



Wimborne Minster Town Council

Town Hall, 37 West Borough, Wimborne, Dorset, BH21 1LT

Councillors of Wimborne Minster Town Council: S Bartlett, D Burt, C Butter, C Chedgy, J Hart, L Hinks, M Hopkins, D March (Town Mayor/Chairman), J Morgan, B Richmond, A Roberts, F Shirley, K Webb and S Wheeler (Deputy Town Mayor/Vice Chairman).

You are hereby summoned to attend the **Full Council** meeting **Wimborne Minster Town Council** on **Tuesday 27 June 2023 at 7pm** in the **Council Chamber, Town Hall, West Borough, Wimborne Minster**, for the purpose of transacting the following business as detailed on the agenda below.

L. Harrison (Town Clerk/RFO), Wimborne Minster Town Council, 20 June 2023.

Councillors are asked to note that in the exercise of their functions they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

Members of the public and press are welcome to attend any of Wimborne Minster Town Council and Committee meetings. Agendas, reports and minutes can be viewed on the Council's website www.wimborne.gov.uk and requested from the Town Council offices (for contact details see address above).

Under item 3 of the agenda members of the public can ask questions of Council in relation to items on the agenda in accordance with Wimborne Minster Town Council's Standing Orders. Please notify your intention to speak either in advance of or at the meeting by emailing the Town Clerk at louise.harrison@wimborne.gov.uk. Members of the public are asked to restrict their comments, and/or questions to three minutes.

The agenda may be split into two parts – part of the meeting that is open to the public and other part for items on the agenda which may be discussed in the absence of the press or public because the agenda item for discussion includes personal, confidential, or sensitive information (Exempt Business). The press and public will be asked to leave the meeting once a resolution is passed that reflects a decision to go into Exempt Business.

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted. A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of a parish council or its committees but otherwise may: film, photograph or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Town Clerk as detailed above at least 24 hours before the meeting so that every effort may be made to provide access.

Agenda

1. Apologies for absence

To receive and approve apologies for absence including reasons given (Local Government Act 1972 s85 (1)) - please can Members give any apologies by email or telephone by 5pm on the day of the meeting.

2. Declarations of interest and requests for dispensations

To declare any interests' councillors may have on items on the agenda and agree any dispensations to stay (Wimborne Minster Town Council Code of Conduct).

3. Public participation

For the public or press to ask questions of the Council on matters relating to this Agenda.

4. To receive and note any updates, announcements, information, or reports from Dorset Councillors, Town Councillors and the Town Clerk:

- to note the report from the Town Mayor (or Town Mayor's representative if applicable),
- to note the reports from Dorset County Councillors representing Wimborne on matters of interest to the town and the local community;
- to note the report from the Town Clerk;
- to note the verbal report from a representative from Dorset Police (also see item 8 (ii) and 11), and
- to note the reports from local organisations, Town Councillor representatives and partners.

5. Full Council Minutes (annual meeting and mayor making) 9 May 2023 and Extraordinary Full Council Meeting 23 May

To receive the minutes of the previous meeting of Full Council (annual meeting and mayor making) 9 May (appendix 1) and Extraordinary Full Council meeting 23 May (appendix 2) as a correct record and signed by the Town Mayor (Local Government Act 1972 Schedule 12).

6. Personnel, Policy and Strategy Committee minutes 14 March and 17 April 2023 and Resources Committee 21 March 2023 minutes

To receive the minutes of the previous meeting of the Personnel, Policy and Strategy Committee minutes 14 March and 17 April 2023 and the Resources Committee 21 March 2023 (appendix 3) as a correct record and signed by the Chairman of the Committee at the relevant time (Local Government Act 1972 Schedule 12).

7. Verbal report from the Town Clerk in relation to actions or deferred matters from previous meetings:

- Councillor representatives on outside organisations on the Allendale Community Centre Management Committee, DAPTC, Planet Wimborne and Wimborne BID (see appendix 4).

8. Committee minutes and working group notes

To formally receive and note committee minutes and working group notes:

- (i) HR Committee 16 May (appendix 5)
- (ii) Finance and Governance Committee 23 May (appendix 6)
- (iii) Planning and Environment Committee 30 May (appendix 7)
- (iv) Recreation, Leisure and Building Committee 6 June (appendix 8)
- (v) Cemetery JMC 24 May and 14 June (appendix 9)

9. Recommendations from Committees and/or Working Groups

To consider recommendations from committees and/or working groups (without delegated powers):

- (i) Finance and Governance Committee 23 May – to recommend to Full Council the end of year accounts 1 April 2022, accounting statement year end 31 March 2023 and Notice of Public Rights (3 July 2023 to 11 August 2023) – see item 9.
- (ii) Recreation, Leisure and Buildings 6 June 2023 - recommend to Full Council funding an additional PCSO for the Town for 12 months including viability of shifts covering late evenings and weekend – see item 11.
- (iii) Cemetery JMC –

