

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of an **EXTRAORDINARY MEETING** of the **TOWN COUNCIL** held on **TUESDAY, 15 AUGUST 2017** at **6.37 pm** in the Committee Room, Town Hall, West Borough, Wimborne Minster.

MEMBERS PRESENT

Cllr T F Wheeler – Town Mayor & Chairman of the Council
Cllr R D Cook - Deputy Town Mayor & Vice-Chairman of the Council

Cllr S K Bartlett
Cllr J Burden
Cllr Ms C L Butter
Cllr C A Chedgy
Cllr Mrs S A Cook
Cllr Mrs P A Hymers
Cllr Mrs D J March
Cllr R P Nunn
Cllr W J Richmond
Cllr Mrs A E Roberts
Cllr Mrs K F Webb

MEMBER NOT PRESENT

Cllr Mrs S A Bell

64 **SUSPENSION OF STANDING ORDERS**

RESOLVED that Standing Orders Number 1 (relating to venue), 30 (standing to speak) and those parts of Number 29 relating to speaking more than once be suspended for this meeting.

65 **REPRESENTATIONS ON OUTSIDE BODIES**

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 was asked to consider replacements for representatives who no longer wished to serve on the Wimborne Cemetery Joint Management Committee and the Dorset Association of Parish and Town Councils.

RESOLVED

- a) that Cllrs Mrs C A Chedgy and T F Wheeler be appointed as the Town Council's representatives on the Wimborne Cemetery Joint Management Committee;

- b) that Cllr Ms C L Butter be appointed to replace Cllr Mrs S A Cook as one of the Town Council's two representatives on the Dorset Association of Parish and Town Councils.

66

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE – REVISED CONSTITUTION

The Chairman withdrew this item from the agenda as further revisions were needed to the Constitution in the light of recent advice before it could be considered by Council.

67

GRASS TENNIS COURTS WORKING PARTY (Min 192 – 07.03.17)

The Town Clerk submitted the report of the Working Party, 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 Working Party, which had been set up to consider alternative uses for the area covered by the existing grass tennis courts in Redcotts Recreation Ground, had recommended they be replaced with two hard tennis courts, a sensory garden and an area for adult fitness equipment.

Regarding the fitness equipment, the Working Party had asked the Council to decide whether it should be located in one area or distributed around the Recreation Ground.

RESOLVED

- a) that the scheme be approved in principle and detailed costings, funding options and other requirements necessary to bring the scheme to fruition be submitted to a future meeting;
- b) that, instead of being installed in one location, the fitness equipment be distributed around the Recreation Ground and the offer of the District Council's Community and Open Spaces Manager to suggest the best mix of equipment be accepted with thanks;
- c) that the Town Clerk be authorised to apply for planning permission for the two hard courts and associated fencing.

68

MANAGEMENT OF THE SQUARE – USE OF SITTING OUT FEES

The Chairman of the Council 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 Centre Liaison Group (TCLG) wished to use Community Clean on a retainer basis for two years to carry out cleaning and other works in the town centre using funds accumulated from the fees payed by the occupiers of the two sitting out areas in The Square. As the Chairman of the Council, who was also the current Chairman of the TCLG, had no authority to agree to this on behalf of the Town Council, he was seeking the approval of Members to enter into this arrangement.

Some Members were unsure about the benefits of this proposal and asked that it be restricted to one year initially.

RESOLVED that the proposal suggested by the TCLG and set out in the report be approved for one year only, using the accumulated sitting out fees.

69

DORSET COMMUNITY TRANSPORT – ROUTE 88

The Town Clerk submitted a report, 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 Council was asked to consider an invitation from Dorset Community Transport (DCT) to subsidise a new bus service along the former service 88 route at a cost of £100 per day if DCT was successful in securing the local school contract from Dorset County Council.

The Town Clerk added that Wimborne BID had been asked to consider making a contribution towards the subsidy (if approved by Council) in view of the possible benefit to businesses from the increased footfall.

