



Wimborne Minster Town Council

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

DRAFT Minutes of the Community Events and Liaison Committee 11 March 2025

7pm in the Committee Room, Wimborne Minster Town Hall, 37 West Borough, Wimborne, Dorset BH21 1LT.

Present:

Councillors: S Bartlett, J Billington, C Brown, J Hart (Town Mayor and Chairman of the Committee), L Hector, B Jaggs, A Roberts, C Ryan and S Wheeler.

Officers: L Harrison (Town Clerk) and G Mason (Community Events and Liaison Officer).

Members of the public: six members of the public including representatives from the Allendale Centre, the Museum of East Dorset, Walford Mill Education Trust, Wimborne BID, Wimborne Model Town and Gardens and a resident from West Street.

CEL/2024/23 Apologies for absence

Apologies were received from Councillors I Sandy and D Trim (both non-business). Councillor Billington proposed to accept apologies, seconded by Councillor B Jaggs, all in favour. **Resolved**

CEL/2024/24 Declarations of interests and requests for dispensation

Non-pecuniary interests declared by Councillors C Brown (Town Crier and member of Wimborne Militia) and S Bartlett (Dorset Council Ward Councillor).

CEL/2024/25 Public participation

None.

CEL/2024/26 Committee minutes 10 December

Councillor Hector proposed to approve the Committee minutes from 10 December and signed by the Chairman, seconded by Councillor Billington, all in favour. **Resolved**

CEL/2024/27 Previous events

The Community Events and Liaison Officer reported on the New Year's Eve wash up meeting and confirmed the 2025 event was to be reviewed by the Committee in due course

CEL/2024/28 Forthcoming events

The Town Mayor and Community Events and Liaison Officer reported on the following:

- plans were in place for the Freedom of the Town event on 22 March 2024 including publicity and a square clear day. However further volunteers were required to marshal the rolling parade / road closure and some councillor volunteered to help
- the Annual Parishioners Meeting on 1 April at the Allendale Community Centre, including presentations from groups / organisations awarded grants and DC officers on community safety
- Town Mayor's Civic Day on 9 April where events included welcome refreshments at the Town Hall, the town trail, pop-up presentations and lunch at the Museum of East Dorset, and a visit to the Minster and chained library

- VE Day 8 May, including a poetry competition in schools, Minster service and wreath laying, procession to the Cemetery, and beacon lighting
- Town Mayor's Civic Service at the Minster on 11 May for which the Order of Service and readings had been agreed, with a short parade and refreshments served in Church House
- Councillor C Brown requested the Committee approve a tour he had organised and been trained for at the Cemetery for Commonwealth War Graves week on 4 May. He confirmed the Cemetery Manager was aware and the Committee approved the event and thanked him for organising.

CEL/2024/29 Town Mayor's charity events

The Town Mayor updated the Committee on the past and forthcoming fundraising events.

CEL/2024/30 Website and social media

The Community Events and Liaison Officer confirmed statistical in relation to website and social media activity, spike activity for certain events or news (e.g. Town of Culture announcement), and the current numbers of Facebook users (1530), Instagram followers (200) and YouTube views (217) were noted. The option of messaging on Instagram was discussed and it was confirmed the website was SEO compliant (search engine optimisation).

CEL/2024/31 Annual Parishioners meeting 1 April

The draft agenda for the Annual Parishioners meeting was approved and was to include updates on the current Town Council Working Groups and School Council. Councillor Brown volunteered to request attendance from Wimborne Minster Fire Station.

CEL/2024/32 Annual Volunteer Award 2025

The Committee noted the protocol and agreed to set up a nomination panel including councillors C Brown, L Hector, Jeff Hart and Chris Ryan.

CEL/2024/33 Town of Culture 2026

The success of the application as noted and it was agreed membership would remain open to all councillors.

CEL/2024/34 PR

The budget information leaflet was discussed and it was agreed to set up a small working group to review this document.

The service wheel signposting leaflet and newsletter template were discussed and it was agreed to link relevant sections with QR codes.

The Town Mayor explained the concept of establishing monthly town councillor surgeries.

Councillor Wheeler proposed to recommend to Full Council establishing councillor surgeries once a month, and publishing electronically the budget leaflet once reviewed by the working group, service wheel signposting leaflet and quarterly newsletter. Seconded by Councillor Bartlett, all in favour.

Resolved

CEL/2024/35 The Terrorism (protection of Premises) Bill

The appendix document was noted.

CEL/2024/22 Next meeting, future motions and close of meeting

The date of the next Committee meeting was noted (15 April). Councillor Wheeler requested the sound quality of Full Council meetings was reviewed and the Chairman closed the meeting at 8.20pm.

Signature of Chairman:

Date: