



Dear Councillor

27 February 2020

You are summoned to attend a meeting of the **TOWN COUNCIL** to be held on **TUESDAY 3 MARCH 2020 at 7.30 pm** in the **COMMITTEE ROOM**, 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

Handwritten signature of Lawrence Hartley in blue ink.

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           **SUSPENSION OF STANDING ORDERS**  
To suspend Standing Orders Number 1 (relating to venue) and 30 (standing to speak).
- 2           Apologies for absence.
- 3           To confirm the Minutes of the **TOWN COUNCIL MEETING** held on 7 January 2020 (pages 7440, 7441, 7442 and 7443).
- 4           To confirm the Minutes of the **EXTRAORDINARY TOWN COUNCIL MEETING** held on 28 January 2020 (pages 7450, 7451 and 7452).
- 5           To receive the Minutes of the **PLANNING & ENVIRONMENT COMMITTEE** held on 14 January 2020 (pages 7444, 7445, 7446 and 7447).
- 6           To receive the Minutes of the **RESOURCES COMMITTEE** held on 28 January 2020 (pages 7448 and 7449).
- 7           To receive the Minutes of the **PERSONNEL, POLICY & STRATEGY COMMITTEE** held on 7 February 2020 (pages 7453, 7454, 7455 and 7456). (Please note the recommendations contained in Min. Nos 207 & 208)



- 8 To receive the Minutes of the **RECREATION & LEISURE COMMITTEE** held on 11 February 2020 (pages 7457, 7458, 7459 and 7460).
- 9 To receive the Minutes of the **RESOURCES COMMITTEE** held on 18 February 2020 (pages 7461 and 7462).
- 10 **HIGHLAND PARK ESTATE AMENITY AREAS (Min 166 – 03.12.19)**  
To consider the report of the Town Clerk (copy herewith).
- 11 **TOWN COUNCIL VACANCY**  
The Town Clerk to report that following the resignation of Cllr Mike Roe, the Returning Officer has confirmed that no election has been called during the statutory period and that the Council may now fill the vacancy by co-option.
- 12 **CLIMATE CHANGE TASK & FINISH GROUP PROGRAMME PROGRESS REPORT**  
To receive a report from Cllr K F Webb (copy herewith).
- 13 **75<sup>th</sup> ANNIVERSARY OF VE DAY (Min 104 – 06.09.19)**  
To consider the report of the Town Clerk (copy herewith)
- 14 **DORSET COUNCILLORS' REPORTS (if any).**
- 15 **TOWN MAYOR'S REPORT**
- 16 **TOWN COUNCIL REPRESENTATIVES' REPORTS (if any).**

#### **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, Human Rights and Data Protection (General Data Protection Regulation).

#### **PUBLIC RIGHTS TO SPEAK AT MEETINGS**

Members of the public have a right to speak for no more than 3 minutes at meetings of the Council, to ask questions, give evidence and to make representations. Such rights shall be exercised at Town Council meetings immediately after the Chairman opens the meeting. . No written communications or representations connected with items on the agenda shall be circulated to councillors unless they have been received by the Town Clerk and circulated at least two days in advance of the meeting.

**WIMBORNE MINSTER TOWN COUNCIL**

**To: Town Council**

**On: 3 March 2020**

**TOWN CLERK'S REPORT**

**HIGHLAND PARK ESTATE AMENITY AREAS**

(Item 10)

On 7 January 2020, the Town Council deferred the recommendation contained in Minute 166 of the Planning & Environment Committee held on 3 December 2020 set out below:

**HIGHLAND PARK ESTATE AMENITY AREAS**

*Cllr Richmond submitted a report, a copy of which had been circulated to each Member and a copy of which appears as **Appendix F** to these Minutes in the Minute Book.*

*Cllr Richmond highlighted the key findings within his report and requested that the Town Council asks Dorset Council to make a claim for adverse possession of those amenity areas currently maintained by that authority.*

***RECOMMENDED to Council that Dorset Council be requested to claim adverse possession of the amenity areas detailed in the report.***

I asked for the deferment to allow me to consult Dorset Council's Community & Open Spaces Manager as to whether drawing Dorset Council's attention to the fact that it did not own these areas would result in that authority ceasing to maintain them (on the assumption Dorset Council did not accede to the Town Council's request).

His view was that this had been the case in other parishes and that there was a possibility that this might happen in this case. However, he felt that, if the areas were important to the community and the Town Council protested strongly, Dorset Council might relent.

**On that basis, I recommend that, as a first step in the process, the Town Council adopts the recommendation contained in Minute 166.**

If Dorset Council refuses to accede to the request by the Town Council, I will submit for consideration at a future meeting a report on the next steps the Town Council might wish to take.

**WIMBORNE MINSTER TOWN COUNCIL**  
**Climate Emergency & Biodiversity Task and Finish Group Report**

**Author:** Cllr Kelly Webb

Item 12

**Date:** 26<sup>th</sup> February 2020

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The Programme of projects was set up in August last year and very quickly action was taken to review the current energy consumption situation with Council owned buildings. A report was commissioned from Low Carbon Dorset.

As a result of analysis and recommendations in the report, quotes for a number of changes and implementations have been sought and we will soon be in a position to apply for support funding from Low Carbon Dorset. In the meantime, a £15,000 fund has been agreed by this Council for projects relating to the Climate Emergency policy.

I am writing some CE related policies e.g. that relate to how we use consumables and our relationship with suppliers – avoiding single use plastic and waste generally.

The structure of the Programme of Projects has been taken down given that the bulk of carbon footprint work has been done. Other Councillors that were on the Task and Finish group were finding it impossible to devote time to project work, so it was agreed that they would champion projects as and when they were able to in a 'business as usual' way – recommendations to Council should be pushing on an open door given we have a fund and a policy in place to support relevant projects.

It was agreed that the T&F group would continue to meet quarterly purely in a monitoring and ideas sharing capacity. Essentially all Cllrs are responsible for taking any of their own ideas forward and I will continue to work with the Town Clerk on the quotes we are still waiting for, the application to Low Carbon Dorset and on writing the policies for consideration by the Council.

**WIMBORNE MINSTER TOWN COUNCIL**

**To: Town Council**

**On: 3 March 2020**

**TOWN CLERK'S REPORT**

**75<sup>TH</sup> ANNIVERSARY OF VE DAY**

(Item 13)

Members will recall that following a recommendation from the Personnel, Policy & Strategy Committee, the Town Council at the Extraordinary Meeting on 28 January 2020 allocated £7,000 in the 2020/21 budget to meet the cost of providing entertainment and associated ancillary matters to celebrate this event.

The Chairman and Vice Chairman of the Council have met with representatives of neighbouring parishes as well as other stakeholders, the details of which were circulated to all Members in an email on 13 February 2020.

Other meetings are planned to finalise arrangements but there will come a point when costs need to be incurred. As it is impracticable to refer all items of expenditure to a formal Committee for authorisation it is

**RECOMMENDED** that the Town Clerk in consultation with the Chairman and Vice Chairman of the Council be authorised to make payments as necessary to facilitate these celebrations.