



Dear Councillor

12 February 2021

You are summoned to join a virtual Extraordinary meeting of the **TOWN COUNCIL** via video link on **FRIDAY 19 FEBRUARY 2021 at 10.30 am.**

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Laurence Hart'.

Town Clerk

PUBLIC QUESTION TIME

Members of the public are invited to submit questions to the Council in writing by **9.30 am on the day before this meeting** (i.e. Thursday, 18 February 2021) is due to be held using the following email address: office@wimborne.gov.uk or by delivering a hard copy of the question to the Town Hall, West Borough.

A G E N D A

- 1 APOLOGIES FOR ABSENCE**
- 2 PLANNING APPLICATION – 3/20/2172/FUL – SITE OF WIMBORNE MARKET**
To determine the Council's formal response to this planning application.
- 3 LAND SOUTH OF PARMITER – ALLOTMENTS**
To consider the report of the Town Clerk (copy herewith).
- 4 REDCOTTS RECREATION GROUND – ROUNDHOUSE**
To consider an email request from a resident who lives adjacent to the Recreation Ground (copy herewith).
- 5 EXCLUSION OF PRESS AND PUBLIC**
The meeting will be adjourned at this point and Members of the press and public will be excluded for the remainder of the meeting.
- 6 RISK MANAGEMENT REVIEW 2020/21**
To consider the risk management review prepared for the current financial year as required by the External Auditor (copy to follow).
- 7 REVIEW OF INTERNAL AUDIT**
To consider the report of the Town Clerk (copy herewith).

Extraordinary Town Council – 19 February 2021

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 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 choose one of the following options to observe and / or listen to the meeting from 10.30am:

To access online via Zoom website:

1. Access the Zoom Video and Teleconferencing website by the following link: <https://zoom.us/>
2. Click to 'Join a Meeting'
3. When prompted, insert Meeting ID and Password as below:
Meeting ID: 981 7764 8895
Password: 712713

Please note, you may be asked to register and sign into your Zoom user account. This will require a personal email address and password

To access audio only by telephone:

1. Dial 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.
2. When prompted, insert Meeting ID and Password as below:
Meeting ID: 981 7764 8895
Password: 712713

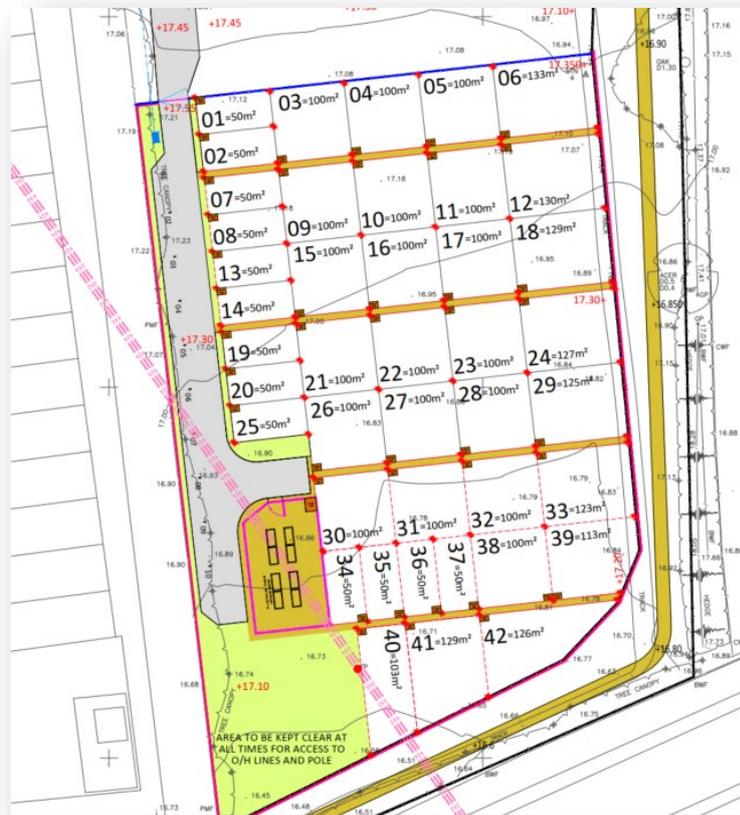
Any questions which members of the public wish to put to the Council or Committees must be in writing and received by 9.30 am on the preceding working day before the meeting using the following email address: office@wimborne.gov.uk. Alternatively, a written question can be delivered to the Town Hall by 9.30 am on the preceding working day before the meeting. Every effort will be made to answer the question at the meeting but there may be a need to obtain information from other sources and in those circumstances a written response will be provided at a subsequent time.

