



Dear Councillor

19 February 2021

You are summoned to join a virtual meeting of the **TOWN COUNCIL** via video link on **FRIDAY 26 FEBRUARY 2021 at 10am.**

Yours sincerely

A handwritten signature in black ink, appearing to read 'Laurence Hartley'.

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, 25 February 2021) is due to be held using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk) or by delivering a hard copy of the question to the Town Hall, West Borough.

### **AGENDA**

- 1 APOLOGIES FOR ABSENCE**
- 2** To confirm the Minutes of the **TOWN COUNCIL MEETING** held on 4 DECEMBER 2020 (pages 7516, 7517 and 7518 – copy herewith).
- 3** To confirm the Minutes of the **EXTRAORDINARY TOWN COUNCIL MEETING** held on 18 DECEMBER 2020 (pages 7521 and 7522 – copy herewith).
- 4** To confirm the Minutes of the **EXTRAORDINARY TOWN COUNCIL MEETING** held on 22 JANUARY 2021 (pages 7526, 7527, 7528 and 7529 – copy herewith).
- 5** To confirm the Minutes of the **EXTRAORDINARY TOWN COUNCIL MEETING** held on 29 JANUARY 2021 (pages 7534, 7535 and 7536 – copy herewith).
- 6** To confirm the Minutes of the **EXTRAORDINARY TOWN COUNCIL MEETING** held on 19 FEBRUARY 2021 (copy to follow).
- 7** To receive the Minutes of the **RESOURCES COMMITTEE** held on 11 DECEMBER 2020 (pages 7519 and 7520 - copy herewith).  
(Please note the recommendation contained in Minute 336).
- 8** To receive the Minutes of the **PERSONNEL, POLICY & STRATEGY COMMITTEE** held on 15 JANUARY 2021 (page 7523 – copy herewith).

- 9** To receive the Minutes of the **RESOURCES COMMITTEE** held on 22 JANUARY 2021 (pages 7524 and 7525 - copy herewith).
- 10** To receive the Minutes of the **PLANNING & ENVIRONMENT COMMITTEE** held on 29 JANUARY 2021 (pages 7530 7531, 7532 and 7533 – copy herewith).
- 11** To receive the Minutes of the **RECREATION & LEISURE COMMITTEE** held on 12 FEBRUARY 2021 (pages 7537 and 7538 - copy herewith).
- 12** To receive the Minutes of the **RESOURCES COMMITTEE** held on 19 FEBRUARY 2021 (copy to follow).
- 13** **CHAIRMAN OF THE COUNCIL’S REPORT**
- 14** **DORSET COUNCILLORS’ REPORTS**
- 15** **TOWN COUNCIL REPRESENTATIVES’ REPORTS**

**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 10am:**

**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: 915 5597 8158**

**Password: 130527**

*\*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: 915 5597 8158**

**Password: 130527**

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](mailto: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**

**MINUTES** of a MEETING of the TOWN COUNCIL via video link held on FRIDAY, 4 DECEMBER 2020 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 L C Hinks**  
**Cllr M J Hopkins**  
**Cllr D J March**  
**Cllr W J Richmond**  
**Cllr F Shirley**  
**Cllr M R Tidd**  
**Cllr S Wheeler**

**MEMBERS NOT PRESENT**

**Cllr C L Butter**  
**Cllr C A Chedgy**  
**Cllr A E Roberts**

**OFFICERS PRESENT VIA VIDEO LINK**

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

**323** **TOWN COUNCIL MEETING HELD ON 25 SEPTEMBER 2020**

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

**324** **EXTRAORDINARY TOWN COUNCIL MEETING HELD ON 23 OCTOBER 2020**

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

**325** **EXTRAORDINARY TOWN COUNCIL MEETING HELD ON 20 NOVEMBER 2020**

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

Town Council – 4 December 2020

**326**                    **CONFIRMATION OF PERSONNEL, POLICY & STRATEGY COMMITTEE HELD ON 9 OCTOBER 2020**

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

**327**                    **CONFIRMATION OF RESOURCES COMMITTEE HELD ON 23 OCTOBER 2020**

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

**328**                    **CONFIRMATION OF RECREATION & LEISURE COMMITTEE HELD ON 6 NOVEMBER 2020**

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

**329**                    **CONFIRMATION OF RESOURCES COMMITTEE HELD ON 20 NOVEMBER 2020**

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

**330**                    **EXTERNAL AUDIT OF ACCOUNTS 2019/20**

The Town Clerk submitted the External Auditor's Certificate and opinion for the financial year ended 31 March 2020 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.

