

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a **MEETING of the TOWN COUNCIL** held on **TUESDAY 26 SEPTEMBER 2017 at 7.30 pm** in the Council Chamber, Town Hall, West Borough, Wimborne Minster.

**MEMBERS PRESENT**

**Cllr T F Wheeler - Town Mayor & Chairman of the Council**  
**Cllr J Burden**  
**Cllr Mrs P A Hymers**  
**Cllr W J Richmond**  
**Cllr Mrs K F Webb**

**NOT PRESENT AND APOLOGIES GIVEN**

**Cllr R D Cook - Deputy Town Mayor & Vice-Chairman of the Council**

**Cllr S K Bartlett**  
**Cllr Mrs S A Bell**  
**Cllr Ms C L Butter**  
**Cllr Mrs C A Chedgy**  
**Cllr Mrs S A Cook**  
**Cllr Mrs D J March**  
**Cllr R P Nunn**  
**Cllr Mrs A E Roberts**

**District Cllr D Morgan**  
**District Cllr D G L Packer**

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**QUESTIONS FROM THE PUBLIC**

**Question from Mr A White:**

Mr White questioned whether issues raised by residents and specific to the town centre of Wimborne took precedence over issues in other parts of the town. He referred specifically to the new group that had recently been set up by residents - Wimborne Residents Action Group. He was concerned that the Town Council would be pressurised into supporting issues concerning the town centre to the detriment of other areas within the town e.g. Leigh Park.

The Chairman responded to say that he sympathised with Mr White but that he was keen to ensure that all parts of the town were given consideration. He stated that he would not let the rest of the town be forgotten.

He also mentioned that a working party of the Town Council had recently been set up – Future Vision for Wimborne – and that residents were welcome to contribute to this working party at any time.

Town Council – 26 September 2017

Mr White also raised the matter of the precept and asked where that money was spent. The Town Clerk invited Mr White to call into the office at a convenient time and he would explain the process. Mr White was particularly dissatisfied at the moment with an overgrown amenity area that the County Council was handling in Leigh Road.

96 **TOWN COUNCIL MEETING HELD ON 29 AUGUST 2017**

**RESOLVED** that the Minutes of the meeting be confirmed and signed as a correct record.

97 **CONFIRMATION OF PLANNING & ENVIRONMENT COMMITTEE HELD ON 5 SEPTEMBER 2017**

**RESOLVED** that the Minutes of the meeting be confirmed and adopted.

98 **CONFIRMATION OF PERSONNEL COMMITTEE HELD ON 8 SEPTEMBER 2017**

**RESOLVED** that the Minutes of the meeting be confirmed and adopted.

99 **CONFIRMATION OF RESOURCES COMMITTEE HELD ON 19 SEPTEMBER 2017**

**RESOLVED** that the Minutes of the meeting be confirmed and adopted.

100 **EXTERNAL AUDIT OF ACCOUNTS 2016/17**

The Town Clerk submitted the External Auditor's Certificate and opinion for the financial year ended 31 March 2017, 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.

No matters were raised by the External Auditor.

**RESOLVED** that the External Auditor's Certificate and opinion be received and noted.

101 **DORSET COUNTY COUNCILLOR'S REPORT**

Cllr S K Bartlett – see **Appendix B** to these Minutes.

102 **TOWN MAYOR'S REPORT**

The Town Mayor reported that he had visited the Charborough Estate with Cllr Burden and had chosen a suitable Christmas tree for The Square.

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Since returning from holiday he had attended a civic day at Christchurch, a mini steam fair at the Model Town and a Wimborne in Bloom prize giving at Allenbourn School.

He congratulated Richard Nunn and all the volunteers of Wimborne in Bloom for achieving the Gold in the regional awards. This was a particularly pleasing achievement as it was the first year that Wimborne Minster had entered in the ‘Town’ category.

He also commended the Town Council’s ground staff for once again achieving a Silver Gilt award for Redcotts Recreation Ground with more points than last year.

List of engagements - see **Appendix C** to these Minutes.

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**TOWN COUNCIL REPRESENTATIVES’ REPORTS**

Fairtrade Group - Cllr Mrs P A Hymers reported that the group had recently held a public session on Willow Walk which had been well-received.

Folk Festival – Cllr Mrs P A Hymers reported that meetings were now taking place fortnightly in preparation for the 2018 Folk Festival and more people were now on the Committee. She also apologised for her mistake that the wash-up meeting that she had reported on previously as being a public meeting was actually by invitation only to thank the supporters of the Festival.

The Chairman responded that it was important that at next year’s wash-up meeting the Mayor collected feedback from other councillors prior to attending.

The Reef – Cllr Mrs K F Webb reported that she had requested the Reef Committee to keep her on the circulation list for Minutes of meetings but had not received a response yet.

Town Centre Liaison Group – Cllr T F Wheeler – see **Appendix D** to these Minutes.

Wimborne Valognes Twinning Association – Cllr Mrs D J March – see **Appendix E** to these Minutes.

The meeting closed at 7.48 pm.

Signed ..... Date.....  
Town Mayor and Chairman of the Council

## Section 3 – External auditor report and certificate

In respect of:

Enter name of  
smaller authority here:

WIMBORNE MINSTER TOWN COUNCIL

## 1. Respective responsibilities of the body and the auditor

This smaller authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The smaller authority prepares an annual return in accordance with proper practices which:

- summarises the accounting records for the year ended 31 March 2017; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review the annual return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

## 2. 2016/17 External auditor report

(~~Except for the matters reported below~~)\* on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met. (~~delete as appropriate~~).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the smaller authority:

(continue on a separate sheet if required)

## 3. 2016/17 External auditor certificate

We certify/~~do not certify~~\* that we have completed our review of the annual return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2017.

\* We do not certify completion because:

External auditor signature

BDO Ltd

External auditor name

BDO LLP Southampton  
United Kingdom

Date

6/4/17

Note: The NAO issued guidance applicable to external auditors' work on 2016/17 accounts in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

## County Councillor's Report - September 2017

The County Council has undertaken a joint written statement of action for special educational needs and disabilities (SEND) in Dorset and it has now been approved by Ofsted and the Care Quality Commission (CQC) and has been published.

The statement is in response to Ofsted and the CQC's inspection of SEND services in the Dorset local area (not including Bournemouth and Poole) in January.

The first meeting of a new SEND Delivery Group will take place in October. Comprising representatives from health, children's and adults' social care, education, parents/carers and young people, the group will work to deliver a new, joint SEND strategy and make sure the necessary improvements are made.

In September the County Council will be launching an adult social care campaign 'Prepare to live better'.

The campaign aims to educate people about the changing landscape of social care and encourage them to make financial provisions for their future care needs.

We will be using a range of media to promote and share our key messages which are:

- **Promoting independence** so people become fitter and healthier. They start planning earlier so they and their families are not caught out later.
- **Services will cost money** so prepare for the costs of care now. This means family members aren't left with the worry.
- **Getting help in your local community** to encourage a sense of community spirit and reduce social isolation.
- **Encouraging conversations** so we can manage expectations. Small things can make a big difference to people's lives, we want them to be in control of their care.

A main part of the campaign will be a series of community events.

We will be visiting 21 key towns across the county, testing people's knowledge, engaging them in conversations and sharing demographic issues specific to the areas in which they live.

For our area the campaign will be in Wimborne on the 13 January 2018 outside HSBC or as we know it White Stuff.

### **£1,000 fine for those with no bag for dog mess**

Dog walkers who do not carry plastic bags to clear up dog mess could face fines, as police and council officers are given powers to issue £100 on-the-spot penalties, which if not paid can result in a court appearance and a £1,000 charge, thanks to a new order granted to Councils.

