



Minutes of **Wimborne Minster Town Council** meeting **31 October 2023 at 7pm**,  
in the Council Chamber, Town Hall, 37 West Borough, Wimborne Minster, Dorset BH21 1LT.

**Present:** Town Councillors (Cllrs): D Burt, J Hart, L Hinks, M Hopkins, D March (Chairman and Town Mayor), B Richmond, A Roberts and S Wheeler (Vice Chairman and Deputy Town Mayor).

Officers: L Harrison (Town Clerk) and K Brooks (Deputy Town Clerk)

Members of the public: one (A Gilpin, Dorset Council's Infrastructure and Delivery Planning Manager).

<b>FC/2023/058</b>	<b>Apologies for absence</b> Apologies were received from Cllrs Butter, Chedgy and Morgan (all non-business). Cllr Hinks proposed to accept the apologies, seconded by Cllr Richmond, all in favour. <b>Resolved apologies for absence from Cllrs Butter, Chedgy and Morgan were accepted.</b> Apologies were also received from Inspector Turner, Dorset Police.
<b>FC/2023/059</b>	<b>Declarations of interest and dispensations</b> None.
<b>FC/2023/060</b>	Cllr Hinks proposed item 9 on the agenda (Community Infrastructure Levy (CIL) presentation) was moved up to the next item of business to facilitate the presence of the member of the public, seconded by Cllr Wheeler, all in favour. <b>Resolved: item 9 on the agenda (Community Infrastructure Levy) was moved up to the next item of business to facilitate the presence of the member of the public present.</b> Councillors were provided with a hard copy of the presentation and verbal information in relation to developer contributions, planning obligations, trigger points and examples of CIL spend. It was confirmed that as long as the Town Council had discussed ideas around CIL spend the requirement to spend within the time deadlines would not be enforced by Dorset Council. Councillors asked questions and requested further liaison when the Town Council were ready to discuss ideas around CIL spend which was agreed. Mr Gilpin was thanked for attending and left the meeting. It was agreed that Full Council was to report back to the Finance and Governance Committee the following requests in relation to the use of Council's CIL monies: <ul style="list-style-type: none"><li>• tangible ideas and costings that benefit the residents of Wimborne Minster,</li><li>• draft an infrastructure delivery plan</li><li>• explore match finding opportunities, and</li><li>• consultation plans.</li></ul>

	It was agreed that all councillors were to receive an electronic copy of the presentation.
<b>FC/2023/061</b>	<b>Public Participation</b> None.
<b>FC/2023/062</b>	<b>Updates, announcements and reports</b> The Town Mayor provided a verbal summary of eight events recently attended (see appendix 1). The Town Clerk read out an email from Inspector Turner regarding the parking issues at Parmiter Drive and it was agreed the Dorset Council Ward representative was best placed to deal with these issues. Cllr Hinks, as the Town Council's representative on Wimborne Cemetery Joint Management Committee, reported on the meeting that had taken place the previous evening and confirmed the exit terms were still outstanding and the Committee would be undertaking a budget process for next year at its next meeting. Cllr Hinks, as the Town Council's representative on the Wimborne - Valognes Twinning Association, reported the recent "Hello Bonjour" event had been well received and attended and a future event was being planned; the annual quiz was taking place in November, a wine tasting event was taking place in December and the visit from civic dignitaries from Valognes was taking place in the Town between 17 and 20 May 2024. Cllr Hart, the councillor representative for Planet Wimborne, reported the Green Festival had been very successful.
<b>FC/2023/063</b>	<b>Minutes of Wimborne Minster Town Council meeting 26 September 2023</b> Cllr Wheeler proposed to approve the minutes of the meeting on 26 September 2023 as correct record to be signed by the Chairman, seconded by Cllr Hart, all in favour. <b>Resolved: the minutes of the meeting on 26 September 2023 were approved as a correct record and signed by the Chairman.</b>
<b>FC/2023/064</b>	<b>Actions from previous meetings</b> The Town Clerk provided information on the approximate cost of resourcing two officers and a vehicle to deliver a Community Safety Accreditation Scheme in the town. Cllr Wheeler proposed to close this project due to the prohibitive cost of delivering the service and in acknowledgement of the positive relationship enjoyed with the local police, seconded by Cllr Hinks, all in favour. <b>Resolved: the Community Safety Accreditation Scheme project was closed due to the prohibitive cost of delivering the service and in acknowledgement of the positive relationship enjoyed with the local police.</b> The Town Clerk confirmed the outstanding representative appointment on the Museum of East Dorset was not required. Cllr Wheeler proposed to defer the outstanding representative appointment on the Fairtrade Steering Group to May 2024, seconded by Cllr Hinks, all in favour. <b>Resolved: the outstanding representative appointment on the Fairtrade Steering Group was deferred to May 2024.</b> The following two items were deferred pending outstanding information from Dorset Council (administering booking events on the Town Square) and Cllr Bartlett (Dorset Council asset transfers).

