



Wimborne Minster Town Council

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

Councillors: S Bartlett (Chairman), C Chedgy, J Hart, L Hinks, D March (Town Mayor), W Richmond, A Roberts (Vice Chairman) and S Wheeler (Deputy Town Mayor).

You are hereby summoned to attend the meeting of the **Recreation, Leisure and Buildings Committee** on **Tuesday 21 November 2023 at 7pm** in the **Committee Room** at the 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, 14 November 2023.

Council 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. All 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 councillors give any apologies by email or telephone by 5pm of 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 Committee on matters relating to the agenda.

4. Committee Minutes 17 October 2023.

To receive minutes of the previous Committee meeting on 17 October 2023 (appendix 1) as a correct record and signed by the Chairman (Local Government Act 1972 Schedule 12).

5. Councillor's inspection of sites.

To note the reports for councillors following an inspection of Council owned and managed land and agree on any action.

6. Matters to report from the Deputy Town Clerk in relation to actions from previous meetings:

- (i) Update on replacement tree for Redcotts – Min ref: RLB/2024/021
- (ii) Update on Redcotts play equipment and timbers.
- (iii) Update on the lime tree at Redcotts - Min ref: RLB/2024/021.
- (iv) Update on Mantrailing dog training at Redcotts - Min ref: RLB/2024/022.
- (v) Jubilee Gardens update - Min ref: RLB/2024/021
- (vi) Update on new Dorset Council rubbish bins in the town. Mins ref: RLB/2023/034.
- (vii) Update on car park lights at Leigh Community centre. Mins ref: RLB/2024/015.
- (viii) Health and Safety issues at the Redcotts Garage regarding proximity of members of the public and machinery.
- (ix) Update on Victoria Road and hedge trim on Redcotts Recreation ground. RLB/2023/033.
- (x) Outstanding quotes.

	Work	Quote 1	Quote 2	Quote 3	Notes
1	Remove Lime tree	£450	£280.00	£200.00	Quote 2 is combined includes root removal.
2	Chestnut Tree root removal	N/A	£280.00	£50.00	Quote 2 is combined includes Lime tree removal.
3	Various HSE Signs x12	£120.00	N/A	N/A	Garage, Town Hall and Childrens play areas at Rugby club/Leigh – Cheapest provider sourced. No more than £120 to be spent.
4	Emergency exit Post and rope/markings	£53.23 Post/Signs	£280.00 Road Markings	£170.00 Road Markings	Town Hall committee room fire exit.

5	Plastic Cemetery Redcotts Men at Work signs x 2	£58.32	£52.56	£59.22	For use by Cemetery and Ground staff team.
6	Folding bollard at Redcotts Recreation ground	£81.15	£106.85	£87.99	For behind the gate at Victoria Road entrance. Added security to stop illegal entrance.
7	Replacement swing seat at Leigh Toddlers play park	£218.00	N/A	N/A	Pod Seat 6mm Red – Seat is specific to manufacture of equipment.
8	Gazebo repairs and painting, plus blue heritage sign.	£925.00	£945.00	N/A	HSE issue and requires both internal and external work,
9	Ericaceous compost	£11.53	N/A	N/A	For Styrax tree replacement for Queens Green Canopy.
10	Treat and paint Changing rooms	£1790.00	£2575.00	N/A	4 x Changing rooms, 2 x showers rooms at Redcotts Recreation Ground, using anti-mold paint.

7. Correspondence for consideration and/or meetings relevant to the Committee's Terms of Reference:

- (i) To discuss replacement types of water heater/pumps for the Redcotts Pavilion.
- (ii) Review parking spaces at Leigh play area that are a hazard to pedestrians for ingress and egress to the park.
- (iii) To consider a proposal from a local school to support the Global Citizenship day on the 3 March 2024.

8. Review of wayleaves for Redcotts Recreation Ground - To authorise the wayleaves onto Council owned land.

9. Redcotts Recreation Ground future plans.

To consider a proposal from Sports and Play Consulting company for possible plans for the Recreation Ground.

10. Queen's Green Canopy and Tree Trail.

Update relating to the Queen's Green Canopy and Tree Trail.

11. Draft Wimborne Minster Town Council Biodiversity Statement.

To agree the draft Biodiversity Statement (appendix 2).

12. Replacement Town Crest. To receive a presentation and agree design for the exterior Town Council Crest for the Town Hall.

13. Date of next meeting (30 January 2024) and close of meeting.