

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a MEETING of the TOWN COUNCIL held on TUESDAY
30 APRIL 2019 at 7.30 pm in the Council Chamber, Town Hall, West
Borough, Wimborne Minster.

MEMBERS PRESENT

Cllr Mrs K F Webb - Town Mayor & Chairman of the Council
Cllr Mrs S A Bell
Cllr J Burden
Cllr Ms C L Butter
Cllr Mrs P A Hymers
Cllr Mrs D J March
Cllr R P Nunn
Cllr W J Richmond
Cllr Mrs A E Roberts
Cllr T F Wheeler

MEMBERS NOT PRESENT

Cllr S K Bartlett - Deputy Town Mayor & Vice-Chairman of the
Council
Cllr Mrs C A Chedgy
Cllr R D Cook
Cllr Mrs S A Cook
District Cllr D Morgan
District Cllr D G L Packer

OFFICERS PRESENT

Town Clerk
Administration Officer

Questions from the public

Mr White asked if the Town Council knew anything about the traffic survey that was currently taking place in the Town. The Chairman responded that the Council had not been notified of the traffic assessment but that it would endeavour to find out. It was assumed it was connected to the new developments.

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TOWN COUNCIL MEETING HELD ON 12 MARCH 2019

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

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228 **EXTRAORDINARY TOWN COUNCIL MEETING HELD ON
19 MARCH 2019**

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

229 **EXTRAORDINARY TOWN COUNCIL MEETING HELD ON
26 APRIL 2019**

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

230 **CONFIRMATION OF RESOURCES COMMITTEE HELD ON
19 MARCH 2019**

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

231 **CONFIRMATION OF PERSONNEL COMMITTEE HELD ON
2 APRIL 2019**

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

232 **CONFIRMATION OF PLANNING & ENVIRONMENT COMMITTEE
HELD ON 9 APRIL 2019**

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

233 **CONFIRMATION OF RESOURCES COMMITTEE HELD ON 16
APRIL 2019**

Referring to Minute 223 (Erection and Removal of Town Bunting), the Town Clerk confirmed that Wimborne BID had agreed to contribute 50% of the overall cost providing that the bunting was not single-use plastic.

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

234 **TOWN MAYOR'S REPORT**

Cllr Mrs K F Webb – see **Appendix A** to these Minutes in the Minute Book.
List of Engagements – see **Appendix B** to these Minutes in the Minute Book.

235 **TOWN COUNCIL REPRESENTATIVES' REPORTS**

Leigh Park (Wimborne Minster) Community Association – Cllr J Burden had attended the AGM and a copy of the Annual Report and Financial Statements would be made available in the Members' Box in Reception.

Wimborne Ochsenfurt Twinning Association – Cllr Mrs P A Hymers reported that there would be a joint skittles event with the Valognes Twinning

Town Council – 30 April 2019

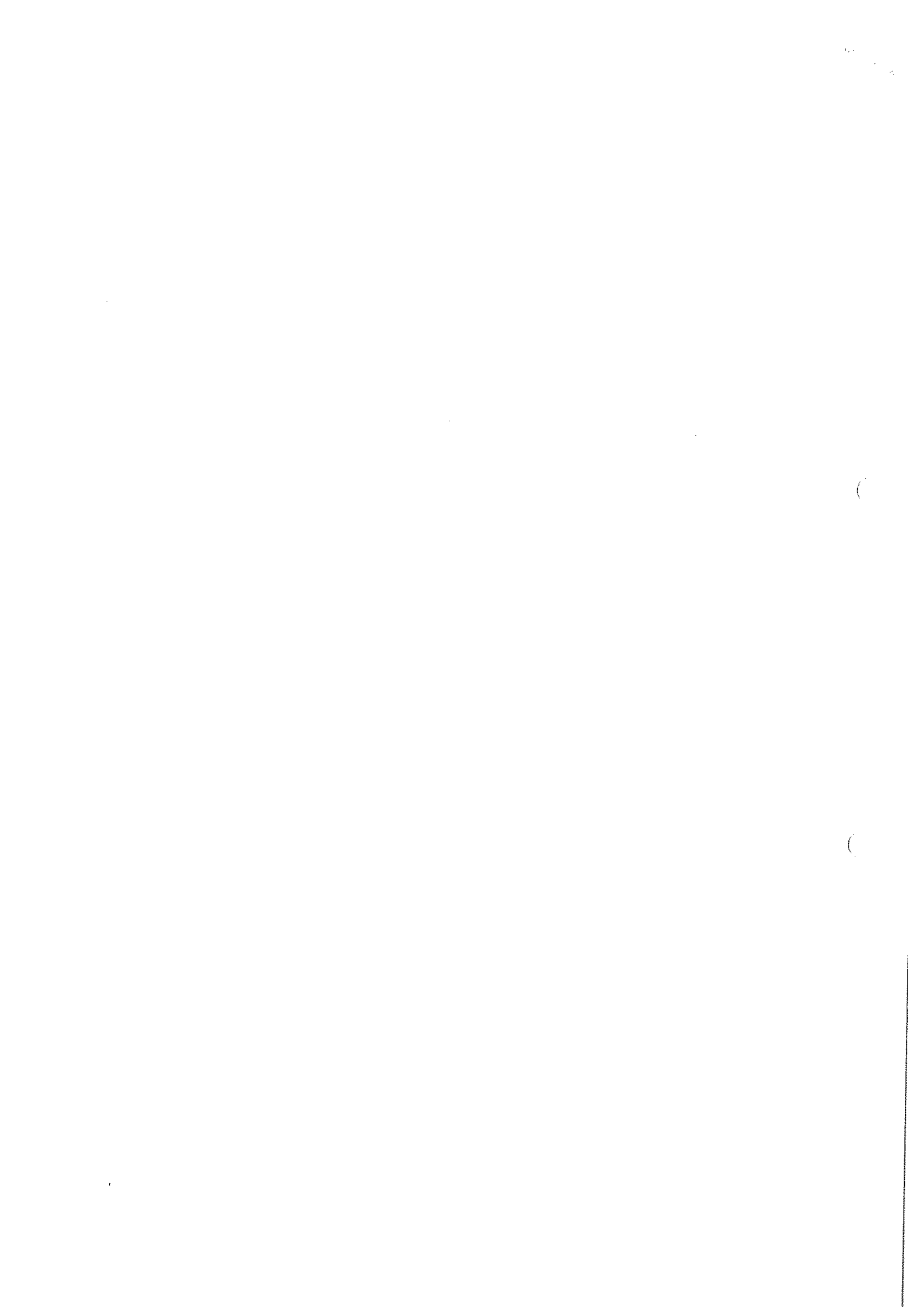
Association on 10 May 2019. There were also plans for an event in Wimborne in November 2019 to mark the 30th anniversary of WOTA.

Wimborne Minster Folk Festival – Cllr Mrs Hymers reported that the Folk Festival would commence on 6 June this year including a comedy night with music held at the Tivoli Theatre. She hoped that the fabric bunting which was currently being produced by volunteers would be put up before this date.

Wimborne Cemetery Joint Management Committee – Cllr T F Wheeler – See **Appendix C** to these Minutes in the Minute Book.

The meeting closed at 7.50 pm.

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



April 2019 Town Mayor's Report

Since our last meeting;

My Mum passed away quite suddenly which was quite a shock – meaning Mayoral and Chairman commitments took a back seat for a couple of weeks. Thank you to those Cllrs that sent cards and expressed condolences, it was appreciated.

As a result I haven't been as diligent at maintaining an accurate record of hours spent on Council business but I think if we look back over the year, there appears to have been an average of approximately 18 hours pw on both the Mayoral and Chairman roles. For anyone that does want more specific information on this, I will send the spreadsheet to the office for information.

So since our last full Council meeting, I had 4 Mayoral engagements and the Deputy Mayor and Mayoress attended 7 on my behalf.

Events

Recent notable events were the Ferndown Civic Day which included a trip to High Mead Farm which was really super, to find out about the work they do there for people with special needs. They have an open Day in May too if you would like to go down and find out more – it's a good fund raiser for them and of course just on our doorstep.

I also was lucky enough to bowl the first 'wood' (?) at Wimborne Bowls club – I think I did okay as they immediately shouted 'sign her up'.

And of course, there was selling roses on the Square for St George's day last week where I was accompanied by Chris Brown, Anthony Oliver and Mel from the Militia. We raised over £270.50 and a contribution will be made to the Militia for their support.

Civic Service

I had my Civic Service/reception on Sunday which was attended by many from the Chain Gang that I have got to know and become friends with this year. People attended from groups, charities and organisations from the town too and it was a lovely afternoon celebrating the people and volunteers of the town. I haven't yet got the figure for what was raised but notes were coming thick and fast, we had to borrow Chris Browns hat to put it all in!

Of course the finale of the afternoon was inviting Chris Brown to the stage to award him with his honorary Freeman title. He was genuinely very surprised and almost speechless (unlike David Morgan who was difficult to get off stage after updating people on the PHM's Revival project) – I think that has to be a first. Last thing I've heard from him is that he is planning to do something with sheep very soon – he wants to exercise his new 'rights' I believe!

LGR

LGR is nearly fully implemented – it will be by Friday when the Councillors are elected! Unfortunately EDDC hadn't paid our £75k grant before 31st March when they ceased to be but we have had confirmation just today that on receipt of an invoice from us, Dorset Council will make

payment – so we are continuing with our planned projects and great progress has been made on the IT upgrades and implementations.

Finally

This is my last proper full Council meeting that I shall Chair as Chairman of the Council. I want to thank those Members that have been very supportive of me throughout my Mayoral year as have many people around the town who have been giving me great feedback, particularly at my Civic Service on Sunday.

I want to thank those Members who will be stepping down later this week - some of which have been Members for many many years and have given a great deal of time and added so much to this and other Councils. I'm sure we will continue to see you around town and that you will remain involved in the other voluntary organisations that you also already work with. I wish you the best of luck.

MAYOR'S ENGAGEMENTS

12 March 2019 – 30 April 2019

- 22.03.19 Priest's House Museum – The Deputy Mayor represented the Mayor at a performance of 'Aftermath' held at Deans Court.
- 25.03.19 Wimborne Academy Trust – The Deputy Mayor represented the Mayor at a Business Meeting held at QE School.
- 29.03.19 High Sheriff – The Deputy Mayor and Deputy Mayoress represented the Mayor at the Declaration Ceremony for the High Sheriff of Dorset 2019-20 which was held at Canford School.
- 30.03.19 Wimborne Model Town – The Deputy Mayor and Deputy Mayoress represented the Mayor at the seasonal opening of the Model Town.
- 03.04.19 Bridport Town Council – The Deputy Mayor and Deputy Mayoress represented the Mayor at the Civic Day held in Bridport.
- 09.04.19 Coach & Horses – The Deputy Mayor & Deputy Mayoress represented the Mayor at the launch event for the new Coach & Horses menu.
- 12.04.19 Blandford Forum Town Council – The Deputy Mayor and Deputy Mayoress represented the Mayor at the Civic Day held in Blandford.
- 13.04.19 Wimborne Bowls Club – The Mayor attended the opening of the Wimborne Bowls Club.
- 14.04.19 Portland Town Council – The Deputy Mayor and Deputy Mayoress represented the Mayor at the Ceremony of the Keys.
- 16.04.19 Ferndown Town Council – The Mayor attended the Civic Day held in Ferndown.
- 23.04.19 St George's Day – The Mayor sold red roses in The Square to mark St George's Day, proceeds to Mayor's Charities.
- 28.04.19 Wimborne Minster Town Council – The Mayor and her Escort hosted their Civic Reception held at The Allendale Community Centre.

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WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE

Minutes of the Committee Meeting held in the Committee Room at Wimborne Minster Town Hall on Monday 25th March 2019 at 7.00pm

Present: Cllr T. Wheeler - Chairman
 Cllr. S. Broad
 Cllr. C. Chedgy
 Cllr. B. Roberts
 Ms K. St Clair - Clerk & Registrar

18/91 APOLOGIES FOR ABSENCE
 Cllr S. Cowsill – Vice-chairman

18/92 MATTERS ARISING FROM MINUTES OF MEETINGS HELD ON 25th FEBRUARY 2019

Matters arising since the last meeting:

18/80 – The Clerk circulated proposed wording for the plaque together with cost which the Committee discussed.

IT WAS AGREED for the Clerk to proceed with a plaque for the beacon in stainless steel and give consideration to the font.

18/89 – The Clerk provided the Committee with a schedule of costings for last years Battle's Over event with a view to the level of event proposed for Remembrance 2019. The Clerk suggested a scaled down event for this year due to focus in other cemetery matters and the CiLCA qualification she is currently undertaking. The Committee agreed and the Clerk will continue to keep members updated.

18/93 APPROVE AND SIGN FINANCIAL REPORTS FOR FEBRUARY 2019

Financial reports for the above period were provided to all members prior to the meeting. Bank statements and full reports including Bank Reconciliations, Financial Summary – Cashbook, Income and Expenditure Transactions and Budget Comparison to date were checked against the bank statements and signed by the Chairman. The Chairman noted a small adjustment needed which was due to a dating issue on the Petty Cash account however, the figures were, in effect correct. Full reports were available to all members for review at the meeting.

18/94 CLERKS FINANCE REPORT AND ACTIVITY SUMMARY – FEBRUARY 2019

The Clerks Finance and Activity Report for the period were discussed and income and expenditure reported as good for the period. Total activity was reasonable and similar to that of the previous month. The Clerk highlighted that analysis of this report, together with the Budget Comparison reports, showed the income from Memorials has been particularly low throughout the year.

18/95 MONTHLY INSPECTION REPORT – FEBRUARY 2019

The Clerk explained the report would again be referred to a 'February 2019' for this month as this follows with the month in which work has been carried out and matches with the finance reporting, activity and likely expenditure relating to maintenance. The Committee received the report prior to the meeting and most items were self-explanatory.

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE

Cllr Chedgy raised the question of going out to tender for the Memorial Maintenance Program which the Clerk explained had not yet commenced but she would ensure a fair procedure is followed to ensure all appropriate stone masons have the opportunity to provide a quotation for the work.

18/96 RESOURCING FOR CEMETERY GROUNDS

The Clerk provided the Committee with a summary of past staffing of the cemetery and last year's redundancy of the post of Cemetery Supervisor prior to the meeting. She gave members an update on changes, new procedures implemented and the effect of how the cemetery has been managed in the last 6 months. In light of these developments, the Clerk asked the Committee if she could put together a business plan with a proposed staffing structure for their consideration.

IT WAS AGREED that the Clerk be allowed to do this.

18/97 LODGE REPAIRS

The Clerk provided a comprehensive report highlighting the main areas in need of repair and attention inside the lodge, together with a proposal to rectify in the coming new financial year.

IT WAS AGREED the Clerk should now make enquiries with professionals in these matters and report back to the Committee.

18/98 CHAPEL DOORS

The Clerk received a quotation in May 2018 for the renewal of the doors to the Chapel. This was following the replacement of the Workshop doors and was at a reduced rate due to the company still having the template. The Clerk requested she proceed with the replacement of both the doors and ironwork in 2019/2020.

IT WAS AGREED that the Clerk should look into this in conjunction with repairs to the lodge and present to the Committee before giving any instruction.

18/99 ITEMS FOR INFORMATION

The Chairman and members thanked the Clerk for all her work and contribution to the Cemetery over the last year, which was noted together with her recent appraisal.

Dates for coming meetings were discussed and the Clerk will clarify with members.

The Chairman declared the meeting closed at 8:20pm

Signed:

Cllr. T. Wheeler – Chairman

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE

Activity Summary - Yearly Activity Summary - Yearly Comparison

	2018/2019			2017/2018			2016/2017			2015/2016			2014/2015		
	Res	Non-Res	Total	Res	Non-Res	Total	Res	Non-Res	Total	Res	Non-Res	Total	Res	Non-Res	Total
Purchase of Burial Rights															
Full Burial	10	15	25	6	7	13	13	2	15	7	5	12	13	8	21
Cremation plot	3	6	9	9	7	16	4	7	11	8	1	9	7	7	14
Total	13	21	34	15	14	29	17	9	26	15	6	21	20	15	35
Percentage	38%	62%		52%	48%		65%	35%		71%	29%		57%	43%	
Interment															
Full Burial	19	15	34	13	13	26	10	21	31	14	11	25	15	17	32
Cremation	12	24	36	19	13	32	19	19	38	13	12	25	20	24	44
Scatter	2	0	2	7	3	10	3	5	8	3	3	6	2	2	4
Child	0	0	0	0	0	0	1	0	1	1	0	1	0	0	0
Total	33	39	72	39	29	68	33	45	78	31	26	57	37	43	80
Percentage	46%	54%		57%	43%		42%	58%		54%	46%		46%	54%	
Grave Digging															
Single or Reopen	10	6	16	8	7	15									
Double Depth	10	8	18	2	5	7									
Cremation	11	24	35	21	13	34									
Total	31	38	69	31	25	56									
Percentage	45%	55%		55%	45%										
Memorial & Inscriptions															
Headstone	5	8	13	6	9	15	14	8	22	10	10	20	9	20	29
Tablet	7	6	13	10	7	17	9	7	16	8	4	12	8	10	18
Additional Inscription	10	12	22	8	12	20	9	10	19	7	12	19	18	17	35
Vase	0	0	0	0	1	1	0	1	1	1	1	2	0	1	1
Tree / Placque	0	2	2	0	2	2	0	2	2	2	3	5	2	0	2
Bench	2	0	2	1	0	1	1	0	1	1	2	3	0	0	0
Total	24	28	52	25	28	53	33	28	61	29	32	61	37	48	85
Percentage	46%	54%		47%	53%		54%	46%		48%	57%		44%	56%	
Other															
Deed of Grant Transfer	22	8	30	7	5	12	0	0	0	0	0	0	0	0	0
Use of Chapel	6	8	14	3	5	8	1	9	10	5	6	11	2	4	6
Searches	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total & Percentage of Activity	48%	52%	271	53%	47%	226	48%	52%	175	53%	47%	150	47%	53%	206

Monthly Fee Income

	2018/19	2017/18	Difference
April	£7,763	£3,200	£4,563
May	£7,085	£9,670	-£2,585
June	£1,435	£4,845	-£3,410
July	£6,728	£4,860	£1,868
August	£5,913	£1,035	£4,878
September	£6,455	£6,585	-£130
October	£7,025	£4,054	£2,972
November	£13,296	£4,841	£8,456
December	£3,158	£1,231	£1,927
January	£7,173	£2,446	£4,727
February	£6,371	£4,741	£1,630
March	£5,500	£4,046	£1,454
Total YTD	£77,902	£40,320	£37,582
Total for the Year	£77,902	£51,553	£26,349
Average per month	£7,790	£4,032	