It was pleasing to note that the External Auditor had no comment to make on the Council's accounts for 2019/20.

The Town Clerk reported that because of the pandemic, the audit process had been put back and as a result, because of the late August bank holiday, he had given only 29 working days instead of 30 working days for the public to exercise their rights in accordance with the Accounts and Audit Regulations 2015. The Annual Governance Statement for 2019/20 would be amended accordingly.

Members asked that the thanks of the Town Council be expressed to the Finance Administrator following the successful completion of the audit.

**RESOLVED** that the Certificate and comments of the External Auditor be noted.

**331            THE COMMITTEE ON STANDARDS IN PUBLIC LIFE –  
STANDARDS MATTER 2: PUBLIC CONSULTATION**

The Town Clerk submitted a suggested response to the survey issued by NALC regarding the public consultation on Standards in Public Life – Standards Matter 2, 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.

**RESOLVED that the Town Clerk’s suggested response to the survey be approved for submission to NALC.**

**332            DORSET COUNCILLOR’S REPORT**

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

**333            TOWN COUNCIL REPRESENTATIVES’ REPORTS**

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

East Dorset Citizens Advice – Cllr C A Chedgy – see **Appendix D** to these Minutes.

Wimborne Cemetery Joint Management Committee – Cllr C A Chedgy - see **Appendix D** to these Minutes.

Allendale Centre – Cllr D J March - see **Appendix E** to these Minutes.

Town Mayor’s Report – Cllr S K Bartlett – see **Appendix F** to these Minutes.

The meeting closed at 10.25 am

Signed .....Date.....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of an **EXTRAORDINARY MEETING** of the **TOWN COUNCIL** via video link held on **FRIDAY, 18 DECEMBER 2020 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 A E Roberts**  
**Cllr F Shirley**  
**Cllr M R Tidd**  
**Cllr S Wheeler**

**OFFICERS PRESENT VIA VIDEO LINK**

**Town Clerk**  
**Assistant Town Clerk**

**337** **PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) (NO. 2) ACCESSIBILITY REGULATIONS 2018 (Min 208 – 07.02.20)**

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 Council was asked to approve the appointment of an alternative contractor to redesign the Town Council's website in order to comply with these Regulations.

**RESOLVED that Aubergine be contracted to redesign the Town Council's website based on the proposal and costs included in the report.**

**338** **REDCOTTS RECREATION GROUND - REQUEST FOR LICENCE**

The Town Clerk submitted the text of an email received from the occupants of 11 Westfield Close, 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.

Extraordinary Town Council – 18 December 2020

In the email, the occupants asked the Council to consider allowing them to install a gate in their boundary hedge to enable them to have access directly from the rear of their property into Redcotts Recreation Ground,

In 2012, their neighbour had been granted a licence by the Town Council for a similar arrangement for which a fee of £50 per annum was charged.

**RESOLVED that the application be approved subject to the following conditions:**

- a) the licence to be on the same terms to that enjoyed by the applicants' neighbour, such licence to be signed by the applicants before work commences;**
- b) the gate shall be the same size, material and style as the applicants' neighbour's gate and the exact design and position of the gate within the boundary hedge shall be approved in writing by the Town Clerk before work commences;**
- c) work to install the gate shall be carried out at a time of year which will not harm any wildlife which might be living in the hedge e.g., nesting birds;**
- d) the applicants to provide some suitable alternative planting within their garden to replace the wildlife habitat lost by the removal of part of the boundary hedge necessitated by this installation.**

The meeting closed at 10.28 am.

Signed .....Date.....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of an **EXTRAORDINARY MEETING** of the **TOWN COUNCIL** via video link held on **FRIDAY, 22 JANUARY 2021** at **11.00 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 A E Roberts**  
**Cllr F Shirley**  
**Cllr M R Tidd**  
**Cllr S Wheeler**

**OFFICERS PRESENT VIA VIDEO LINK**

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

**343** **BUDGETS AND PRECEPT 2021/2022**

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.

In the report the Town Clerk drew Members' attention to the increase in the tax base which had been notified by Dorset Council.

Recognising the current economic difficulties faced by some residents during the pandemic he had made a series of recommendations to enable the Town Council to deliver no increase on a Band D property for 2021/22.

