



Wimborne Minster Town Council

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

Councillors of Wimborne Minster Town Council: S Bartlett, J Billington, 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 30 July 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 July 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. Appointment of Freeman / Freewoman

To appoint Mrs Diann March Honorary Freewoman in recognition of service to Wimborne Minster Town as per the Town Council's Civic Protocol and section 249 (5) and (6) of the Local Government Act 1972.

2. Results of the Town Councillor election nomination process

To note the results of councillor vacancy nomination process for Wimborne East and the date of the Wimborne Minster Town elections (8 August).

3. Declaration of acceptance of office

To welcome the new councillor onto the Town Council and note the signing of their declaration of acceptance form.

4. 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.

5. 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, the Localism Act 2011 (s. 28 and 29) and Local Government Act 1972 s. 94).

6. 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 the Town Council's Standing Orders).

7. To receive and note information / reports

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

8. Full Council minutes 25 June 2023

To receive the minutes of the previous meetings of Full Council 25 June (appendix 1) as a correct record and signed by the Town Mayor (Local Government Act 1972 Sch. 12).

9. Committee minutes and working group notes

To formally receive and note the School Council minutes 11 June (appendix 2), Town Liaison Group notes 28 June (appendix 3), Planning and Environment Committee 16 July (appendix 4) and Joint Working Group 19 July (appendix 5).

10. Finance and governance

- (i) To consider, review and approve bank statements, reconciliations, payments and receipts for June 2024 (appendix 6) and signed by the Chairman.
- (ii) To consider and note the income and expenditure report from 1 April to 30 June 2024 (appendix 7).
- (iii) To consider and note the Ear Marked Reserves report (appendix 8).
- (iv) To consider any Community Scheme Grant applications:
 - Community Garden (appendix 9)
 - Planet Wimborne (appendix 10)
 - New Life Community Church (appendix 11)
 - Allendale Community Centre (appendix 12)
 To note all Community Grants paid to date (appendix 13)
- (v) To consider applying for a Unity Trust Bank Corporate Multipay Card (appendix 14).
- (vi) To consider the following draft documents:
 - Service Level Agreement (appendix 15)
 - Sponsorship Protocol (appendix 16)
- (vii) To consider authorising the previous noticeboard expenditure (minute reference FC/2024/039) from Community Infrastructure Levy reserves (appendix 17).
- (viii) To note card payments from 1 April to 30 June 2024 (appendix 18).

11. Recreation, leisure and buildings

- (i) To consider a signage report for Redcotts Recreation Ground (appendix 19).
- (ii) To consider and approve the updated risk assessment for the Town Hall (appendix 20).
- (iii) To note the result of the Shared Prosperity Fund Community Grant application and consider replacing the Redcotts Pavilion boiler.

12. Community events and liaison

To consider the purchase of a portable PA system for outside events (appendix 21).

13. Cemetery

- (i) To note the activity report from 1 April to 30 June 2024 (appendix 22).
- (ii) To approve a request to access approximately 40 original burial registers currently held with Dorset Council archives at Dorchester and subsequently enter approximately 4000 burial records currently missing from the Epitaph electronic system onto the current Cemetery accounts software.

14. Councillor vacancies and election process

- (i) To consider the motion from Councillor Richmond: contact Dorset Council and NALCs (via DAPTC) legal team to query the timeline of the withdrawal period for nominees of the recent nomination and election process managed by Dorset Council (please see Schedule 2 of the Local Elections (Parishes and Communities) (England and Wales) Rules 2006 <https://www.legislation.gov.uk/ukxi/2006/3305/schedule/2>).

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

- (i) To consider the request from a member of the public to submit a joint statement from the following parish and town councils stating the sense of loss closing the Queen Elizabeth

Leisure Centre has had on all local communities: Holt, Wimborne Minster, Colehill, Vale of Allen, Knowlton PC and Pamphill and Shapwick.

- (ii) To confirm Dorset Council has received the nomination from Friends of Wimborne Library for Wimborne Library to be registered as an asset of community value under Part 5 Chapter 3 of the Localism Act 2011 and the Assets of Community Value (England) Regulations 2012. Dorset council will aim to decide by the 27th August 2024 whether the nominated asset is properly nominated, is in Dorset Council's area, meets the definition of a community asset and is not excluded from nomination by the legislation.
- (iii) To note a letter of thanks from Citizens Advice East Dorset and Purbeck (appendix 23).

16. Motions for next meeting, consider an extra Full Council meeting on 13th or 20th August, and close or meeting.