



Dear Councillor

29 April 2021

You are summoned to attend the virtual **ANNUAL MEETING OF THE TOWN COUNCIL** to be held on **THURSDAY, 6 MAY 2021 at 10.00 AM.**

Yours sincerely

A handwritten signature in black ink that reads 'Laurence Webb'.

Town Clerk

Before the commencement of the meeting, any apologies for absence will be reported.

AGENDA

- 1 TO ELECT THE TOWN MAYOR & CHAIRMAN OF THE COUNCIL FOR THE 2021/2022 MUNICIPAL YEAR**
Cllr Kelly Webb will be proposed and seconded.
- 2 DECLARATION OF ACCEPTANCE OF OFFICE**
The Town Mayor will make and sign the Declaration.
- 3 TO ELECT THE DEPUTY TOWN MAYOR & VICE-CHAIRMAN OF THE COUNCIL FOR THE 2021/2022 MUNICIPAL YEAR**
Cllr Carol Butter will be proposed and seconded.
- 4 APPOINTMENT OF STANDING COMMITTEES 2021/2022**
To confirm the Schedule of Committee Appointments attached.
- 5 APPOINTMENT OF MEMBERS TO SPECIFIC POSTS AND OUTSIDE ORGANISATIONS 2021/2022**
To confirm the Schedule of Appointments attached.
- 6** To confirm the Minutes of the **TOWN COUNCIL MEETING** held on 9 APRIL 2021 (pages 7557, 7558 and 7559 – copy herewith).

Annual Town Council – 6 May 2021

- 7 To receive the Minutes of the **RESOURCES COMMITTEE** held on 16 APRIL 2021 (pages 7560 and 7561 - copy herewith).
- 8 To receive the Minutes of the **RECREATION & LEISURE COMMITTEE** held on 23 APRIL 2021 (pages 7562 and 7563 - copy herewith).
- 9 **ANNUAL RETURN 2020/2021**
To approve the following as part of the annual return process for external audit purposes:
Section 1 - Annual Governance Statement 2020/2021 (copy to follow).
Section 2 – Accounting Statements 2020/2021 (copy to follow)

TO ALL MEMBERS OF WIMBORNE MINSTER TOWN COUNCIL

PUBLIC ATTENDANCE AT VIRTUAL MEETINGS

Members of the public and press will be allowed to listen *and watch* the meeting in audio mode only using Zoom. To avoid disruption the public and press will not be displayed on video or be able to be heard by the meeting.

Please use the following link from 10 am to observe and listen to the meeting:

Webinar ID: **914 3580 5095**

Password: **557677**

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

United Kingdom: +44 330 088 5830 or +44 131 460 1196 or +44 203 481 5237

or +44 203 481 5240 or +44 208 080 6591 or +44 208 080 6592

Webinar ID: **914 3580 5095**

Password: **557677**

WIMBORNE MINSTER TOWN COUNCIL
COMMITTEE APPOINTMENTS 2021/2022

PLANNING & ENVIRONMENT COMMITTEE

Cllr D J March (Chairman)
Cllr W J Richmond (Vice-Chairman)
Cllr S K Bartlett
Cllr D Burt
Cllr A E Roberts
Cllr F Shirley
Cllr S Wheeler
1 x Vacancy
Chairman of the Council - Ex-Officio
Vice-Chairman of the Council - Ex-Officio

RECREATION & LEISURE COMMITTEE

Cllr S K Bartlett (Chairman)
Cllr A E Roberts (Vice-Chairman)
Cllr C A Chedgy
Cllr L C Hinks
Cllr M Hopkins
Cllr D J March
Cllr W J Richmond
1 x Vacancy
Chairman of the Council - Ex-Officio
Vice-Chairman of the Council - Ex-Officio

RESOURCES COMMITTEE

Cllr C A Chedgy (Chairman)
Cllr S Wheeler (Vice-Chairman)
Cllr D Burt
Cllr L C Hinks
Cllr M Hopkins
Cllr F Shirley
2 x Vacancies
Chairman of the Council - Ex-Officio
Vice-Chairman of the Council - Ex-Officio

WIMBORNE MINSTER TOWN COUNCIL

**APPOINTMENTS TO SPECIFIC POSTS AND
OUTSIDE ORGANISATIONS 2021/2022**

Allendale Community Centre Management Committee	Cllr C L Butter Cllr A E Roberts (reserve)
Citizens Advice	Cllr K F Webb
Dorset Association of Parish & Town Councils	Cllr C L Butter Cllr D J March
Dreamboats	Cllr S K Bartlett
East Dorset Environment Partnership	Cllr C L Butter
Fairtrade Steering Group	Cllr K F Webb
Priest's House Museum and Garden	Cllr D J March
St Margaret's & Stone's Charity (until 2026)	Cllr A E Roberts
Vision Wimborne	Cllr S K Bartlett
Walford Mill Board of Directors	Cllr C L Butter
Wimborne BID	Cllr C A Chedgy
Wimborne in Bloom	Cllr F Shirley
Wimborne Cemetery Joint Management Committee (until 2024)	Cllr C A Chedgy Cllr L Hinks
Wimborne Minster Folk Festival	Cllr S Wheeler
Wimborne Militia Management Committee	Town Mayor Deputy Town Mayor
Wimborne/Ochsenfurt Twinning Association	Cllr M Hopkins
Wimborne/Valognes Twinning Association	Cllr L C Hinks
Wimborne War on Waste	Cllr F Shirley
1069 Squadron Air Training Corps Civilian Committee	Cllr S Wheeler

Specific Posts

Civil Protection representative

Town Mayor

Community Resilience Officer

Town Mayor

Flood Wardens

Cllr W J Richmond
Cllr A E Roberts

Rights of Way representative

Cllr A E Roberts

Tree Warden

Cllr W J Richmond

7557

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.

