

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of an **EXTRAORDINARY MEETING** of the **TOWN COUNCIL** held on **TUESDAY, 20 SEPTEMBER 2016 at 6.21 pm** in the Council Chamber, Town Hall, West Borough, Wimborne Minster.

MEMBERS PRESENT

Cllr Mrs S A Cook – Town Mayor & Chairman of the Council
Cllr T F Wheeler - Deputy Town Mayor & Vice-Chairman of the Council

Cllr S K Bartlett
Cllr Mrs S A Bell
Cllr Ms C L Butter
Cllr R D Cook
Cllr L G Harvey
Cllr Mrs P A Hymers
Cllr Mrs D J March
Cllr R P Nunn
Cllr Mrs A E Roberts
Cllr Mrs K F Webb

MEMBERS NOT PRESENT

Cllr P H Bartlett
Cllr J Burden

78 **SUSPENSION OF STANDING ORDERS**

RESOLVED that Standing Orders Number 30 (standing to speak) and those parts of Number 29 relating to speaking more than once be suspended for this meeting.

79 **COMMUNITY INFRASTRUCTURE LEVY (CIL)**
(Min 51 – 07.07.15)

The Town Clerk submitted a report a copy of which had been circulated to each Member and a copy of which appears as **Appendix A** to these Minutes in the Minute Book.

The Town Council considered whether to retain its proportion of the CIL income in accordance with the CIL Regulations.

RESOLVED that in the light of the possible future changes to local government the District Council be advised that the Town Council wishes to retain its proportion of the CIL income.

80 **LAND AT REAR OF 57 HIGH STREET & GLASSBLOWERS**
(Min 37 – 28.06.16)

The Town Clerk submitted a report a copy of which had been circulated to each Member and a copy of which appears as **Appendix B** to these Minutes in the Minute Book.

The Town Council was asked whether it still wished to take over the ownership of these two parcels of land in view of the reduced commuted sum for maintenance purposes of £3,637.50.

The Town Council was also advised by the District Council that these amenity areas would link to a footpath thereby providing a riverside walk to Quarterjack Mews.

Whilst Members were generally in favour of accepting ownership of the land there were two concerns. Firstly, the developers of land at the rear of 57 High Street had laid pea gravel on either side of the footpath from Crown Mead which was already unsightly from being strewn across the surrounding areas. Secondly, the Town Council needed to be satisfied that there were no maintenance obligations for the footpath link and bridge to Quarterjack Mews.

Although one Member raised the need for seating to be provided for users of the amenity areas, she was assured that the area at the rear of Glassblowers (which was not yet open to the public) would have a seat around a tree. Also, once in the ownership of the Town Council, more seating could be provided if required.

RESOLVED that subject to the gravel being removed and replaced with turf and further clarification being sought on the footpath link and bridge to Quarterjack Mews, the Town Council accepts the ownership and maintenance responsibilities for these two amenity areas.

81 **CHRISTMAS LIGHTING SCHEME 2016**

The Town Clerk submitted a report a copy of which had been circulated to each Member and a copy of which appears as **Appendix C** to these Minutes in the Minute Book.

The Town Council had been asked by Wimborne BID if it would consider sharing the cost of extending the Christmas Lighting Scheme to include Rodways Corner and the western section of Leigh Road at a cost of £584.50 per year for three years.

There was sufficient money in this year's budget to meet this additional expenditure.

RESOLVED that subject to there being no additional cost implications in respect of electrical connections and to Dorset County Council having no objection to the proposed installations on its lighting columns the request be approved.

(Note: Further extensions to the Christmas Lighting Scheme would be investigated including the options in respect of the new Waitrose Bridge).

82 **GRANT AID 2017/2018**

The Chairman and Vice-Chairman of Resources Committee submitted a schedule of applications for grant aid, a copy of which had been circulated to each Member and a copy of which appears as **Appendix D** to these Minutes in the Minute Book.

The schedule included the recommendations of the Chairman and Vice-Chairman on each application and took into consideration comments made by Members. It also included a suggestion that some applications be deferred to a future meeting as additional information was required. Although the information in all those cases had been received it had not yet been assessed.

RESOLVED:

- a) that with the exception of the grant applications from Citizens Advice East Dorset, Wimborne Dementia Friendly Community and Wimborne Minster Folk Festival the recommendations of the Chairman and Vice-Chairman of Resources Committee be approved;
- b) that a grant of £7,000 be awarded in 2017/18 to Citizens Advice East Dorset;
- c) that a grant of £3,000 be awarded in 2017/18 to the Wimborne Dementia Friendly Community;
- d) that a grant of £4,000 be awarded in 2017/18 to the Wimborne Minster Folk Festival.

83 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED that, in view of the confidential nature of the business about to be transacted, the press and public be excluded from the remainder of the meeting.

84

**GROUNDSTAFF & MAINTENANCE OF WIMBORNE
CEMETERY**

See Confidential Minute 84/371.

This item was considered in camera because it was dealing with the employment issues in relation to the Town Council's groundstaff.

The meeting closed at 7.21 pm.

SignedDate.....
Town Mayor and Chairman of the Council

Date: 20 SEPTEMBER 2016

Reference: LH/SF/Item 3 - Community Infrastructure Levy (CIL)

Author: Town Clerk

1.0 Introduction and Background

- 1.1 Members will recall that in July 2015, the Planning & Environment Committee received a presentation from the Planning Policy Team Leader dealing with CIL in an attempt to help the Town Council decide whether to retain its share of the CIL receipts or to allow the Partnership to add them to the pool of CIL contributions to enable delivery of shared priorities for infrastructure. (Members had been given details of this at its previous meeting – see Minute 18 of 2 June 2015).
- 1.2 The presentation included details of what the CIL could be spent on, the charging schedules and the projected CIL income for Wimborne Minster. It also set out the obligations on the Town Council if it decided to retain the CIL receipts to which it was entitled.
- 1.3 Following questions by Members, the Planning Officer made additional points for Members' consideration.

Firstly, the Partnership had yet to formally set priorities for CIL spend. It was likely that the majority of CIL receipts would be spent on heathland mitigation and transport priorities, although the Partnership would also have access to additional funding sources to help deliver its priorities. If the Town Council's priorities for infrastructure spending coincided with those of the Partnership then those priorities would be more likely to be delivered by the Partnership.

Secondly, whether the Town Council decided to retain its proportion of CIL receipts or pool them, it needed to have discussions with the Partnership to establish what the shared priorities for infrastructure were and how they might best be delivered.

Furthermore, there was a time lag between any development subject to CIL payments and the receipt of those payments. Payments would be made by developers on commencement of development and through instalments (as set out in the Partnership's instalment Policy) to the charging authority. The Partnership would then transfer the neighbourhood proportion to the Town Council every six months (or alternative timescale to be agreed). Critically, Members noted that if it

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retained CIL payments the Town Council was obligated to spend them within five years or hand them back to the Partnership.

- 1.4 The Committee deferred a decision on this matter and subsequently the introduction of CIL charging rates was delayed following a legal challenge in the High Court brought by Reading & West Berkshire councils. However, although the case was won and the Partnership undertook a partial review of the Charging Schedules, an appeal by the Government succeeded and the Partnership is proposing to adopt the original charging rates.
- 1.5 The CIL Regulations stipulate that CIL charging authorities must pass to every local council in its area a proportion of CIL receipts calculated in accordance with the Regulations. For development that takes place within Parish or Town Council areas the Council must pass on 15% of CIL receipts to the relevant parish or town council for the area, limited to a maximum of at £100 per existing council tax dwelling. The proportion of CIL to be passed on to Parish and Town Councils has been calculated for Wimborne Minster and the projected CIL income is estimated to be approximately £40K per annum. However, it is important to note that initially, particularly in the first year, CIL income is likely to be less as there will be a period of time before the first CIL liable developments are required to pay (on commencement).
- 1.6 Local Parish and Town Councils must use CIL receipts passed to it in accordance with the CIL Regulations to support development of the local council's area, or any part of that area by funding –
- 1) The provision, improvement, replacement, operation or maintenance of infrastructure; or
 - 2) Anything else that is concerned with addressing the demands that development places on an area.

The neighbourhood proportion of the levy can be spent on a wider range of things than the rest of the levy, provided that it meets the requirement to 'support the development of the area'. The neighbourhood proportion can be used to fund affordable housing where it would support the development of the area by addressing the demands that development places on the area.

2.0 Action required by Town Council

- 2.1 The Town Council is asked to decide whether it wishes to retain its proportion of the CIL income bearing in mind the obligations placed upon it.

Date: 20 September 2016

Reference: LH/SF/Item 4 – LAND AT REAR OF 57 HIGH STREET & GLASSBLOWERS (Min 37 – 28.06.16)

Author: Town Clerk

1.0 Introduction and Background

1.1 At an Extraordinary meeting in June, the Town Council agreed to accept the ownership of these two parcels of land on the understanding that commuted sum of £11000 would be forthcoming for maintenance purposes.