Members considered the various recommendations contained in the report and it was

**RESOLVED**

- a) **that a John Deere Gator Utility Vehicle XUV865M be purchased on a hire purchase contract on the terms set out in the Town Clerk's report;**

- b) that the Dog Warden Patrol Contract be not renewed in April 2021 and the effects of this decision be reviewed in October 2021;**
- c) that the budget under Code 6677(Dog Control Contract) be reduced to £1,000 in the event that following the review referred to in b) above, the contract is renewed until March 2022;**
- d) that there be no increases in hiring fees for the services referred to in paragraphs 8.1, 8.2 and 8.3 of the Town Clerk's report;**
- e) that a fund be set up to hold the unspent £15,000 for Climate Change & Bio-Diversity projects;**
- f) that £20,000 from the underspend on Annual Grants for the 2020/21 financial year be added to the Buildings Fund and the remainder to the General Fund;**
- g) that the underspend on Annual Grants from 2019/20 amounting to £16,066.45 be used to top up any shortfall which may arise because of grant applications in 2021/22;**
- h) that the contribution to Service 88 included in the current year's budget be added to the existing fund, making a total fund of £5,000;**
- i) that the budgets of the spending committees, as submitted but amended by b) and c) above, be approved;**
- j) that £4,800 be transferred from the General Fund to reduce the Band D increase to 0%;**
- k) that the Town Clerk be authorised to submit a request to Dorset Council to collect a precept of £438,800 (four hundred and thirty-eight thousand eight hundred pounds) for 2021/22.**

(Note: a) the Town Clerk would investigate whether Dorset Council could authorise the Town Council Grounds Staff to issue fixed penalty tickets for contraventions of the Public Spaces Protection Order in respect of dog fouling.

- b) the Chairman expressed his thanks to the Town Clerk, Finance Administrator and other officers

for the report and involvement in the budgetary process.)

- 344 **WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE (WCJMC) - REVISED CONSTITUTION**  
The Town Clerk submitted a revised constitution recommended for adoption by the Council by the WCJMC, 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 revision related to the inclusion of a new paragraph (number 23) allowing an additional delegation to the WCJMC and the Clerk and Registrar.

**RESOLVED that the revised constitution be approved.**

- 345 **WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE (WCJMC) - REPLACEMENT REPRESENTATIVE**  
The Town Clerk reported that Cllr Tidd had resigned as the Council's representative on the WCJMC and asked the Town Council to appoint a replacement.

**RESOLVED that Cllr Hinks be appointed as the Town Council's representative on the WCJMC with immediate effect.**

- 346 **REVIEW OF DELEGATION SCHEME**  
The Town Clerk submitted a report and revised delegation scheme, copies of which had been circulated to each Member and copies of which appear as **Appendix C and D** respectively to these Minutes in the Minute Book.

The Town Clerk added that the Delegation Scheme as a document had not been updated for a number of years and those changes made by the Council during that time had been incorporated into the document.

He also recommended two additional powers be added to the Town Clerk's delegated authority.

**RESOLVED that the revised Delegation Scheme, as submitted, be approved and adopted.**

347

**WIMBORNE BID BALLOT**

The Town Clerk reported that the ballot paper for the renewal of Wimborne BID had been received and the Chairman of the Council was seeking a mandate from the Council as to how it wished to vote.

**RESOLVED that the Town Council support the re-election of Wimborne BID and that the Chairman be authorised to vote ‘for’ the BID renewal.**

**(Note: Cllr March declared a pecuniary interest on this item and left the virtual meeting before the discussion and voting thereon).**

The meeting closed at 12.06 pm.

Signed .....Date.....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of an **EXTRAORDINARY MEETING** of the **TOWN COUNCIL** via video link held on **FRIDAY, 29 JANUARY 2021** at **11.00 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 A E Roberts**  
**Cllr F Shirley**  
**Cllr M R Tidd**  
**Cllr S Wheeler**

**OFFICERS PRESENT VIA VIDEO LINK**

**Town Clerk**  
**Assistant Town Clerk**

**354** **CONSULTATION ON THE DORSET COUNCIL DRAFT LOCAL PLAN**

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.

Given the tight timeframe for commenting on the draft Local Plan and the enormity and complexity of the document, the Town Clerk had suggested in his report that a Task and Finish Group be set up to prepare a draft response to the Town Council at its meeting on 12 March 2021 (Dorset Council's deadline for comments was 15 March 2021).