Wimborne Minster Town Council Extraordinary Meeting

Subject: Item 3 – Land South of Parmiter - Allotments
Date: 19 February 2021

Introduction and Background

In November 2018, the Town Council agreed to accept the ownership of community allotments being provided by Wyatt Homes under the provisions of a section 106 agreement. The matter did not progress because of local government re-organisation in Dorset. The ownership of the allotments has now been transferred to Dorset Council, which is now asking the Town Council whether it wishes to continue with the original proposal to accept the ownership and management of them. There will be no cost of transfer to the Town Council nor will the allotments have any maintenance contribution from the developer (as with some of the other assets).



The approved scheme consists of:

- 1 x Water Trough
- 1 x Shed to each plot.
- 13 x Small plots (50m²) - Designed to be near parking to assist people with mobility issues.
- 29 x Varying sized plots (100m²-133m²) – For any allotment needs, including families.

- A Disability Discrimination Act compliant zone: -
This specifically designed area will benefit wheelchair users by providing raised beds. The area will be fenced off so that it can be a dementia friendly zone too, as it is separated from the other plots allowing people to feel secure in the designated area. Enquiries are being made of a nearby DDA site and it is hoped to be able to suggest to the Council at the meeting what the criteria could be for residents to be able to apply for one of these allotments.

Dorset Council will be carrying out additional work on the site once the weather improves and the allotments should be ready to be transferred in Spring 2021.

Dorset Council's intention was that the allotments would be made available for residents in the parishes of Wimborne Minster and Colehill.

The Town Council is asked to consider whether it wishes to be involved in providing and delivering this service to its parishioners and those of its immediate neighbour, Colehill. There are several other allotment sites located in East Dorset and the charges for these are as follows:

Location:	Deposit:	Size 1	Size 2	Size 3	Association?
Corfe Mullen	None	£25p.a. 125sqm	£12.50p.a. 62.5sqm	£10p.a.*	No
Deans Court	£50	£50p.a. 100sqm	£35 75sqm	£25 50sqm	No
Verwood	£50	£70p.a.	£37 p.a.		Yes
West Moors	None	£65p.a. 126sqm	£45p.a. 76.5sqm	£40p.a. 63sqm	No
Wimborne Cemetery	No deposit but admin fee of £25	£67 190.1sqm	£47 95.1sqm		No

*raised and starter plots.

As can be seen, the plots are not a standard size and therefore it is difficult to compare prices on a like for like basis.

Deposit

It is suggested that a deposit scheme be introduced so that if an allotment holder fails to maintain their allotment to an acceptable standard then the money can be used to offset the cost of returning it to a satisfactory condition. However, this would only be following two letters requesting that the allotment holder carries out the necessary improvements. It is suggested that this be fixed initially at £50.

Rent

The figures in the table above show rent of between £0.20 per sqm and 0.63 per sqm.

The following shows likely income using different rates:

Rent	Rent per small plot per annum	Total small plot income per annum	Rent per large plot per annum (based on 110sqm)	Total Large plot income (based on 110sqm)	Total
£0.20 per sqm	£10	£130	£22	£638	£768
£0.50 per sqm	£25	£325	£55	£1,595	£1,920
£0.60 per sqm	£30	£390	£66	£1,914	£2,304

Administration and Maintenance Costs

Initial setting up of licences, site viewings 20 hours. (The intention would be to use Wimborne Cemetery's allotment agreement as a template, suitably amended for the Town Council.)

Ongoing maintenance of allotment waiting list – 1 hour per month.
Quarterly site inspection – 2 hrs per quarter

Signage will be required estimated £200.

