



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 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 30 April 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, 24 April 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 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. Wimborne Business Improvement District wayfinding project**
To note the artwork from Wimborne Business Improvement District wayfinding signage project (appendix 1).
- 2. 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 on the day of the meeting.
- 3. 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).
- 4. Public participation**
For the public or press to ask questions of the Council on matters relating to this Agenda.
- 5. To receive and note information / reports**
 - (i) To note any reports from the Town Mayor.
 - (ii) To note any reports from Dorset Councillors representing Wimborne Minster.
 - (iii) To note any reports from the Town Clerk.
 - (iv) To note any reports from Dorset Police, local organisations, councillor representatives and partners.
- 6. Full Council Minutes 26 March 2024**
To receive the minutes of the previous meetings of Full Council 26 March 2024 (appendix 2) as a correct record and signed by the Town Mayor (Local Government Act 1972 Schedule 12).
- 7. Verbal report from the Town Clerk in relation to actions or deferred matters from previous meetings:** none.
- 8. Committee minutes and working group notes**
To formally receive and note committee minutes and working group notes:
 - (i) Recreation Leisure and Buildings Working Group 19 March (appendix 3)
 - (ii) Finance and Governance Committee 9 April (appendix 4)
 - (iii) Planning and Environment 16 April (appendix 5)
 - (iv) Recreation Leisure and Buildings Committee 23 April (appendix 6)
 - (v) Recreation Leisure and Buildings Working Group 23 April (appendix 7)
 - (vi) Town Liaison Group 26 April (appendix 8)
- 9. Recommendations from Committees and / or Groups**
To determine any recommendations from committees and/or working groups: to receive the year and accounts from 1 April 2023 to 31 March 2024 from the Finance and Governance Committee (appendix 9).

10. Wimborne Cemetery

- (i) To consider, review and approve bank statements, reconciliations, payments and receipts for March 2024 month end (appendix 10) and signed by the Chairman.
- (ii) To note the year end accounts 1 April 2023 to 31 March 2024 (appendix 11).
- (iii) To note the activity report form 1 April 2023 to 31 March 2024 (appendix 12)
- (iv) To consider the request to widen the driveway along section 23 to accommodate larger vehicles (hearses and grave digging contractor) (appendix 13).

11. Emergency Plan

To consider and approve an Emergency Plan for the Parish of Wimborne as endorsed by Dorset Council (appendix 14).

12. Tree Trail

To consider a motion from Cllr Richmond to hold a “walk around” around event on the red section of the tree trail.

13. Community Infrastructure Levy spend

To approve a spend of £15,000 from the Town Council’s current Community Infrastructure Levy spend to purchase a second hand lorry for use by the grounds staff.

14. Town Hall alarm improvements

To consider installing wireless door contacts and receivers at the two offices, Committee Room and Chamber at a total cost of £245.

15. Draft Strategic Plan 2024 to 2029

To consider responses to the consultation on the draft Strategic Plan, agree any amendments and adopt the draft Strategic Plan 2024 to 2029 (appendix 15).

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

- (i) Consultations: to consider a response to the Committee on Standards in Public Life review into accountability in public life consultation (appendix 16).
- (ii) Forthcoming meetings:
 - Informal meeting 7 May 7pm
 - Annual Full Council meeting 14 May 2024
 - Planning and Environment Committee meeting 21 May 7pm
 - Mayor Making 28 May 7pm
 - Town Liaison Group 31 May 10am

17. Close of meeting and refreshments to acknowledge and thank retiring councillors.

[end]