



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 31 October 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, 25 October 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 Councillors representing Wimborne Minster.
- (iii) To note the report from the Town Clerk.
- (iv) To note the reports from Dorset Police, local organisations, representatives and partners.

5. Full Council Minutes 26 September 2023

To receive the minutes of the previous meeting of Full Council 26 September 2023 (appendix 1) 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) Minute reference FC/2023/025 (CSAS operative cost) – verbal update from the Clerk.
- (ii) Minute reference FC/2023/038 (representative appointments on the Fairtrade Steering Group and Museum of East Dorset) – verbal update from the Clerk.
- (iii) Minute reference FC/2023/051 (implications of administering the booking events in the Town Square) – verbal update from the Clerk.
- (iv) Minute reference FC/2023/056 (DC asset transfer) – update from Cllr Bartlett.

7. Committee minutes and working group notes.

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

- (i) Planning and Environment Committee 10 October (appendix 2)
- (ii) HR Committee 24 October (appendix 3)
- (iii) Cemetery JMC 25 September and 30 October (appendix 4 and verbal report)
- (iv) Finance and Governance Committee 3 October (appendix 5)
- (v) Community Events and Liaison Committee 4 October (appendix 6)
- (vi) Recreation Leisure and Buildings Committee 17 October (appendix 7)
- (vii) Redcotts Recreation Working Group meeting 17 October (appendix 8)
- (viii) Action Plan Working Group 16 October (appendix 9)
- (ix) Town Liaison Group 27 October (verbal report)

8. Recommendations from Committees and / or Groups

To determine any recommendations from committees and/or working groups:

- Finance and Governance Committee 3 October: to recommend to Full Council the words “or civic event” were removed from Council’s Standing Orders section 27j and the Civic Protocol document was to be brought back for review in relation to councillor dress codes for civic events.

9. Community Infrastructure Levy

Dorset Council’s Infrastructure and Delivery Planning Manager Andrew Galpin to present information regarding the Town Council’s options for the use of Community Infrastructure Levy monies.

10. External Audit 2022/23

To consider the External Auditors conclusion of audit for 2022/23 and notice of public rights period (appendix 10).

11. School Council

To review minute reference FC/2023/052 and consider inviting children who reside within the parish of Wimborne Minster and attend schools outside of the parish.

12. Climate Action Plan

To consider resurrecting Council’s Climate Action Plan and aligning to Council’s draft Strategic Plan 2024 - 2030.

13. Dorset’s Year of Culture

To consider applying for Dorset Council’s Year of Culture project (appendix 11)

14. DAPTC Annual General meeting 18 November 2023

To consider a response to DAPTCs motions for debate at the DAPTC Annual meeting on 18 November (appendix 12).

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

- (i) Correspondence: to be confirmed at meeting.
- (ii) To consider a response to the following consultations:
 - Dorset Council’s Polling consultation, deadline 13 (appendix 13)
 - Dorset Council’s Voluntary Community Sector consultation, deadline extension to be confirmed (appendix 14)
 - Dorset Council’s Licensing consultation, deadline 9 November – no response required as this consultation is in relation to Weymouth area (for more information visit <https://consultation.dorsetcouncil.gov.uk/c-e/dorset-council-licensing-policy-consultation/>).
 - Dorset Council’s Gambling Policy Consultation, deadline 9 November (appendix 15).
- (iii) Forthcoming meetings:

- Recreation Leisure and Buildings Committee Extraordinary meeting 7 November 6.30pm, followed by
- Finance and Governance Committee meeting 7 November 7.30pm to 8pm
- Community Events and Liaison Committee Wednesday 8 November 7pm
- Planning and Environment 14 November 7pm
- Recreation Leisure and Buildings Committee 21 November 7pm followed by a meeting of the Redcotts Recreation Ground Working Group
- Wimborne Cemetery JMC Monday 20 November 7pm
- Full Council 28 November

[end]