



Minutes of **Wimborne Minster Town Council** meeting **26 March 2024 at 7pm**,
in the Council Chamber, Town Hall, 37 West Borough, Wimborne Minster, Dorset BH21 1LT.

Present: Town Councillors (Cllrs): S Bartlett, J Hart, L Hinks, D March (Chairman and Town Mayor), B Richmond, A Roberts and S Wheeler (Deputy Town Mayor)
Officers: L Harrison (Town Clerk) and K Brooks (Deputy Town Clerk)
Members of the public (MoP): one

FC/2023/127	<p>Apologies for absence</p> <p>Apologies were received from Cllrs C Chedgy, M Hopkins and J Morgan (all non-business). Cllr Hart proposed to accept the apologies, seconded by Cllr Richmond, all in favour.</p> <p>Resolved apologies for absence from Cllrs L Hinks, M Hopkins and J Morgan were accepted.</p>
FC/2023/128	<p>Declarations of interest and dispensations</p> <p>Cllr Bartlett declared a non-pecuniary interest (member of Dorset Council).</p>
FC/2023/129	<p>Public Participation</p> <p>It was agreed to move item 14 on the agenda (Community Grant request from the Town Crier for an event on 6 May 2024) to the next item for discussion to facilitate the member of the public present.</p> <p>The grant request for £1,036.45 was discussed. Cllr Bartlett proposed to approve the grant request via General Reserves, seconded by Cllr Richmond, all in favour.</p> <p>Resolved: the Community Grant request from the Town Crier for an event on 6 May 2024 for £1,036.45 was approved via General Reserves.</p>
FC/2023/130	<p>Updates, announcements and reports</p> <p>The Town Mayor provided a verbal summary of the three events recently attended (see appendix 1), thanked councillors who had supported her Fashion Show on 8th March and confirmed she had attended the annual Dorset Association of Parish and Town Council meeting for councillors on 8 March where she had received the Single Star Award for Councillor Development on behalf of the Town Council.</p> <p>Cllr Bartlett, as the Dorset Council ward member, confirmed a new Corporate Director for Place had been appointed by Dorset Council.</p> <p>The Town Clerk confirmed she had attended the annual meeting of the Dorset Branch Society of Local Council Clerks on 8 March.</p> <p>Cllr Hinks, as the representative on Wimborne Cemetery Joint Management Committee (JMC), confirmed the draft exit terms and associated land registry documents were due for signing by 31 March.</p> <p>Cllr Hinks, as the representative on the Valognes Twinning Association, confirmed the Association had had a busy start to the year and a number of</p>

	<p>events were planned including a dance event, the bi-annual visit in May and a school event later in the year.</p> <p>Cllr Hart, as the representative on Wimborne Minster School Council, reported the School Council meeting on 12 March had been well attended and a presentation by Planet Wimborne well received including the idea of a poster competition (see minute reference FC/2023/133 below).</p> <p>Cllr Hart, as the representative on Planet Wimborne, confirmed he had attended a recent meeting of the Fairtrade Steering Group.</p> <p>Cllr Roberts, as the representative on St Margaret' and Stone Charity, confirmed she had attended a recent meeting where five properties were empty and for sale and the charity had been approached to take over another housing organisation.</p>
FC/2023/131	<p>Minutes of Wimborne Minster Town Council meeting 27 February 2024</p> <p>Cllr Wheeler proposed to approve the minutes of the meeting on 27 February as a correct record to be signed by the Chairman, seconded by Cllr Richmond, all in favour.</p> <p>Resolved: the minutes of the meeting on 27 February 2024 were approved as a correct record and signed by the Chairman.</p>
FC/2023/132	<p>Actions from previous meetings</p> <p>The outstanding asset transfer list with Dorset Council was deferred – see minute reference FC/2023/136.</p>
FC/2023/133	<p>Minutes, notes and recommendations from committees and working groups</p> <p>The draft minutes and notes for the Community Engagement and Liaison Committee 5 March, D-Day Anniversary Working Group 8 March, School Council 12 March, Planning and Environment 12 March, Wimborne Cemetery JMC 18 March, Recreation Leisure and Buildings Committee 19 March and Town Liaison Group 22 March were noted.</p> <p>The notes from the Recreation Leisure and Buildings Working Group on 19 March were deferred.</p> <p>The notes from the D-Day Anniversary Working Group on 8 March were discussed. Cllr Wheeler proposed to keep to the event itinerary previously agreed by the Community Events and Liaison Committee in terms of timings and location, seconded by Cllr Hart, all in favour.</p> <p>Resolved: the D-Day event itinerary previously agreed by the Community Events and Liaison Committee in terms of timings and location was confirmed.</p> <p>The joint poster competition with Planet Wimborne for local schools to encourage the use of bins/ recycling was discussed. Cllr Wheeler proposed to approve the poster competition, seconded by Cllr Hinks, all in favour.</p> <p>Resolved: a joint poster competition with Planet Wimborne for local schools to encourage the use of bins/ recycling was approved.</p>
FC/2023/134	<p>Recommendations from Committees and/or Working Groups</p> <p>See above.</p>
FC/2023/135	<p>Resignation of Cllr Webb and co-option</p> <p>Cllr Webb's resignation was noted. The Town Clerk confirmed Dorset Council had published the Notice of Casual Vacancy. Cllr March proposed not to run a</p>

