

Wimborne Minster Town Council

The Town Hall, 37 West Borough, Wimborne
Minster, Dorset BH21 1LT
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You are invited to attend **Wimborne Minster School Council** meeting on **Tuesday 12 March 2023 from 3.30pm** in the **Council Chamber, Town Hall, West Borough, Wimborne Minster**, for the purpose of transacting the following business as detailed on the agenda below.

L. Harrison (Town Clerk/RFO), Wimborne Minster Town Council, 1 March 2024.

Participants 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 this meeting. Agendas, reports and minutes can be requested from the Town Council offices (for contact details see address above). Any photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means must be agreed at the time of the meeting with parents and the Town Clerk in line with Council's Safeguarding Policy and personal data legislation.

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. Welcome and introductions.
2. Apologies for absence - to receive and approve apologies for absence (please can participants give any apologies by email or telephone by 1pm on the day of the meeting).
3. To consider and approve the minutes of the previous Wimborne Minster School Council meeting on 21 November 2023 (appendix 1).
4. To review items and actions from the last meeting:
 - (i) How to help young people have a voice and take part in decisions that shape the future of Wimborne Minster.
 - (ii) Poster ideas encouraging bin use, no littering, and recycling.
 - (iii) Deliver a youth service that includes activities for all ages at different times and options of retail outlets including coffee shops.
5. Presentation from representatives from Planet Wimborne followed by group discussions and debate (<https://www.planetwimborne.org/>)
6. Motions for debate:
 - Town Council draft Strategic Plan consultation (appendix 2) including climate change / sustainability action and ideas to encourage a reduction in the number of shops selling nicotine/vapes which is becoming a growing trend amongst young people and can be three time stronger than tobacco (although it is illegal to sell we know it's use is on the increase in the area)
 - The Town Council believes that, in Wimborne Minster, climate change is being very well addressed in many areas – discuss.
7. Close of meeting (and refreshments).

Appendix 1

DRAFT Minutes of Wimborne Minster School Council meeting 21 November 2023 3.30pm, in the Council Chamber, Town Hall, 37 West Borough, Wimborne Minster, Dorset BH21 1LT.

Present:

School representatives from Dumpton (K McGowan, S Steele-Velazques and H Haskins), Hayeswood First (E Knott, J Craik and M Dawson), Queen Elizabeth (G Aldworth, M Bignell, LR Hubbard and E Trussler), St John's First (T Houghton), St Michale's Middle (M Coper, R Moran and S Sewell), Wimborne First (E Hay and A Young).

Town Councillors (Cllrs): C Chedgy, J Hart, B Richmond, and S Wheeler (Town Council Vice Chairman and Deputy Town Mayor).

Officers: L Harrison (Town Clerk) and K Brooks (Deputy Town Clerk)

Members of the public: eight (parents and teachers).