For information, the Boundary Commission intends to publish revised proposals for new Parliamentary Constituency Boundaries on Tuesday 17 October 2017. The Commission will consult on the proposals until 11 December 2017 as the last consultation during the 2018

review of constituencies, and this will be the last chance to contribute to the best pattern of constituencies to recommend to Parliament.

And finally the ongoing saga of Local Government Reorganisation. Yet again we are still without a decision by the Secretary of State . There is still no idea when such a decision may come forward. It should be borne in mind that the longer there is no decision the Council Authorities that make up Dorset are put into a difficult position in developing a viable budget for the forthcoming year. Due to this the Authorities are having to develop a work programme for a case of Dorset not going Unitary as a safeguard to ensure we can still provide the services to our residents.

Cllr Shane Bartlett

**MAYOR'S ENGAGEMENTS**  
**30 AUGUST 2017 – 26 SEPTEMBER 2017**

- 30.08.17 The Mayor, together with Cllr J Burden, attended at the Charborough Estate to select a Christmas Tree for The Square in Wimborne.
- 06.09.17 Wimborne Wine Society – The Deputy Mayor and Deputy Mayoress represented the Mayor and Mayoress at the 50<sup>th</sup> celebration of the Wimborne Wine Club, held at the Allendale Centre.
- 08.09.17 Ferndown Town Council - The Mayor and Mayoress attended the Civic Service held at St Mary's Church, Ferndown.
- 09.09.17 The Civic Society – the Deputy Mayor and Deputy Mayoress represented the Mayor and Mayoress at an exhibition of work of the late Robin Noscoe, held at Serles House.
- 11.09.17 Home Start - the Deputy Mayor and Deputy Mayoress represented the Mayor and Mayoress at an art exhibition held at Moors Valley.
- 13.09.17 Dorset Scouts - the Deputy Mayor and Deputy Mayoress represented the Mayor and Mayoress at the AGM held at QE School.
- 15.09.17 The Deputy Mayor and Deputy Mayoress represented the Mayor and Mayoress at a commemorative event of the Queen's 90<sup>th</sup> birthday held on Redcotts Recreation Ground when a plaque was unveiled at the new red oak tree, which had been kindly donated by the late Cllr P H Bartlett.
- 22.09.17 Christchurch Borough Council - The Mayor and Mayoress attended the Civic Day.
- 23.09.17 Wimborne Model Town - The Mayor and Mayoress attended the mini steam & vintage fair at the Model Town.
- 23.09.17 Wimborne in Bloom - The Mayor and Mayoress attended the prize giving held at Allenbourn School.



## WIMBORNE BID MINUTES

### Town Centre Liaison Group

Appendix D

Date: Wednesday 6<sup>th</sup> September 2017

Time: 12 Noon

Venue: Town Hall

Attendees:	<ul style="list-style-type: none"> <li>• Ian Faulkner (BID, chair)</li> </ul>	<ul style="list-style-type: none"> <li>• Pat Hymers (WMTC)</li> </ul>
	<ul style="list-style-type: none"> <li>• Sue Cook (WMTC)</li> </ul>	<ul style="list-style-type: none"> <li>• Richard Nunn (WMTC)</li> </ul>
	<ul style="list-style-type: none"> <li>• Chris Slocock (BID)</li> </ul>	<ul style="list-style-type: none"> <li>• David Phelps (CoT)</li> </ul>
	<ul style="list-style-type: none"> <li>• Tammy Sleet (BID)</li> </ul>	
Apologies:	<ul style="list-style-type: none"> <li>• Terry Wheeler (WMTC, chair)</li> </ul>	<ul style="list-style-type: none"> <li>• Sue Maunder (CoT)</li> </ul>
	<ul style="list-style-type: none"> <li>• Martin Brunt (BID)</li> </ul>	<ul style="list-style-type: none"> <li>• Sandra Bond (CoT)</li> </ul>
	<ul style="list-style-type: none"> <li>• Laurence Hewitt (WMTC)</li> </ul>	<ul style="list-style-type: none"> <li>• Jenny Brown (CoT)</li> </ul>