Total staff time for the first year (assuming all allotments are let) 40 hours
Total estimated first year staffing costs to the Town Council £780 (based on current pay rates)

It is recommended that an administration fee be charged of £25 per allotment holder to assist with staff costs of preparing the initial licence and site visit.

Ongoing costs

It is not expected that any input will be required by the Grounds Team in the first year but there may be some maintenance required in subsequent years to the paths and fencing. This is difficult to quantify in terms of time at this stage.

The Town Council will be responsible for paying the metered water account. There will be conditions applied to the allotment agreement to deter excessive water consumption. However, the actual consumption is difficult to estimate in the first year. Using the Cemetery allotments as a guide it is expected to be in the region of £10 per month.

Costs Summary – First Year

Rent	Total annual rental income	Admin Fee	Total Income	Total Cost to Council	Surplus
£0.20 per sqm	£768	£1,050	£1,818	£1,100	£718
£0.50 per sqm	£1,920	£1,050	£2,970	£1,100	£1,870
£0.60 per sqm	£2,304	£1,050	£3,354	£1,100	£2,254

The costs and income for subsequent years will vary depending on the number of allotments which are vacated.

Current Waiting List

The Town Council has been holding a waiting list for allotments since 2019 and there are currently 25 applicants wishing to use the Parmiter allotments. In addition, Colehill Parish Council also has a waiting list on which there are 15 applicants. A further, 29 are on the Town Council's waiting list for the Cranborne allotments which are due to be completed by summer 2021 and similarly transferred to the Town Council.

Final Considerations

Whilst the administration of the allotments would not produce a large income for the Town Council, it would enable the Council to engage with the community and provide an additional recreational activity, similar to other nearby parishes.

If the Town Council does not accept ownership, Colehill Parish Council will be offered the allotments.

Decisions required

1. Does the Town Council wish to proceed with the offer to accept the ownership and management of these allotments?
2. If so, to determine the rent for each size of allotment based on a price per square metre, whether a deposit should be required and, if so, how much and whether to charge an administration fee.

Redcotts Recreation Ground – Roundhouse

To whom it may concern,

We note in the Recreation Grounds Inspection Report of February 2021 for Redcotts Recreation Ground that “The bases of the main support timbers on the octagon shelter are seriously rotten with little remaining in places. The roof weight is supported currently by the cross timbers resting on the brick walls rather than also being anchored on the structural uprights.”

We are writing to request that rather than repairing the shelter, it is instead removed.

We live in Wimborne, by Redcotts Park. Anti-social behaviour, including drug dealing, at Redcotts has been well documented in the past. At the Wimborne Council meeting in June 2018 [Rec-Leisure-Tuesday-5-June-2018.pdf \(wimborne.gov.uk\)](#), Sgt. Travers of the Wimborne Town, Colehill and Leigh Park Police Neighbourhood Team put in a request to have the octagon shelter removed in an attempt to deter anti social behaviour and drug offences that were reported to be taking place there. Unfortunately this was refused [Rec-Leisure.pdf June 2018 (wimborne.gov.uk)] along with a later suggestion in September 2018 to insert lighting in an attempt to deter anti social behaviour. The minutes at each of these meetings concluded with the council saying they would monitor the situation.

As you are probably aware, the anti social behaviour has continued on and off, with the cold winter months quieter although surprisingly not immune to the odd party nights, and with regular gatherings taking place throughout the summer months. Sadly in July 2020 a young lady lost her life there due to drug misuse.

We have tolerated night time noise from the shelter for years. On what we would deem a ‘good’ night, a group will be present laughing and joking with loud music on until approximately 11.00 p.m. to 12 midnight. On a ‘bad’ night, a group will be present, whose loud techno style music and loud shrieking continues until the early hours, with such sounds suggesting those present are in a very heightened state of mind.

Our view, like Sgt. Travers’, is that the shelter should be removed. In our opinion, it is not used as a shelter, but is a magnet for anti social behaviour. We are regular users of the park and we do not see the shelter being used other than by youths gathering there, day and night. Parents who may have previously used it whilst waiting to collect their children from Wimborne First School no longer have the need since the relocation of the school. We have never seen it use by fitness groups.

Please will the Council consider our request for the removal of the shelter.

We look forward to hearing from you.

Yours faithfully