

Minutes of the Annual General & Full Meeting of Knowlton Parish Council
Wednesday 13th May 2026 7:30pm
Horton & Chalbury Village Hall

1.	<p>Election of Chairman for 2026-2027</p> <p>It was proposed by Cllr Kevin Minns and seconded by Cllr Morgan Antell to appoint Cllr Steve Butler as Chairman for 2026-2027. Resolved unanimously.</p>
2.	<p>Election of Vice Chairman for 2026 – 2027</p> <p>No nominations were received for the position of Vice-Chairman. If the Chairman is absent from a meeting of the council, Councillors as the members of the council present shall choose shall preside.</p>
3.	<p>Declaration of Acceptance of Office – Chair & Vice Chair</p> <p>Cllr Steve Butler (Chairman) duly signed the acceptance of office for the forthcoming year.</p>
4.	<p>Attendance & Apologies</p> <p>Cllr Steve Butler (Chairman of the Parish Council) Cllr Morgan Antell Cllr Trevor Brown Cllr Marian Eldrett Cllr Sam Keet Cllr Kevin Minns Cllr Ian Potentier</p> <p>Sarah Forwood (Clerk to the Parish Council)</p> <p>9 members of public present</p> <p>Apologies received:</p> <p>Cllr Colin Davidson Cllr Will Chakawhata – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury) Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles)</p>
5.	<p>Public Open Session</p> <p>A resident raised the following actions from the Parish Council action log: 51/25 and 52/25 asking for the Parish Council to confirm these actions are being removed. The Clerk confirmed that these actions will be removed from the May minutes.</p> <p>A resident asked if the Chalbury Councillor (currently vacant) could join the Horton Councillors to become joint Horton and Chalbury Councillors or if two Chalbury Councillors can be co-opted? It was noted that Dorset Council would need to undertake a community review, which normally</p>

	<p>takes place around the elections.</p> <p><i>Clerk to enquire what the process is for the Chalbury Councillor vacancy, are they able to join the Horton Councillors or if there can be two Chalbury Councillors. Clerk to enquire when the next community review is taking place.</i></p> <p>Residents raised concerns regarding planning application P/FUL/2026/02433, a retrospective application relating to land at Horton Heath. Residents noted that the site lies within Green Belt land and reported that a significant portion has been covered with tarmac. They also queried the reference to “retained use” and the description of an “existing stable block”, stating that the structure has only recently been erected. This application will be considered under Agenda Item 12.</p> <p><i>Clerk to request an extension of time until after the June Parish Council meeting from Dorset Council on planning application P/FUL/2026/02433.</i></p>
6.	<p>Appointment of Representatives for the coming year</p> <p>DAPTC (SB) Emergency Planning (MA/SB) Staffing Committee (MA/TB) Horton & Chalbury Village Hall (IP) Rights of Way Officers (CD) Tree Officers (MA/KM) KPCBF Committee (JH/IP/PE/CB/MR/DG)</p>
7.	<p>Declarations of Interest & Grants for Dispensation</p> <p>None.</p>
8.	<p>Confirm the Minutes of the Parish Council Meeting held 14th April 2026</p> <p>The minutes of the last Full Parish Meeting held 14th April 2026 were confirmed as correct and signed by the Chairman of the Parish Council.</p>
9.	<p>Clerk’s Report</p> <p>Please see Annex A of these minutes.</p>
10.	<p>Outstanding Actions</p> <p>Please see Annex B of these minutes.</p> <p>Members agreed to purchase one number 6 cubic foot yellow grit bin, deliver position on reasonable solid ground and fill with rock salt near Remedy Oak for £341.00</p> <p><i>Clerk to confirm, with Dorset Council, where the grit bin is going to be located.</i></p>

