



Wimborne Minster Town Council

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

Councillors of Wimborne Minster Town Council: S Bartlett, D Burt, 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 27 February 2024 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, 21 February 2024.

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 23 January and 13 February 2024**

To receive the minutes of the previous meetings of Full Council 23 January 2024 (appendix 1) and Extraordinary Full Council 13 February (appendix 2) 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/2023/051 – implications of administering the Town Square bookings in terms legal obligations, costings, charges and resource implications (appendix 3).
- (ii) Minute reference FC/2023/056 – Dorset Council asset transfer definitive list confirmation.
- (iii) Minute reference FC/2023/070 – Year of Culture: the Town Clerk has liaised with officers delivering this project on behalf of Dorset Council and The Arts Development Company and other clerks considering this project. Due to the financial commitment required to deliver the project (£60,000) it is recommended the Town Council does not progress this project.

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

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

- (i) Wimborne Cemetery JMC 22 January and 19 February (appendix 4 and 5)
- (ii) Recreation Leisure and Buildings Committee 30 January (appendix 6)
- (iii) Recreation Leisure and Buildings Working Group 30 January (appendix 7)
- (iv) Finance and Governance Committee 6 February (appendix 8)
- (v) D Day Anniversary Working Group 12 February (appendix 9).
- (vi) Planning and Environment 13 February (appendix 10)
- (vii) HR Committee 20 February (appendix 11)

8. Recommendations from Committees and / or Groups

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

- (i) Finance and Governance Committee 6 February 2024 – to consider a quote to supply and instal infrastructure to facilitate hybrid meetings and if approved authorise spend from either General Reserves or Community Infrastructure Levy monies.

9. Resignation and co-option

To note the resignation of Cllr Buter and consider a co-option process.

10. Insurance review

To review Council's current insurance (appendix 12) and consider additional cover for:

- (i) Cyber Package Insurance at a cost of £331.12 per annum;
- (ii) the Town Council's CCTV;
- (iii) gates/fences, bins and notice boards;
- (iv) Redcotts skatepark, the pétanque court surface, basketball surface and football pitches, and
- (v) two basketball hoops, goal posts and concrete table tennis tables.

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

(i) Correspondence:

- to consider a request from a local group to support a local campaign and write to Dorset Council requesting Dorset Council continues to support and pay the annual subsidy of £500,000 necessary to retain the Queen Elizabeth Leisure Centre facility that is beneficial to the physical and mental health of the people of Wimborne Minster and surrounding areas;
- to consider attending Dorset Police Councillor Community Safety Briefing 6 March 11am on line (appendix 13).

(ii) Consultations:

- Dorset & Wiltshire Fire and Rescue Authority - Consultation of draft Community Safety Plan 2024-28 (appendix 14).

(iii) Forthcoming meetings:

- Community Events and Liaison Committee 5 March 7pm
- D Day Working Group 8 March 11.30am
- Planning and Environment Committee 12 March
- Wimborne Cemetery JMC 18 March
- Recreation Leisure and Buildings Working Group 19 March 7pm followed by
- Recreation Leisure and Buildings Committee 19 March 8pm.
- Full Council 26 March

(iv) Town Council Information Day 29 February 2024 at 11am and 6pm in the Committee Room (prospective councillors and current Draft Strategic Plan consultation).

[end]