



Minutes of a meeting of the Town Council held on Tuesday 27 April 2021 via Zoom at 7.00pm.

Members Present: Councillors L Kirk (Mayor), K Green (Deputy Mayor), D Budd, M Cotton, 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, Committee Clerk

Prior to the start of the meeting a minute of silent reflection was held in memory of the life of Mrs Dawn Russell, wife to Councillor Malcolm Russell, who had passed away at the weekend.

534. Apologies for absence

Apologies were received and accepted from Councillors K Critchley and D Cleaton and Dorset Councillor R Holloway.

535. Declarations of interest

There were no declarations of interest.

536. Public participation time

There were 2 members of the public present. The Town Clerk advised that she had received no questions or representations from the public ahead of the meeting.

537. Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Town Council held on 2 March 2021 were presented by the Mayor.

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

538. Matters arising from the minutes of the previous meeting

There were no matters arising.

539. Financial statements and payments

The Town Clerk presented a list of payments for approval.

Resolved that payments be made in the sum of £41,020.28 (£10,721.83 BACS and £30,298.45 Direct Debits), be approved.

540. Reports by Dorset Councillors and representatives on outside bodies

Councillor Ezzard presented her written report and update advising that the Annual Dorset Council Meeting had been brought forward to 4 May ahead of the deadline for virtual meetings to cease being lawful.

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Members received the minutes from the latest DAPTC Towns and Larger Parishes Committee meeting held on 26 February 2021.

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

The Mayor advised that she had joined The Reverend Cannon Simon Everett and the Town Crier in leading a minute's silence in memory of HRH Prince Phillip, Duke of Edinburgh, at Lady St Mary's Church on Saturday 17 April 2021 at 3pm.

542. Committee reports and Sub-group reports

The following minutes of the Council's Committee were presented by the Committee Chairmen:

- a) Amenities Committee – 17 March 2021
- b) Museum Committee – 24 March 2021
- c) Neighbourhood Plan Steering Group – 11 March 2021
- d) Planning and Transport Committee – 10 March, 31 March 2021
- e) Policy, Resources and Finance Committee – 23 March 2021
- f) Personnel Committee – 6 April 2021

A minor amendment was suggested to the Museum Committee minutes and the Personnel Committee minutes.

Resolved that the minutes of the Council's Committees be received.

543. Dorset Gliding Club Small Sports Grant Support

Members considered a request for a letter in support of the grant application to the Small Sports Grant.

It was noted that the Dorset Gliding Club was situated in East Stoke Parish.

Resolved that the Town Clerk be instructed to reply to the letter advising that Wareham Town Council, whilst supporting in principle, suggest that the Club contact East Stoke Parish Council for its support.

544. Resolutions Report

Members received a report of the resolutions of Council and its Committees, together with actions and progress, for this municipal year.

545. Motion from Councillor Cotton

Members considered the following motion from Councillor Cotton which had been received in accordance with the Council's Standing Orders:

“That the Council approach Network Rail with regards to the removal of the Harris fencing and the re-planting/landscaping of the level crossing surrounds.”

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Resolved that the Council forcefully pursue and resolve the ownership of the land and set up a meeting with the land-owner.

546. Change of date for the Annual Council Meeting to 5 May 2021

Due to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 not being extended. It is necessary to hold the Annual Council Meeting prior to the 6 May 2021 deadline for virtual meetings.

Resolved that the Annual Council meeting be brought forward to 5 May 2021.

547. Peat and Pesticides Letter

Members considered a letter on behalf of Planet Purbeck regarding the Council's use of peat and pesticides.

The Town Clerk reported that the Council did not use peat compost nor pesticides in open spaces. However, currently, the Council did use herbicides to tackle weeds in urban areas.

Resolved that the Town Clerk reply advising that the Council will review its use of herbicides for weed killing in urban settings and seek ecologically friendly alternatives.

548. Re-opening of facilities

Members considered a report on the reopening of the Corn Exchange and Town Council Offices in light of the easing of lockdown restrictions.

Resolved that:

- a) That the Town Council supports the council offices reopening to the public on 12 April by appointment only.
- b) That the Town Council supports the council offices reopening to the public fully from 21 June if Government policy allows or at such a time as the full lifting of lockdown measures.
- c) That Members support opening the Corn Exchange to weekday bookings from 17 May in line with Government policy.
- d) That Amenities Committee, or its delegation if necessary, looks at ways to ensure the safe and practicable re-opening of the Corn Exchange to weekend bookings.

549. Parking Issues Working Party

Council was asked to appoint a Member to the parking issues working party in light of the resignation from this group by Councillor Schofield.

Resolved that Councillor Goodinge be appointed to the Parking Issues Working Party.

