

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a MEETING of the TOWN COUNCIL via video link held on FRIDAY, 9 APRIL 2021 at 10.00 am

**MEMBERS PRESENT VIA VIDEO LINK**

**Cllr S K Bartlett – Town Mayor & Chairman of the Council**  
**Cllr K F Webb – Deputy Town Mayor & Vice-Chairman of the Council**

**Cllr D Burt**  
**Cllr C L Butter**  
**Cllr C A Chedgy**  
**Cllr L C Hinks**  
**Cllr M J Hopkins**  
**Cllr D J March**  
**Cllr W J Richmond**  
**Cllr F Shirley**  
**Cllr S Wheeler**

**MEMBER NOT PRESENT**

**Cllr A E Roberts**

**OFFICERS PRESENT VIA VIDEO LINK**

**Town Clerk**  
**Administration Officer**

**397** **TOWN COUNCIL MEETING HELD ON 26 FEBRUARY 2021**

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

**398** **EXTRAORDINARY TOWN COUNCIL MEETING HELD ON 19 MARCH 2021**

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

**399** **CONFIRMATION OF PERSONNEL, POLICY & STRATEGY COMMITTEE HELD ON 5 MARCH 2021**

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

Town Council – 9 April 2021

**400**                    **CONFIRMATION OF RESOURCES COMMITTEE HELD ON 19 MARCH 2021**

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

**401**                    **CONFIRMATION OF PLANNING & ENVIRONMENT COMMITTEE HELD ON 26 MARCH 2021**

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

**402**                    **RESIGNATION OF CLLR M R TIDD**

The Chairman of the Council reported that Cllr Tidd had resigned as a Town Councillor on 1 April 2021. The vacancy had been advertised in accordance with electoral law.

**403**                    **DORSET COUNCILLOR'S REPORT**

Cllr S K Bartlett - see **Appendix A** to these Minutes.

**404**                    **TOWN COUNCIL REPRESENTATIVES' REPORTS**

Wimborne BID – Cllr C A Chedgy – see **Appendix B** to these Minutes.

Citizens Advice – Cllr C A Chedgy – see **Appendix B** to these Minutes.

1069 ATC Squadron – Cllr S Wheeler reported that he had attended the AGM on 25 March 2021. The Dorset Youth Marching Band had made a £150 donation to the Squadron so that they could purchase a new fridge. The Squadron was short of funds and Cllr Wheeler had assisted them in submitting a grant application to the Town Council.

Walford Mill – Cllr C L Butter reported that the Mill would be reopening to the public on 12 April 2021.

DAPTC Towns and Larger Parishes Committee 26 February 2021 – Cllr C L Butter – see **Appendix C** to these Minutes.

Wimborne Valognes Twinning Association – Cllr L Hinks - see **Appendix D** to these Minutes.

Wimborne Cemetery Joint Management Committee – Cllr L Hinks – see **Appendix E** to these Minutes.

Town Council – 9 April 2021

Fairtrade Association – Cllr K F Webb requested that the Town Clerk enquire as to whether a Councillor was still required on this body as no meetings had been held for some time.

The meeting closed at 10.36 am.

Signed .....Date.....

Town Mayor and Chairman of the Council

**DORSET COUNCIL WARD MEMBER'S REPORT FOR WIMBORNE MINSTER TOWN COUNCIL**

Dorset Council has taken the decision of consolidating the Council's office requirements on the County Hall/Colliton Park site as a 'public service civic hub', subject to the Council ensuring it takes due regard to the requirements of the Equality Act 2010, be agreed.

Part of this strategic approach will require the repurposing of South Walks House in Dorchester that was the former West Dorset District Council offices of the predecessor authority.

Dorset Council has decided a public consultation will be undertaken to consider the implications of an alternative operating arrangement for the management agreement of Leisure Services and a report will be brought back to Cabinet in the summer for consideration. This will directly affect the Queen Elizabeth Leisure Centre as part of that consultation exercise.

It has been decided that the long-awaited Climate Ecology and Environment Strategy report be deferred until the next meeting of Cabinet on 18 May 2021 pending potentially additional work being done on it.

Cabinet agreed to begin procurement exercises that are required in relation to the £18.7m Public Sector Decarbonisation Scheme (PSDS) grant; the central Government funding that has been successfully secured by Dorset Council will be used to ensure that Dorset Council's buildings will produce a reduced carbon footprint in the future.