**RESOLVED**

- a) that a Task and Finish Group be set up to prepare a draft response to the Draft Local Plan comprising Cllrs Burt, Butter, Chedgy, Hinks, Hopkins, March, Richmond, Shirley and Wheeler;**
- b) that the Chairman and Vice-Chairman of the Group be agreed by Members at its first meeting;**

- c) **that the Group decide at its first meeting whether to co-opt any residents from the local community to assist with formulating a draft response.**

(Note: Cllr Bartlett advised that as he was Vice-Chairman of Dorset Council's Eastern Area Planning Committee, he would not sit on the Task and Finish Group. He has since indicated that he might join meetings as an observer.)

355

**DORSET COUNCIL – FREE PARKING ALLOCATION**

The Town Clerk submitted an email dated 19 January 2021 from the Portfolio Holder for Highways, Travel and Environment of Dorset Council, 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 email, which was addressed to all town and parish councils, advised that, henceforward, only 6 days free of charge parking would be allowed by Dorset Council as follows:

- At the request of the Town or Parish Council free parking in all Dorset Council car parks for four days each year, for events which generate valuable footfall for that town. These four days cannot be used in December.
- At the request of the Town or Parish Council free parking in all Dorset Council Town Centre car parks for that town on one weekday in December.
- Free parking in all Dorset Council Town Centre car parks on Small Business Saturday in December.

In response to the offer, Members felt that free parking on event days was unnecessary and that to support businesses during the important Christmas period Dorset Council should be asked to exchange those four days with two free parking Saturdays in December.

**RESOLVED that Dorset Council be asked to seriously consider the exchange of days referred to in the preceding paragraph.**

(Note: The Town Clerk would confer with his colleagues in other towns to establish the reaction of their councils to this offer.)

356

**PUBLIC SPACES PROTECTION ORDER (PSPO) – ALCOHOL RESTRICTIONS**

The Town Clerk submitted an email dated 19 January 2021 from the Community Safety Team Leader of Dorset Council, 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 email advised the Town Council that the PSPO restricting the consumption of alcohol in public spaces had expired in October 2020 and that the Police had not been able to provide sufficient evidence to justify the Order being renewed.

Whilst Members were disappointed and surprised about the lack of evidence to enable the Order to be renewed it was

**RESOLVED that the situation regarding the PSPO in relation to alcohol be noted but Dorset Council be asked to keep the matter under review.**

The meeting closed at 11.59 a.m. .

Signed .....Date.....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a meeting of the **RESOURCES COMMITTEE** via video link held on **FRIDAY, 11 DECEMBER 2020 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 M R Tidd**  
**Cllr S Wheeler**  
**Cllr K F Webb – Ex-Officio – Vice-Chairman of the Council**

**COMMITTEE MEMBERS NOT PRESENT**

**Cllr F Shirley**  
**Cllr S K Bartlett – Ex-Officio – Chairman of the Council**

**OFFICERS PRESENT VIA VIDEO LINK**

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

**334** **SCHEDULE OF PAYMENTS**

The schedule of payments for November 2020 was submitted – see **Appendix A** to these Minutes in the Minute Book.

The Town Clerk would prepare a report for the January 2021 meeting comparing IT costs pre-lockdown with current costs particularly since all Members had been supplied with laptops and IT support.

**335** **MONTHLY ACCOUNTS**

The Town Clerk reported that as normal for the early December meeting, the monthly accounts for November 2020 were not available as the bank statements had not yet been received.

**336** **TOWN COUNCIL GRANT PROCEDURE –SUGGESTED REVISION**

The Chairman 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.

Resources Committee – 11 December 2020

In the report the Chairman and Vice-Chairman of this Committee had suggested a revision to the current grant procedure by bringing forward the last date for submission of grant applications from 31 January to 30 November in each financial year commencing in 2021/22.

**RECOMMENDED to Council that the suggested amendment to the Council's grant procedure be adopted.**

The meeting closed at 10.17am.

Signed .....Date.....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a meeting of the **PERSONNEL, POLICY & STRATEGY COMMITTEE** via video link held on **FRIDAY, 15 JANUARY 2021 at 10.00 am.**

**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)

**OFFICERS PRESENT**

Town Clerk  
Assistant Town Clerk

**339** **PROJECT PROGRESS OVERVIEW REPORT (Min. 303 – 09.10.20)**

The Assistant Town Clerk submitted a Project Progress Overview 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 Committee noted the progress updates.