	<p>co-option process due to the timing of the forthcoming elections in May, seconded by Cllr Roberts, all in favour.</p> <p>Resolved: Wimborne Minster Town Council would not run a co-option process due to the timing of the forthcoming elections in May.</p>
FC/2023/136	<p>Dorset Council asset transfers</p> <p>This item was deferred.</p>
FC/2023/137	<p>Hybrid meetings</p> <p>The quote to install IT infrastructure to support hybrid meetings was discussed. Cllr Wheeler proposed to accept the quote for £4,325.20, seconded by Cllr Richmond, all in favour.</p> <p>Resolved: the quote to install IT infrastructure to support hybrid meetings at a cost of £4,325.20 was approved.</p> <p>Cllr March proposed to recommend to the Finance and Governed Committee the use of Community Infrastructure Levy monies to pay for the hybrid meeting infrastructure, seconded by Cllr Wheeler, all in favour.</p> <p>Resolved: the use of Community Infrastructure Levy monies to pay for the hybrid meeting infrastructure was recommended to the Finance and Governed Committee.</p>
FC/2023/138	<p>Insurance schedule review</p> <p>The additional cover for CCTV, street furniture (bins and notice boards), natural surfaces (football pitches x 2 and the bowls green), other surfaces (basketball court, pétanque court), additional playground equipment (skate park), additional sport equipment (basketball hoops set, goalposts x 2, concrete table tennis tables) was discussed. Cllr Wheeler proposed to set up a new ear marked reserve to cover the cost of replacing the above items via the Recreation Leisure and Buildings Committee and Finance and Governance Committee, seconded by Cllr Hinks, six in favour, one abstention.</p> <p>Resolved: it was agreed to set up a new ear marked reserve to cover the cost of replacing CCTV, street furniture (bins and notice boards), natural surfaces (football pitches x 2 and the bowls green), other surfaces (basketball court, pétanque court), additional playground equipment (skate park), additional sport equipment (basketball hoops set, goalposts x 2, concrete table tennis tables) via the Recreation Leisure and Buildings Committee and Finance and Governance Committee.</p>
FC/2023/139	<p>Draft Annual Volunteer Award Procedure</p> <p>Cllr Hinks proposed to accept and adopt the Draft Annual Volunteer Award Procedure for the next municipal year, seconded by Cllr Wheeler, all in favour.</p> <p>Resolved: the Draft Annual Volunteer Award Procedure was accepted and adopted for the next municipal year.</p> <p>Cllr March proposed to nominate Sarah Wise for Volunteer of the Year 2023 for her work in promoting sustainable / green projects within the community including starting litter picking groups which developed into War on Waste and Planet Wimborne, seconded by Cllr Roberts, all in favour.</p> <p>Resolved: Sarah Wise for awarded Wimborne Town Council's Volunteer of the Year 2023 for her work in promoting sustainable / green projects within the community of Wimborne Minster.</p>

FC/2023/140	<p>Review of Council’s Risk Management Strategy and Record Cllr Hinks proposed to approve and adopt the Risk Management Strategy, seconded by Cllr Wheeler, all in favour. Resolved: the Risk Management Strategy was approved and adopted. Cllr Hart proposed to approve and adopt the Risk Management Record, seconded by Cllr Hinks, all in favour. Resolved: the Risk Management Record was approved and adopted.</p>
FC/2023/141	<p>Review of Council’s Asset Register Cllr Hinks proposed to approve the asset register, seconded by Cllr Wheeler, all in favour. Resolved: the asset register was approved.</p>
FC/2023/142	<p>Meetings for the forthcoming municipal year The draft timetable of meeting for the forthcoming governance year was discussed. It was agreed to increase the number of Recreation Leisure and Building Committee meetings and councillors were to email the Town Clerk with their views.</p>
FC/2023/143	<p>Proof of life Cllr Wheeler proposed to approve and adopt the Proof of Life protocol including charges of £17.50 for non-residents and £12.50 to residents payable to the Town Mayor’s charities, seconded by Cllr Hinks, all in favour. Resolved: the Proof of Life protocol including charges of £17.50 for non-residents and £12.50 to residents payable to the Town Mayor’s charities was approved and adopted.</p>
FC/2023/144	<p>Correspondence, consultations and meetings It was agreed to defer the request from the Town Crier to nominate 280 NATO Signal Squadron the Freedom of the Town. The impact of the Government’s announcement to set up a Dorset National and Marine Park in Dorset was discussed. Cllr Richmond proposed to support the setting up of a National and Marine Park in Dorset if Wimborne Minster was situated in the Park, seconded by Cllr Hinks, four in favour, three abstentions. Resolved: Wimborne Minster Town Council support the setting up of a National and Marine Park in Dorset if Wimborne Minster was situated in the Park. The forthcoming meetings were noted.</p>
FC/2023/145	<p>Close of meeting The Town Mayor thanked the member of the public for attending and closed the meeting at 20.20pm.</p>

Signature of Chairman:

Date:

Appendix 1 – Town Mayor and Deputy Town Mayor engagements from 28 February to 26 March 2024

28 February The Town Mayor and escort, Mrs Carol Butter, attended Sherborne Town Mayor’s Civic Day in Sherborne.

5 March The Town Mayor and escort, Cllr Ann Roberts, attended the Town Mayor of Portland’s Civic Day, in Portland.

8 March

The Town Mayor held a Charity Fashion Show of 1960 and 70s clothes to raise money for her charities (Green Cottage Riding for the Disabled and Wimborne Model Town and Gardens) in the Allendale Centre in Wimborne Minster.

[end]