



**Wimborne Minster Town Council**  
Town Hall, 37 West Borough, Wimborne, Dorset, BH21 1LT

Councillors of Wimborne Minster Town Council: S Bartlett, D Burt, W Chakawhata, J Hart, J Morgan, B Richmond, A Roberts, and S Wheeler.

You are hereby summoned to attend an **Extraordinary Meeting of Full Council** meeting of **Wimborne Minster Town Council** on **Tuesday 4 June 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.

*J. Hart*

Councillor J. Hart, Town Mayor and Chairman of Wimborne Minster Town Council, 29 May 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 and minutes can be viewed on the Council's website [www.wimborne.gov.uk](http://www.wimborne.gov.uk) and requested from the Town Council offices (for contact details see address above).*

*Under the Public Participation item 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](mailto: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 (referred to as 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 - please can councillors give any apologies by email or telephone by 5pm on the day of the meeting.

*Local Government Act 1972 (s. 85 (1))*

### **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).

*Localism Act 2011 (s. 28 and 29) & Local Government Act 1972 (s. 94)*

### **3. Public participation**

For the public or press to ask questions of the Council on matters relating to this Agenda.

*Public Bodies (Admission of Meetings) Act 1960 and Wimborne Minster Town Council Standing Orders*

### **4. Councillor vacancies**

To consider councillor applications (appendix 1) to fill the current eight vacancies in line with the Council's Councillor Vacancy Policy (appendix 2) and if appointed sign declarations of acceptance of office.

*Local Elections (Parishes and Communities) (England and Wales) Rules 2006, SI 2006/3305 r 8(3), Local Government Act 1972 (LGA) Sch. 12, para 3 and Local Government Act 1972 section 83.*

### **5. Annual Governance and Accountability Return 1 April 2023 to 31 March 2024 (appendix 3):**

(i) To receive the Internal Auditor's month end March 2024 and end of year report and consider any recommended actions.

(ii) To receive, approve and sign Part 1 of the Annual Governance and Accountability Return.

(iii) To receive, approve and sign Part 2 the Annual Governance Statement.

(iv) To confirm the dates for the exercise period of public rights.

(vi) To note the negative responses to the External Auditor's "one off" events questions.

(viii) To consider and confirm there are no conflicts of interest with the External Auditor (BDO LLP).

*Local Government Act, 1972 s.151, Accounts and Audit Regulations 2015 & Local Audit and Accountability Act 2014*

### **6. Cemetery bank account**

To consider closing the current Barclays Cemetery bank accounts and transferring monies to the Town Council's Unity Trust Bank (please note once transferred a review for monies and timescales for the Cemetery Ear Marked Reserve is to be agreed).

*Open Spaces Act 1906 (ss.9 & 109), Local Government Act 1972 (s.151 & 214) & Accounts and Audit Regulations 2015*

### **7. Close of meeting.**