<p><b>FC/2023/065</b></p>	<p><b>Minutes, notes and recommendations from committees and working groups</b></p> <p>The draft minutes and notes for the Planning and Environment Committee 10 October, HR Committee 24 October, Cemetery JMC 25 September, Finance and Governance Committee 3 October, Community Events and Liaison Committee 4 October, Recreation Leisure and Buildings Committee 17 October, Redcotts Recreation Working Group meeting 17 October, and Action Plan Working Group 16 October were all noted.</p> <p>The Town Clerk and Chairman provided a verbal report on the Town Liaison Group meeting which took place on 27 October 2023.</p>
<p><b>FC/2023/066</b></p>	<p><b>Recommendations from Committees and/or Working Groups</b></p> <p>The recommendations from the Finance and Governance Committee were considered. Cllr Roberts proposed to accept and adopt the recommendation from the Finance and Governance Committee to remove the words “or civic event” from Council’s Standing Orders section 27j and the Civic Protocol document brought back to the Finance and Governance Committee for review in relation to councillor dress codes for civic events, seconded by Cllr March, all in favour.</p> <p><b>Resolved: the words “or civic event” were removed from Council’s Standing Orders section 27j and the Civic Protocol document was to be brought back to the Finance and Governance Committee for review in relation to councillor dress codes for civic events.</b></p>
<p><b>FC/2023/067</b></p>	<p><b>External Audit 2022/23</b></p> <p>The Chairman proposed to note and accept the External Auditor’s report and certificate for 2022/23 and Notice of Conclusion, seconded by Cllr Wheeler, all in favour.</p> <p><b>Resolved: the External Auditor’s report and certificate for 2022/23 and Notice of Conclusion was noted and accepted.</b></p> <p>Council thanked the Finance Manager for her hard work during the end of year accounts process for 2022/23.</p>
<p><b>FC/2023/068</b></p>	<p><b>Wimborne Town School Council</b></p> <p>Following last month’s Council meeting and the decision to establish a Wimborne Town School Council, the Town Clerk and Cllr Hart reported that due to the lack of schools in the parish of Wimborne Minster, Council were asked to consider inviting children to the Town School Council who resided within the parish of Wimborne Minster and attended schools outside of the parish. Cllr Wheeler proposed to accept the request, seconded by Cllr Richmond, all in favour.</p> <p><b>Resolved: children were invited onto the Town School Council who resided within the parish of Wimborne Minster and attended schools outside of the parish.</b></p>
<p><b>FC/2023/069</b></p>	<p><b>Council’s Climate Action Plan</b></p> <p>The Town Clerk explained that Council’s Climate Action Plan had not been reviewed since 2019. Cllr Wheeler proposed to refer the Climate Action Plan for review to the Action Plan Working Group, seconded by Cllr Hinks, all in favour.</p> <p><b>Resolved: Council’s Climate Action Plan was referred to the Action Plan Working Group for review.</b></p>