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| WMSC/2023/01 | <p>Introduction</p> <p>Cllrs Hart and Wheeler thanked everyone for attending the meeting, provided information on meeting protocol and formally opened the first meeting of Wimborne Minster School Council. Participants were encouraged to report back to their respective schools.</p> |
| WMSC/2023/02 | <p>Apologies for absence</p> <p>Apologies were noted from Cllr D March, the Town Mayor.</p> |
| WMSC/2023/03 | <p>Introduction to Wimborne Minster Town Council and School Council</p> <p>The Town Clerk and Cllr Hart provide information on the role and responsibilities of the Town Council in terms of councillors, staff, amenities and budget. Cllr Hart provided information on the idea behind the School Council and asked those present to give their thoughts on the role of the Town Council and School Council.</p> <p>Questions raised by participants in relation to the role of the Town Council -</p> <ul style="list-style-type: none"> (i) Why is the Town Mayor elected annually when councillors are elected every four years? Response - the role of the Town Mayor is both to represent the Town Council at events and civic functions and to manage Town Council meetings. It is usual for one person to do that every year so councillors have the opportunity to try the role and bring new ideas and perspectives to Council. (ii) What is the process to become a councillor? Response - a councillor is a volunteer so anyone interested would need be able to commit to regular evening meetings and events, want to represent residents and then put themselves forward at an election. (iii) If you only meet once a month how do you carry out work? Response - we have committees that meet once a month as well as our Full Council to manage how the Town Council undertakes and completes works in terms of planning and the environment, governance and finance, buildings and open spaces, and events. We also have councillors who have specific roles like Cllr Richmond who is our tree specialist. (iv) What do you spend your money on? Response - we have a budget of just over £500,000 which covers a variety of expenditure such as staff wages, building and open spaces maintenance, buildings, staff, grants to local groups, contractors, events and civic functions. Every year our finances are checked by auditors. (v) What motivates you to be a councillor? Cllr Hart - after working full time in education I wanted to do something different, I wanted to give something back to the community and do work that brought the community together. Cllr Wheeler - I have lived in Wimborne all my life and wanted to make a difference and do something positive for the Town. My passion is planning and the environment and want to push the environmental message through the Town Council and Dorset Council. |

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| | <p>Cllr Hart provided information on the School Council in terms of debates and motions for future meetings and asked everyone to think about what the School Council as about.</p> <p>Responses in relation to the role of the School Council included:</p> <ul style="list-style-type: none"> • to give back to the community a youth voice; • to put ideas forward and make Wimborne Minster a better place, and • to allow young people to have a voice and take part in decisions that shape the future of Wimborne Minster. |
| WMSC/2023/04 | <p>Wimborne Minster Planning and Environment Committee</p> <p>Cllr Wheeler provided information on the role and responsibility of the Town Council's Planning and Environment Committee in terms of planning application responses and consultation with residents, licensing issues in terms of pubs, environmental work including tree work and Council's Tree Trail, recycling, climate action and sustainability work with local groups such as Wimborne War on Waste. Cllr Wheeler asked those present what they thought the Town Council could do better to clean up the Town from an ecology point of view.</p> <p>Responses included:</p> <ul style="list-style-type: none"> • public places should have recycling bins as well as normal waste; • people should be encouraged to use rubbish bins, more bins should be available in public places, and signage (posters / website) to tell people to take their litter home; • use cameras to fine people littering; • encourage people to collect rubbish on ground and put in bins and a PR exercise to promote this; • design signs in Town, use social media and posters that encourage bin use and no littering, and • as there are lots of new houses being build encourage regular litter picks and have equipment available throughout the area for use like there are on beaches. <p>Cllr Wheeler thanked participants for their ideas, asked participants to bring poster ideas to the next School Council meeting and confirmed their ideas would be forwarded to the Planning and Environment Committee for consideration.</p> <p>Participants asked questions about accessing Town Council meetings. The Town Clerk confirmed that all the Town Council meetings were open to members of the public and questions could be asked if relevant to items on the agenda. Cllr Wheeler confirmed all meetings took place on a Tuesday evening at 7pm in the Council Chamber or Committee Room at the Town Hall.</p> |
| WMSC/2023/05 | <p>Provision of youth services and facilities in Wimborne Minster</p> <p>Cllr Hart asked those present to debate the statement that youth service provision in Wimborne Minster was really good.</p> <p>All responses disagreed and made the following suggestions:</p> <ul style="list-style-type: none"> • put in an activity centre to give kids something to do (for example basketball, football, climbing, air hockey, table tennis); • put in another play park for older kids; • retail shops that cater for children and younger adults not just older people and other supermarket options including Aldi or Lidl; • a youth centre for younger children and their friends to go; • more areas in Town for kids and younger people can go that is age related to children, where they can feel comfortable rather than coffee and clothes shops for older people, and • move away from the stigma that kids and young people are associated with when they are seen hanging around the town being bored. <p>Cllr Wheeler proposed the Town Council was to review and promote youth service provision including activities for all ages at different times and options of retail outlets including coffee shops, seconded by the four participants from Queen Elizabeth School, seventeen in favour, one abstention.</p> |