1.2 An email dated 9 September 2016 has been received from the Community & Open Spaces Manager (shown on the reverse of this report) advising that this was an error and the amount would instead be £3637.50.

1.3 The email also informs the Town Council of the link of the amenity areas to a riverside walk to Quarterjack Mews, the maintenance responsibility for which rests with the owners.

2.0 Action Required by Town Council

2.1 The Town Council is asked to decide whether it is still prepared to take the ownership of the land together with the maintenance responsibilities on the revised terms.

Town Clerk

From: Matthew Reeks [REDACTED]
Sent: 09 September 2016 12:56
To: Town Clerk
Cc: David Gallagher; Sue Bessant
Subject: Land at Glassblowers and Crown Mead

Dear Laurence

The District Council had previously offered these two parcels of land to the Town Council on the understanding that a commuted sum for maintenance purposes in the order of £11000 would be forthcoming. This was accepted by the Town Council.

I have now been advised that this will in fact now be £3637.50 for the two parcels not the higher sum previously mentioned.

It is also important to note that since the Town Council agreed to adopt these two parcels of land on the basis that they would provide public open space but no further access it has come to light that due to a previously unknown legal agreement dating back to the mid-nineties there is in fact in place a linkage from the land in question behind numbers 79-81 High Street over an existing bridge and into Quarterjacks Mews in East Street. This greatly increases the value of the land at Crown Mead and Glassblowers as it opens up an additional riverside access.

With this in mind is the Town Council still prepared to take the ownership of this land together with the maintenance responsibilities?

If you require any additional information please do not hesitate to contact me

Kind regards

matt

Matthew Reeks

**Community & Open Spaces Manager
Christchurch and East Dorset Councils**

Tel: 01202 795309

Email: MReeks@christchurchandeastdorset.gov.uk

Web: www.dorsetforyou.gov.uk

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Virus checking:

Whilst all reasonable steps have been taken to ensure that this electronic communication and its attachments whether

Date: 20 September 2016

Reference: LH/SF/Item 5 – Christmas Lighting Scheme 2016

Author: Town Clerk

1.0 Introduction and Background

- 1.1** Wimborne BID has asked if the Town Council would consider sharing the cost of extending the Christmas lighting scheme to include Rodways Corner and the western section of Leigh Road.
- 1.2** The BID has obtained a quotation from LITE Ltd, the company which supplied and installs the existing scheme, and this is attached. Assuming no additional works to the electrical connections on the columns, 50% of the cost would be £584.50 per year over 3 years. A photocopy of a similar installation on the lamp columns is shown on the reverse of the quotation.
- 1.3** SSE, which maintains the street lights on behalf of Dorset CC, has no objection to the installation of lights on the columns referred to in the quotation.
- 1.4** There is £11965 included in this year's budget for Christmas lighting and the switch on arrangements whilst the actual cost is £10,963. There is therefore £1000 remaining from which the additional lighting could be met.

2.0 Action Required by Town Council

- 2.1** The Town Council's decision is requested.

Quotation

Rodways Roundabout Columns 2L86, 1L88 & 6R122

These columns already have separate external electrical supplies that were most likely installed for previous Christmas displays. Assuming that these are in good working order

- Bypass 3no timers.
- Supply 3no sets 300no cool white mini LEDs.
- Wrap the LEDs around each of the columns, subsequently remove and store.

£444.00 pa for 3 years

Leigh Road Column S6L75

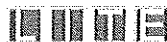
- Supply & install new column mounted electrical infrastructure without timer.
- Supply 1no sets 300no cool white mini LEDs.
- Wrap the LEDs around each of the column, subsequently remove and store.

£235.00 pa for 3 years

Tree outside Summers & Co

- Supply 1,500 cool white mini LEDs.
- Install along the branches and leave in situation.
- Supply & install new column mounted electrical infrastructure without timer to column 6R122 adjacent to the tree.
- Switch them on & off each of the three display periods.

£490.00 pa for 3 years.