The Assistant Town Clerk advised that following the publication of the agenda, two further projects had been suggested for inclusion on the project plan: Census 2021 and Spending the Community Infrastructure Levy (CIL) Payments.

The Assistant Town Clerk would update the Project Plan for the next meeting.

The meeting closed at 10.18 am.

Signed ..... Dated .....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a meeting of the **RESOURCES COMMITTEE** via video link held on **FRIDAY, 22 JANUARY 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 M R Tidd  
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

**340** **SCHEDULE OF PAYMENTS**

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

Cllr Webb requested an update and summary on the payments made to the Allendale Café and Foodbank. The Chairman confirmed that it was planned to give a general update about these grants and operations to the February meeting of the Committee.

**341** **MONTHLY ACCOUNTS**

The Town Clerk submitted for information the accounts for the months of November and December 2020, 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.

**342** **ICT POST IMPLEMENTATION REVIEW**

The Assistant Town Clerk submitted a report on the ICT post implementation review, 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.

Resources Committee – 22 January 2021

The review explained the changes that had occurred over the past 12 months, including the two phases of the rollout of new technology - firstly office and staff and secondly the Members.

The upgrade had been particularly timely in view of the pandemic, allowing the Town Council to provide a similar level of service as it had when the staff had been based in the office.

The Members expressed their thanks to the Assistant Town Clerk for a very comprehensive report and smooth implementation of the project.

The meeting closed at 10.12 am.

Signed .....Date.....  
Town Mayor and Chairman of the Council

7530  
**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a meeting of the **PLANNING & ENVIRONMENT COMMITTEE**  
via video link held on **FRIDAY 29 JANUARY 2021 at 10.00 am.**

**COMMITTEE MEMBERS PRESENT VIA VIDEO LINK**

Cllr M R Tidd (Chairman)  
Cllr F Shirley (Vice-Chairman)  
Cllr D Burt  
Cllr C L Butter  
Cllr D J March  
Cllr W J Richmond  
Cllr A E Roberts  
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**

Assistant Town Clerk  
Administration Officer

**348**      **STREET NAMING – CRANBORNE ROAD WEST**

The Assistant 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. Members had also received a copy of the Street Naming and Numbering Guidance from Dorset Council, a copy of which appears as **Appendix B** to these Minutes in the Minute Book.

The Assistant Town Clerk presented the report and suggested that Members might wish to consider using the street and road names from the twinning towns of Valognes and Ochsenfurt but with the English translations. For example Voie de la Liberte in English translated to Freedom Street.

Given that there was no immediate urgency for the road names as the development had not yet started, Members considered that the item should be deferred to a future meeting and agreed to send any suggestions that they had to the Assistant Town Clerk to start compiling a list of ideas.

**RESOLVED** that the item be deferred to a future meeting of the Planning and Environment Committee to allow the Members more time to consider a suitable road naming scheme for the new development.

**349**      **DORSET COUNCIL CAR PARKING CHARGES REVIEW – PHASE 2**

The Assistant Town Clerk submitted an email dated 18 January 2021 from Dorset Council's Strategic Parking Project Manager, 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.

Dorset Council had asked for the names of organisations which could take part in a Working Group which would be set up to gather feedback on local issues and opinions regarding car parking charges. The Town Council had also been invited to appoint representatives to this Group.

Members of the Committee noted that car parking was an emotive subject for the residents of Wimborne Minster and also critical to the future infrastructure of the Town. However, these issues would be fed into the Town Council's response to the draft Local Plan.

The Town Council's representatives on the Working Group were agreed, to include Cllrs March, Shirley and Wheeler. Members also suggested that a representative from Colehill Parish Council, Wimborne BID and the Chamber of Trade should be invited to join the Working Group.

Members believed that wider views could also be sought from and fed into the Working Group from other organisations and groups in the Town to include the Wimborne Residents Association Group (WRAG), a youth group, the local churches, a disability group, Wimborne in Bloom and Wilding Wimborne, the doctors' surgeries, and the Allendale Community Centre.

**RESOLVED that the Assistant Town Clerk forward the suggested list of organisations and representatives from Wimborne Minster to Dorset Council for consideration.**

**350**      **SPEED INDICATOR DEVICE (SID) REQUEST - ROWLANDS HILL (Min 239 – 10.3.20)**

The Assistant Town Clerk submitted a report, 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.