RESOLVED

a) that, if DCT is awarded the County Council local school transport contract, approval be given to subsidising this service for one day per week (Thursdays preferred) for the remainder of the 2017/18 financial year and the cost be met from the General Fund;

b) that, if introduced, the Town Clerk obtain passenger numbers using the service to enable a decision to be made at budget time whether to subsidise the service in the 2018/19 financial year;

- c) **that, if introduced and the service is not subsidised by Colehill or Sturminster Marshall Parish Councils for additional days, the Town Clerk investigate the options for amending the route to benefit local residents.**

(Note: Since the meeting Wimborne BID has agreed to share equally with the Town Council the cost of subsidising the service for one day per week for 2017/18 and for 2018/19)

70

EAST DORSET TOURIST INFORMATION CENTRE

The Town Clerk submitted a letter dated 1 August 2017 from the Chairman of the Trustees (Priest's House Museum Trust), a copy of which had been circulated to each Member and a copy of which appears as **Appendix E** to these Minutes in the Minute Book.

In the letter the Chairman of Trustees asked the Council to consider paying the £8500 included in this year's budget for financial assistance to the Tourist Information Centre

RESOLVED that a contribution towards administrative support for the Tourist Information Centre provided in this year's budget be approved.

- [Note: i) **since the meeting, in view of the contributions made by other parish and town councils, the amount requested by the TIC was reduced to £7000;**
- ii) **the Town Clerk would obtain a copy of the latest audited accounts of the TIC for Members to view.]**

The meeting closed at 7.35 pm.

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

Date: 15 August 2017

Reference: LH/SF/Item 3– Representation on Outside Bodies

Author: Town Clerk

1.0 Introduction and Background

1.1 (a) Wimborne Cemetery Joint Management Committee

Cllrs Mrs S A Cook and R P Nunn wish to resign as representatives of the Town Council on this body. Cllrs T F Wheeler and Mrs C A Chedgy have offered to take their places.

1.2 (b) Dorset Association of Parish and Town Councils

Cllr Mrs S A Cook wishes to resign her appointment as one of the Town Council's representatives on this body. Cllr S K Bartlett is the other representative. Cllr Ms C L Butter has offered to fill the vacancy.

2.0 Action Required by Town Council

2.1 The Town Council is asked to approve these changes.

EXTRAORDINARY TOWN COUNCIL

Date: 15 AUGUST 2017

Reference: LH/SF/Item 5 – Grass Tennis Court Working Party

Author: Town Clerk

1.0 Introduction and Background

1.1 This Working Party was set up to suggest options for the future use of the grass tennis courts.

1.2 The Working Party has met on 3 occasions with the final meeting agreeing the suggestions which the Town Council is now asked to consider in principle. If approved further work can be done on funding and grant options for consideration at a later date.

2.0 Suggested Scheme

2.1 The Working Party recommends that two new hard tennis courts with fencing be provided in the middle of the grass court area.

2.2 On the remaining area of grass courts on the pétanque pitch side the Working Party suggests that a sensory garden be provided. It would be designed by Diana Guy who has experience of such projects and who has offered to do so for a small donation to a charity she supports.

2.3 On the remaining area near the table tennis table, the Working Party recommends the installation of adult fitness equipment. The Working Party saw a scheme designed by Kompan Ltd (a company recommended by the District Council's Community and Open Spaces Manager and which installed the refurbished children's play area) using off the shelf equipment with a life-time guarantee. The Kompan representative recommended that the equipment be located in one area with suitable safety surfacing but there were some Members of the Working Party who were of the opinion that it should be distributed around the Recreation Ground. Their view was that this would discourage youths congregating around the equipment and would also facilitate a circuit training regime by its users.

2.4 I have discussed the scheme with the Community and Open Spaces Manager who endorses the proposals generally but agrees with the suggestion by some Members that it would be preferable to site the adult fitness equipment around the recreation ground rather than in one place. If desired he will recommend to a future meeting which equipment might replace the larger Combi 3 item (which he feels will be used as a climbing frame by teenagers). The cost should be neutral or less than the scheme originally proposed.

EXTRAORDINARY TOWN COUNCIL

3.0 Action Required by Town Council

3.1 The Town Council is asked to:

- a) Approve in principle the recommended scheme to allow detailed costings, funding options and other necessary requirements in order to bring the scheme to fruition to be drawn up and submitted for consideration at a future meeting;
- b) If approved, decide whether the fitness equipment should be contained in one area or distributed around the Recreation Ground and if the latter take up the offer of the Community and Open Spaces Manager to recommend alternatives;
- c) If approved, authorise the Town Clerk to apply for planning permission for the two hard courts and fencing.

