



Wimborne Minster Town Council

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

Councillors of Wimborne Minster Town Council: S Bartlett, J Billington, C Brown, D Burt, W Chakawhata, J Hart, L Hector, J Morgan, R Nash, B Richmond, A Roberts, C Ryan, I Sandy, D Trimm and S Wheeler.

You are hereby summoned to attend the **Full Council** meeting of **Wimborne Minster Town Council** on **Tuesday 24 September 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, 17 September 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

Before the meeting begins a short ceremony will take place to mark the unveiling of the new Town Council crest.

1. Welcome from the Town Mayor

2. Councillor vacancy

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

3. 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.

4. 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).

5. Public participation

For the public or press to ask questions of the Council on matters relating to this Agenda. Presentation from Wimborne Football Club regarding its progression since moving to its new stadium in 2020, the youth section through to the first team, and its future over the coming years.

6. To receive and note information / reports

To note the following reports:

- Dorset Police
- Dorset Councillors representing Wimborne Minster
- the Town Mayor
- Town councillor representatives

7. Full Council minutes 30 July and 20 August

To receive the minutes of the previous meetings of Full Council 30 July (appendix 2) and 20 August (appendix 3) as a correct record and signed by the Town Mayor.

8. Committee membership

To consider removing Councillor Hector from the Finance and Governance Committee and replacing with Councillor Sandy.

9. Committee minutes and working group notes

To receive and note the Planning and Environment Committee minutes 13 August and 16 September (appendix 4) and Corfe Mullen and Wimborne Minster Joint Working Group notes (appendix 5).

10. Recommendations from Council's Standing Committees

- (i) Planning and Environment Committee 13 August 2024: to approve the development of an Enhanced Tree Protection and Coverage Strategy for Wimborne Minster (appendix 6).
- (ii) Corfe Mullen and Wimborne Minster Joint Working Group notes 12 September 2024: undertake speed / traffic surveys to support and evidence the work of the Group.

11. Council's Strategic Action Plan 2024-2029

- (i) To consider and agree implementing a tracking document for the Strategic Plan and actions delegated to committees / councillors (appendix 7).
- (ii) To consider resurrecting the Town Council's Climate Action Working Group and prioritise a review of the Low Carbon Dorset Carbon Energy Efficient Report commissioned in November 2019.

12. Civility and Respect Pledge

To review and sign the National Association of Local Councils Civility and Respect Pledge (appendix 8).

13. Finance and governance

- (i) To consider, review and approve bank statements, reconciliations, payments and receipts for month ends July and August (appendix 9 and 10) and signed by the Chairman.
- (ii) To consider and note the Town Council's income and expenditure report from 1 April to 31 August 2024 (appendix 11).
- (iii) To consider and note the Ear Marked Reserves report (appendix 12).
- (iv) To consider and note the first quarter debt report 2024/25 (appendix 13).
- (v) To receive and note the Annual Governance and Accountability Return for year end 31 March 2024 including the notice of conclusion (appendix 14).
- (vi) To authorise the addition of the Town Clerk / RFO as a signatory on the CCLA deposit fund account.

14. Replacement grounds machinery / equipment

- (i) To consider authorising the ongoing replacement of petrol equipment / machinery that is not working and not cost effective to repair with appropriate electrical versions to reduce environmental impact (renewable v's dirty energy) and improve grounds staff health and safety exposure (hand arm vibration and carrying weight). It is anticipated by switching to electrical versions hand arm vibration will be four times less than current petrol versions, the weight of the electric machinery is less (e.g. the current petrol blower is 20kg and the replacement electric blower is 6kg) and the use and cost of petrol at approximately £120 a month will be reduced.
- (ii) To consider purchasing replacement electrical trimmer and blower with charger and batteries at a cost of £1,434.50 (budget line 510/4605) to replace the current cemetery petrol versions that are broken and not cost effective to repair (both are

essential pieces of equipment and heavily used over the last 6 years and to replace / service both would be an expensive job in engineering man hours alone).