550. Recommendations from the Policy, Resources and Finance Committee

Members considered the following recommendations:

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- a) To adopt the Service Level Agreement for the Purbeck Youth and Community Foundation
- b) To adopt the Health and Safety Policy
- c) To adopt the Terms of Reference for the Policy, Resources and Finance Committee
- d) To adopt the Terms of Reference for the Museum Committee

Resolved that the recommendations of Policy Resources and Finance Committee be approved.

551. Recommendations from the Museum Committee

Members considered the following recommendations:

- a) To adopt the job description for the Museum Manager
- b) To adopt the job description for the Museum Curator

Resolved that the recommendations of Museum Committee be approved.

552. Petition to keep and improve the Hauses Field Skatepark, Northmoor

Council acknowledged receipt of a petition, signed by 141 residents, to keep and improve Hauses Field Skatepark. It was noted that this petition, along with the consultation responses, would form part of a report on the issue for consideration by Amenities Committee on 28 April 2021.

553. Entry into South and South East in Bloom Competition 2021

Members had previously been made aware of an entry into South and South East in Bloom (S&SEIB) by “Wareham in Bloom”. The Town Clerk advised that the entry had not been made ultra vires by Council staff, nor had the entry fee been paid for by the Council.

Since publication of the agenda, Members had received a letter from Mr Rod Curtis, detailing his entry into the competition as “Wareham in Bloom” and seeking the support of the Council.

Members expressed their astonishment that a former volunteer of the Council’s Wareham in Bloom Committee had taken it upon themselves to submit an entry without having consulted the Council prior to the submission, especially given that the Council staff were responsible for the floral displays around the town. It was further noted that Mr Curtis had already met with the judges and had taken photos of the Town Council’s displays, posted them on Facebook credited to “Wareham in Bloom”.

The Mayor stated that she was aware that the former volunteers of the Council’s Committee had all been contacted to assist in the planting of the spring baskets and only one, Ross Hooper, had responded and assisted.

It was noted in Mr Curtis’s letter that he intended to fund raise as “Wareham in Bloom” to support his aspirations for new floral areas. Members expressed concerns that this could be misconstrued by the public as funds used for the Town Council

Initials.....

displays and felt that it would be raising monies under false pretences due to the name of the venture.

A Member spoke in support of the intention of Mr Curtis to re-establish a volunteer group, but agreed that, in order to avoid confusion, it should not be called Wareham in Bloom.

Resolved that the Council does not support the “Wareham in Bloom” initiative as detailed by Mr Curtis, nor his entry to S&SEIB 2021 competition.

554. To re-convene the Volunteer of the Year Award Task and Finish Group for 2021

Resolved that the Task and Finish Group be reconvened, with existing membership, in order to begin the process of conferring an award for 2021.

555. Any other items the Mayor deems urgent:

There were no matters of urgency.

556. Date of next meeting

The date of the next meeting, was confirmed for **Wednesday 5 May 2021 at 7.00 pm.**

557. Confidential session

At the conclusion of this part of the Agenda, the Chairman moved the following resolution:

Resolved that under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted

558. Swanage and Wareham Rugby Club Lease

The Town Clerk provided an update on the rent review negotiations. Members were advised that, despite reminders, it had been a month since the Town Clerk had requested a further meeting with the officer of the club following a revised report from the District Valuations Office.

Resolved that the Town Clerk be instructed to take further action in order to recover the rent due.

Councillor Russell wished his absention to be recorded.

559. Heads of Terms for Operations Depot

Members considered the Heads of Terms and lease agreement for the Council’s depot at Ryan Business Park.

Resolved that the Town Clerk be instructed to sign the lease agreement on behalf of the Council.

Initials.....

Mayor..... Date.....

Initials.....

Payments List - Meeting Date 27.04.21

Inv.

