



Wimborne Minster Town Council

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

Minutes of the Recreation, Leisure and Building Committee meeting held on **Tuesday 23 April 2024 at 7.30pm** in the Committee Room at Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

Present: Councillors: S Bartlett (Chairman of the Committee), J Hart, L Hinks, D March (Town Mayor), B Richmond and A Roberts (Vice Chairman of Committee).

Members of the public: none.

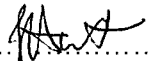
Officers: KR Brooks (Deputy Town Clerk) and L Harrison (Town Clerk).

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| RLB/2023/087 | <p>Apologies for absence</p> <p>Apologies were received from Councillors C. Chedgy and S. Wheeler (non-business). Councillor Hinks proposed to accept apologies, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: apologies for absence were accepted.</p> |
| RLB/2023/088 | <p>Declarations of interest and dispensations</p> <p>Councillor Hinks declared a non-pecuniary interest (residential property borders Redcotts Recreation ground) and Councillor Bartlett declared a non-pecuniary interest (Dorset Council Ward Councillor).</p> |
| RLB/2023/089 | <p>Public participation</p> <p>None.</p> |
| RLB/2023/090 | <p>Minutes of the Committee meeting 19 March 2024</p> <p>Councillor Roberts proposed the minutes of the Recreation, Leisure and Buildings Committee meeting held on the 19 March 2024 were agreed as a true and accurate record of proceedings and signed by the Chairman, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the minutes of the Recreation, Leisure and Buildings Committee meeting held on the 19 March 2024 were agreed as a true and accurate record of proceedings and signed by the Chairman.</p> |
| RLB/2023/091 | <p>Budget report for the Committee</p> <p>The Committee noted the income and expenditure report from 1 March 2023 to 29 February 2024.</p> |
| RLB/2023/092 | <p>Councillor's inspection of sites</p> <p>The inspection report was noted. The Deputy Town Clerk confirmed grass maintenance schedule for Redcotts Recreation ground and Leigh play parks were on schedule.</p> <p>Councillor Hinks requested repairs to the kissing gate from Redcotts Recreation ground onto Redcotts Road and the Deputy Town Clerk confirmed he would investigate and report back to the Committee.</p> <p>Councillor Roberts raised concerns regarding worn out surfaces at Leigh Park toddlers play area and the sundial at Redcotts Recreation grounds and the Deputy Town Clerk confirmed he would investigate and report back to the Committee.</p> |
| RLB/2023/093 | <p>Correspondence for consideration and/or meetings relevant to the Committee's Terms of Reference.</p> |

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| | <p>The Deputy Town Clerk confirmed ten replacement bins from Dorset Council were being installed in town by Grounds staff.</p> <p>The Deputy Town Clerk confirmed he would be applying for a grant to replace the gas boilers in the Pavilion at Redcotts Recreation ground under the second tranche of Dorset Council's Shared Prosperity Fund Community Grant process and would keep the Committee updated.</p> <p>The Committee discussed options to replace the existing plastic matting on the drive to Redcotts Recreation Ground workshop and garage. It was agreed the Deputy Town Clerk was to obtain quotes for concrete and tarmac alternatives and report back.</p> <p>The quotes to purchase a tree stump "Bug Hotel" plaque were discussed. Councillor Hart proposed to accept quote 1 for £98.00, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the quote for £98.00 to purchase a "Bug Hotel" plaque for the tree stump at Redcotts Recreation ground was approved.</p> |
| RLB/2023/094 | <p>Draft CCTV Policy.</p> <p>Councillor Hinks proposed to approve the Town Council's draft CCTV Policy, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the Town Council's CCTV Policy was approved.</p> |
| RLB/2023/095 | <p>Beech tree adjoining Redcotts Recreation ground.</p> <p>The Committee discussed the information shared by a resident regarding a beech tree on the boundary of Redcotts Recreation ground and Victoria Road. Councillor Hinks proposed the resident was directed to contact Dorset Council in accordance with planning consent and confirmation that the tree was subject to a Tree Preservation Order, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the resident was directed to contact Dorset Council in accordance with planning consent and confirmation that the tree was subject to a Tree Preservation Order regarding the beech tree on Redcotts Recreation ground.</p> |
| RLB/2023/096 | <p>Town Hall Fire Risk Assessment.</p> <p>The document was noted. Councillor Roberts proposed to note the recommendations in the fire risk assessment and delegate authority to the Office to implement recommendations, seconded by Councillor Hart, all in favour,</p> <p>Resolved: the Town Hall Fire Risk Assessment recommendations were noted, and recommendations delegated to the Office for implementation.</p> |
| RLB/2023/097 | <p>Town Notice boards.</p> <p>The Committee discussed the two notice boards at Park Lane Corner and outside the Library. Councillor March proposed the Deputy Town Clerk was to obtain quotes to replace both notice boards for like for like and report back to the Committee, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the Deputy Town Clerk was to obtain quotes to replace both notice boards at Park Lane Corner and outside the Library like for like and report back to the Committee.</p> |
| RLB/2023/098 | <p>Intruder alarm at Redcotts Recreation Garage.</p> <p>The quotes were discussed. Councillor Hinks proposed to approve quote 2 at a cost of £376.00, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the quote for £376.00 for the refurbished and improved intruder alarm for the garage at Redcotts Recreation ground was approved.</p> |
| RLB/2023/099 | <p>Grounds staff hand arm vibration training.</p> |