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| | <p>Resolved: the Town Council was to review and promote youth service provision including activities for all ages at different times and options of retail outlets including coffee shops.</p> <p>Cllr Wheeler confirmed the above resolution would be reported back to the Town Council for further debate, costings and action.</p> |
| WMSC/2023/06 | <p>Motions for the next School Council meeting</p> <p>Cllr Hart put forward two ideas for future debates (climate change and voting age reduced from 18 to 16) and asked those present to come up with ideas for motions to debate at future meetings that were important to them.</p> <p>The representative from St John's First School left the meeting.</p> <p>The following ideas were put forward for debate at future meetings:</p> <ul style="list-style-type: none"> • less shops selling nicotine/vapes; • campaign to reduce the number of cars in the Town; • gender issues like pay; • climate change and sustainability; • come up with poster ideas for encouraging use of rubbish bins / take litter home messages; • lack of crossings and safety of pedestrians at schools, and • speeding cars. <p>Cllr Wheeler confirmed the Planning and Environment Committee were progressing speed calming measures, 20mph zone in the Town centre and crossings at school locations with Dorset Council.</p> <p>It was agreed that the motion for debate at the next meeting would be climate change action.</p> |
| WMSC/2023/07 | <p>Close of meeting</p> <p>Cllr Wheeler thanked everyone for coming and taking part in the meeting and closed the meeting at 16.35pm. Refreshments were provided.</p> |

Signature of Chairman:

Date:

Appendix 2

Our vision is to support a connected, diverse and inclusive community through collaboration and transparent decision-making processes that respect the heritage of the town, improve the quality of life for our residents and the resilience of our community

Our priorities for 2024 to 2029

To support a thriving and independent town for residents and visitors by implementing the following objectives:

TC/01/01 Advocate for suitable housing stock that provides opportunities for younger and older families to live in the town.

TC/01/02 Support sustainable development in the town in line with Dorset Council's policies and plans.

TC/01/03 Work with partners to develop a town centre plan that addresses accessibility, pedestrian movement, parking and incorporates more sustainable transport options to ensure the town is an attractive place for businesses to operate and people to visit.

TC/01/04 Address residents' concerns around infrastructure as the size of the town's population increases and lobby Dorset Council to tackle these issues with practical solutions.

TC/01/05 Support the provision of street furniture with our partners to retain the town centre's street scene in line with heritage design and conservation status.

TC/01/06 Encourage and promote volunteer involvement to bring the community of Wimborne Minster together and enhance the attractiveness of the town.

TC/01/07 Support tourism within the town through enhanced service delivery and collaborative partnership efforts.

TC/01/08 Work with partners to improve accessibility in the town.

TC/01/09 Work with partners to manage green space, footpaths and rights of ways.

To continue to address climate change and improve our natural habitat by implementing the following objectives:

TC/02/01 Review the work of our Climate Action Working Group, implement and monitor agreed actions within budget and timescales.

TC/02/02 Review the carbon audit of our assets and services and implement recommendations within budget.

TC/02/03 Ensure the ethos of positive action to tackle climate change and biodiversity loss is reflected within our governance, our responses to consultations, and our delivery of services and facilities.

TC/02/04 Protect and restore our natural habitat by implementing management and maintenance plans for our land and green spaces, thereby supporting the recovery of nature.

TC/02/05 Encourage the planting and maintenance of trees as part of an integral approach to our natural infrastructure.

TC/02/06 Collaborate with others, including community groups, to support and implement sustainable and climate-friendly practical information and actions for our residents.

TC/02/07 Work with partners to develop and implement risk management and infrastructure plans, enhancing the town and our residents' resilience to climate-induced extreme weather events.