11.	<p>Dorset Councillors Reports</p> <p>Cllr David Tooke – Dorset Councillor Cranborne & Alderholt Ward (Woodlands & Wimborne St Giles)</p> <p>Please see Annex C of these minutes.</p> <p>Dorset Councillors Reports</p> <p>Cllr Will Chakawhata – Dorset Councillor Stour & Allen Vale Ward (Horton & Chalbury)</p> <p>None.</p>
12.	<p>Planning Applications & Matters</p> <p>P/VOC/2026/02385 Proposal: Convert existing building into dwelling house including part demolition and new build extensions (with variation of condition 2 of planning application P/FUL/2025/05349 to revise approved roof design, to allow for SIPS construction method. Extend approved building to create snug, bathroom & removal of outbuilding to frontage). Location: Oak Tree Paddock, Batchelors Lane, Horton, Wimborne, BH21 7DS Members resolved unanimously to respond with NO OBJECTION to the proposal but to note that the building is in the green belt.</p> <p>P/HOU/2026/02329 Proposal: Retain garden room clad in timber. Location: Joanda Verwood Road, Woodlands, BH21 8LW. Members resolved unanimously to respond with NO OBJECTION to the proposal but to note that Knowlton Parish Council would request that the footpath is diverted and restored.</p> <p>P/FUL/2026/02137 Proposal: Erection of two dwellinghouses (Use Class C3) and associated landscaping, access, parking and infrastructure. Location: Land adj to Strathrye, Verwood Road, Woodlands, BH21 8LL. Members resolved to OBJECT to the proposal in this Green Belt location; the site is inappropriate according to NPPF paragraph 147 as it is not situated within one of the two defined village infill policy envelopes in Woodlands identified in the Local Plan where 'limited' infill is acceptable. Members request this application is considered by the Planning Committee should your recommendation be at variance to the above.</p> <p>P/FUL/2025/02997 Pee Wee Lodge Sever land and erect a pair of semi-detached houses, with heat pumps, to the north-east of Pee Wee Cottage and associated new access. Location: Horton Road Horton Heath BH21 7JR. Notice of Appeal. Members resolved to OBJECT to the proposal. The reason for the objections is due to the land being within the green belt which requires special circumstances to build on and this application does not fit into any of the special circumstances requirements.</p> <p>P/HOU/2026/02164 Proposal: Construct games room building (demolish existing outbuildings) Location: School House, Burts Lane, Horton, Wimborne, BH21 7JX Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>P/CLE/2026/01945 Proposal: The mobile home in question and the plot thereon has been continuously occupied as his principal and only dwelling for in excess of 10 years. Location: The Pound, Horton Road, Woodlands, Wimborne BH21 8NE. Certificate of Lawfulness Members resolved unanimously to respond with NO OBJECTION to the proposal.</p>

	<p>P/FUL/2026/02433 Proposal: Retained use of land to a single pitch gypsy and traveller site with day room. Location: Springfield Access To Horton Heath Bog and Grixey Farms Council House, Horton Heath, BH21 7JR.</p> <p>Members unanimously OBJECTED to the proposal. The Parish Council noted that, in its response to the Dorset Council Local Plan Consultation, Dorset Council has already identified and approved provision for 17 Gypsy and Traveller pitches within Horton (site references GT/HORT/001 and GT/HORT/002). On this basis, Members considered that there is no requirement for additional pitches in this location at this time, in accordance with the requirements of Planning Policy for Traveller Sites (PPTS) and the NPPF.</p> <p>With regard to the request for retention of an existing building, the Parish Council noted that the structure has been erected without planning permission and therefore constitutes unauthorised development. In line with Section 171A of the Town and Country Planning Act 1990, the Parish Council requests that the building be removed and the land restored to its previous condition, as it existed prior to its erection in 2025.</p> <p>The Parish Council also records that there is no such planning designation as “grey belt” within Dorset, and that the site remains subject to the established Green Belt protections set out in Chapter 13 of the NPPF, where inappropriate development is considered harmful by definition unless very special circumstances can be demonstrated.</p>									
13.	<p>Highway Matters</p> <p>None.</p>									
14.	<p>Rights of Way Matters/Public Spaces</p> <p><i>Clerk to enquire with the DC Ranger why the footpath sign is on the opposite side of the road at Haythornes.</i></p>									
15.	<p>Burgess Field Play Area, Woodlands</p> <p>Weekly visual play inspections completed by Cllrs Morgan Antell and Marian Eldrett.</p>									
16.	<p>Tree Matters</p> <p>None.</p>									
17.	<p>Financial Matters</p> <ul style="list-style-type: none"> Members approved the accounts for the y/e 31 March 2026 Members reviewed Spend against Budget 2025-2026. Members approved the Annual Insurance Renewal due 1st June 2026. Members approved the following items for payment and the Clerk’s salary: <table> <tr> <td>ELITE PLAY INSPECTIONS</td> <td>Quarterly Operational Play Inspection</td> <td>£96.00</td> </tr> <tr> <td>MIKE MCCARTHY</td> <td>Horton Pump Maintenance 2025/26</td> <td>£100.00</td> </tr> <tr> <td>DAPTC</td> <td>Annual Subscription</td> <td>£753.56</td> </tr> </table>	ELITE PLAY INSPECTIONS	Quarterly Operational Play Inspection	£96.00	MIKE MCCARTHY	Horton Pump Maintenance 2025/26	£100.00	DAPTC	Annual Subscription	£753.56
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18.	<p>Other Information for report only</p> <p>None.</p>									

