



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 the **Full Council** meeting of **Wimborne Minster Town Council** on **Tuesday 25 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.

A handwritten signature in blue ink, appearing to read "L. Harrison".

L. Harrison (Town Clerk/RFO), Wimborne Minster Town Council, 19 June 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 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. 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. Town Hall Crest

To receive the Town Hall crest and pass a vote of thanks to the current and previous designers.

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.

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

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).

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

4. 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

5. To receive and note information / reports

- (i) To note any reports from Dorset Police, local organisations and partners.
- (ii) To note any reports from the Town Mayor and councillor representatives.
- (iii) To note any reports from Dorset Councillors representing Wimborne Minster.
- (iv) To note any reports from the Town Clerk.

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

6. Full Council minutes 14 May and 4 June

To receive the minutes of the previous meetings of Full Council 14 May (appendix 1) and 4 June (appendix 2) as a correct record and signed by the Town Mayor.

Local Government Act 1972 (Sch. 12)

7. Committee minutes and working group notes

- (i) To consider and approve the following committee minutes as a correct record and signed by the Town Mayor/ Chairman of Committee: Finance and Governance 30 April (appendix 3), Recreation Leisure and Buildings 23 April (appendix 4), and Community Events and Liaison 5 March (appendix 5).
- (ii) To receive and note the following committee minutes: HR 21 May (appendix 6) and Planning and Environment 18 June (appendix 7).
- (iii) To consider the draft Terms of Reference for the Corfe Mullen Town Council and Wimborne Minster Town Council Joint Working Group (appendix 8).

Local Government Act 1972 (Sch. 12)

8. Recommendations from Council's Standing Committees

To consider the recommendation from the Planning and Environment Committee 18 June: reaffirmation of a previous resolution made by Full Council on 3 March 2020 to authorise

the Town Clerk to approach Dorset Council to claim adverse possession of the Highland Park Estate amenity areas.

9. Council's Strategic Action Plan 2024-2029

To consider and agree an Action Plan to deliver the Council's Strategic Plan 2024 to 2029 (appendix 9).

Local Government Act 1972 (Sch. 12)

10. Finance and governance

- (i) To consider, review and approve bank statements, reconciliations, payments and receipts for month ends April (appendix 10 part 1) and May 2024 (appendix 10 part 2) and signed by the Chairman.
- (ii) To consider and note the Town Council's income and expenditure report from 1 April to 31 May 2024 including updated Cemetery budget (appendix 11).
- (iii) To consider and note the Ear Marked Reserves (EMR) report (appendix 12) and consider an amount and timeline for the Cemetery EMR fund.
- (iv) To consider
- (v) Community Scheme Grant applications:
 - Vision Wimborne Dial a Ride (appendix 13 parts 1 and 2)
 - Wimborne Militia (appendix 14 part 1, 2 and 3)
 - Citizens Advice East Dorset and Purbeck (appendix 15 part 1, 2, 3 and 4)
 - The Reef (appendix 16 part 1, 2, 3 and 4).
- (vi) To note the update from the Town Council's solicitors regarding Parmeter Drive allotments and sponsorship agreement.
- (vii) To note the valuation report for the Town Council assets and implications for the Town Council's current insurance schedule (appendix 17).

Local Government Act 1972 (s. 137, 151 and 214) and Accounts and Audit Regulations 2015

11. Recreation, leisure and buildings

- (i) To note the recent inspection of Council owned and managed land.
- (ii) To confirm the application for the second round of the Shared Prosperity Fund Community Grant to Dorset Council has been submitted (minute reference RLB/2023/064 – replace the Redcotts Pavilion gas boiler).
- (iii) To consider appointing a contractor to deep clean the Town Hall courtyard pavements and Jubilee Garden slabs at a total cost of £3,500 (soft washed and / or steam cleaned, no high power wash, follow up re-sanding using dry kiln sand) and undertake annual maintenance at a cost of £1,000 PA from 2025.
- (iv) To consider appointing a contractor to reset a section of wobbly and uneven pavements at the Town Hall at a cost of £2,600.
- (v) To consider and authorise the outstanding remedial damp action at Redcotts Lodge at a total cost of £3,460 (supply and install a passive vapour vent to the three bedrooms to help alleviate condensation problems, data on vents enclosed, supply Celotex insulation and dry line and plaster to all sloping sections internally and to the bathroom ceiling and croft to sterilisation Aspergillus mould growth using a fungicidal wash solution to affected areas).

