



**Minutes of a meeting of the Town Council held on
Tuesday 22 September 2020 via Zoom at 7.00pm.**

Members Present: Councillors L Kirk (Mayor), K Green (Deputy Mayor), D Budd, D Cleaton, M Cotton, K Critchley, B Dean, B Ezzard, H Goodinge, Z Gover, V Green, M Humphries, S Kemp, M Russell, R Schofield, C Turner

Officers present: V Ricketts, Town Clerk; T Bailey, Operations Manager

167. Apologies for absence

There were no apologies for absence.

168. Declarations of interest

There were no declarations of interest.

169. Public participation time

There were 16 members of the public present. The Clerk advised that letters had been received from two members of the public, one in relation to Cottes development site, which would be considered at the next Planning and Transport Committee, and the other relating to parking issues which would be covered within the presentation by Purbeck Neighbourhood Inspector James Offer.

170. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Town Council held on 11 August 2020 were presented by the Mayor.

Resolved that the minutes be taken as read, confirmed and signed by the Mayor (subject to the following amendments: the inclusion of Councillor Goodinge in attendance).

171. Matters arising from the minutes of the previous meeting

There were no matters arising.

172. Reports by Dorset Councillors and representatives on outside bodies

Dorset Ward Councillor Ezzard apologised for the absence of Councillor Holloway, who had submitted a report included in the agenda. There were no questions or comments on the report.

Councillor Humphries updated Members on Wareham District Development Trust.

173. Financial statements and payments

The Town Clerk presented a list of payments for approval.

Resolved that payments be made in the sum of £29,116.06 (£24,277.16 BACS and £4838.90 Direct Debits), be approved and signatories be authorised to sign the cheques).

174. To receive such communications as the Town Mayor may wish to place before the Council

The Mayor advised that she had attended the Friends of Wareham Hospital AGM and the unveiling of a mural at the Youth Club, which had been produced by the youths in association with a local artist. The Mayor further advised that she had met with the editor of Dorset Life who was writing an article on Wareham.

175. Committee reports and Sub-group reports

The Chairmen of the Council's Committees presented the minutes of the following meetings for receipt:

- a) Amenities Committee – 9 September 2020
- b) Neighbourhood Plan Steering Group – 13 August 2020
- c) Personnel Committee (Extraordinary Meetings) – 7 August 2020 and 1 September 2020
- d) Planning and Transport Committee – 26 August 2020
- e) Policy Resources and Finance Committee – 1 September 2020

176. Update on the Purbeck Gateway Development Project

Members received an update from Dorset Council Officers on the progress of the Purbeck Gateway Development Project. The presentation outlined the three sites: Wareham Middle School, Wareham Hospital and the Bonnetts Lane site, and providing an update on the design and planning constraints. Members were advised that the design brief would be presented to Dorset Council Cabinet on 3 November 2020; a procurement launch was scheduled for the winter, with construction planned to start in the summer of 2022, completion of the Health Hub by 2023 and housing by autumn 2024.

177. Inspector James Offer

Members received a presentation from Purbeck Neighbourhood Inspector James Offer outlining the current staffing levels for the Purbeck Neighbourhood Team and detailing how neighbourhood policing had changed during lockdown.

Members raised parking issues in and around Wareham including driving on the pavements, obstruction of the footways and parking on yellow lines. Inspector Offer detailed the different enforcement levels and which applied to the various violations. He encouraged Members and members of the public to report violations to the police through the 101 facility. This, in turn, would build a case for greater action in the area and identify hotspots. With regard to antisocial driving issues, he further encouraged noise diaries to be kept as evidence of continuing problems.

A member of the public was also permitted to speak on this matter by the Mayor, having submitted a letter referred to under public participation, reiterating the

problems in Wareham regarding illegal and dangerous parking. Inspector Offer noted all the issues raised.

178. Resolutions Report

Members considered the quarterly Resolutions Report providing updates of the resolutions of Council to date. A Member noted that a resolution from Planning and Transport Committee had been omitted, he further requested validation dates be added to the report. The Town Clerk apologised for the omission and agreed to include the validation dates in future reports.

179. Social Media Policy

Resolved that the Social Media Policy, recommended from Policy, Resources and Finance Committee on 1 September 2020, be approved.

180. Councillors Laptop Policy

Resolved that the Laptop Policy, recommended from Policy, Resources and Finance Committee on 1 September 2020, be approved.

181. Abbots Quay

The Town Clerk reported complaints received regarding activities on Abbots Quay and the response received from Dorset Council Licencing Officers confirming that the slipway was public. A Member questioned the ownership of the area of land to the side of the public slipway which was unknown. It was noted that the operative of the boat hire concession would be contacted by the Licensing Team to ensure that he carried on his business in accordance with his licence.

182. Conclusion of Annual Audit

The Town Clerk advised that, under the Accounts and Audit (Coronavirus) (Amendment) Regulations 2020, the date for the Conclusion of Audit had been changed from 30 September to 30 November 2020.

183. Remembrance 2020

The Town Clerk updated Members on the possible arrangements for Remembrance Sunday. It was noted that a parade would not be possible due to the current Coronavirus restrictions. The Town Clerk had been liaising with the British Legion as to what might be possible regards to wreath laying and a church service. Members agreed for the Town Clerk to continue liaising to agree arrangements for the event and report back to Council.