	Next Meeting will be on Wednesday <u>11th June 2025</u> at 7:30pm in Horton & Chalbury Village Hall.

Meeting closed at 21:03 hours

These minutes are to be signed by the Chairman after approval at the next meeting of the Parish Council

Forwood.

Signed;.....

.....13th May 2025

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Appendix A

**Clerks Report
13th May 2026**

Correspondence

- Working Together Webinar: Age Friendly Dorset - Wednesday 20 May | 4pm | Online via Zoom.
- Planning and Building Control Forum – Tuesday 16 June, 10am-12.30pm, Corn Exchange, Dorchester
- River Allen Landscape Recovery project
- Moors Valley Country park - Briefing for Councillors

Road Closures

- Road Traffic Regulation Act 1994, Temporary Traffic Management Order, Holt Road, Mannington
- Temporary Traffic Regulation Order for B3078 Cranborne Road
- Road Traffic Regulation Act 1994, Temporary Closure of unnamed Road, Horton
- Temporary Traffic Regulation Order for Various Roads, Woodlands
- Road Traffic Regulation Act 1994, Temporary Traffic Management Notice, B3078 Cranborne Road, Woodlands

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Appendix B

Action No	Date	Action	Assigned To	Status
02/20	July 2020	Water rising in Woodlands opposite 'Four Oaks.	Clerk	<p>Aug 22: DC plan to install a new gully and pipe to watercourse with adjacent landowners' permission, subject to priority and funding. Nov 23: Clerk to follow up, ask who is responsible and raise an incident number.</p> <p>Feb/Apr 24: Clerk to arrange for the water to be tested along with the water leak opposite Meadow Cottage.</p> <p>June 24: A water sample has been taken and passed to Microtech Services for testing.</p> <p>July 24: The Clerk has contacted Bournemouth Water asking for the water leak to be looked at due to the presence of chlorine in the results from the water sample that was tested.</p> <p>Aug 24: An email has been sent to Bournemouth water with the Parish Councils water test results highlighting the chlorine found in the water. The Clerk requested on behalf of the Parish Council an independent water test.</p> <p>Oct 24: Clerk spoke to the operations team at South West Water. Case no. 0013998244. A works order has been raised to reattend the site and undertake another test.</p> <p>Nov 24: South West water attended and have liaised with DC. South West water listened to the AP box and there was no noise, no water and no leak.</p> <p>Jan 25 (06.01.25): The Clerk spoke to Alex at Bournemouth Water they are requesting a member of their team to contact the Clerk directly by 10 January 2025 to discuss the water leak and possibly arrange to meet up at the leak site with an inspector. ref: 0013998244. 07.01.25: Bournemouth Water are going to visit the site again on a dry day to retrieve several samples of water to test for main water.</p> <p>Jan 25: Bournemouth Water has not visited the site again due to several tests already undertaken and they are unable to find a leak. They advised that the Parish Council liaise with DC highways department. 31.01.25: The Clerk met with DC Highways who confirmed that the leak is ground water. This water will continue to run even during the summer months due to the high saturation levels in the ground. If the Parish Council is considering digging up the verge they would need DC highways permission. The Highways officer checked the ditches along part of the road near to the leak and where water was running down the road and noted that the ditches required clearing to prevent the water running down the road.</p> <p>Feb 25: Members unanimously agreed to check the leak in a couple of months.</p>