- (vi) To note the play inspection reports for Leigh Park (appendix 18 part 1 and 2), Redcotts Recreation Ground (appendix 18 part 3) and summary report (appendix 18 part 4).
- (vii) To consider quotes to replace two notice boards outside the Library and Park Lane Corner (appendix 19).
- (viii) To consider obtaining quotes to commission a tree survey for all Town Council owned / managed land.
- (ix) To consider the purchase of an iPad at a cost of £300 to support hybrid meetings and weddings.

(x) Update regarding Redcotts Recreation Working Group outstanding actions.

Small Holdings & Allotments Act 1980 (s. 23, 26 & 42), Local Government (Miscellaneous Provisions) Act 1953 (s. 4), Highways Act 1980 (s. 30, 47, 72, 96, 116, 130, 301), Litter Act 1983 (ss. 5&6), Cleaner Neighbourhoods and Environment Act 2005, Public Health Act 1875 (s. 164) & 1936 Act (s. 87) & 1961 Act (s54) & Amendments Act 1890 (s. 44), Local Government Act 1972 (s. 133, 144 & Sch. 4 para 27), Local Government (Miscellaneous Provisions) Act 1976 (s. 19), 1936 (s. 87), Open Spaces Act 1906 (s. 9 & 10), Parish Councils Act 1957 (s.1), Local Government Act 1972 (s. 145)

12. Community events and liaison

- (i) To approve the Town Mayor's fundraising events planned for the forthcoming municipal year (appendix 20).
- (ii) To consider a request from Wimborne BID to amalgamate a Christmas market with the Christmas Lights switch on event (30 November 2024).
- (iii) To consider additional costs to improve sight and sound at the Christmas Lights switch on event for 2024 and 2025 (appendix 21).
- (iv) To note the appointment of the Town Mayor's Scout, Guide and Cadet.
- (v) To consider awarding the title Honorary Freedom of Wimborne Minster to 280 NATO Signals Squadron and an event on 14 September (costings to be confirmed)
- (vi) Forthcoming events to consider:
 - Armed Forces Day 29 June – joint information event with the Museum of East Dorset to include Wimborne RBL and 280 NATO Signals Squadron
 - Freedom of the Town to 280 NATO Signals Squadron 14 September
 - Tree trail walk event (date to be confirmed) – Town Clerk and CELC Officer recommend amalgamating with the Town Mayor's events.

Local Government Act 1972 (s. 145)

13. Cemetery

- (i) Update regarding listed building consent to roof repairs at the Lodge arch.
- (ii) To note the activity report from 1 April to 31 May 2024 (appendix 22).

Open Spaces Act 1906 (ss.9 & 109), Local Government Act 1972 (s. s.214), Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970 (s. 1), Local Government Act 1972 (s. 214 (6))

14. Asset transfers

To note the asset transfer update from Dorset Council (appendix 23).

Local Government Act 1972 (ss. 124, 126, 127)

15. Freeman / Freewoman nomination

To consider a nomination for a Freeman / Freewoman (appendix 24) - Councillors are to note this item will fall under Exempt Business as per Council's Civic Protocol.

Local Government Act 1972 (s. 249)

16. Councillor vacancies

To note the seven casual vacancies notice issued by Dorset Council (deadline for notice for election 2 July).

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.

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

- (i) To note correspondence from Dorset Council regarding the end of the five year listing of Wimborne Library as an Asset of Community Value from 13 June 2024 and outstanding confirmation of re-nomination status.
- (ii) To consider a request to support the Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill (appendix 25).
- (iii) To consider correspondence from a resident regarding the old Pippins site:

“We are group of residents who are seeking support from the Town Council to approach Dorset Council the retain the Pippins site as an existing natural area in the town centre, to enhance and develop it to provide a green ‘corridor’ running along the bank of the River Allen and into Willow walk area, as an area for the enjoyment of town residents and visitors. Residents of Streets Meadow, adjoining the area, will have easy access to a shady green space.

Retaining the existing tree cover is a crucial means to support human and environmental well-being, key aspects outlined in the document Trees in the Townscape (see attached), as well as contributing to public learning about rivers, trees, wild life.

We are a group of residents, some with environmental expertise and professional skills, as well as knowledge of appropriate grants for this kind of development, and information about design and good practice.”

Local Government Act 1972 (Sch 12)

18. Motions for next meeting and close or meeting.