184. Annual Risk Management Report

Members received the annual risk management report and were satisfied that all the risks had been identified and agreed with the mitigating responses.

Resolved that the annual Risk Management report be approved.

185. Calendar of Meetings 2021

Members considered the proposed calendar of meetings for 2021/22. A Member stated that meetings should be more evenly spaced and follow a pattern similar to the current year. It was agreed for the Member to work with the Town Clerk to produce a revised draft calendar, to be presented to the next full Council.

186. Government White Paper – Planning for the Future

The Town Clerk recommended that, whilst a proposed response to the Government had been produced by the Planning and Transport committee on 16 September 2020, further consideration should be deferred until the Extraordinary Council meeting on 14 October 2020, to ensure that the response from the Neighbourhood Plan Steering Group, due to meet on 8 October, could also be taken into consideration. The recommendation was supported by Members and –

Resolved that a response to the Government White Paper – Planning for the Future, be considered at the Extraordinary Council meeting on 14 October 2020.

187. NJC Pay Award

Members noted the 2020/2021 NJC pay award of 2.75% which would be backdated to 1 April 2020.

188. Traffic through Wareham

Councillor Kemp asked Members to consider an issue of antisocial traffic through Wareham, including the playing loud music and revving of engines. Members agreed that, following the advice of Inspector Offer earlier in the meeting, a noise diary should be kept as evidence and that Environmental Health Officers at Dorset Council might be able to supply a noise meter for the purpose.

189. Any other items the Mayor deems urgent

The Mayor reported that she had no matters of urgency.

190. Date of next meeting

It was noted that the date of the next meeting, which is an extraordinary meeting, is scheduled for **Wednesday 14 October 2020 at 7.00 pm**. The next ordinary meeting of the Council is scheduled for **Tuesday 3 November 2020**.

Payments List - Meeting Date 22nd September 2020

Inv. Date		Payee	Amount	Details
25.08.20		T Bailey	15.00	Shelving for rear yard
21.08.20	96985	Dorset Electrical	144.00	Monitoring charge 21/8/20 to 21/8/21
21.08.20	66977	SW Councils	180.00	T Bailey - 6 x 60 minute webinar training
26.08.20	S22420	PWB Industrial Heating	96.00	Air conditioning system service
27.08.20	11831	Vision ICT Ltd	1437.00	Website design & development - final account
28.08.20	120121	Clarity Copiers	32.26	Copier charges - August 2020
27.08.20		DC Pension Fund	4097.24	Pension contributions - August 2020
27.08.20		HMRC	3763.38	PAYE - August 2020
27.08.20		Salaries	11542.45	August 2020 salaries
31.08.20		Lidl	70.07	Bulbs for WIB
14.09.20	2411	Amazon	194.22	Aluminium angles, packing tape
14.09.20	DanceADay	Aimee Smith	40.00	Refund of March bookings
08.09.20	12714	Rejuvenate	720.00	Block purchase of service hours
11.09.20	12742	Rejuvenate	69.10	Web hosting 06.03.20 to 30.06.20
29.08.20	D310773	Consortium	153.14	Gloves, stationery, cleaning materials
31.08.20	68562	3C Payment	235.01	Credit card processing - August 2020
13.08.20	3073905	Wessex Fire & Security	599.73	Museum fire alarm
17.08.20	394817	Loomis	268.03	Cash collection monthly contract - September
21.08.20		CJ Smith	103.20	Repair leak in foyer
27.08.20	27210	Wm Pond	92.40	General maintenance equipment
28.08.20	02A3947	Loomis	43.57	Coin sorting August
24.08.20	2802	Dorset Doors	96.00	Pavilion door
01.09.20	12677	Rejuvenate	285.36	Monthly support & backup
		Total BACS	24277.16	

Direct Debits

23.08.20	216363	Fuelcard People	52.40	Diesel for vans
31.08.20	32025949	Suez	181.30	Rubbish collection from Town Hall July
31.07.20	5752718	Waterlogic	24.84	Cooler rental
31.08.20	246547	Fuelcard People	55.87	Diesel for vans
01.09.20	10233169	Sage	30.00	Sage 50 payroll September 2020
01.09.20	961510801	Water2business	31.50	Pavilion water usage -September 2020
01.09.20	2.697E+09	Water2business	74.00	Howards Lane toilets water usage - September'20
01.09.20	96200001	Water2business	85.00	Town Hall water usage - September 2020
01.09.20	300855984	Dorset Council	101.00	Howards Lane toilets rates - September 2020
01.09.20	300059492	Dorset Council	150.00	Museum rates - September 2020
01.09.20	300855997	Dorset Council	177.00	Quay toilets rates - September 2020
01.09.20	2.689E+09	Water2business	198.00	Quay toilets water usage - September 2020
01.09.20	300059573	Dorset Council	849.00	Howards Lane car park rates September 2020
01.09.20	300061477	Dorset Council	936.00	Town Hall rates - September 2020
04.09.20		Bonline	46.97	CCTV - Town Hall & Museum
10.09.20	1.79E+09	EE	102.46	Car park machines & mobile 'phones

14.09.20	Z0072450	BNP Paribus	233.50	Van lease September 2020
14.09.20		Barclaycard	1302.20	July and August costs
30.09.20	32054724	Suez	207.86	Rubbish collection from Town Hall August
		Total DDRs Payable	4838.90	
		Total Payments	29116.06	