Work done by the EAP for the Reset and Recovery of Dorset post Covid-19 Pandemic has been completed and work has started to populate the forward plans for the Overview committees and the Scrutiny Committees.

Work is progressing on Leigh Road and Wimborne Road along with the Brook Road junction in order to put in place safe cycling and walking routes as part of the City Transformation Funding that was secured by Dorset Council. New traffic signals will be installed shortly.

The Brook Road Household Waste and Recycling Centre has continued to see high levels of use by members of the public, much of which has been in contravention of current guidance at the time. Members of the public were required to store waste at home if this could be done safely. The ensuing traffic queues have had a detrimental impact on the Brook Road Industrial Estate with many businesses having an interruption to their deliveries.

Cllr Shane Bartlett,  
Ward Member for Wimborne Minster,  
Dorset Council,

9 April 2021

## **Appendix B**

### **EDCA**

EDCA merged with Purbeck at the beginning of the month. Alan Breakwell is Chair of the Board of Trustees and a Trustee from Purbeck is Vice Chair.

The umbrella organisation for CA in Dorset (Caid) is putting in the tender for advice to DC and again there are tight time limits. The result should be known in the summer.

The Board is considering how best to involve Town and Parish Councils in the new structure.

Due to various factors a projected loss for the financial year 21/22 has turned into a small projected surplus for this financial year. How funds will be protected for the 2 areas will be shown in the year end accounts for 21/22.

Reference was made at the last Board meeting to Wimborne Town Council's request to consider the quantum of grants requested proportionate to the population and usage and this is being investigated further.

### **BID**

The Bid has set up working groups for various areas. As the Town Council representative I am on the Christmas group.

The Bid is in the process of applying for outside seating and a road closure on East Street on Sundays between 18 April and 16 May. Marshalls will be required and if anyone is interested could they please contact Tammy Sleet at the Bid.

Cllr Chedgy  
9 April 2021



**Dorset Association of Parish and Town Councils**  
(Affiliated to the National Association of Local Councils)

**Towns and Larger Parishes Committee**

**Friday 26 February 2021**

**10:00am  
via Zoom**

**Minutes**

Present:	Cllr Chris Turner	Beamminster Town Council (Chairman)
	Cllr KD Johnson	Colehill Parish Council (Vice-Chairman)
	Cllr Dave Rickard	Bridport Town Council
	Cllr Haydn White	Blandford Forum Town Council
	Cllr John Dean	Chickerell Town Council
	Cllr Paul Holland	Corfe Mullen Town Council
	Cllr Robin Potter	Dorchester Town Council
	Cllr Terry Cordery	Ferndown Town Council
	Cllr Barry Von Clemens	Gillingham Town Council
	Cllr Belinda Bawden	Lyme Regis Town Council
	Cllr John Broom	Lyme Regis Town Council
	Cllr Jon Andrews	Sherborne Town Council
	Cllr Charles Fraser	Sturminster Newton Town Council
	Cllr Lindsey Dedden	Verwood Town Council
	Cllr Jane Russell	Verwood Town Council
	Cllr Keith Green	Wareham Town Council
	Cllr Vera Green	Wareham Town Council
	Cllr Colin Way	West Moors Town Council
	Cllr David Harris	Weymouth Town Council
	Cllr Carol Butter	Wimborne Minster Town Council
Also present:	Cllr Jill Haynes	Dorset Councillor
	Neil Wedge	Chief Executive – DAPTC
	Kirsty Riglar	Secretary – Towns and Larger Parishes Committee

**1/21. Apologies**

Apologies for absence were received from:

Cllr Janet Page	Beamminster Town Council
Cllr Emma Urquhart	Colehill Parish Council
Cllr Cathy Lugg	Ferndown Town Council
Steve Shield	Sherborne Town Council (Clerk)
Jonathan Ross	St Leonards and St Ives Parish Council (Clerk)
Cllr Stuart Waite	Stalbridge Town Council
Cllr Mike Hawkes	West Moors Town Council
Cllr Colin Huckle	Weymouth Town Council
Cllr Shane Bartlett	Wimborne Minster Town Council

## **2/21. Minutes**

The minutes of the annual general meeting held on 6 November 2020 were confirmed as a true and accurate record, subject to the following amendments:

- (i) attendance list – references to Corfe Mullen and West Moors Parish Councils to read ‘Town Council’;
- (ii) minute 18/20 – to read “... was elected as Vice-Chairman of the Committee for 2020/21.”
- (iii) minute 26/20 – Wareham – to read
  - A working party had been established to investigate the replacement of the roof of the listed building leased to the Purbeck Citizens Advice and a surveyor sought to assist with this.
  - The annual inspection of play areas in the town had identified the need for possible replacement of play equipment.

