

Dorset Assoc. of Parish and Town Councils

Ref	Date	Area / Exec	Key Date	Questions / Actions	Respondent	Owner	Update / Response	Status
1	22/05/2002	Exec Comm	15/06/2020	When the Constitution is circulated to member councils, include an explanation of why it is being sent.	Other	NSW	Foreward issued in email and briefing note added to the review document.	Closed
2	22/05/2002	Exec Comm	15/06/2020	Re-issue copy of the 2019/20 Dorset Council grant letter to all Executive Committee members.	Other	NSW	Issued to all executive committee members	Closed
3	22/05/2002	Exec Comm	10/07/2020	Advise Executive Committee members of outcome of whether Dorset Council have provided a copy of the report on the consultation meetings in January 2020 with the Planning Advisory Service concerning the operation of the planning service in Dorset	Other	NSW	John Sellgren, David Walsh and Cllr. Tony Alford to attend 7th Aug 2020 Executive Committee to provide an update on various Qs and AGM motions. 16/9 CE has met with DC to help pull together a series of events for members to attend specifically on planning matters and the transformation from the former districts. CE recommends to close action. 28/9 Survey recommended to close the action but monitor DC response on future matters.	Closed
4	22/05/2002	Exec Comm	10/07/2020	Advise Executive Committee members of outcome of whether Dorset Council have provided a copy of the report on the meetings with Parish and Town Councils on the Dorset Local Plan held in February 2020	Other	NSW	John Sellgren, David Walsh and Cllr. Tony Alford to attend 7th Aug 2020 Executive Committee to provide an update on various Qs and AGM motions. 16/9 CE asks Exec Committee members if there are any further actions following the update on 7/8/20? 28/9 Survey recommended to close the action but monitor DC response on future matters.	Closed
5	22/05/2002	Exec Comm	10/07/2020	The Chief Executive to find further information about Local Authority Bonds from Dorset Council and whether they are one of the 30 participating councils	Other	NSW	Meeting with DC Finance Team w/c 13th July and will provide update. Executive Questions ref 1N contains the response from Dorset Council. 16/9 CE to ask Cllr. Mike Jones if this matter is now closed in light of response. CE recommends it is closed. 28/9 - Cllr. Mike Jones confirmed the action can be closed.	Closed
7	12/06/2020	Exec Comm	17/06/2020	President to add additional objective 'to represent the interests and views of member councils' to item 4 of the draft Constitution	Other	John Parker	Amendments made	Closed
8	12/06/2020	Exec Comm	17/06/2020	President to clarify item 10(iii) of the draft Constitution as two members of each area committee can attend, if one can't attend, the reserve will go in their place	Other	John Parker	Amendments made	Closed

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9	12/06/2020	Exec Comm	17/06/2020	President to amend item 13b4 of the draft Constitution to 'the Chairman and the Vice-Chairman of the Executive Committee shall be ex-officio members of every such sub-committee but will have no vote at its meetings'.	Other	John Parker	Amendments made	Closed
10	12/06/2020	Exec Comm	31/12/2020	Area Secretary's honorarium to be reviewed annually at the time of the staff pay reviews	Other	NSW	Added to annual work schedule for review ahead of 1st April 2021	Closed
11	12/06/2020	Exec Comm	10/07/2020	The Chief Executive to investigate whether the DAPTC office can hold licenses for Area Meetings.	Other	NSW	Cost of licenses for zoom would cost circa £143 each and enable open ended zoom calls with full functionality. Item to be added to next Exec. Committee. 31/7/20 - these can be put in place although currently only two areas are meeting. 16/9 CE will help facilitate in the short term and will include this in the review of area committees going forward. CE recommends the action closed. 28/9 CE to make provision in short term to facilitate meetings	Closed
12	12/06/2020	Exec Comm	17/06/2020	Reference to Towns and Larger Parish Councils Committee to be unified throughout the draft Constitution	Other	John Parker	Amendments made	Closed
13	12/06/2020	Exec Comm	15/06/2020	The Chief Executive to arrange a virtual meeting by Zoom of the Strategy Working group by Friday 19 June	Other	NSW	Invite issued to members for 18/6/20 at 12 noon	Closed
14	10/07/2020	Exec Comm	07/08/2020	Ref:20/18 - Cllr Janet Wallace to be added to Executive Committee distribution list and apologies for omission emailed.	DAPTC	NSW	Emailed and added to distribution as well as access to website	Closed
19	10/07/2020	Exec Comm	07/08/2020	Ref:20/25 - Chief Executive to set out proposed meeting dates to allow for review of AGM Motions and feedback on the re-drafted constitution.	DAPTC	NSW	Re-drafted dates for socialising at 7/8/20 Exec Committee 16/9 Updated schedule of dates to early 2021 28/9 New schedule of meetings for Oct Exec Comm - survey feedback to be included in CE Report for October.	Closed
20	07/08/2020	Exec Comm	18/09/2020	Chief Executive to prepare options for Executive Committee members to consider with regard the treatment of correspondence and its distribution to members. For the September '20 meeting.	DAPTC	NSW	16/9 - CE to email Executive Committee members to gather views ahead of reconsidering. 28/9 - CE to use discretion, but will immediately include items in newsletters and with links to websites going forward.	Closed
21	07/08/2020	Exec Comm	18/09/2020	The action tracker to be issued to Executive Committee members to gather feedback and views regarding the status of outstanding items and preferred next steps	DAPTC	NSW	16/9 - CE to email Executive Committee members to gather views ahead of reconsidering. 28/9 - survey closed as per window in email issued	Closed