



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 30 January 2024 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, 24 January 2024.

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 21 November 2023.

To receive minutes of the previous Committee meeting on 21 November 2023 (appendix 1) and Extraordinary Meeting on 7 November (appendix 2) 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. (appendix 3).

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

- (i) Update on Redcotts play equipment and timbers. Mins: RLB/2023/052.
- (ii) Update on Redcotts Recreation Ground, Hedge on Victoria Road. Mins: RLB/2024/033.
- (iii) Update regards Emergency exit from Committee Room.
- (iv) Update on the Leigh Play area regarding Health and Safety ingress and egress. Mins: RLB/2023/053.
- (v) To confirm the need for a post and rail fence around the garage at Redcotts Recreation Ground as per HSE inspection recommendations.
- (vi) Outstanding quotes.

	Work	Quote 1	Quote 2	Quote 3	Notes
1	Treat and paint Changing rooms	£1675.00	£1100.00	N/A	2 x Changing rooms, 2 x showers rooms at Redcotts Recreation Ground, using anti-mould paint.
2	Insulation fit	£3,060.00	N/A	N/A	Redcotts Lodge due to mould and damp

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

To receive a presentation from Mantrailing dog training at Redcotts. Mins: RLB/2023/052 (appendix 4).

8. **Replacement Boilers at the Pavilion on Redcotts Recreation Ground.** To discuss and agree the replacement boilers at the Pavilion on Redcotts Recreation Ground and to apply for funds with the UK Shared Prosperity Fund from Dorset Council. (appendix 5).
9. **To approve new Risk assessment for Lone Workers.** (appendix 6).
10. **Vandalism at Toilet Block, Redcotts Recreation Ground.** To discuss: (appendix 7).
 - (i) Recent damage.
 - (ii) Replacement of artwork mural.
 - (iii) Placement of CCTV.
 - (iv) Locking of toilet overnight.
11. **Update on Queens Green Canopy.**
12. **Civil Ceremonies and Partnerships Brochure.** Town Hall weddings brochure for noting and information only. (appendix 8).
13. **Health and Safety Inspection report.** Deputy Town Clerk to update Committee. (appendix to follow).
14. **Hire of Committee room.** To consider authorising free hire of the committee room for community defibrillator training event for local groups. (training provided free of charge).
15. **Review Bowls Green Maintenance Agreement.** (appendix to follow)
16. **Date of next meeting (19 March 2024) and close of meeting.**