				<p>Mar 25: Councillors to meet at the site of the leak to decide the plan for the leak going forward.</p> <p>Mar 25: The Clerk has contacted Southwest Water further to the other leak in woodlands being a Southwest Water leak. Southwest Water are going to send a team to investigate the leak further on 26 March and will update the Clerk on the outcome.</p> <p>Apr 25: Southwest Water have updated that it may be a leak from an old asbestos pipe. They are currently looking into this further.</p> <p>May 25: South West Water have listened to the AP box and are not able to hear a leak. They will retest the water and update the Parish Council.</p> <p>June 25: A spot leak was detected by South West Water. The leak has been repaired, and the verge has been reinstated.</p> <p>July 25: South West water has raised another works order to review the leak. Works order number 11810490 the Clerk will be meeting with South West water at the end of July.</p> <p>Aug 25: Meeting was cancelled by South West Water, Clerk has since tried contacting via phone with no response.</p> <p>Nov 25: The clerk emailed the DC Highways Officer with the necessary information. The officer will reach out to South West Water regarding the water leak.</p> <p>Dec 25: The Highways Officer continues to make contact with South West Water. The highways officer is planning to meet up with the water board when they are in the area.</p>
01/23	April 2023	1217124 Reported Water is draining from the field from the property Little Haythorne via a gully in the verge onto the highway - we would like to suggest the gully is filled and water is diverted along the line of an old ditch to a manhole cover. DC will inspect and report.	Clerk	<p>Mar 25: Clerk to follow up with DC the issue with the gully that was put in by the landowner. DC to replace or refill the gully.</p> <p>Mar 25: DC highways will check the pond water draining down the road the next time there is heavy rain. DC highways will also check to see what drainage there is in the area.</p>
04/23	Nov 2023	Pond is overflowing at Little Haythorne and going onto the road. Clerk to raise a report with Dorset Council.	Clerk	<p>The Clerk spoke DC highways, at the time of speaking the pond was not overflowing.</p> <p>Mar 25: The pond overflows and drains out through the gully and down the road. See update on action 01/23</p>
06/23	Dec 2023	Cllr Sam Keet to take forward the	Cllr Sam	July 24: Cllr Sam Keet and the Clerk have met with James Rose contractors

		grant from the Community and Culture Fund Project for the bridleway project at Queens Copse.	Keet	<p>and Cutler Bros to obtain quotes for the works on the bridleway at Queens Copse.</p> <p>Oct 24: Quotes have been received from both James Rose and Cutler Bros.</p> <p>Nov 24: A meeting took place with Cllr Sam Keet and Morris Construction and the Clerk is waiting for the quote.</p> <p>Dec 24: The final quote has been received from Morris Construction.</p> <p>June 25: The Clerk and Cllr Sam Keet have applied for grant funding towards the project.</p> <p>July 25: The application for the grant funding from DC for the Queen Copse Project was unsuccessful. The Clerk has asked for feedback and will pursue other funding routes.</p> <p>Jan 26: The Clerk has approached the British Horse Society for funding towards the bridleway through their 'Ride Out Fund Scheme'. An application form is being forwarded to the Clerk for completion.</p>
04/24	Feb 2024	Clerk to contact DC about the progress of the longer layby by Knowlton Church.	Clerk	<p>Mar 24: Clerk spoke to Cranborne Chase National Landscapes and they passed the query onto DC. Clerk to follow up with DC.</p> <p>Mar 25: The Clerk has emailed the DC highways officer and they will check who owns the verge by Knowlton Church.</p> <p>Apr 25: Cranborne Chase National Landscapes contacted DC in 2022 in wanting to pay to extend the layby using DEFRA funding, but DC haven't heard any more since. Ownership of the subsoil (highway overrides this ownership until such time if ever the highway rights are extinguished) then this would be up to the middle of the road (Ad Medium Filum HM Land Registry plans: boundaries (practice guide 40, supplement 3) - GOV.UK) this would be PROPRIETOR: THE SHAFTESBURY TRUSTEE and THE SHAFTESBURY TRUSTEE COMPANY NO.2 LIMITED.</p> <p>Feb 26: Cranborne Chase National Landscape previously looked at extending the layby with grass create block panels with holes to allow the grass to grow through. The space they were looking at creating was for five car spaces. DEFRA's access for all funding may be available to improve parking and Cranborne Chase National Landscapes will look into this. They would like to be part of the discussions with DC highways.</p> <p><i>Councillors agreed to consider funding the Knowlton Church Layby along with potential funding from Knowlton Community Benefit Fund, Defra funding and contact English Heritage.</i></p>
32/24	Oct 2024	Clerk to contact Mark Adams and CC Cllr David Tooke to ask if the road past	Clerk	<p>Nov 24: An email was sent to DC. DC have forwarded the email to the relevant department to respond.</p>