Item	Item	Action to
1.	<p><b>Matters arising from minutes</b></p> <ul style="list-style-type: none"> <li>• Correction to August minutes, which stated that: TS will provide a Christmas update in August. Should have said September.</li> <li>• Aroma Café seating: TS contacted licencing who are dealing with this issue.</li> <li>• WMTC have not responded to query about café seating areas.</li> <li>• Community Clean retainer is on this agenda.</li> <li>• TS has informed Alpine that they will be allowed to operate for three years: 2017, 1018 and 2019.</li> </ul>	
2.	<p><b>Community Clean retainer financial request:</b></p> <ul style="list-style-type: none"> <li>• The group approved the use of the TCLG funds for 50% of the community clean retainer.</li> <li>• Pending approval from the BID board for the BID to pay the remaining 50%, BID to draw up a set of guidelines for discussion in October.</li> <li>• The group confirmed that work done by community clean would be:               <ol style="list-style-type: none"> <li>1. Additional to work currently carried out to clean and tidy the town</li> <li>2. Scheduled in advance with room for flexibility to allow for urgent cleaning work.</li> </ol> </li> </ul>	IF/TS





## WIMBORNE BID MINUTES

### Town Centre Liaison Group

Item	Item	Action to
3.	<p><b>Café seating out areas:</b> TS to inspect Square paving and remind cafes to clean spillages as soon as possible after they happen.</p>	TS
4.	<p><b>Christmas:</b> TS to send Christmas events schedule to TCLG members. PH to send TS details for Dreamboats flotilla.</p>	TS PH
5.	<p><b>BID Update:</b></p> <ul style="list-style-type: none"> <li>• Free wifi: There is a potential to work with WMTC, who are upgrading the town CCTV. Quote from Custom Security for adding wifi capability was very competitive. BID will be meeting Martyn Underhill to discuss funding the backbone.</li> <li>• Small Business Saturday: A range of events planned, including market on the Square, late night shopping, business expo, count down events.</li> <li>• Wayfinding: Report is due in the next few weeks. The sign on East Borough has now been installed. IF thanked WMTC and Glenn for installing the sign and CS for securing one side.</li> <li>• Meercat Associates: Joint procurement service being rolled out in the next couple of weeks.</li> <li>• ASB issues: The BID facilitated meeting with Sgt Tim Travers and businesses. Camera 10 has been repaired, and is now focussing more on the "hot" areas. BID has funded anti vandal paint for businesses where requested.</li> <li>• TS to ask LH to arrange a tour of CCTV facility for WMTC, BID and WMCTC members.</li> <li>• Economic Impact Survey on Wimborne Minster Folk Festival: Work is in progress and should be ready for publication before Christmas.</li> </ul>	TS
6.	<p><b>Chamber Update:</b></p> <ul style="list-style-type: none"> <li>• Cyber Crime event on Thursday morning at town hall.</li> <li>• Other events in planning: 'making wills' and 'getting to know Wimborne'.</li> </ul>	

Meeting closed at:

12:50pm

Date of next meeting:

Wednesday 4<sup>th</sup> October 2017

Last date to submit agenda items:

Thursday 28<sup>th</sup> September 2017

**Wimborne-Valognes Twinning Association**  
**Report of meeting held at 7.30 p.m. on**  
**Thursday 14<sup>th</sup> September 2017**

The President, Malcolm, informed the Committee that the organizer of the **Folk Festival** had not responded to his repeated attempts to contact him.

**Treasurer's Report:** Bank balances to date were £3224.04 (Current Account) and £1435.94 (Deposit Account).

**Membership Report:** It was reported that the current membership stands at 108.

**Past events:**

Malcolm reported that The Mayor's Civic Service in the Minster went well.

The Committee agreed that the Biennial Visit to Valognes in May 2017 had been lovely, but it was generally felt that the hall for the evening meal had not been a good choice.

Diann reported that quite a few people had attended the Boules Evening on 1<sup>st</sup> June and it had been a very pleasant evening, with refreshments provided by the Bowling Club.

It was reported that the BBQ had been cancelled due to the weather conditions but there had been some costs.

The weather for the Summer Garden Party on 12 August had been very good. 39 people attended the event.

There had been a disappointing turnout for the talk titled Beauty & Romance of France on 12 September but otherwise it had been a very good evening.

**Forthcoming events:**

My Family and Other Smugglers on 26<sup>th</sup> October

Annual Wine Evening on 8 December. A maximum of 50 people was agreed.

**Programme of Events - 2018**

Friday 2<sup>nd</sup> February has been fixed as the date for the A.G.M.

It was proposed having the Summer BBQ at lunch-time rather than later in the afternoon, but some Committee members disliked this idea. It was suggested that the person organizing the BBQ should have the greatest say. It was also mooted that the idea should be put to the A.G.M.

Biennial Visit in our 50<sup>th</sup> Year - Our French friends will be coming to Wimborne from Friday evening 27<sup>th</sup> - Monday morning 30<sup>th</sup> April. Diann suggested having a Service in the Minster and that the Service, lasting perhaps 30 minutes, could be followed by a guided tour of the Minster with a visit to the Chained Library. There was some discussion about the size of the contingent from Valognes; it was pointed out that this was really dependent on the number of hosts that could be provided. It was agreed that the Committee needed to know when the Mayoral Reception would be taking place before it could finalise its own plans. There was some discussion about whether the Committee should arrange an outing to the RNLI.

Malcolm asked whether the WVTA should become involved with the Wimborne Folk Festival next year because it is the 50<sup>th</sup> year of the Association.

There was also some discussion as to whether it should become more involved with the Food Festival.

Poisson d'Avril – It was pointed out that in 2018 1<sup>st</sup> April coincides with Easter. So, it was decided that instead of celebrating this French festival, as we usually do on alternate years, we should hold a social event in mid-March. Committee members were asked to e-mail one another with ideas as to what kind of event we should have. Norman mooted having a joint German-French Quiz Evening. Diann was asked to find out whether the German association, Wimborne-Ochsenfurt Twinning Association, would like to have a joint event with us and, if so, when.

Guest Talks – It was suggested that we should invite Christopher Legrand's wife to speak to the WVTA in 2018, but it was agreed that as Christopher Legrand had spoken to the Association twice in 2017, it would be better not to invite anyone from the same family to speak to the Association in 2018. Dorothy or Diann is to find out if we can get someone authoritative to speak about bees at one of our meetings. In answer to a query, Norman said that no films would be shown by the WVTA in 2018.

#### **Newsletter:**

Norman said that the next Newsletter would be going out on or around 1<sup>st</sup> October. Malcolm said that he would write the President's words for the Newsletter before he goes to Prague. Also he said that he would talk to John Smith about historical matters when possible.

#### **A.O.B.**

Tributes were paid to Jan Joseph. Committee Members recalled the many ways in which she had contributed to the WVTA over the years.

The application for the Town Council grant: There was some discussion as to whether a higher grant than normal should be applied for as 2018 is a special year for the WVTA and there will be extra costs. It has been suggested to us that £250 could be appropriate.

**Malcolm** will attend the A.G.M. but he may soon be domiciled in France and not in the U.K. There was some discussion as to which committee members will need to be re-elected at the 2018 AGM.

#### **Date and Venue of Next Meeting:**

Thursday 23<sup>rd</sup> November

The meeting closed at approximately 9.30 p.m.

**Cllr Mrs Diann March**  
**Wimborne Minster Town Council Representative**