To deliver inclusive access to services and facilities that enable all our residents to live happy, healthy and safe lives, and increase resilience within the community by implementing the following objectives:

TC/03/01 Address antisocial behaviour by supporting the continued provision of CCTV in the town in partnership with Wimborne Business Improvement District and police, and support speed initiatives.

TC/03/02 Promote access to and an use of recreation and leisure facilities, open spaces and allotments for the wellbeing of our residents.

TC/03/03 Deliver the best use of assets that are inclusive, accessible, and provide value for money.

To build strong and inclusive community engagement by supporting events that promote and enhance the town by implementing the following objectives:

TC/04/01 Deliver events with partners that are inclusive, diverse, respect our heritage and bring the community together.

TC/04/02 Produce an annual report to publicise our work.

TC/04/03 Explore the delivery of a newsletter (both hard copy and electronic) that promotes our work, our partners' work for the town, and provides signposting information and news.

TC/04/04 Support the work of local organisations via our Community Grant Scheme.

To promote local democracy and a sense of community ownership to attract councillors who have a passion for our town by implementing the following objectives:

TC/05/01 Secure involvement of organisations at the Annual Parishioners Meeting that have contributed to our work or benefited from an award or our Community Grant Scheme.

TC/05/02 Undertake activities that promote and value the role of councillors, especially during elections or co-option vacancies.

TC/05/03 Ensure we are represented through the appointment of our councillors onto other local organisations.

TC/05/04 Deliver hybrid/streamed meetings.

TC/05/05 Support councillors via inductions, training and mentoring.

To have effective and transparent governance procedures that enhance our professionalism and provide our residents with value for money by implementing the following objectives:

TC/06/01 Retain our General Power of Competence (this allows us to do anything an individual can do, provided it is not prohibited by other legislation) by ensuring two-thirds of our councillors are elected, our Town Clerk is appropriately qualified and we continue to fulfil our statutory duties and responsibilities.

TC/06/02 Implement policies that value and support our employees, councillors and volunteers.

TC/06/03 Develop a five-year forward budget plan that supports current/planned delivery of services and facilities, and regularly review our current budget against operational performance.

TC/06/04 Maintain our reserves at an appropriate level and acknowledge any spending from our reserves will reduce our capacity to mitigate risk and build resilience against unknown events.

TC/06/05 Explore service level agreements and sponsorship opportunities that offer residents value for money.

TC/06/06 Consult with residents and partners to ensure any new events, services, or facilities are supported.

TC/06/07 Support initiatives run by local organisations that help our community and contribute to the delivery of local services through our Community Grant Scheme (subject to budget constraints).

TC/06/08 Manage all procurement / contract / tender processes in line with statutory guidance and in support of the local economy.

TC/06/09 Secure recognition under a national council award that reflects high standards of governance, transparency, community engagement and accountability.

To prioritise and deliver projects within agreed budgets and timescales by implementing the following objectives:

TC/07/01 Work with Dorset Council on any agreed asset transfers.

TC/07/02 Implement Redcotts Recreation Ground Working Group recommendations following consultation with the community.

TC/07/03 Address planning and infrastructure issues identified via our Planning and Environment Committee.

TC/07/04 Review supporting youth services provision.

TC/07/05 Review our outstanding projects, including supplying maps, information boards and a town centre market.

TC/07/06 Research the viability of a community lottery scheme.

TC/07/07 Implement a plan for the use of our Community Infrastructure Levy monies (a development tax payable by developers to Dorset Council, of which 15% is allocated to the Town Council and must be spent on infrastructure) in accordance with our Strategic Plan and five-year forward budget plan.

TC/07/08 Consult with residents to determine the level of support for a Neighbourhood Plan that will enhance the town's commercial viability, heritage and infrastructure. If not supported, establish an alternative means of influencing and directing planning issues within the town, including the development of a town centre strategy.

[end]