Members discussed this item in depth, noting how the narrow roads and pavements in this locality as well as overgrown hedging exacerbated the problem for pedestrians trying to use the footpaths safely.

Furthermore, it was highlighted that the increase in traffic was part of a bigger issue for the Town following the building of new housing in the area and that the Town Council should start collating data on traffic flows to understand the impact it was having.

Given the proximity of these roads to Colehill, Members felt it would be worthwhile to defer a decision on this item until discussions had taken place with Colehill Parish Council with a view to sharing a SID with that authority.

**RESOLVED that a decision on this matter be deferred to allow discussions with Colehill Parish Council to take place on the possibility of sharing a SID between the two parishes.**

351

**MAJOR CORE STRATEGY DEVELOPMENTS (Min 262 – 03.07.20)**

The Assistant Town Clerk submitted for information a report, a copy of which had been circulated to each Member and a copy of which appears as **Appendix E** to these Minutes in the Minute Book.

Cllr March requested an update on the bat and other wildlife mitigation plans for the Cuthbury Development.

The Assistant Town Clerk would check what the position was regarding the application for a reduction in the bat and other wildlife mitigating measures which Wyatt Homes had applied to Dorset Council to reduce. The Town Council had made representations that this should not be considered a 'non-material consideration' but should form the basis of proper consultation with interested parties and be the subject of a proper planning application.

352

**PLANNING DECISIONS**

The Assistant Town Clerk submitted for information a schedule of planning decisions made by the Local Planning Authority, 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.

353

**PLANNING APPLICATIONS**

The Assistant Town Clerk submitted for information, a schedule of comments on planning applications made by Members, a copy of which had been circulated to each Member and a copy of which appears as **Appendix G** to these Minutes in the Minute Book.

**7533**

Planning & Environment Committee – 29 January 2021

Cllr Webb informed the Committee that following recent correspondence with Dorset Council there was now a delay of between 4- 6 months to determine planning applications.

The meeting closed at 10.57am.

Signed ..... Dated .....  
Town Mayor and Chairman of the Council

**WIMBORNE MINSTER TOWN COUNCIL**

**MINUTES** of a meeting of the **RECREATION & LEISURE COMMITTEE** via video link held on **FRIDAY, 12 FEBRUARY 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 M J Hopkins**  
**Cllr D J March**  
**Cllr S K Bartlett – Ex-Officio – Chairman of the Council**

**MEMBER NOT PRESENT**

**Cllr K F Webb – Ex-Officio – Vice-Chairman of the Council**

**OFFICERS PRESENT VIA VIDEO LINK**

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

**357** **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 pertaining to the recreation grounds.

Cllr Roberts reported that the individuals carrying out 1:1 football training had now moved their training onto the hard surface area near the Roundhouse to avoid damaging the field.

Cllr March understood that the basketball court had always been intended as a practice area and not for competitive basketball games.

**358** **STREET LAMP AT SCHOOL LANE ENTRANCE TO REDCOTTS RECREATION GROUND**

The Administration Officer 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 set out the circumstances surrounding the damage and removal of the lanterns attached to the lighting column in the Recreation Ground nearest to the School Lane entrance and sought the Committee's instructions regarding their replacement. Several options were presented including costs for and design of those supplied by SSE as well as the possibility of a local fabricator making a bespoke replacement based on a single lantern design.

The Committee's preference was for the damaged lanterns to be replaced by a similar configuration of three lanterns. The Administration Officer would investigate whether this was feasible and cost effective. If the contractor could not fabricate triple lanterns then the Committee as a second option would prefer a double lantern configuration. If neither of these options was feasible then a single lantern would be tolerable.

**RESOLVED that the Administration Officer pursue the options with the fabricator for the replacement lanterns up to a maximum budget of £1,200.**

359

**REQUEST FOR INSTALLATION OF A MEMORIAL BENCH**

The Administration Officer submitted an application for the installation of a memorial bench, a redacted 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.

Following discussions, the Committee was unable to offer a suitable location in Redcotts Recreation Ground.

**RESOLVED that the applicant be advised of the above but that the Town Council would approach Dorset Council on his behalf (if he so wished) with a view to installing a bench at Crown Mead (near Berties).**

360

**DOG WARDEN PATROL REPORTS**

The Administration Officer submitted for information the Dog Warden Patrol Reports for October, November and December 2020 and January 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 meeting closed at 10.32am.

Signed .....Date.....  
Town Mayor and Chairman of the Council