## **3/21. Update from Cllr Jill Haynes, Cabinet Member for Customer Services and Communities, Dorset Council**

Cllr Haynes provided an update on the latest impact of the Covid-19 pandemic. Whilst the infection rate was currently improving in Dorset, there had been more Covid-related deaths across the whole of Dorset in the first five weeks of 2021 than in the whole of 2020. However, the vaccination programme was progressing well with 270,000 people in Dorset having received their first dose and six rapid test centres had now been opened across the Dorset Council area. The announcement of the government’s Covid-19 roadmap with indicative dates for easing of restrictions had caused some concerns about possible issues during the Easter holidays and beyond about increasing numbers of visitors travelling to Dorset. Whilst it was important for businesses to re-open and benefit from this, the Council was working on how best to manage possible influx of visitors.

Cllr Haynes also reported that:

- (i) the Council was seeking to address the issue of empty homes, with council tax for such properties being increased to 400% after four years of being uninhabited;
- (ii) a very positive webinar had been held on the previous day with the DAPTC’s Chief Executive which had been well-received by Dorset Councillors; and
- (iii) a community governance review of the whole Dorset Council area would commence in July to ensure that all areas were represented fairly by town and parish councils.

Members welcomed the extension of the community rapid test sites and encouraged local councils to ensure that relevant businesses in their area were aware of this. The full list of sites could be viewed on the Public Health Dorset [website](#).

In relation to the current consultation on options for the Dorset Council Local Plan, Cllr Haynes reported that a lot of submissions had already been received and urged local councils to submit their views on all aspects of the proposals by the deadline of 15 March 2021. She acknowledged that some local councils had expressed concern that the consultation period was too short and that if the changes proposed in the government’s White Paper on the planning process were implemented, this would have a significant impact on planning in Dorset. However, pending any changes in the law, it was necessary to have an updated Local Plan in place for the whole Dorset Council area in order to prevent developers dictating where development would take place.

In response to a question, Cllr Haynes explained that the current legislation did not enable Dorset Council to take any action in relation to developers who did not progress developments for which full planning permission had been granted. She shared the Committee’s frustration about this and confirmed that this had been raised with local Members of Parliament as a particular issue for Dorset.

In relation to the community governance review, it was noted that this would enable local councils to look at their external boundaries as well as their warding patterns.

In response to a question about the continued rollout of full fibre broadband across Dorset, the Chief Executive explained that he had been asked sit on a Digital Place Programme Board which would identify gaps in broadband reception. Communications would be coming out to local councils asking for local intelligence about ongoing issues. Cllr Haynes added that whilst Dorset Council had no control over mobile phone network coverage it could influence broadband and 5G coverage. The Chief Executive added that he was looking at how best to brief local councils on this and explain the differences, which were often couched in technical jargon.

The Chairman thanked Cllr Haynes for her update.

#### **4/21. Update from DAPTC Chief Executive**

##### **(i) New Local Government Association Model Councillor Code of Conduct**

The Chief Executive drew the Committee's attention to the new Model Councillor Code of Conduct published by the Local Government Association in January, following a period of consultation in 2020. This had been developed to provide greater explanation and clarity than the previous model Code issued by NALC, in addition to incorporating the Nolan Principles, and was considered to be more user-friendly. This version was welcomed by the Monitoring Officers of both Dorset Council and Bournemouth, Christchurch and Poole (BCP) Council who were responsible for investigating complaints about councillors. The DAPTC would circulate this new Code of Conduct in the coming weeks and would be encouraging all local councils in Dorset to adopt it. Training would also be offered to help councillors understand the changes and the complaints procedure. The Committee was also informed that this would be linked to the launch of the electronic Register of Interests being developed by Dorset Council. It was anticipated that sessions would be run in late spring / early summer and he encouraged as many councillors as possible to attend.