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| | Officers confirmed all Grounds staff had recently received hand arm vibration training and as a result the Grounds Manager was monitoring and logging use and a report would be submitted to the Committee in due course. |
| RLB/2023/100 | <p>Forklift tractor attachment.</p> <p>The Committee discussed a request from the Grounds Manager to dispose of the stored tractor attachment in the workshop. Due to risks associated with security, training, certification and storage Councillor Hart proposed to dispose of the attachment and if any funds were received due to the disposal they were to be set against any future fork lift hire costs, seconded by Councillor Bartlett, three in favour and three abstentions.</p> <p>Resolved: the fork lift attachment was to be disposed and if any funds were received due to the disposal they were to be set against any future fork lift hire costs.</p> |
| RLB/2023/101 | <p>Recommendations from the Redcotts Recreation Working Group.</p> <p>The Committee discussed the current problems of vehicles parking on the path around the Pavilion at Redcotts Recreation Ground which caused pedestrians (including those with accessibility issues and prams) to walk on the grass. It was agreed the Office and Grounds Manager would ensure contractors and tenants accessing the Pavilion were instructed not to park on the path and the site as a whole was to be reviewed in terms of access and signage and reported back to Committee.</p> |
| RLB/2023/102 | <p>Correspondence.</p> <p>The Committee considered the request for bootcamp exercise classes free of charge to be held at Redcotts Recreation Ground and erection of a banner to promote them. Councillor Hinks proposed to authorise the request, seconded by Councillor Richmond, all in favour.</p> <p>Resolved: the request for bootcamp exercise classes free of charge to be and the erection of a banner at Redcotts Recreation Ground was authorised.</p> <p>The Town Clerk updated the Committee on correspondence received from the Chairman of Wimborne Rugby Club which was noted. Councillor Roberts proposed that the Town Clerk was to correspond with Dorset Council and Wimborne Rugby Club asking for an update, seconded by Councillor Hinks, all in favour.</p> <p>Resolved: the Town Clerk was to correspond to Dorset Council and Wimborne Rugby Club for an update.</p> |
| RLB/2023/103 | <p>Councillor Hart left the meeting.</p> <p>Accessibility Report for the Town Hall.</p> <p>The Committee inspected the site and accessibility issues were discussed. Councillor Roberts proposed to authorise the Town Clerk to obtain a quote from a suitably specialist company for a specification to address accessibility issues, seconded by Councillor Hinks, all in favour.</p> <p>Resolved: the Town Clerk was authorised to obtain a quote from a suitably specialist company for a specification to address accessibility issues.</p> |
| RLB/2023/104 | <p>Date of next meeting and close of meeting.</p> <p>Date of next meeting was to be confirmed. The Chairman closed the meeting at 9.10pm.</p> |

Signature of Chairman: 

Date: 25.6.24

