



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

Minutes of **Wimborne Minster Town Council** meeting **27 June 2023 at 7pm** in the Council Chamber at Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

Present: Town Councillors: S Bartlett, C Butter, C Chedgy, J Hart, D March (Chairman and Town Mayor), J Morgan, B Richmond, A Roberts and S Wheeler (Vice Chairman and Deputy Town Mayor).
Dorset Councillors: D Morgan and M Roe.
Officers: L Harrison (Town Clerk) and K Brooks (Deputy Town Clerk).
Members of the public: three.

FC/2023/018	Apologies for absence Apologies were received from Cllrs L Hinks and M Hopkins (both non-business). Cllr Hart proposed to accept apologies, seconded by Cllr Morgan, all in favour. Resolved: apologies were accepted.
FC/2023/019	Declarations of interest and dispensations Cllr Bartlett declared a non-pecuniary interest (member of Dorset Council).
FC/2023/020	Public Participation A member of the public asked for an update regarding the work the Planning and Environment Committee was doing to secure additional pharmacy services in the town. Cllr Wheeler, the Chairman of the Planning and Environment Committee, confirmed that due to the cost involved in establishing new pharmacy services no additional pharmacy services had been identified and further work was being undertaken with existing pharmacies within the town to publicise on-line services. The member of the public thanked the Committee for their work and left the meeting. Cllr Chedgy proposed to move items 9 (ii) and 12 on the agenda to the next item of business to facilitate the representative from Dorset Police, Inspector Turner, seconded by Cllr Morgan, all in favour. Resolved: items 9 (ii) and 12 on the agenda were moved to the next item of business to facilitate the representative from Dorset Police, Inspector Turner.

<p>FC/2023/021</p>	<p>Cllr Wheeler provided a brief summary of the recommendation from the Recreation Leisure and Buildings Committee and his motion to fund a PCSO for the town due to concerns around a perceived increase in knife crime, violence in local stores/supermarkets and size of the town which had grown over the last few years.</p> <p>Inspector Turner introduced himself and his operational role. He confirmed the following:</p> <ul style="list-style-type: none"> • his team did not have enough resources in terms of operational staff, was aware that the town had increased in size and ideally would like to see his team increased by two staff; • the offer to fund a PCSO for the town was welcomed - however this was not possible because Dorset Police were not currently recruiting or training PCSOs; • knife crime had not increased in the town and work was being done via education and enforcement to tackle knife crime (Operation Sceptre); • he and officers had visited a local supermarket a number of times and reinforced with staff the necessity to report any incidents of theft or violence to police; • post COVID, Special Constables were being encouraged to undertake training and volunteer for operational shifts across the county including the town, and • anti-social behaviour incidents in the town had increased and an escalation process was being used to deal with these incidents which had been previously used in Verwood with good success. <p>The Inspector update Council on recent high profile criminal incidents and subsequent arrests / charges and finished by asking Council to remain on contact with him and his team moving forward.</p> <p>The Inspector was thanked for attending and left the meeting.</p> <p>Cllr Butter proposed to authorise the Town Clerk to research the cost and process involved in recruiting a Community Safety Accredited Scheme (CSAS) operative and report back to Full Council, seconded by Cllr Wheeler, all in favour.</p> <p>Resolved: the Town Clerk was authorised to research the cost and process involved in recruiting a CSAS operative and report back to Full Council.</p>
<p>FC/2023/022</p>	<p>Updates, announcements and reports</p> <p>The Town Mayor confirmed she had attended a number of civic events including a birthday lunch for a resident who had reached the age of 100 and would forward her report to councillors.</p> <p>Dorset Councillor Roe provided an update regarding the following matters:</p> <ul style="list-style-type: none"> • temporary lights on Wimborne Road West - no work had taken place at the junction of Lonsdale Road for almost nine weeks due to a