		Remedy Oak is going to be resurfaced and is there a plan to complete the road out of Woodlands and Horton.		<p>Apr 25: A follow up email has been sent to DC Economic Growth and Infrastructure team at DC. These sections are due to be surfaced in quarter 4 of this financial year. There are no programmed dates at this moment but it is designed and ready to go.</p> <p>Nov 25: It has been confirmed by the Principal Project Engineer at Dorset Council that the road is being resurfaced on 1st-11th December 2025.</p> <p>Dec 25: Patching has taken place and the whole road will be resurfaced in 2026.</p>
45/25	February 2025	Clerk to start to look at finding suitable funders for the Queen Copse project.	Clerk	<p>May 25: Cllr Sam Keet and the Clerk are meeting up to discuss funding options.</p> <p>June 25: The Clerk and Cllr Sam Keet have applied for grant funding towards the project.</p> <p>Jan 26: The Clerk has approached the British Horse Society for funding towards the bridleway through their 'Ride Out Fund Scheme'. An application form is being forwarded to the Clerk for completion.</p>
49/25	February 2025	Clerk to ask Cutler Bros for a quote to tidy up the hedges around Woodland Playfield.	Clerk	<p>Apr 25: Clerk and Cllr Sam Keet to confirm if the ground near the hedge is a Site of Special Scientific Interest (SSSI) before any hedges are cut.</p> <p>Jan 26: The Clerk has search magic maps and Dorset Explorer and neither show SSSI around Woodland playfields.</p>
50/25	March 2025	Councillors to liaise with Cllr David Tooke to find out what DC highways department are doing about the B3081 road and the dangerous conditions.	Cllrs	
53/25	March 2025	Clerk to enquire about a grit bin being placed on Horton Road (near to the Remedy Oak Tree) for the use of the residents in the nearby houses.	Clerk	<p>Apr 25: An email has been sent to the relevant department in DC.</p> <p>May 25: Clerk has contacted DC Highways for an update.</p> <p>June 25: The delay on the salt bin process is currently due to location. DC are unable to determine a suitable and safe location on highway land for this salt bin, which is accessible to the local residents who may need to access it. The initial location of being near or next to the remedy oak tree has been declined. Once this has been figured out it will then go to ranking and an assessment will take place to determine if it meets requirements.</p> <p>Sept 25: DC have confirmed they do want to place a salt bin put in the location, have not been able to find a site that meets the criteria which is safe for people to use the salt bin safely. DC are unable to place the bin next to the</p>

				<p>Remedy Oak tree due to it being a protected tree.</p> <p>Nov 25: The grit bin is continuing to be considered by Dorset Council Highways. DC need to confirm if this is a high priority gritting route and the liability for residents spreading grit on an icy road. The Parish Council could purchase a grit bin, however DC Highways Officer needs to confirm whose responsibility it would be to maintain the grit bin and where liability lies in relation to spreading the grit across the road. The Highways Officer has emailed the relevant department and is awaiting an update.</p> <p>Dec 25: DC Highways has confirmed that the grit bin liability /maintenance would be the Parish Council. The Grit Bins position would need to be authorised and assessed by DC Highways. DC Highways Officer has emailed, as a matter of urgency, the Community Highways Team Leader to arrange a site meeting.</p> <p>Jan 26: The Grit bin scoring has taken place and it will have to be a 'community bin'. This will be purchased and maintained by the parish. DC Highways are waiting on a cost and any further information.</p> <p>April 26: An email has been sent to DC Senior Estimator for the quote that was requested by DC Highways in February.</p> <p>May 26: The Clerk has spoken to DC and they will be responding with a quote asap.</p>
54/25	March 2025	Clerk to approach Dorset Council for a warning sign before the bend along the B3081 highlighting the bend from Verwood and a possible reduced speed limit (30 or 40mph on the bend).	Clerk	<p>Mar 25: Further to correspondence with DC highways it was agreed that the Clerk should contact DC to request a road safety review of the B3081. The Clerk has emailed the relevant department.</p> <p>May 25: DC Road Safety Technical Officer is about to run their latest route and cluster site analysis – the routes are defined as any route across the county (for example the B3081 in its entirety) that has recorded a high number of injury collisions per km, and our cluster sites are defined by 3 or more injury collisions within 100 metres in the last 3 years. The B3081 has previously flagged as a route analysis, however this has been swayed by the amount of injury collisions close to Ringwood near the A31 and the junction for Alderholt and not so much near Remedy Gate.</p> <p>If it doesn't flag as one of our top route analysis this year, following this request I will add it to our list, however, please be advised I do not have a timescale for this analysis. Once It's been completed, I will get back to you.</p> <p><i>Action: Clerk to liaise with DC Highways in relation to the previous higher quality finish, skid resistant road surface that was placed along the B3081.</i></p>