EXTRAORDINARY TOWN COUNCIL

Date: 15 August 2017

Reference: Item 6 – Management of The Square – Use of Sitting Out Fees

Author: Chairman of the Council

1.0 Introduction and Background

- 1.1** Town Centre Liaison Group (TCLG) has been discussing the potential retainer with Community Clean which has been used to deep clean The Square paving and repair the underpass wall wrap damaged by vandals.
- 1.2** The full cost of the retainer would be £625 per month if there is a commitment for a two-year period (plus VAT), a total of £15,000 i.e. £7,500 per year.
- 1.3** The TCLG has suggested that the funds accumulated for the two sitting-out areas (The Café on The Square and Costa Coffee) be used to pay half of this retainer – a total of £7,500 over the two-years.
- 1.4** EDDC has confirmed that this would be an appropriate use for the fund.
- 1.5** The benefit of using Community Clean on a retainer basis will be that future deep cleaning of The Square will be covered by this retainer excluding materials as would any ad hoc cleaning such as the oil spillage at the entrance to Mill Lane a few months ago.
- 1.6** The arrangement would not involve areas covered by Wimborne in Bloom such as additional litter picking and weed-killing in the town centre.
- 1.7** The TCLG has also asked whether the Town Council would share the cost of the second half of this retainer with the BID i.e. £3750 p.a. to take this forward. If the Council agrees this can be included in the budget for 2018/19.

2.0 Action Required by Town Council

- 2.1** I support this initiative subject to any work being done by Community Clean under this initiative having the prior agreement of the Town Clerk and therefore seek the Council's approval.

EXTRAORDINARY TOWN COUNCIL

Date: 15 August 2017

Reference: Item 7 – Dorset Community Transport – Route 88

Author: Town Clerk

1.0 Introduction and Background

The Wimborne town bus service 88 bus was discontinued on 21 July 2017. The bus served passengers from Sturminster Marshall, Pamphill and Colehill coming into and out of the Town in a continuous loop throughout the day.

1.1 As a 'stop gap', Dorset Community Transport (DCT) has introduced a Plus Bus Service the details of which are shown on the attached copy of a flyer about the service.

1.2 It is not a normal bus service as prospective passengers have to register with DCT and pre-book their seats. DCT offer a 'door to door' service but passengers have only a short specified time in Town before the return journey.

1.3 The Town Council was invited to meet the General Manager of DCT to discuss other options and the Vice-Chairman of Planning & Environment Committee and I did so on 19 July 2017.

1.4 The General Manger advised us that DCT had submitted a tender to Dorset C.C. to run a Wimborne schools' bus service. If that contract was won there would be an opportunity for the Town Council to subsidise a normal 88 service (involving no pre-booking and using bus stops) during the hours that the bus was not being used to ferry children to and from school. The cost of this would be £100 per day.

1.5 I have obtained passenger figures for this route from Dorset County Council and the total passengers using it in 2016 was 13782 of which the vast majority were using their concessionary passes. It was clearly a popular route with the elderly.

1.6 As passengers from Colehill and Sturminster Marshall would benefit from this service, I have contacted their Parish Council Clerks to establish whether there would be any interest in a partnership arrangement whereby the service could be subsidised on 3 days a week for 50 weeks per year at a cost of £5000 per Council.

1.7 However, for the remainder of 2017/18 there would be only 30 weeks to fund which would be approximately £3000 per Council.

1.8 The cost for this financial year could be met from the General Fund with provision for next year being included in the 2018/19 budget.

EXTRAORDINARY TOWN COUNCIL

2.0 Action Required by Town Council

- 2.1 If the Council supports this proposal, approval is required to fund the 88 service for one day per week for the remainder of the 2017/18 financial year and to authorise payment from the General Fund. Any additional days would be funded by the other Parish Councils.

New transport services for Dorset communities



Following Dorset County Council's subsidy withdrawal for several bus services across Dorset, Dorset Community Transport is trialling a number of alternative services.

For details of those operating in this area please see over

New *PlusBus* for your community

Service: *Wimborne B*

Aimed to help meet the needs of those who might have previously used service 88

Fridays. From communities along the former route of Service 88 (previously operated by Damory) between approx. **9.30-10.30am** into Wimborne town centre and market. **Return journey departs approx. 2 hours after arrival (approx. 12-12.30pm)**

DCT's PlusBus service provides transport for people who are unable to easily access public transport: young or old, and includes those with mobility difficulties.