	<p>difficulties in obtaining parts from abroad and re-directing services and as a result Dorset Council were considering removing the temporary lights, and</p> <ul style="list-style-type: none"> • the opening of the link road from Saxonbury to Quarter Jack Park was still outstanding – the delay was due to the location of bollards and issues regarding the junction and traffic. <p>Cllr Roe was thanked for attending and left the meeting with another member of the public.</p> <p>Dorset Councillor D Morgan informed councillors he had received two emails from residents within the town concerning noise and dust pollution at the Riverside development build and cars parking on the pavement at Shakespeare Road. He also confirmed a site visit with Dorset Council Highways officers was due to take place at Cranborne Road to assess speeding concerns.</p> <p>Cllr Bartlett stated the current position of Wimborne Library as a middle tier service as part to the Library Strategy 2023 – 2033 was being reviewed.</p> <p>The Town Clerk informed Council she had not further updates regarding the East Dorset Partners and Communities Together group; she had been interviewed on Radio Wimborne in February regarding her role, and she had been invited to attend the Annual Civic Society meeting last month as the guest speaker and councillors were welcome to a copy of her talk. Finally the Town Clerk stated a representative from the Cornmarket Residents Association had been in touch and as a result would be referred to the Planning and Environment Committee.</p> <p>Cllr Butter, as the representative for Walford Mill Education Trust, informed Council the Trust had a new website and the Trust was grateful for the support Council had provided.</p> <p>Cllr Hart, as the member of Planet Wimborne, confirmed Planet Wimborne were busy preparing for the Green Festival in October.</p> <p>Cllr Roberts, as the representative for Wimborne in Bloom, confirmed the baskets in the town had been replanted following the recent Folk Festival.</p> <p>Cllr Morgan reported on the Bus User and Stakeholder Group meeting he had attended on 5 June and as a result was not confident that any further funding would be made available to improve or enhance bus services in the area. The Town Clerk confirmed she had made enquiries with the Manager of the Service 88 route regarding increasing services to include the new developments in the town and was awaiting a response and reported back to Planning and Environment Committee.</p>
FC/2023/023	Minutes of Wimborne Minster Town Council meetings 9 May and 23 May 2023

	<p>Cllr Hart proposed to approve the minutes for the meeting on 9 May 2023 as a correct record to be signed by the Chairman, seconded by Cllr Chedgy, seven in favour, two abstentions. Resolved: the minutes for the meeting on 9 May 2023 were approved as a correct record and signed by the Chairman.</p> <p>Cllr Chedgy proposed to approve the minutes for the meeting on 23 May 2023 as a correct record to be signed by the Chairman, seconded by Cllr Hart, eight in favour, one abstention. Resolved: the minutes for the meeting on 23 May 2023 were approved as a correct record and signed by the Chairman.</p>
<p>FC/023/024</p>	<p>Personnel, Policy and Strategy Committee minutes 14 March and 17 April 2023 and Resources Committee 21 March 2023 minutes</p> <p>Cllr Butter proposed to approve the minutes of the Personnel, Policy and Strategy Committee on 14 March 2023 as a correct record to be signed by the Committee Chairman, seconded by Cllr Wheeler, seven in favour and two abstentions. Resolved: the minutes of the Personnel, Policy and Strategy Committee on 14 March 2023 were approved as a correct record and signed by the Committee Chairman.</p> <p>Cllr Chedgy proposed to approve the minutes of the Personnel, Policy and Strategy Committee on 17 April 2023 as a correct record to be signed by the Committee Chairman, seconded by Cllr Bartlett, seven in favour and two abstentions. Resolved: the minutes of the Personnel, Policy and Strategy Committee on 17 April 2023 were approved as a correct record and signed by the Committee Chairman.</p> <p>Cllr Chedgy proposed to approve the minutes of the Resources Committee on 21 March 2023 as a correct record to be signed by the Committee Chairman, seconded by Cllr Wheeler, seven in favour and two abstentions. Resolved: the minutes of the Resources Committee on 21 March 2023 were approved as a correct record and signed by the Committee Chairman.</p>
<p>FC/2023/025</p>	<p>Actions from previous meetings</p> <p>The outstanding representatives on outside organisations were discussed and following agreed for the current municipal year: Citizens Advice – Cllr Burt DAPTC – Cllrs March and Butter Dreamboats – Cllr Bartlett ED Environment Partnership – Cllr Wheeler St Margaret & Stone Charity – Cllr Roberts Town Liaison Group - Town Mayor and Deputy Town Mayor</p>

	<p>Vision Wimborne – Cllr Bartlett Walford Mill – Cllr Butter Wimborne BID – Cllr Morgan Wimborne in Bloom – Cllr Roberts Wimborne Cemetery JMC – Cllrs Chedgy and Hinks Wimborne Folk Festival – Cllr Wheeler Wimborne Militia – Town Mayor and Deputy Town Mayor Twinning Association (Valognes) – Cllr Hinks Wimborne War on Waste – Cllr Shirley 1069 Squadron Air Training Corps – Cllr Wheeler Tree Warden – Cllr Richmond Flood Warden – Cllrs Richmond and Roberts Rights of Way – Cllr Roberts Community resilience – Town Mayor Civic Protection -Town Mayor Cllr Wheeler proposed to above the above representatives, seconded by Cllr March, all in favour.</p> <p>It was agreed that the following representative appointments were deferred: Fairtrade Steering Group, Museum of East Dorset, Planet Wimborne and Twinning Association (Ochsenfurt). It was also agreed not to appoint a representative on the Allendale Community Management Centre.</p>
<p>FC/2023/026</p>	<p>Minutes and notes from committees and working groups</p> <p>The draft minutes from the HR Committee 16 May, Finance and Governance Committee 23 May, Planning and Environment Committee 30 May, Recreation, Leisure and Building Committee 6 June and Cemetery JMC 24 May and 14 June were noted.</p>
<p>FC/2023/027</p>	<p>Recommendations from Committees and/or Working Groups</p> <p>The recommendation from the Finance and Governance Committee were considered and it was agreed to move item 10 (Annual Governance and Accountability Return 2022 2023 (AGAR)) on the agenda forward.</p> <p>The Internal Auditors Report for the year end process 2022 2023 of the Annual Governance and Accountability Return (AGAR) and explanation provided regarding the comment “not covered” to Assertion K was noted.</p> <p>Cllr Chedgy proposed to approve the year end accounts for 2022 2023, Section 1 (Annual Governance Statement) and Section 2 (Accounting Statement) of the AGAR for 2022 2023, seconded by Cllr Morgan, all in favour.</p> <p>Resolved: the year end accounts for 2022 2023, Section 1 (Annual Governance Statement) and Section 2 (Accounting Statement) of the AGAR for 2022 2023 were approved.</p>