The Chief Executive explained that DAPTC was unable to mandate the adoption of the new Code but would be encouraging this as strongly as possible and consideration was being given to providing a 'kitemark' for councils to use once they had adopted this. The need for an easy to understand Code was demonstrated by the number of complaints made about councillors and the churn in both councillors and clerks in local councils. This model would be reviewed annually to ensure that it responded to changing circumstances.

Members welcomed having a more detailed Code as a positive step towards better behaviour from councillors but also as a tool to assist them in their dealings with members of the public. It was agreed that this was a particular issue on social media and by having a document to signpost to explain why councillors were required to behave in a certain way would be useful. It was noted that some local councils designated a single spokesperson to engage with the press and public and this worked well.

The Committee thanked the Chief Executive for the newsletter that he had issued in response to the Handforth Parish Council media coverage, which had set back the public perception of the local council sector.

*Cllr Jon Andrews left the meeting at 11:14am.*

It was acknowledged that some councillors did not behave in compliance with the Code of Conduct and the DAPTC had a role in promoting the importance of this with chairmen and clerks. However, the lack of sanctions for councillors found to be in breach of the Code remained disappointing.

*Cllr Robin Potter left the meeting at 11:19am.*

##### **(ii) Future of virtual meetings**

The Chief Executive reminded the Committee that the legislation allowing for virtual meetings was due to end on 6 May 2021 and lobbying was underway to retain this as an option for local councils in the long-term. A lot of councils had got to grips with meeting virtually to enable business to be conducted during the pandemic and it was felt that there was little widespread appetite to return to face to face meetings. However, government had indicated that there was insufficient time to pass the necessary legislation to extend this. He suggested that councils consider holding their annual



parish meeting virtually before 7 May 2021 and encouraged councillors to raise this with their Clerk.

Members shared their experiences of livestreaming their virtual meetings. It was acknowledged that these had encouraged significantly greater engagement from members of the public than face to face meetings ever had. However, there had some issues in relation to anonymous attendees and unauthorised recording of meetings.

In response to a question, the Chief Executive explained that the development of hybrid meetings could be costly, technical and problematic. It was unlikely that a lot of smaller councils would be able to facilitate these. It was also recognised that any council holding hybrid meetings would need to have a published protocol in place as to how these would work.

*The Chairman left the meeting at 11:27am and the Vice-Chairman took the Chair.*

### **(iii) Feedback from survey on the DAPTC Area Committees**

The Chief Executive reminded the Committee that a review of the DAPTC's Constitution was underway to ensure that the organisation was representing the view of its member councils. The initial phase had seen amendments approved by the AGM in November 2020. The second phase focussed on the area committees and whether these remained fit for purpose. It was recognised that some councils attended both the Towns and Larger Parishes Committee and their local area committee and that the four local councils within the BCP Council area were not currently embedded in an area committee and boundaries needed to be revisited. It was also acknowledged that whilst meetings of this Committee were well attended, at many of the area committees this was patchy.

Member councils had been surveyed to capture their views about the meetings, their content and value and responses were being analysed. Comments received from the area committees would be considered alongside those of member councils and options would then be developed and presented to the committees for comments. Any consequent changes would then be recommended to the next AGM. A summary of the responses received to date could be viewed on the DAPTC [website](#).

### **5/21. Dorset Council Local Plan Options consultation – how is it going?**

The Chief Executive acknowledged that for some parishes and towns, particularly those where housing was allocated or significant development was proposed, a lot of work would be put into agreeing and submitting a response and asked how councils were approaching the consultation. Members shared their experiences of developing their councils' submission to the current consultation.

Concerns were expressed that:

- (i) the documents did not accurately reflect the current position in a number of areas;
- (ii) there was a lack of understanding of issues such as flooding in a number of areas;
- (iii) there were a lot of inconsistencies and inaccuracies in the information provided;
- (iv) there was no mention of the climate and ecological emergency or the likely long-term impact of the coronavirus pandemic; and
- (v) the timing of the consultation was inappropriate given the heavy reliance on accessing the information online.

For most councils, developing a submission had required the investment of a lot of time and effort by both officers and councillors.