To use PlusBus, simply register your details with us initially and then pre-book your seat whenever you wish to join the bus. Your pick-up times will be confirmed to you before travelling. Where possible, we can offer a "door-to-door" service and (by prior arrangement) can often accommodate passengers travelling in wheelchairs.

For this PlusBus service, we can offer a fixed return fare of £5. We are currently unable to accept the National Bus Pass, but hope to do so in future.

Dorset Community Transport (DCT) is a not for profit organisation established in 2011 and operates a fleet of minibuses across Dorset. We do not receive any direct subsidy for PlusBus service – we provide it as part of our charitable objectives and public benefit to help improve transport opportunities to individuals within the community.

We are always looking to improve and trial new PlusBus services and welcome your feedback and suggestions. Successful trials could develop into established services.

For bookings and enquiries please call Kari on **01258 287 980**
(between 9.30 and 2.30 Mon-Fri) or email us at **dorset@ectcharity.co.uk**

Details of all our Dorset PlusBus services can be found at our website **www.ectcharity.co.uk** click on the Dorset link 

We look forward to hearing from you soon

East Dorset Tourist Information



RECEIVED

- 3 AUG 2017

29 High Street
Wimborne Minster
Dorset BH21 1HR
Tel: 01202 886116

1st August 2017

Mr L Hewitt
Clerk to Wimborne Minster Town Council
Town Hall
37 West Borough
Wimborne Minster
Dorset BH21 1LT

Dear Mr Hewitt

Application for Grant East Dorset TIC

The Wimborne Minster Town Council have kindly supported on an annual basis the East Dorset TIC with a grant of £8,500 to provide administrative help to support the Manager. This appointment has made a difference releasing the Manager to help develop the TIC for the future as well as providing back up to the volunteers.

I am in a position to update the Town Council on the TIC performance in the last financial year. The accounts for the year ended March 2017 have been completed and approved by the Trustees subject to Audit. The audit takes place in September and a meeting to formally adopt them will be in early November.

There was a surplus of £6,845, which is then covenanted to the Museum and ring fenced for the future development of the TIC. This figure is lower than 2015/16 as a result of the Managers salary being funded direct from the 1st February 2017. From the 1st April 2017 EDDC have provided financial support for the next three years to cover the salary of the Manager.

Turnover has been over £100,000 each year and 2016/17 was very pleasing after losing the Mayflower Theatre agency the previous year. The shortfall in income from this change has been covered mainly by increased National Express bookings, increased ticket agency sales for events (over 30 supported) and higher shop sales.

The future development of the whole site including the PHM and TIC buildings as part of the Revival project will deliver a seamless service with one entry through the TIC. This will provide significant benefits and enhance this important facility for the town. If the Heritage Lottery Fund give the green light work would commence in late 2018/early 2019.

For this financial year 2017/18 it is business as usual and the grant from the Town Council is vital in providing the support to the Manager that greatly assists the smooth running of the TIC and the valuable service provided to the community.

In December 2016 I wrote to all Parish and Town Councils in the EDDC area seeking financial support for 2017/18 and I am pleased to say that I had a positive response. Seven local councils Colehill, Corfe Mullen, Knowlton, Sixpenny Handley, Sturminster Marshall, Vale of Allen and Verwood have agreed a grant the total amounting to £1,500. It is my intention to write again later this year for support in 2018/19.



This independent museum is supported by East Dorset District Council ◊ Accredited Museum No. 356
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Registered No. 3488337 ◊ Registered Office: 23-27 High Street, Wimborne Minster, Dorset BH21 1HR
Registered as a charity under the Charities Act 1930 ◊ Registered Charity No. 1058540



East Dorset Tourist Information Centre

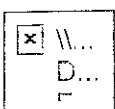
29 High Street
Wimborne Minster
Dorset BH21 1HR
Tel: 01202 886116

The Trustees are very appreciative of the Town Council's support and ask that the Town Council continue their support of the TIC by providing the grant of £8,500 in 2017/18 so that the administrative help to the Manager can be continued.

Thank you once again.

Yours sincerely

David Morgan
Chairman of the Trustees



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