				<p>Nov 25: The Clerk has spoken to Dorset Council Highways Officer who has passed on the relevant contact details for the resurfacing team in relation to the skid resistant road surface for the B3081. The Clerk has emailed the resurfacing team and is awaiting a response.</p> <p>April 26: The update from the Road Safety Technical Officer from Dorset Council is; a route analysis was conducted last year, however, in the section that falls within KPC the road safety team only addressed some maintenance concerns with some existing warning/regulatory signage that was obscured by vegetation.</p> <p>At the start of 2025 numerous concerns were raised regarding surface water/ice around the Remedy Gate area. Significant drainage works were carried out at this location in autumn to address this which included making up the edges to carriageway specification, clearing headwalls and jetting the system. No further public reports have been received since.</p> <p>In 2025, between the junction of the B3078 and the Verwood Town border we do have a record of a moderately serious collision, this occurred close to the entrance for the Crane Valley golf course. No other injury collisions were reported within your section of the B3081 in 2025.</p> <p>Part of the B3081 is planned to be surface dressed in July of this year, whilst this date may change, the parish will be updated by the relevant teams closer to the time. This process will involve the repainting of any existing lines.</p> <p>We will be conducting a further route analysis of the B3081 from the B3078 junction to the A31 in the next 3 months and will ensure you are updated following this.</p> <p>Finally, we encourage the community to report incidents directly to us through our public reporting system, which provides a further layer of information to supplement our police data. The link for this is: Tell us about small collisions or near misses to help us target road improvements - Dorset Council. It would be greatly appreciated if you could promote this within the community.</p>
67/25	July 2025	Clerk to report the thin branch hanging across the B3081 road.	Clerk	Sept 25: The branch has been reported on the DC portal.

<p>70/25</p>	<p>July 2025</p>	<p>Clerk to contact DC to confirm if the flashing signs at Horton Inn are working and being used.</p>	<p>Clerk</p>	<p>Aug 25: The signs were removed by DC due to wiring concerns. Plans are in place for the signs to be reinstated. DC Highways is currently coordinating and will provide updates regarding the timeline for replacement.</p> <p>Nov 25: Dorset Council Highways are waiting to hear from Team about flashing signs at Horton Inn.</p> <p>Jan 26: Update from DC: The previous sign was removed as it had reached the end of its maintainable life. Due to the high cost associated with replacing the sign in its original illuminated and loop-activated format, combined with ongoing challenges in maintaining the sign and safely parking adjacent to it, an alternative solution was considered. It was agreed to install a large, non-illuminated warning sign on a yellow background to ensure high visibility while reducing maintenance requirements and improving safety for operatives. The new sign will provide clear warning information similar to the example provided below, but without the horse symbol. This approach offers a cost-effective and practical solution while maintaining compliance with visibility and safety standards.</p>  <p>The sign shop will be able to survey the location shortly. Once the survey is complete, they should be able to progress with the installation of the new non-illuminated warning sign as planned.</p> <p>May 26: The Clerk contacted the DC infrastructure team manager, who is regularly following up with the sign shop, as yet there is no date for installation.</p>
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73/25	July 2025	Clerk to report the potholes in the road near the Remedy Oak.	Clerk	Aug 25: The potholes by Remedy Oak have been reported on the DC portal.
74/25	Sept 2025	Clerk to visit the area where the waste has been placed and report to the relevant department at DC.	Clerk	Oct 25: The waste/rubbish has been reported to DC environmental health. Dec 25: Dorset Council waste enforcement team have received numerous reports on this matter. It has been passed over to their partners at the Environment Agency as it is a waste site on private land. A visit has been carried out and they are continuing to investigate.
75/25	Sept 2025	Clerk to liaise with DC Highways Department to gain their views on traffic calming measures at Parsonage Way, Wimborne St Giles.	Clerk	Oct 25: An email has been sent to DC Highways asking for them to review the traffic calming measures. Nov 25: Dorset Council Highways Officer will raise this again with Community Highways Team Leader. It is likely there is not enough fronting properties for a speed reduction. An accident data and speed survey reduction may need to be completed. Dec 25: Due to illness the DC Community Team Leader has not been able to undertake a site visit, the site visit will take place in the New Year. Jan 26: Update from DC: Requests for 20mph speed limits must come from the Parish Council via the form here: 20mph Limits and Zones - Dorset Council and then go through the appropriate assessment by our Road Safety Team. The record of collision data shows that in the last five years there have been no injury collisions in this section of road, and therefore according to the department of transport guidance, the speed limit appears to be set correctly, The current signing could be improved by the insertion of a slow road marking next to the concealed entrance sign (general or unspecified hazard Diagram 562) and DC highways are happy to fund this from their capital signs and lines budget, although it will likely be in the new financial year now rather than before due to the likely weather conditions. April 26: An email has been sent to DC Community Highways Team Leader for an update on SLOW road markings.
84/25	Nov 2025	Cllr Butler and Cllr Antell to report on their findings after a visit to Woodlands Green to assess the damage on the field from the cars parked during the football on	Cllr Butler Cllr Antell	