*Cllr Charles Fraser left the meeting at 11:50am.*

### **6/21. Climate Emergency – how can DAPTC help and support Member Councils?**

The Chief Executive reminded the Committee that one of the motions considered at the 2020 AGM was a request for DAPTC to aid councils in relation to the climate and ecological emergency. Work was currently underway to develop a resource hub on the DAPTC website on this issue

which would link to national organisations and resources and collate information and tools in one place. This also provided links to the activities of local councils in Dorset who had already declared a climate and ecological emergency.

Additionally, it was hoped that a carbon neutral toolkit developed by the Centre for Sustainable Energy would be made available, alongside specific training, but this would be dependent on the availability of funding.

Cllr Bawden added that she sat on NALC's Climate Change Task and Finish Group and hoped that carbon literacy training would be made accessible. She also drew attention to the creation of the Dorset Climate Action Network to bring together local groups. She welcomed the DAPTC resource hub and hoped that this would help councils identify their starting point to focus action at a very local level. She invited members to contact her on [belinda.bawden@lymeregistowncouncil.gov.uk](mailto:belinda.bawden@lymeregistowncouncil.gov.uk) for more information.

### **7/21. NALC update**

The Chief Executive reported that the NALC Lobby Day had been disappointing in terms of response from Members of Parliament. This had made the future of virtual meetings and the Motions from the NALC AGM a priority. He had since requested follow-up contact with the Dorset MP's but to date had only received a response from Chris Loder MP.

### **8/21. Update from Member Councils**

#### Colehill

- The land transfer from Dorset Council had now been completed.
- A review of governance documents for the Parish Council's committees was underway.
- Problems had been experienced with members of the public taking cut timber from Churchmoor Copse.
- The Council's key focus was currently its response to the Local Plan options consultation.

#### Ferndown

- There were currently two vacancies on the Town Council.
- The new Town Clerk had now settled in.
- Taking the lease of the Barrington Centre had proven to be costly but the refurbishment of part of the building had been completed. It was hoped that someone would be found to run the café there.
- All of the major jobs had now been completed at King George V playing fields and the play area had proven to be a major success.
- Currently a key focus for the Council was its response to the Local Plan options consultation.

#### Wareham

- A working party had been formed to look at the skate park but it was recognised that this work would take some time.

#### Bridport

- A 'Raise the Roof' project had been launched looking at how to pioneer locally available material, cultural and technical resources to design and construct buildings in the town. It was hoped that this would enable the development of an area of land transferred from Dorset Council.
- The Mayor had been innovative in undertaking his duties during the pandemic, publishing a weekly blog and fundraising online.

#### Verwood

- There was currently one vacancy on the Town Council for which three expressions of interest for co-option had been received.
- A new gypsy and traveller site was proposed in the Green Belt.

### Lyme Regis

- There was currently one vacancy on the Town Council, arising from non-attendance at meetings for six months, and a by-election would be held in May to fill this.
- Town councillors were due to be provided with laptops.

### Corfe Mullen

- A lot of time and effort had been put into developing the Town Council's response to the Local Plan options consultation.
- A new CCTV system had been installed.
- The Town Council had committed to developing a Neighbourhood Plan.
- Councillors were concerned about the possible return to face to face meetings.

### Blandford Forum

- The development of a Neighbourhood Plan had now been in train for over eight years. Legal Challenges had been received from Pimperne Parish Council, the Campaign for the Protection of Rural England and the Cranborne Chase Area of Outstanding Natural Beauty Team, all of which had been put to the Inspector. The Plan had now been with Dorset Council for nearly a year to make a decision.

### West Moors

- A Town Council meeting had been held on the previous day focussing mainly on a contentious planning application.
- A tree-planting programme was underway.

### Chickerell

- The Neighbourhood Plan was nearing completion and it was hoped that it would go to referendum in May.
- The Town Council had decided not to increase the precept for 2021/22.
- 2021 marked the 45<sup>th</sup> anniversary of the local magazine which was marked by a special edition.

### Weymouth

- Work had begun on developing a Neighbourhood Plan.
- Working parties had been created focussing on such issues as income generation, the green and clean agenda and community engagement.
- Two by-elections would be held in May to fill current vacancies.

