which hopefully solves some of the issues the scheme is facing.

Procurement – investigation still ongoing from issues raised at audit.

Highways communications – NE continues to be very frustrated and has emailed relevant parties. Meetings to discuss specific issues like Barrowland Lane and overall communication, particularly with parish councils, are in progress.

Review of ward boundaries – completed not long ago but there is a cross party agreement to look again.

25/07-7. Finance

i. To approve the accounts for May and June 2025

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

Bank on 1 July 2025: £16,007.34.

Proposed: PC

Seconded: PC

Approved

Signed by Chair: Date:

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ii. To approve the payments for July and August 2025

Additional payments were submitted by the Clerk at the meeting: £50 to Dorset & Somerset Air Ambulance and £1 to BT.

Payee	Detail	Amount	VAT
TP Village Hall	Hall hire	£50.00	
Ken Hussey	Recreation Ground inspection	£27.50	
Hugo Fox Ltd	Website hosting July	£11.99	£2.00
Clare Smith	Salary and allowances June and July	£501.99	
Dorset LGPS	Pension	£118.52	
Lloyds	Service charge	£4.25	
D&S Air Ambulance	Donation for CPR & Defibrillator training	£50.00	
BT	Adoption of telephone box	£1.00	
Total		£765.25	£2.00

Proposed: PC

Seconded: DB

Approved

25/07-8. Policies

i. Adopt Equality and Diversity Policy

Proposed: SH

Seconded: PC

Adopted

ii. Approve updates to Grievance Policy

Proposed: JC

Seconded: SH

Approved

iii. Approve updates to Disciplinary Policy

Proposed: DB

Seconded: JC

Approved

iv. Approve updates to Homeworking Policy

Proposed: PC

Seconded: JC

Approved

v. Adopt Homeworking Risk Assessment

Proposed: PC

Seconded: JC

Adopted

vi. Approve Grant Awarding Policy and form

Proposed: SH

Seconded: PC

Approved

vii. Consider data protection policies offer from Breakthrough Communications

Offer not received. Clerk given authority to investigate obtaining policies and present costed plan at September meeting.

Proposed: PC

Seconded: SH

Agreed

25/07-9. Review Action List 2025-26

Reviewed.

25/07-10. Planning

i. Receive and consider planning application: P/HOU/2025/03022

Location: Barton Close, Toller Porcorum

Proposal: Raise house roof to increase headroom and construct loft conversion.

Build small extension to garage as a tool store.

Response: Toller Porcorum Parish Council supports this application. The design is in keeping with the Barton Close development and the council is satisfied that environmental concerns have been properly considered.

Proposed: JC

Seconded: SH

Agreed

Signed by Chair: Date:

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ii. Consider activity at Poor End and agree any action

No action required due to a letter from the Enforcement Team notifying council of an investigation into unauthorised engineering operations.

iii. Receive update on the payphone and telephone kiosk

BT decided to remove the payphone, scheduled for 9 July 2025 (not done at time of meeting). Adoption of telephone kiosk is in progress.

Authority was delegated to the Clerk to sign agreements, contracts and other legal documents relating to the adoption of the village telephone box by a resolution moved by JC and seconded by DB.

Proposed: NF

Seconded: PC

Resolved

ACTION: community to be asked for ideas and to join volunteer group to action ideas.

iv. Agree response, if any, to Dorset Council's Housing Allocation Policy consultation

There will not be a Parish Council response.

Proposed: SH

Seconded: PC

Agreed

25/07-11. Recreation Ground Working Group

i. Receive an update on grass cutting contract

Group met before the council meeting (attended by SH, DB and Clerk) to agree specification for a new grass cutting contract. A development plan is being put together.

ACTION: Clerk to prepare specification document and request quotes.

ii. Brief verbal report from representative

SH thanked resident for grass cutting of playground area and their commitment to continue this service until a new contract is in place.

Inspection report stated repair to Huck Spinner was successful and thanked NF for their help. It also stated picnic benches need repair or replacement as does main gate which has dropped.

ACTION: Clerk to ask community for volunteers to help fix gate.

25/07-12. Environment and Rights of Way

i. Receive Nature Recovery Strategy report and approve recommendations

All recommendations approved. Recreation Ground to be added to nature recovery map and community plan to be formed.

Proposed: SH

Seconded: DB

Approved

ii. Brief verbal report from representative

Cllr Wardle and PC to join Frome Headwaters project to improve chalk streams organised by Wessex Water and Dorset Wildlife Trust.

Village Hall Trustees spotted ragwort on the Trailway. NF reported to Dorset Council who issued their policy – this will be published on the website.

25/07-13. DAPTC

i. Provide feedback on confidential items from DAPTC

Feedback provided. Formal response to be agreed at September meeting.

ii. Brief verbal report from representative

Workforce strengthened significantly and can expect to see improvements.

Signed by Chair: Date:

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25/07-14. To receive brief verbal reports from councillors representing the areas below:

i. Highways

NF, HJ and NE met a Highways engineer at Barrowland Lane in June and were assured a waterproof top coat would laid down before winter with roadside grips cleared out. Highways requested council wait for an official communications update before updating residents but this has not been delivered. The council will press ahead with its own update.

ii. Community including Church and Village Hall

All to advertise CPR and Defibrillator training with posters provided.

Village Hall has upcoming events fundraise.

Toller Health and Wellbeing initiative first event was very successful.

iii. Ammonite Patient Participation Group

Clerk provided Cllr Wardle's update in their absence. PPG met 24 June and minutes will be published with these minutes.

A new GP, Dr Morrow, will work at Maiden Newton and Tunnel Road.

25/07-15. To receive any correspondence received for noting

Invite to join Frome Headwaters project, Poor End emails from resident and notification of investigation from Enforcement Team.

25/07-16. To confirm arrangements for Parish Council meeting in September 2025

Meeting to be held Wednesday 10 September 2025 at 7pm in the Village Hall.

Meeting closed: 8:53pm

Public Democratic Forum - *no members of the public were present to comment at end of meeting.*

Signed by Chair: Date:

Clerk to the Council: Clare Smith | Email: clerk@tollerporcorumparish.org
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