

From the Town Clerk



WIMBORNE MINSTER TOWN COUNCIL
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Dear Councillor

8 March 2018

You are summoned to attend a meeting of the **TOWN COUNCIL** to be held on **TUESDAY 13 MARCH 2018 at 7.30 pm** in the **COUNCIL CHAMBER**, Town Hall, West Borough, Wimborne Minster.

COUNCILLORS ARE REMINDED TO BRING WITH THEM TO THIS MEETING ANY WRITTEN REPORTS TO COMMITTEES TO WHICH THEY MAY WISH TO REFER.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Lawrence Hartley'.

Town Clerk

PUBLIC QUESTION TIME

Before commencement of the formal agenda, members of the public are invited to ask questions of the Council at the Chairman's discretion.

AGENDA

- 1 Apologies for absence.
- 2 To confirm the Minutes of the **TOWN COUNCIL MEETING** held on 30 January 2018 (pages 7216, 7217, 7218, 7219 & 7220).
- 3 To receive the Minutes of the **RESOURCES COMMITTEE** held on 20 February 2018 (pages 7221 & 7222).
- 4 To receive the Minutes of the **PLANNING & ENVIRONMENT COMMITTEE** held on 27 February 2018 (pages 7223, 7224 & 7225).
- 5 **DORSET COUNTY COUNCILLOR'S REPORT** (if any).
- 6 **EAST DORSET DISTRICT COUNCILLORS' REPORTS** (if any).
- 7 **TOWN MAYOR'S REPORT**
- 8 **TOWN COUNCIL REPRESENTATIVES' REPORTS** (if any).



- 9 **SUSPENSION OF STANDING ORDERS**
To suspend for the remaining items Standing Orders Numbers 30 (standing to speak) and those parts of Number 29 relating to speaking more than once.
- 10 **GRASS TENNIS COURTS – USE BY WIMBORNE TENNIS CLUB**
To consider the report of the Town Clerk (copy herewith).
- 11 **WIMBORNE TOWN CENTRE STRATEGY PROJECT**
To consider the report of the Town Clerk (copy herewith).
- 12 **EXCLUSION OF PRESS & PUBLIC**
- 13 **THE PADDOCK ADJACENT WIMBORNE FIRST SCHOOL**
Town Clerk to report.
- 14 **RISK ASSESSMENT 2017/2018**
To consider the risk assessment prepared for the current financial year as required by the External Auditor (copy circulated separately).

LOCALISM ACT 2011 and CODE of CONDUCT

Members are reminded to comply with those elements of the Localism Act and the Town Council's Code of Conduct in respect of disclosable pecuniary interests.

GENERAL CONDUCT

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

TO ALL MEMBERS OF THE TOWN COUNCIL

WIMBORNE MINSTER TOWN COUNCIL

To: Town Council

On: 13 March 2018

REPORT OF TOWN CLERK

GRASS TENNIS COURTS – USE BY WIMBORNE TENNIS CLUB

(Item 10)

As members know, the hard tennis courts are being refurbished and the contractor was expecting to begin work last week. The contract period is approximately 9 weeks.

As members also know, as part of the regeneration of the grass courts area of Redcotts Recreation Ground, the Town Council has agreed to two grass courts being retained for use by the public and Wimborne Tennis Club provided the Club pays for the new fencing which will be required.

Negotiations are ongoing with the Club but it is unlikely, in my view, that any progress will be made until the summer at the earliest.

Therefore, in view of this and the fact that the hard courts will be out of use for over two months, unless members have any objection, the Tennis Club will continue to use the three grass courts at least until the hard courts have been refurbished, as per the existing arrangements.

It is intended to have the courts ready for the first week of April 2018.

WIMBORNE MINSTER TOWN COUNCIL

Date: 13 MARCH 2018

Reference: Item 11 – WIMBORNE TOWN CENTRE STRATEGY PROJECT

Author: Assistant Town Clerk

1.0 Background

1.1 In October 2016, there was a meeting at the Town Hall attended by representatives of the Town Council, District Council, and the BID, to discuss the options on how the future of Wimborne can be shaped to help address upcoming challenges such as the planned large scale residential developments. This work would build on the positive contributions to date of the key stakeholders within Wimborne e.g. BID, Town Council, District Council, County Council and other key groups. At that time, Members agreed a suggestion to explore further the development of a Town Centre Strategy, exploiting the learning gained from similar projects in Christchurch and Ferndown. The District Council had set aside funding for this work should it go ahead.

1.2 It was suggested that this work should take the form of a strategy which would deal with some of the key strategic challenges needing to be understood and addressed, for example:

- The impact of various new Housing developments in and around the Town including the impact of increased traffic;
- The changes to retail spending patterns in the 21st Century;
- The effective utilisation of public sector assets to support a sustainable Town Centre;
- The adequacy of car parking facilities; and
- More effective celebration and use of key environmental assets such as the Minster and the River Allen.

1.3 However, at that time no further progress of this partnership project was made.

2.0 Recent Events

2.1 In December 2017, the Assistant Town Clerk was asked to contact the Strategic Director of the Partnership and request that the District Council reconsiders its funding proposal.

2.2 Following the initial meeting with the District Council in 2016, the Spending and Resources Review Project run by the Resources Committee had also made provision for a project, amongst others, to be taken forward by the Town Council; namely the Town Centre Strategy, in its closedown report (January 2018).

2.3 It was felt that the timing was now right to revisit the possibility of working with the District Council on its initial proposal.

2.4 As requested, the Assistant Town Clerk met with the Strategic Director in January 2018. The outcome of the meeting was positive, and the District Council has since communicated that it is prepared to move forward with this partnership project. The District Council has suggested, as a goodwill gesture, that the Town Council and BID contribute some funds to

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the project. For the Town Council, this will probably mean a sum of £10k. It has also been requested that the Town Council lead and manage this project.

- 2.5 The BID Board met on 21st February 2018 to discuss the project and would welcome the opportunity to work with the District and Town Councils as a part of this initiative. They have ring-fenced in the region of £5k.

3.0 Planning and Environment Committee

- 3.1 The Planning and Environment Committee at its meeting held on Tuesday 27th February 2018 agreed to support, in principle, the proposal to work with the District Council and BID to deliver a Town Centre Strategy subject to a decision by the Town Council.
- 3.2 The Committee recommended that the project is progressed quickly, in order to get some traction, before the imminent changes from the planned local government reorganisation in Dorset.
- 3.3 The Chairman of the Planning and Environment Committee has also suggested that it would be her preference for the Town Centre Strategy Project to continue to work in tandem with the Wimborne Future Working Party. This can be reviewed later in the year.

4.0 Governance

- 4.1 To steer the project there needs to be representation from democratically elected representatives from the Town Council and the District Council, which is a model that has worked well in Ferndown. Additionally, because of the close working relationship with the BID, representation from this body is also recommended.
- 4.2 Therefore, a Steering Group is recommended to consist of:
- 2 Elected Members from the Town Council and District Council (an equal number from each Council)
 - 2 Wimborne BID Directors
- 4.3 Representation from the County Council will also be preferable. The Town Council will request that this is achieved by an existing "twin hatter" Councillor.
- 4.4 The Steering Group will be supported by Officers from the Town and District Councils and also the BID.
- 4.5 The suggested role of the Steering Group is set out as follows:
- Approve the scope and draft tender specification for the project;
 - Involvement in the final selection of a consultant from a final shortlist (Optional);
 - Meet to receive regular updates from the consultant on the progress of the strategy milestones;
 - Agree the final report for onward recommendation to partner Councils; and
 - Report back on progress to the respective Councils.

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4.6 As detailed above, one of the first tasks of the Steering Group will be to develop a tender specification in order to target and obtain quotations from specialist consultants. The use of specialist consultants has been suggested on the basis that they would not possess any preconceived ideas about the Town and that they can look at the key challenges objectively. Furthermore, they would engage effectively with all the relevant stakeholder groups on an even-handed basis and therefore help to avoid any accusations of bias.

5.0 Next Steps and Recommendations

5.1 If the Town Council continues to support this project, it is suggested that the £10k be met from the General Fund.

5.2 Expressions of interest from Members wishing to sit on the Steering Group and play an active role in this project are requested. The Members will need to be available for day time meetings and be able to prioritise this project over other time commitments.

5.3 Those Members wishing to be on the Steering Group are requested to email the Chairman and Assistant Town Clerk with their reasons. The Chairman will review these requests and make a final recommendation on the chosen two Councillors based on their availability and relevant skill set.

5.4 It is hoped that the Inaugural meeting of the Steering Group will be held in April 2018 and from here, it will plan to meet monthly. On occasion, there may be a requirement to meet more frequently than this.

5.5 Following the decision of the Town Council on whether it wishes to proceed with this project, the Assistant Town Clerk will communicate the outcome to the District Council and BID.