		Saturdays.		
85/25	Dec 2025	Clerk to report the rubbish that has been fly tipped in Bagmans Lane, Woodlands. Clerk to contact Dorset Council to enquire if a gate and or camera/sign can be placed on Bagman's Lane to prevent further rubbish being fly tipped.	Clerk	<p>Feb 26: The fly tipping has been reported to DC SR00835377. Signage can be put up providing it is to the side of the track, it maybe a good idea to check with landowners first. Unless there is a need for livestock no gates can be put in place due to it being a byway.</p> <p><i>Clerk to contact DC Ranger to discuss the options of having cameras on the byway. Clerk to obtain a quote for the cameras.</i></p> <p>April 26: The rubbish has been removed and a fly tipping sign is insitu.</p> <p><i>Clerk to ask Dorset Council about camera options for the byway.</i></p> <p>May 26: The Clerk will liaise with DC environment agency, Ferndown Town Council and highways in relation finding further information on installing fly tipping cameras.</p> <p>DC ROW Team are the team who maintain the byway surface, but this is not maintained for road traffic just for green lane vehicles. Gates can be placed on byways if there are livestock but they cannot be locked, due to a byway being open to all.</p>
87/25	Dec 2025	Clerk to inform DC highways about the flooding at Pump House Corner.	Clerk	<p>Jan 26: The flooding issues at the pump house corner has been reported to DC Highways and COULD potentially be a location that is targeted once their capital budget becomes available from April. There is already a long list of works that need doing it is a case of where it ranks.</p> <p>Gullies have been cleared at this location on multiple occasions however asking landowners to clear ditching is an ongoing issue.</p>
89/25	Dec 2025	Clerk to apply to KPCBF for a grant for the Woodlands Green goal nets.	Clerk	
90/25	Dec 2025	Cllr Brown to email Cllr Chakawhata in relation to the dog barking logs that have been kept by the local resident.	Cllr Brown	<p>May 26: Cllr Brown and Cllr Chakawhata have meet to discuss the barking dog at Haythorne. Cllr Chakawhata will follow up this with the environmental department at DC.</p>
91/25	Dec 2025	Clerk to follow up the HGV sign at Haythornes, Horton Road	Clerk	<p>Dec 25: The sign has been ordered and is awaiting DC sign shop to make and install.</p>

