



## 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 of **Wimborne Minster Town Council** on **Tuesday 28 November 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, 22 November 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](http://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](mailto: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 31 October 2023

To receive the minutes of the previous meeting of Full Council 31 October 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/2023/064 (implications of administering the booking events in the Town Square) and DC asset transfer – verbal update from the Clerk and Cllr Bartlett.
- (ii) Minute reference FC/2023/070 (Dorset's Year of Culture) – update from the Town Clerk.

### 7. Committee minutes and working group notes.

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

- (i) Recreation Leisure and Buildings Committee 7 November (appendix 2)
- (ii) Finance and Governance Committee 7 November (appendix 3)
- (iii) HR Committee 8 November (appendix 4)
- (iv) Community Events and Liaison Committee 8 November (appendix 5)
- (v) Planning and Environment Committee 14 November (appendix 6)
- (vi) Cemetery JMC 20 November (appendix 7)

### 8. Recommendations from Committees and / or Groups

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

- Finance and Governance Committee 7 November: purchase a projector, projector screen and meeting "OWL" for hybrid meetings at a cost of £2,197 plus installation costs.

### 9. Freeman badges

To consider Wimborne Minster Town Council purchase appropriate Freeman badges from Frattini in recognition of this honour (Town Mayor Cllr March).

**10. Correspondence, meetings, training, consultations, and forthcoming meetings**

(i) Correspondence: to be confirmed

(ii) Forthcoming meetings:

- Finance and Governance Committee meeting 5 December 7pm
- Community Events and Liaison Committee Wednesday 6 December 7pm
- Wimborne Cemetery JMC Monday 11 December 7pm
- Planning and Environment 12 December 7pm
- Full Council 19 December 7pm

[end]