Cllr Chedgy proposed to approve the date for the period of public right, seconded by cllr Morgan, all in favour.

Resolved: the date for the period of public right was approved.

The supplementary information to the External Auditor and negative responses to the External Auditor's "one off" events questions were noted.

The recommendations from the Cemetery JMC were discussed. Cllr Chedgy proposed to approve the following exit terms and two amendments to the Cemetery JMC Constitution :

- exit terms were the same for both Colehill Parish Council and Pamphill and Shapwick Parish Council save for item bullet point three 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:
- 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;
- 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 of the Cemetery JMC Constitution, and

	<ul style="list-style-type: none"> the words “all three” were removed and replaced with “two of the” in Section 8 (i) page 2 of the Cemetery JMC Constitution. <p>Seconded by Cllr Butter, all in favour.</p> <p>Resolved: the above exit terms and changes to the Cemetery JMC Constitution were approved.</p>
FC/2023/028	<p>Committee membership</p> <p>The resignation of Cllr Butter from the HR Committee was noted. Cllr Wheeler proposed to appoint Cllr Hart onto the HR Committee, seconded by Cllr Morgan, eight in favour, one abstention.</p> <p>Resolved: Cllr Hart was appointed onto the HR Committee.</p>
FC/2023/029	<p>Christmas Lights</p> <p>Cllr Chedgy proposed to accept and approve the quote for the annual Christmas lights switch on event at a cost of £3,700, seconded by Cllr Wheeler, all in favour.</p> <p>Resolved: the quote for the annual Christmas lights switch on event at a cost of £3,700 was accepted and approved.</p>
FC/2023/030	<p>Council Chamber names board</p> <p>A discussion took place around the current and previous use of titles (Mrs) on the names board in the Council Chamber. Cllr Butter proposed that her name and Cllr March’s name for the municipal years 2022 and 2023 were to be amended to include the title “Mrs”, and future Town Mayors were to be given the choice of including or excluding titles, seconded by Cllr March, six in favour, one against and two abstentions.</p> <p>Resolved: Cllr Butter’s and Cllr March’s name for the municipal years 2022 and 2023 were to be amended to include the title “Mrs”, Cllr Webb was to be contacted to establish her preference and future Town Mayors were to be given the choice of including or excluding titles.</p> <p><i>Cllr Web has subsequently confirmed she does not want her name of the board amended.</i></p>
FC/2023/031	<p>Correspondence, meetings, training, consultations, and forthcoming meetings</p> <p>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, was noted. The Town Clerk was instructed to contact Dorset Council and confirm the correct spelling of “Quarter Jack”. <i>Dorset Council have subsequently confirmed the spelling in the Order is consistent with the developer Barratt Homes spelling.</i></p> <p>The Community Governance Order (no. 8) for Pamphill, Shapwick and Wimborne Minster 2023 was noted.</p> <p>The correspondence from the residents that attend the St John’s Church Lunch Club every Tuesday was noted. The Town Clerk and Town Mayor confirmed the withdrawal of the service by the Probation Service was being</p>

	<p>addressed directly by the lunch group and would be escalated by the Town Clerk with Council if the service planned withdrawal was still planned.</p> <p>The correspondence from Citizens advice East Dorset was noted.</p> <p>Dorset Police was noted. A discussion took place concerning the lack of police presence at the Annual Town Assembly on 18 April and other Council meetings. It was agreed that this was contrary to information previously provide by Dorset Police and Crime Commissioner. It was agreed that the Town Clerk was to contact a police representative to attend a future Full Council meeting.</p> <p>Upcoming meetings were noted. It was agreed to hold the HR Committee meeting at 7.30pm on Tuesday 1 August following Planning and Environment Committee meeting. It was also agreed to hold the Council Annual meeting / mayor making wash u meeting following Full Council on Tuesday 25 July.</p>
FC/2023/032	<p>Close of meeting The meeting was closed at 8.55pm.</p>

Signature of Chairman:

Date: