

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a meeting of the **PERSONNEL, POLICY & STRATEGY COMMITTEE** held on **THURSDAY, 6 JUNE 2019 at 10.00 am** in the Committee Room, Town Hall, Wimborne Minster.

COMMITTEE MEMBERS PRESENT

Cllr S K Bartlett (Chairman of the Council – in the chair)
 Cllr K F Webb (Vice-Chairman of the Council)
 Cllr C A Chedgy (Chairman Resources Committee)
 Cllr W J Richmond (Chairman Recreation & Leisure Committee)
 Cllr M R Tidd (Chairman Planning & Environment
 Committee)

ALSO PRESENT

Cllr F Shirley

OFFICERS PRESENT

Town Clerk
 Assistant Town Clerk

21 **TERMS OF REFERENCE & FREQUENCY OF MEETINGS**

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 report set out the terms of reference for this Committee and suggested what the frequency of its meetings might be. It also suggested that, initially, the Committee should meet in the daytime but that this would be reviewed if any Member who was subsequently appointed to the Committee was precluded from attending because of work commitments.

RESOLVED that, initially, the Committee meets at 10.00 am on the first Friday of every month subject to the proviso that this will be reviewed in the circumstances referred to above.

22 **FUTURE SPORTS VILLAGE, LEIGH ROAD – UPDATE**

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 report provided an update on the provision of this facility, which was intended to become the new home of Wimborne Rugby Football Club, and which was expected to be completed in 2024.

The Town Council had accepted, in principle, the District Council's offer to transfer the ownership of the facility to the Town Council at the appropriate time which was likely to be nearer its completion.

However, the Committee was concerned that it was not being consulted on the detailed negotiations, particularly regarding the design of the clubhouse.

The Town Clerk would communicate these views to the relevant officers of Dorset Council.

23

COMMUNITY ASSET TRANSFERS – PROGRESS REPORT

The Town Clerk submitted a progress report on the community asset transfers, 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 Chairman advised that there were likely to be other areas offered once Dorset Council had settled down following re-organisation.

One area which Members thought should be acquired and added to the Project Action Plan was the Paddock adjoining Wimborne First School when the School moved to its new premises on the housing development site off Cranborne Road.

It was agreed to continue to seek ownership of the Paddock from Dorset Council and to add the project to the Action Plan. The progress on the Tree Preservation Order in relation to the trees surrounding the First School and Paddock would be checked.

24

FIVE YEAR STRATEGY

The Assistant Town Clerk provided a brief overview of the benefit of this type of document and the process required to develop it. The creation of a Five Year Strategy would provide a clear vision and set priorities for the Town Council, based upon the views of the community and evidence provided from residents' surveys and other key policies and documents available.

The Chairman of the Council advised that the Town Council would need to work with the new Dorset Council officers to ensure the document reflected the true needs of the town and also support the wider work of Dorset Council.

RESOLVED that a meeting be arranged as soon as possible comprising the Chairmen, Vice Chairmen, Town Clerk and Assistant Town Clerk to begin to plan for the development of a Five Year Strategy.

25 **PROJECT ACTION PLAN**

The Assistant Town Clerk submitted an updated Project Action Plan, 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 Committee was advised that the original purpose of the document had been to report on project progress, prioritisation and staff resource over the last year. However, project identification and prioritisation had been somewhat reactive to date and it was hoped that this would improve with the development of a five year strategy for the Town Council.

Members commented on the Plan as follows:

- i) to add an end date to each of the projects. It was felt that the document needed to make firmer assessments about the length of time each project would take to complete and set clear end dates;
- ii) it was requested that the options for the Tennis Club, as seen within the planned next steps for Land and Leases Review project, be reported to the next Extraordinary Meeting of the Council on 18 June 2019;
- iii) to add new projects to the document including: social media and recording at meetings, accessibility of meetings in the council chamber, co-option of another member, holistic review of the acquisition of new land and recruitment of an operations manager.

The Project Action Plan would be amended accordingly.

26 **EXCLUSION OF PRESS & PUBLIC**

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

27 **CEMETERY STAFF**

See Confidential Minute 27/394.

28

ASSISTANT TOWN CLERK

See Confidential Minute 28/395.

The meeting closed at 10.45 am.

Signed Dated
Town Mayor and Chairman of the Council