15. Recreation, leisure and buildings

- (i) To consider quotes for a tree survey for all Town Council owned / managed land (appendix 15).
- (ii) To consider correspondence from Wimborne Tennis Club (appendix 16 – exempt business).

16. Community events and liaison

- (i) Town Mayor charity collections – review of use of card readers and management of collection tins (appendix 17).
- (ii) To agree Tree Christmas lights colour – options are beige, white, blue or multi-coloured.
- (iii) To consider the option of purchasing 20 Hi-Vis vests with two logos ("Marshall" and "WMTC" in full) at a cost of £189.40.
- (iv) Forthcoming events for noting:
 - Tree Trail event 29 September 2pm
 - 10 November 2024 Remembrance Sunday parade and service
 - 11 November 2024 Armistice Day
 - 30 November 2024 Christmas Lights switch on event
 - 31 December 2024 New Year Eve
 - 22 March 2025 Royal Signals

17. Cemetery

- (i) To note the approved listed building consent to roof repairs at the Lodge arch from Dorset Council East Dorset Planning with two further conditions requiring production of a Methodology Statement to summarise what materials will be re-used and how and information on the roof membrane to be used in terms of manufacture and product specification at a cost of £295."
- (ii) To consider hedge cutting quotes (appendix 18).
- (iii) To note the activity report from 1 April to 31 August 2024 (appendix 19).

18. Councillor representatives

- (i) To consider the appointment of a town councillor representative on the Allendale Community Centre charity in a liaison role (to access the governing document for this charity please follow this link - ALLENDALE COMMUNITY CENTRE - 1202648, Register of Charities - The Charity Commission) and change of the representative on the Folk Festival from Councillor Wheeler to Councillor Nash.
- (ii) To consider appointing Councillor Chakawhata as the representation on the Folk Festival in place of Councillor Wheeler.

19. Motion from Councillor Richmond

To consider a motion from Councillor Richmond: to support a recent Colehill Parish Council resolution ("The change in electoral legislation which took effect in Parish and Town Council elections this year – under which it was no longer possible to submit

nominations for more than one ward and then withdraw from those which have already reached quota after the close of nominations – has caused problems for several councils across Dorset. Elections have been required in some wards, while others have had to be filled by co-option, leading to additional expense and (in some cases) the loss of the Power of General Competence and/or Foundation Status under the Local Council Award Scheme.”) and contact DAPTC, NALC and the Town Council’s MP to lobby government to amend legislation and remove this impediment to effective local government at the Town and Parish level.

20. Motion from Councillor Brown

To consider a motion from Councillor Brown: to formally register the Town Council’s concern at the proposed loss of a fire tender unit from Wimborne Fire Station at a point in time when the town is expanding in population and given the number of times Wimborne Fire tenders are called out to cover the East Dorset area for a multitude of reasons. This reduction in service will increase risk of potential harm, serious injury and loss of life to residents and visitors as well as putting the fire service personnel in greater danger.

21. Councillor Mentor Scheme

To consider adopting a Councillor Mentor Scheme (appendix 20).

22. Legal transfer of Parmiter Drive allotments

To consider, approve and sign the TP1 Land transfer document and Deed of Covenant for Parmiter Drive allotments (appendix 21 – exempt business).

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

To note the following correspondence:

- Wimborne Library: Dorset Council confirmed the re-nomination of Wimborne Library by the Friends of Wimborne Library to be added to Dorset Council’s list of Assets of Community Value was successful under the Localism Act 2011.
- Information from Dorset Association of Parish and Town Council’s Eastern Area Committee meeting 7 August (profile comparisons - appendix 22).
- Notes from the Community Sports Facility meeting on 11 September with Wimborne Rugby Club and Dorset Council (appendix 23 - exempt business).

To note forthcoming meetings:

- Recreation Leisure and Buildings Committee 1 October 2024
- Planning and Environment Committee 8 October
- School Council 15 October (3.45pm)
- Finance and Governance Committee 15 October
- Community Events and Liaison Committee 22 October
- Full Council 25 October

24. Motions for next meeting and close of meeting.