FC/2023/070	<p><b>Dorset's Year of Culture.</b></p> <p>The item was discussed and Council acknowledged the great amount of heritage and culture that already existed within the town. Cllr Hart proposed the Town Clerk was authorised to explore the project and report back to Council, seconded by Cllr Wheeler, four in favour, two against, two abstentions.</p> <p><b>Resolved: the Town Clerk was authorised to explore Dorset's Year of Culture project and report back to Council.</b></p>
FC/2023/071	<p><b>Dorset Association of Parish and Town Council's (DAPTC) Annual General meeting</b></p> <p>The Chairman explained the two motions being proposed at the DAPTC annual General Meeting on 18 November. Cllr Hinks proposed to support both motions, seconded by Cllr Wheeler, all in favour.</p> <p><b>Resolved: the two motions being proposed at the DAPTC annual General Meeting on 18 November were supported by Wimborne Minster Town Council.</b></p>
FC/2023/072	<p><b>Dorset Council's Polling consultation</b></p> <p>The above consultation was discussed. Cllr Wheeler proposed no response as it did not affect the parish of Wimborne Minster, seconded by Cllr Hinks, all in favour.</p> <p><b>Resolved: Wimborne Minster Town Council made no response to Dorset Council's Polling consultation as it did not affect the parish of Wimborne Minster.</b></p> <p>The Town Clerk confirmed she had requested an extension to respond to Dorset Council's Voluntary Community Sector consultation. Cllr Hinks proposed to delegate authority to the Chairman and Town Clerk to respond to the consultation if an extension was granted, seconded by Cllr Roberts, all in favour.</p> <p><b>Resolved: the Chairman and Town Clerk were delegated authority to respond to Dorset Council's Voluntary Community Sector consultation on behalf of Wimborne Minster Town Council if an extension to the deadline was granted by Dorset Council.</b></p> <p>Dorset Council's Licensing consultation was discussed. Cllr Wheeler proposed no response as the consultation was in relation to the area of Weymouth, seconded by Cllr Hinks, all in favour.</p> <p><b>Resolved: Wimborne Minster Town Council made no response to Dorset Council's Licensing consultation as it related to the area of Weymouth.</b></p> <p>Dorset Council's Gambling Policy consultation was discussed and noted.</p>
FC/2023/073	<p><b>Close of meeting</b></p> <p>The meeting was closed at 20.35pm.</p>

Signature of Chairman: .....

Date: .....

**Appendix 1 – Town Mayor and Deputy Town Mayor engagements from 27 September to 31 October 2023**

6 October      The Town Mayor attended the opening of the Friends of Victoria Hospital's new Charity Shop in Wimborne Minster.

- 11 October The Town Mayor, accompanied by the Town Crier, attended the 65th Wedding Anniversary of Mr and Mrs Cossins at their home in Wimborne Minster.
- 12 October The Town Mayor attended the opening of the new Marks and Spencer Food Hall in Wimborne Minster.
- 14 October The Town Mayor opened a new exhibition (Star Wars themed exhibition of toys and film memorabilia) at the Museum of East Dorset in Wimborne Minster.
- 14 October The Town Mayor jointly opened the Planet Wimborne Green Festival on the Minster Green with a representative from Lush.
- 16 October The Town Mayor opened the Allendale Community Centre's "Green Week Catwalk Fashion Show" at the Allendale Centre in Wimborne Minster.
- 28 October The Town Mayor attended the Poppy Appeal Launch by travelling in a vehicle convoy from the Historic Vehicles Trust to the Town Square and bought the first Poppy.  
The Town Crier's cry at the Poppy Appeal Launch: "Our Town gathers again in our historic Square to pay homage to those who have fallen in warfare. Each generation hopes they have banished the scourge of war but news reminds us every day of conflicts far from our shore. Today we solemnly remember the greatest sacrifice our countrymen and women who sadly paid the ultimate price. The physical and mental wounds of war are hard to heal for service personnel and their families - their lifeline is this Appeal. So upon this promise we shall not divide today and in the days to come - we shall wear our poppies with pride. So give generously as you pass by us on your way - remember our tomorrow's happen because someone sacrificed their today. God Save The King".
- 29 October The Town Mayor, escorted by Cllr Carol Butter, attended the Dorset Legal Service held at St Peter's Church in Dorchester.

[end]