A. To recommend to Wimborne Minster Town Council the following exit terms regarding the dissolution of the Wimborne Cemetery JMC:

- exit terms were to be the same for both Colehill Parish Council and Pamphill and Shapwick Parish Council save for item (iii) below;
- the dissolution of the JMC was to be concluded in a few months - if possible, by 1st September 2023;
- Colehill Parish Council were to pay their full contribution for the current financial year 1 April 2023 to 31 March 2024 even if they were to leave the JMC part way through the financial year. Pamphill and Shapwick Parish Council were exempt from paying their contribution for the same period.
- all assets (for example cash and equipment etc.) except the land was to transfer absolutely on exit to Wimborne Minster Town Council and any debts were to be indemnified from Wimborne Minster Town Council.
- the costs of the exit agreement and associated land transfers were to be borne by the JMC unless independent advice was taken and then each council was liable for their own costs.
- the land was to be transferred to Wimborne Minster Town Council and the transfer subject to an overage over 10 years if the land or part thereof disposed of in that period being sale proceeds less expenses and taxes. Overage was to reduce by 10% per annum to zero, with overage for Colehill Parish Council at 47.5% and for Pamphill and Shapwick Parish Council at 5%.
- existing interment plot holders and those interment plots purchased by Colehill Parish and Pamphill and Shapwick Parish residents by 31 March 2024 were to be entitled to the same rates as residents of Wimborne Minster going forward, for the duration as long as the rights of burial lasted;
- the interment resident discount rates for Wimborne Minster pre-purchase of plots would apply to Colehill Parish and Pamphill and Shapwick Parish residents until 31 March 2024, and

- apart from interment plot purchase, the interment resident discount rates for Wimborne Minster residents for other interment matters was to apply to Colehill Parish and Pamphill and Shapwick Parish residents from 1 April 2024 to 31 March 2027.
- B. To recommend to Wimborne Minster Town Council two amendments to the current Wimborne Cemetery JMC Constitution for approval:
- the words “who shall be a member of one of the two other constituent authorities from which the Chairman of the Management Committee has not been selected“ were deleted from Section 7(ii) page 2, and
 - the words “all three” were removed and replaced with “two of the“ in Section 8 (i) page 2.

10. Internal Auditor’s Report, End of Year accounts, Annual Governance Statement and Annual Governance and Accountability Return 1 April 2022 to 31 March 2023 (appendix 10).

- (i) To receive and note the final Internal Audit Report.
- (ii) To note the end of year accounts.
- (iii) To note and approve the Annual Governance Statement.
- (iv) To note and approve the Accounting Statements.
- (v) To note and approve the date for the period of public right.
- (vi) To note the supplementary information to the External Auditor.
- (vii) To note the negative responses to the External Auditor’s “one off” events questions.

11. Committee membership

To note the resignation of Cllr Butter from the HR Committee and appoint a new member.

12. Operational policing in Wimborne Minster (Cllr Wheeler and Inspector Turner)

To consider a review of the operational policing support for Wimborne Minster and request for another Police Community Support Officer to support the Town given the following concerns:

- rise in knife crime and theft in the Town,
- information from Wimborne Waitrose that violence is on the increase,
- the fact that the Town that has almost doubled in size in the past few years due to housing developments.

13. Christmas Lights switch on event

To review and approve the annual Christmas lights switch on event at a cost of £3,700 (25 November 2023) - 6m x 4m trailer stage with lights/sound, stage manager/sound engineer, 3m x 3m back marquee, snow machine, Chapter 8 Road Closure and 10 staff including First Aider, crowd barriers, installation/derig, deliver / collection.

14. Council Chamber names board (Town Mayor)

To review the Council names board.

15. Correspondence, meetings, training, consultations, and forthcoming meetings

- (i) Correspondence:

- to note the Public Path Diversion and Definitive Map and Statement Modification Order from Dorset Council in relation to Part of Footpath 22, Wimborne Minster at Quarter Jack Park (appendix 11).
- to note Dorset Council's Reorganisation of Community Governance Order (no. 8) for Pamphill, Shapwick and Wimborne Minster 2023 (Local Government and Public Health Involvement in Health Act 2007) (appendix 12).
- to note correspondence received from various residents and none- residents that attend St John's Church Lunch Club every Tuesday regarding the withdrawal of the cooking / catering service provided by the Probation Service Payback Scheme,
- to note the Citizens Advice East Dorset and Purbeck May 2023 Stakeholders Quarterly update (appendix 13).

(ii) Forthcoming meetings:

- Town Liaison Group 30 June (10am)
- Recreation Leisure and Buildings Committee 4 July
- Planning and Environment 11 July
- Finance and Governance 18 July
- Full Council 25 July
- Annual Council meeting / Mayor Making wash up meeting – date tbc.

[end]