



Minutes of a meeting of the Policy, Resources and Finance Committee held on Tuesday 7 September 2021 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors K Critchley (Chairman), D Budd (Vice Chairman), M Cotton, K Green, V Green, M Russell

Officers present: V Ricketts Town Clerk

112. Apologies for absence

Apologies were received from Councillors Z Gover, R Schofield and C Turner

113. Declarations of interest

There were no declarations of interest.

114. Public participation time

There was one member of the public present who spoke in favour of the business case for the Community Hub based in the Corn Exchange.

He stated that he believed it would generate income and provide a much needed high street facility and further promote the work of the Town Council.

115. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Policy, Resources and Finance Committee held on 27 July 2021 were presented by the Chairman.

Resolved that the minutes be taken as read, confirmed and signed by the Chairman.

116. Matters arising from the minutes of the previous meeting

The Town Clerk confirmed that the items on the paperless office and the Deputy Mayor's allowance would be on the next agenda.

A Member requested a breakdown of an item on the previous payments list and the Town Clerk stated this would be circulated to members after the meeting.

117. Payment of outstanding creditors

The Town Clerk presented a list of payments for approval.

Resolved that the payments be made in the sum of £38520.53 (£36066.72 BACS and £2453.81 direct debits) be approved, as appended to these minutes.

118. Hub Business Plan

Members considered a business case for a Community and Visitor Hub in the Corn Exchange. A start up grant of £20,000 would be available from Dorset Council following the closure of the Tourist Information Centre in the library. The business case outlined a customer service desk to include visitor information and bookings of

tickets and attractions, as well as a community café, community area, internet café and sales of local products and arts.

Members expressed concerns regarding ongoing costs, the viability of the hub, staffing issues, availability of volunteers for the café and the proposition of an internet café that they considered may impact on services provided by the library.

Members also questioned the need for a full tourist/visitor centre in Wareham and were especially concerned about the loss of the Corn Exchange as a bookable venue in Wareham and the income it generates for the Council.

It was noted that the Museum COG had not been in agreement to host a visitor provision within the museum in its present form.

Resolved that it be recommended to Council that the business case is reluctantly not supported due to the loss of income and the potential impact on Council precept.

119. Income Report

Members received the income report to date which was noted.

120. Motion from Cllr Russell re flagpole

Councillor Russell presented a motion, which had been deferred from Council, regarding the proposal for a flagpole in town. He stated that, having considered all options, St John's Hill would be the best location in the position of one of the trees that had recently been cut down. He acknowledged that the land was owned by Dorset Council and that their permission would be required.

A Member asked if Church Green had been considered and Councillor Russell stated that he did not feel it appropriate as it could not be seen from South Street and that the area outside the British Legion was preferable.

The Town Clerk advised that planning permission would also be required for any pole over 6m. She further advised that she had received a quotation for a flagpole at a cost of approximately £1300 +VAT, including fitting to public liability standards, by a reputable local company.

Members expressed concern over unbudgeted costs and necessity when other flag poles were available in the town including the war memorial and at the Town Hall.

Resolved that no action be taken at this time.

A Member requested that the Town Clerk explore ways to ensure the Union Flag at the Town Hall did not furl around the flagpole.

121. Any other items the Chairman deems urgent

There were no matters of urgency.

122. Date of next meeting

It was noted that the next meeting of the Policy, Resources and Finance Committee was scheduled to be held at 7.00pm on 19 October 2021.

Chairman..... Date.....

Payments List - Meeting Date 07.09.21

Inv.

