



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 25 July 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.

A handwritten signature in blue ink, appearing to read "L. Harrison".

L. Harrison (Town Clerk/RFO), Wimborne Minster Town Council, 19 July 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.

- (i) To note the report from the Town Mayor (or Town Mayor's representative if applicable).
- (ii) To note the reports from Dorset County Councillors representing Wimborne on matters of interest to the town and the local community.
- (iii) To note the report from the Town Clerk.
- (iv) To note the reports from local organisations, Town Councillor representatives and partners.

5. Full Council Minutes 25 April and 27 June 2023

To receive the minutes of the previous meeting of Full Council 25 April 2023 (appendix 1) and Full Council 27 June 2023 (appendix 2) as a correct record and signed by the Town Mayor (Local Government Act 1972 Schedule 12).

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

- (i) Research cost and process involved in recruiting a CSAS operative – remains outstanding, work to be undertaken by CELO on commencement of role in August.
- (ii) Decide the deferred representative appointments on the Fairtrade Steering Group, Museum of East Dorset, Planet Wimborne and Twinning Association (Ochsenfurt) to be agreed.
- (iii) Update regarding St John's Church Lunch Club.
- (iv) Update regarding the Armed Forces Covenant.
- (v) Review of Council's Action Plan Working Group.

7. Committee minutes and working group notes

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

- (i) Recreation, Leisure and Buildings Committee 4 July (appendix 3)
- (ii) Planning and Environment Committee 11 July (appendix 4)
- (iii) Finance and Governance Committee 18 July (appendix 5)
- (iv) Cemetery JMC 10 and 24 July (appendix 6)
- (v) Town Liaison Group 30 June (appendix 7)

8. Recommendations from Committees and/or Working Groups

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

- (i) to consider the recommendation from the Finance and Governance Committee 18 July 2023 to approve the Community Grant Scheme application form Citizens Advice for £8,000 (appendix 8);
- (ii) to consider the recommendation from the Finance and Governance Committee 18 July 2023 to open a new business current bank account with Unity Trust Bank and close the two accounts with Nat West;
- (iii) to consider the recommendation from the Finance and Governance Committee 18 July 2023 to close the petty cash account, and
- (iv) to consider the request from the Town Liaison Group 30 June 2023 to review the use of the town square by groups, organisations and businesses.

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

(i) Correspondence:

- to note the correspondence regarding D Day 80 year Anniversary 6 June 2024 and consider referring to the Community Events and Liaison Committee for consideration (appendix 9),
- to consider the request from Wimborne BID for four free parking days with Dorset Council on Saturday 18 November (Small Business Saturday), Saturday 25 November (Christmas lights switch on event), Friday 1st December and Saturday 2nd December. Dorset Council free parking days policy states:

“To support local economy, Dorset Council will give a total of 6 free parking days in Dorset Council car parks each year. This is made up of the following:

- *At the request of the Town or Parish Council free parking in all Dorset Council car parks for four days each year, for events which generate valuable footfall for that town. These four days cannot be used in December*
- *At the request of the Town or Parish Council free parking in all Dorset Council Town Centre car parks for that town on one weekday in December*
- *Free parking in all Dorset Council Town Centre car parks on Small Business Saturday in December*

No other days in December will be considered unless the Town Council or Local BID is willing to meet the cost of the lost income at an amount to be calculated by the Council's parking team based on average weekend costs for that time of year.”

2 days previously agreed and requested with Dorset Council : Saturday 6 May and Monday 8 May.

(ii) Consultations: to consider a response to Dorset Council's Proposed Dog Related Public Spaces Protection Order consultation (deadline 25 August 2023) (appendix 10).

(ii) Forthcoming meetings:

- Planning and Environment 1 August and 12 September (7pm)
- HR Committee 1 August (7.30pm)
- Finance and Governance 5 September
- Recreation Leisure and Buildings 19 September
- Full Council 26 September

[end]