7559

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.

SignedDate.....
Town Mayor and Chairman of the Council

7560
WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a meeting of the **RESOURCES COMMITTEE** via video link held on **FRIDAY, 16 APRIL 2021 at 10.00 am.**

COMMITTEE MEMBERS PRESENT VIA VIDEO LINK

Cllr C A Chedgy (Chairman)
Cllr C L Butter (Vice-Chairman)
Cllr D Burt
Cllr L C Hinks
Cllr M J Hopkins
Cllr F Shirley
Cllr S Wheeler
Cllr S K Bartlett – Ex-Officio – Chairman of the Council
Cllr K F Webb – Ex-Officio – Vice-Chairman of the Council

OFFICERS PRESENT VIA VIDEO LINK

Town Clerk
Administration Officer

DEATH OF HRH THE PRINCE PHILIP, DUKE OF EDINBURGH

Before the commencement of the business on the agenda, the Chairman made the following short statement:

'Before the business of the meeting begins, on behalf of the Committee, I would like to offer Her Majesty The Queen and the Royal Family our deepest and most sincere condolences on the death of His Royal Highness, The Prince Philip, Duke of Edinburgh. We will now hold a minute's silence in his memory.'

The Committee then held a minute's silence.

405 **SCHEDULE OF PAYMENTS**

The schedule of payments for April 2021 was submitted for information – see **Appendix A** to these Minutes in the Minute Book.

406 **MONTHLY ACCOUNTS**

The Town Clerk reported that the final accounts were in the course of preparation and would be presented to a future meeting.

407 **GRANT AID**

The Town Clerk submitted details of an application for grant aid received from Wimborne in Bloom, a summary 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 applicant had asked for £2,000 to help with the cost of providing floral displays around the Town this year at an estimated cost in excess of £18,000.

The Chairman reported that she and the Vice-Chairman supported the application and recommended that the full amount be awarded for which it had applied.

RESOLVED that a grant of £2,000 be made to Wimborne in Bloom towards the costs of providing floral displays around the Town in 2021.

408 **EXCLUSION OF PRESS AND PUBLIC**

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

(Meeting adjourned 10.12 am.)

(Meeting reconvened at 10.15 am.)

409 **BUILDINGS FUND – VARIOUS MAINTENANCE PROPOSALS**

See Confidential Minute 409/408.

The meeting closed at 10.42 am.

SignedDate.....
Town Mayor and Chairman of the Council

7562

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a meeting of the **RECREATION & LEISURE COMMITTEE** via video link held on **FRIDAY, 23 APRIL 2021 at 10.00 am.**

COMMITTEE MEMBERS PRESENT VIA VIDEO LINK

Cllr W J Richmond - Chairman
Cllr A E Roberts – Vice-Chairman
Cllr C A Chedgy
Cllr L C Hinks
Cllr S K Bartlett – Ex-Officio – Chairman of the Council

MEMBERS NOT PRESENT

Cllr M J Hopkins
Cllr D J March
Cllr K F Webb – Ex-Officio – Vice-Chairman of the Council

OFFICERS PRESENT VIA VIDEO LINK

Assistant Town Clerk
Administration Officer

410 **RECREATION GROUNDS INSPECTION REPORT**

The Chairman 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 covered in detail all current issues relating to the recreation grounds.

The Administration Officer reported that the state of repair of the fencing on the boundary of Moray Court had been referred to the managing agents for that property. The fir trees along that boundary had been trimmed on the Moray Court side but not on the footpath side. It was suggested that the encroaching undergrowth from the paddock could be trimmed back by the grounds staff.

411 **RECOMMENCEMENT OF SPORTING ACTIVITIES**

The Administration Officer submitted for information 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 detailed the sports that had recommenced at the Council's recreation grounds, in line with the Government's roadmap out of lockdown.

The Administration Officer confirmed that the changing rooms would not be in use until at least the start of the new football season and that a full legionella health & safety inspection would be carried out prior to the reopening.

412 REDCOTTS RECREATION GROUND/WESTFIELD CLOSE – TREE ISSUE

The Administration Officer submitted a report written by the Town Clerk, 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 report set out details of negotiations with Dorset Council's Tree Officer and a resident of Westfield Close regarding a tree in his garden which the resident wished to remove and which was near to the boundary with Redcotts Recreation Ground.

Members were informed that since the report had been issued, Dorset Council had been asked by the resident whether the sycamore tree could be more severely pruned instead of removal to make the tree more manageable and a response was awaited.

RESOLVED that this item be deferred pending a decision by Dorset Council.

(Note: Since the meeting, Dorset Council has responded to the resident advising that he does not have to plant a replacement tree following the removal of the sycamore.)

413 DOG WARDEN PATROL REPORTS

The Administration Officer submitted for information the Dog Warden Patrol Reports for February and March 2021, copies of which had been circulated to each Member and copies of which appear as **Appendix D** to these Minutes in the Minute Book.

The Committee asked that the Dog Warden be thanked for his efforts over the years.

The meeting closed at 10.47 am.

SignedDate.....
Town Mayor and Chairman of the Council