				<p>April 26: A job order has been raised via the Highways Officer with the sign shop. Clerk has sent an email to the sign shop for an update.</p> <p>May 26: The sign shop confirmed that it will take three months for the sign to be produced and installed. Cllr Chakawhata is aware of the issues around the missing HGV sign.</p>
93/26	Jan 2026	Clerk to contact DC Highways and Bournemouth Water in relation to the potholes and the water leak through Haythornes.	Clerk	<p>Feb 26: The pothole and leak were reported to DC/Bournemouth Water on 20th December. DC Highways Officer contacted Bournemouth Water on 7th January, who reported that there were not enough people to deal with the leak at that moment. A works order was raised by DC Highways to fix the potholes, although this cannot be completed until the water leak has been fixed.</p> <p>Mar 26: The water leak has been fixed and the potholes filled.</p> <p>Mar 26: Action to remain until there is dryer weather to ensure the water currently on the road disappears.</p>
95/26	Feb 2026	Cllr Colin Davidson to contact DC and Planning to discuss the routes in and out for the solar farm at Woodlands.	Cllr Davidson	
96/26	Feb 2026	Cllr Colin Davidson to bring back to the March meeting what funding KPC will receive from both solar farms and the number of panels that are being installed on both solar farms.	Cllr Davidson	<p>Mar 26: Cllr Davidson has contacted the relevant Planning Officer and is waiting for a reply. Cllr Davidson will continue to investigate the current information is both solar farms are offering £20,000 annually over 40 years. It was noted that the planting for the screening should have already commenced.</p>
97/26	March 2026	Cllr Tooke and Cllr Chakawhata to look into the arrangements for both Woodlands and North Farm Solar Farms in relation to the transportation routes for solar panels and ESCROW contracts.	Cllr Tooke and Cllr Chakawhata	<p>April 26: Cllr Tooke sent emails in relation to the Construction Traffic Management Plan for the Woodlands Solar Farm. Cllr Tooke contacted DC Planning and Highways about the road surface. That will be inspected during construction and any repairs needed agreed with the solar contractors. They will then either make good themselves or DC will and then invoice them. Construction has not yet started, the cable routes need to get planning permission first.</p>
101/26	Mar 2026	Clerk to seek appropriate action to prevent the mole hills in Burgess Playground.	Clerk	
103/26	Mar 2026	Clerk to seek quotes for the playground equipment to be cleaned	Clerk	<p>April 26: The clerk is liaising with a company for a quote to clean the algae from the play equipment.</p>

		at Burgess Field.		
104/26	May 26	Clerk to enquire what the process is for the Chalbury Councillor vacancy are they able to join the Horton Councillors or if there can be two Chalbury Councillors. Clerk to enquire when the next community review is taking place.		
105/26	May 26	Clerk to request an extension of time until after the June Parish Council meeting from Dorset Council on planning application P/FUL/2026/02433.		
106/26	May 26	Clerk to confirm, with Dorset Council, where the grit bin is going to be located.		
107/26	May 26	Clerk to enquire with the DC Ranger why the footpath sign is on the opposite side of the road at Haythornes.		

Appendix C

260513 Dorset Councillor's Report for Knowlton PC

Over the past month Dorset Council has continued its normal governance and service delivery activity, with Full Council meeting in April and Cabinet meetings held and scheduled to progress agreed budget and policy priorities. The Annual Meeting will be held this coming Thursday, where the Leader is expected to be re-elected along with the Chair and Vice Chair. Cabinet will be appointed by the Leader.

A key announcement has been the availability of community grant funding, aimed at supporting local facilities such as village halls and community buildings. Parish councils and local groups are encouraged to consider potential bids where there is local need or opportunity.

[Could funding help your community project reach the next level? - Dorset Council](#)

Dorset Council has also confirmed the continuation of crisis and resilience support for residents, following the introduction of a new national funding framework. This is intended to ensure there is no gap in assistance for households facing financial hardship.

On highways and transport, the council is progressing a number of safety trials and maintenance programmes across the county, alongside its ongoing programme of road, footway and infrastructure works.

Working with partner organisations, Dorset Council and the Environment Agency have held public drop-in events for residents affected by winter flooding, focusing on resilience, recovery support and future preparedness.

Environmental and climate priorities remain active, including promotion of electric vehicle awareness events and continued work on community resilience initiatives.

Dorset Council continues to determine planning applications under existing local plan policies, with decisions taken either by officers or planning committees as appropriate. Engagement with parish councils is ongoing through the Dorset Association of Parish and Town Councils and established liaison arrangements.

Councillors may be aware that all members of Cranborne Council bar one (Jonny Stirling) have resigned along with the Clerk. Notice of Casual Vacancies has been given and will result in either an election if called or Co-Option with the aid of Temporary Councillors appointed by Dorset Council to ensure a quorum is available.

Overall, Dorset Council activity over the past month has focused on community support, infrastructure, environmental resilience and maintaining effective local governance.