Date	Ref No.	Payee	Amount	Details
01.03.21	WBJC	Wareham Burial Comm.	5911.00	2nd part of annual payment
09.03.21	67687	M J White	182.02	HD55 DK3 MOT & repairs
14.03.21	CJS140321	CJ Smith	206.40	Supply & fit water heater at Quay toilets
15.03.21	4420017	Nomix Environ	399.00	Roundup
15.03.21	426568	Loomis	268.03	Coin collection contract April 2021
15.03.21	1J44-YLJJ-7DT7	Amazon	17.99	12L water containers
16.03.21	1146204760	Trade UK	16.08	Gloves, chain
18.03.21	34990	Edge IT	48.00	Year end training webinar
24.03.21	22186	Morden Estates	196.13	Allotment rent 29.09.20 to 24.03.21
01.04.21	14161	Rejuvenate	567.36	Software support April 2021
26.03.21	260321	CJ Smith	36.00	Repairs to gents toilet at Quay
21.03.21	CJS210321	CJ Smith	79.20	Leak repairs to toilets
31.03.21	77525	3C Payments	21.50	Parking credit card processing March 2021
31.03.21	172558	Metric Group	238.80	Supply new tariffs for 2 parking machines
31.03.21	TEL7263	Rejuvenate	73.36	Telecom services - April 2021
31.03.21	27332	Wm Pond	106.25	General maintenance materials
31.03.21	0429134	Loomis	16.66	Coin soring - March 2021
	D585140	Consortium	63.97	Cleaning materials, stationery
01.04.21	897701	Purbeck Arborists	140.00	Remove deadwood from Oak at Hauses Field
07.04.21	2021-371	Amazon	27.94	Litter picker
07.04.21	67611	SW Councils	534.00	Annual subscription
08.04.21	251	Danguard Asbestos	180.00	Asbestos survey of Town Hall
08.04.21	79991	Amazon	10.95	Museum - face masks
08.04.21	1604	Amazon	26.50	6 packs cleansing wipes
08.04.21	169602705	Amazon	13.05	Hand sanitizer for Museum
08.04.21	MEM234806	SLCC	344.00	Membership fees - T Bailey
09.04.21	15864	Amazon	38.99	Hedge shears
09.04.21	248970	Amazon	58.59	Miracle Gro - 5 tubs
12.04.21	2800265831	Dorset Council	316.39	Replacement parking signs
14.04.21	12927	Vision ICT	42.00	Website changes for Operation Forth Bridge
13.04.21	CR20408	Amberol	-45.60	Credit against planter logo
13.04.21	01522651	PPL PRS	289.67	Music licence - 2020 & 2021
15.04.21	258	Danguard Asbestos	210.00	Asbestos survey at Mill Lane
15.04.21	16365	Modes Users Assoc	87.60	Museum membership fee 2021
	Total BACS		10721.83	

Direct Debits

31.03.21	6170856	Waterlogic	20.70	Water cooler hire - April 2021
17.03.21		Barclaycard	402.96	February expenses
31.03.21	32247289	Suez	196.85	Town Hall waste collection – March 2021
31.03.21		Salaries	11902.90	March salaries
05.04.21	Mar-21	DC Pension Fund	4641.61	March pension contributions
05.04.21	Mar-21	HMRC	4150.71	PAYE & NIC March 2021
01.04.21	679476	Bonline	46.97	Town Hall & Museum CCTV
01.04.21	961510801	Water2Business	31.50	Pavilion water - April 2021
01.04.21	2697290001	Water2Business	74.00	Howards Lane toilets April 2021
01.04.21	962000001	Water2Business	85.00	Town Hall water - April 2021

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01.04.21	840032308	Dorset Council	101.48	Howards Lane toilets rates April 2021
01.04.21	840002567	Dorset Council	147.00	Museum rates April 2021
01.04.21	840032317	Dorset Council	178.45	Quay toilets rates April 2021
01.04.21	2688769801	Water2Business	601.00	Quay toilets water April 2021
01.04.21	840002647	Dorset Council	932.25	Town Hall rates April 2021
01.04.21	840002576	Dorset Council	949.00	Howards Lane car park rates April 2021
04.04.21	9001187451	Fuelcard People	104.05	Diesel for vans
06.04.21	5860640	O2	23.41	Mobile phone - April 2021
08.04.21	51826 48314	SSE SWALEC	64.32	Pavilion electric 24.12.20 to 19.03.21
08.04.21	22897 20415	SSE SWALEC	1436.55	Town Hall electric 20.01.21 to 19.03.21
08.04.21	07970 30413	SSE SWALEC	156.77	Howards Lane toilets 24.12.20 to 19.03.21
11.04.21	9001217287	Fuelcard People	55.20	Diesel for vans
12.04.21	12364883	EE	112.61	Car park lines & mobile phones April 2021
14.04.21	Z0072450	BNP	233.50	Van leasing April 2021
14.04.21		Barclaycard	1185.03	March expenses
15.04.21	77032041	SSE SWALEC	392.35	Quay toilets electricity 01.01.21 to 19.03.21
15.04.21	491081001	Southern Electric	183.70	Street lights electric 24.12.20 to 26.03.21
16.04.21	663031	Sage	30.00	Software support April 2021
18.04.21	337451860	Lloyds Bank	7.00	Account charges 10/2 - 9/3/21
19.04.21	327522441	SSE Gas	1851.58	Town Hall gas 01.01.21 to 31.03.21
	Total DDRs Payable		30298.45	
	Total Payments		41020.28	

Initials.....