Date	Ref No.	Payee	Amount	Details
26.07.21	328778259	Amazon	25.47	Stationery
27.07.21	XY99-RYF4	Amazon	2.98	Laminating pouches
28.05.21	122700	Clarity Copiers	77.32	Copier charges May 2021
03.07.21	1176133861	Trade UK	55.78	Balance to pay - metal cutting disk
07.07.21	61159	Aston Rose	2946.40	Rent and Insurance on Unit 2
09.07.21	61162	Aston Rose	2616.23	Rent & service charge to 28.09.21
13.07.21	453594	Tower Supplies	-71.94	Credit re work boots size 11
22.07.21	27423	Wm Pond	27.30	Line marker, sealant, spanner
23.07.21	325136946	Amazon	16.56	Museum stock
23.07.21	3031-27466	Amazon	39.46	Museum stock
27.07.21	123066	Clarity Copiers	47.51	Copier charges July 2021
30.07.21	0446098	Loomis	69.66	Coin sorting - July 2021
02.08.21	211865359	SSE Scottish Hydro	56.13	Unit 2 June electricity
03.08.21	10036650	Brandon Hire Station	541.44	Hire of temp fence panels
04.08.21	300501	DAA Halsgrove	149.37	Books for resale - Museum stock
05.08.21	2021-350282	Amazon	2.95	Galaxy A40 screen protectors
06.08.21	2021-2271	Amazon	7.88	Case for Samsung Galaxy A40
06.08.21	2021-331004	Amazon	11.99	Calligraphy pen set
06.08.21	7742455	Trade UK	92.70	
08.08.21	2021-253	Amazon	-7.99	Credit re Leather flip case for Samsung Galaxy
09.08.21	3D9J	Amazon	8.99	Samsung Galaxy case
10.08.21	2021-1234	Amazon	7.95	Samsung Galaxy A12 screen protector
10.08.21		AHGTC	35.00	Various tools re general maintenance
10.08.21	D736600	Consortium	68.55	Cleaning materials
12.08.21	SB20210266	PKF Littlejohn	1200.00	External audit fee
12.08.21	35403	Edge	837.60	Year 3 of 5 year contract accounts package
11.08.21	15071	Rejuvenate	184.84	New UPS
11.08.21	15070	Rejuvenate	720.00	Block purchase 8 hours software support
16.08.21	E/254	Hugh Elmes	48.60	10 x Local Tales of TE Lawrence - Museum stock
16.08.21	447809	Loomis	283.13	Monthly contracted services - September 2021
17.08.21	684969	Amazon	57.36	Disposable gloves
18.08.21	EEAEU1	Amazon	14.24	WD40
18.08.21	GB1DKDGAEU1	Amazon	7.98	Disinfectant
18.08.21	GB1D12B2AEYI	Amazon	2.55	Measure tape
19.08.21	KLAEUI	Amazon	5.10	Measure tape
19.08.21	TEAEUI	Amazon	12.00	Scissors
19.08.21	10077030	Brandon Hire Station	141.12	Hire of temp fence panels
09.08.21	211865359	SSE Scottish Hydro	64.95	Unit 2 July electricity
21.08.21	2021-460	Amazon	-7.88	Credit re Samsung Galaxy A40 case
24.08.21	D750560	Consortium	130.10	Cleaning materials
25.08.21	102038	Dorset Electrical	144.00	Fire alarm monitoring year to 20.08.22
31.08.21	Aug-21	Salaries	14194.47	August 2021 salaries
31.08.21	HMRCAug21	HMRC	5285.88	PAYE & NIC August 2021
31.08.21	DCPF	DC Pension Fund	5437.99	Pension contributions August 2021
31.08.21	1181712	Cheap Printing	475.00	Leaflets & Letter re neighbourhood plan
	Total BACS		36066.72	

Direct Debits

22.07.21	752809	Bonline	46.97	Town Hall & Museum CCTV - August 2021
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15.08.21	1858823	Fuelcard People	67.44	Van diesel
17.08.21	347381077	Lloyds Bank	7.00	Account charges 10.06.21 to 09.07.21
19.08.21	97641330	O2	28.80	Mobile 'phone September 2021
22.08.21	9001889206	Fuelcard People	54.84	Van diesel
22.08.21	771291	Bonline	46.97	Town Hall & Museum CCTV - September 2021
23.08.21	PW508598	PWLB	2201.79	Repayment of Mill Lane roof loan
	Total DDRs Payable		2453.81	
		Total Payments	38520.53	