### Gillingham

- Land transfers for two developments were in their final stages, thanks to help from Dorset Council officers in calculating the commuted sums.
- A second major play area refurbishment had been completed.
- The Town Council were due to receive a Community Award from the High Sheriff.

### Wimborne Minster

- The Council's key focus was currently its response to the Local Plan options consultation.
- The Environment Agency had received updated its flood risk assessment and this had increased in some areas of the town.
- There was currently one vacancy on the Council.
- Virtual meetings continued to work well.

### Dorchester

- The Council's key focus was currently its response to the Local Plan options consultation, in particular the proposals for a substantial development north of Dorchester (DOR13).
- The refurbishment of the Corn Exchange roof had commenced.
- The scaffolding around the refurbished Dorset County Museum was being removed.
- The works at the Roman Town House site was nearer to opening.

- Dorset Council had announced its intention to give up South Walks House in the town centre.

**9/21. Date of next meeting**

It was agreed that the next meeting be brought forward by a week and now be held on Friday 21 May 2021 to avoid a clash with a meeting of the DAPTC Executive.

The meeting closed at 12:25pm.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Cllr Chris Turner  
Chairman

WMTC – Valognes Twinning Association

With the sad passing of Norman Payne the Association is keen to carry on as that is what Norman would have wanted. Not many events have taken place over the past year because of the pandemic but the Twinning Association wants to move on with events toward the end 2021. In this regard they are looking at the following events:

September – Celebration of Norman Payne and his considerable contribution to the Association. Drinks and a get together at St Catherines.

October – Quiz Night – venue to be confirmed with possibly fish and chip supper.

December (early) – Wine Tasting evening at St Catherines

Obviously everything is dependent on Covid cases coming down and the vaccination rollout continuing at pace.

Valognes visit

Last year's visit was postponed and it has been decided to postpone again for 2021. A new date in June 2022 has been tentatively booked to coincide with the 40<sup>th</sup> anniversary of the Folk Festival. A venue for the evening meal is being sought but with the town usually busy on FF weekend, it makes booking somewhere large enough a bit difficult.

A civic reception would also be held but timings and venue (hopefully the Town Hall) can be booked a bit nearer the time when we know how things stand.

Memorial to Norman Payne

The Associations would like a memorial to Norman in the Valognes garden and were thinking of erecting a bird bath or something similar. Thank you to the Town Clerk for liaising with the officer for open spaces at Dorset Council who has agreed the works with the proviso that the Twinners and/or the Town Council are liable for the upkeep of the memorial. I have passed this onto the Association but have not heard back yet.

There is a further meeting of the Association on 26<sup>th</sup> April so will probably have an answer then.

## Wimborne Cemetery Joint Management Committee report

6<sup>th</sup> April 2021

### Boundary Hedging

Following the last meeting the Clerk had received advice that planting laurel rather than birch would be more appropriate for what was required in the area on the boundary and it was agreed to change the type of planting.

### COVID

The Clerk has continued to provide and update a COVID “roadmap” in line with government guidelines and restrictions. This details the impact on cemetery functions, meetings and notable dates as restrictions ease. It was agreed that this document was sufficient in detail to act as a guideline for consideration at each stage.

### Memorial Maintenance Program

The Clerk and the maintenance team have done a lot of work regarding the Memorial Maintenance Program and have contacted many relatives of graves that need work. The Clerk has received 5 quotations for remedial works. The budget for these works for the next financial year is £2,500. This is estimated to increase incrementally over subsequent years to around £5-6K per year but would have no impact or increase on the contribution figure requested from the constituent authorities.

It was resolved that members accept the lowest quotation provided by the stonemasons as the work required must be fitted to standards set by BRAMM and BS BS8415 AND that as we have an approved contractor for this work we are, unusually, prepared to give the name of the contractor as an introduction to an individual liable for repairs if they ask. No recommendation or warranty will be given and the JMC will not be involved in any financial transactions.

It was also decided that the JMC would fix and keep the memorials that would otherwise be removed to preserve their history. The Clerk will provide a report to members and the Clerks of the respective councils so they can also consider which course of action to take.

### Electronic Records

The Clerk has requested the removal of registers from Dorset History Centre in Dorchester to update the electronic register held in conjunction with the Memorial Maintenance Program. It was agreed that these are done incrementally so that a minimum number are kept on site and worked on and then returned as soon as practicable.