Applications for Grant Aid 2017/18

	Name of Organisation	Grant required	Ch/VCh Recommended Grant	Proposed use of funds	Previous Grant £	Unusual Expenditure / Notes	P/L in previous year?	accounts provided	W/borne beneficiaries
1	Brendoncare Clubs	£ 1,000.00	More information requested	To support the running costs of four weekly clubs for older people in Wimborne	£ 850.00	Club Dorset merged with Club Hampshire in April 2016 to form Brendoncare Clubs	P	Y	>70
2	Citizen's Advice East Dorset	£ 7,000.00	More information requested	To continue to provide free, independent, confidential & impartial advice	£ 7,000.00	None	P	Y	~9% of enquiries last year
3	Colehill & Wimborne Youth & Community Centre	£ 3,000.00	More information requested	To cover the salary of a qualified Youth Worker for the Reef Youth Club	£ 2,000.00	New building, fixtures & fittings - note see cover letter re: reserves	P	Y	~40% of membership
4	Community Learning & Resource Centre	£ 5,000.00	More information requested	Improvements to Centre to update fire alarm system which is now outdated	-	None	L	Y	Y
5	Dorset Blind Association	£ 250.00	£ 250.00	To cover the recruitment, training and travel expenses of volunteers	£ 250.00	Increased income & donations, increased expenditure on fundraising	L	Y	58
6	Dorset ME Support Group	£ 400.00	£ 400.00	To support costs of providing newsletter, advice & support in applying for benefits & support those at risk of isolation	£ 400.00	Insufficient detail available	L	Y	Y
7	Dorset Wildlife Trust	£ 100.00	£ 100.00	To support conservation work on The Great Heath Project & encourage interest from Wimborne residents	£ 100.00	None	P	Y	Y
8	Dreamboats	£ 500.00	£ 500.00	To buy new tables and chairs due to replacements needed and an increase in footfall	£ 500.00	None	P	Y	Y
9	Walford Mill Education Trust	£ 2,000.00	£ 2,000.00	To support s activities throughout the year in particular: 'To Make' Exhibition and a 'Dementia Project'	£ 1,000.00	None	P	Y	Y
10	Wimborne Camera Club	£400-£1,000	£ 750.00	To replace calibration equipment - the maximum would contribute to the replacement of the clubs ageing projector	-	None	P	Y	Y

Name of Organisation	Grant required	Ch/VCh Recommended Grant	Proposed use of funds	Previous Grant £	Unusual Expenditure / Notes	P/L in previous year?	accounts provided	W'borne beneficiaries
11 Wimborne Dementia Friendly Community	£ 3,000.00	More information requested	To continue the 'Step Outside' initiative providing an outside space for sufferers and carers to partake in allotment gardening at Kingstons Lacey	-	None	P	N - Only had an account for 10mths	Y
12 Wimborne & East Dorset Macular Degeneration Support Group	£ 75.00	£ 75.00	To support the cost of providing a newsletter	-	None	P	Y	Y
13 Wimborne In Bloom	£ 600.00	£ 600.00	To support the ongoing provision and maintenance of floral displays	£ 600.00	None	P	Y	Y
14 Wimborne Minster Folk Festival	£ 4,000.00	£ 3,000.00	To support the cost of childrens' activities, entertainment and workshops	£ 3,000.00	Street cleaning as a new cost this year was offset by specific grant from EDOC	P	Y	Y
15 Wimborne Town Fair Trade Steering Group	£ 100.00	£ 100.00	To support the core costs of the group - annual insurance, website fees & promotional costs	£ 200.00	No accounts	Profit stated on application form	N	Y
16 Wimborne - Valognes Twinning Association	£ 100.00	£ 100.00	To support the ongoing activities of the association	£ 100.00	None	P	Y	Y
17 Vision Wimborne Dial A Ride	£ 750.00	£ 750.00	To maintain the availability of 3 wheelchair adapted vehicles - fuel, rent, repairs & maintenance, insurance & office consumables	-	None	P	Y	Y
18 Friends Of The Tivoli	£ 750.00	£ 750.00	To support the continued appointment of the Apprentice to the Technical Manager once he completes his 2yr course in Oct 16	£ 750.00	Accounts to follow		N - Not yet available	Y
19 East Dorset Heritage Trust	£ 350.00	£ 350.00	To support the running costs of a tractor trailer scheme allowing disabled people to access the countryside	£ 350.00	None	P	Y	Y
Total Grants Requested	£29,025.00- £29,625.00	£ 9,725.00						
Total grants awarded for 2016/17 including Wimborne Folk Festival	£25,330.00							

Y = These Applications were universally supported

Ym = These applications were supported by the majority

? = These applications require further discussion

Please note: Previous Grant refers to grants awarded for the 2016/17 Grant Aid.