



Minutes of a meeting of the Town Council held on 23 November 2021 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

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

Officers present: V Ricketts, Town Clerk; K Noble, Deputy Town Clerk

273. Apologies for absence

Apologies were received from Councillors D Budd, Z Gover, R Schofield and Dorset Councillor Holloway.

274. Declarations of interest

There were no declarations of interest.

275. Public participation time

There were 2 members of the public present. No items were raised.

276. Confirmation of the minutes of the previous meeting

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

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

277. Matters arising from the minutes of the previous meeting

Item 238 - A query was raised regarding the cost of the Amazon Prime membership. It was confirmed it was due to being a business account.

278. Reports by Dorset Councillors and representatives on outside bodies

Dorset Ward Councillor Ezzard presented her report. Councillor Ezzard added that as of 12 November the covid numbers had gone up to 1,994 in the Dorset area and 75 hospital cases. Vaccine boosters can now also be booked through the Doctors Surgery.

Members were reminded to complete the Register of Interests forms, if they had not already done so.

279. Payments for outstanding creditors

The Town Clerk presented a list of payments for approval.

Resolved that payments in the sum of £32,500.84 (£29,141.24 BACS and £3,359.60 Direct Debit) be approved.

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

The Mayor thanked everyone for their condolence messages.

The bric-a-brac sale held on Saturday was very successful. Thanks were given to all those who helped at the event.

Tickets were selling fast for the Christmas Concert taking place on 5 December. The first three rows had been reserved for Members and dignitaries.

281. Reports from committees and sub-groups

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

- a) Museum Committee – 3 November 2021
- b) Neighbourhood Plan Steering Group – 9 September 2021
- c) Planning and Transport Committee – 27 October 2021

A query was raised regarding a property number. This would be clarified.

- d) Policy, Resources and Finance – 26 October 2021

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

282. Asset Review

A query was raised regarding the nominal figures, which was explained by the Town Clerk. A question was raised regarding the insurance value on some items and the Town Clerk would clarify this.

Resolved that the asset register is approved.

283. Conference Report

The Town Clerk presented her report following attendance at the SLCC National Conference in October. The Town Clerk thanked the Council for allowing her to attend, which she felt was a great learning experience and good networking event.

The report was noted.

284. Quality Status

The Town Clerk was delighted to report that the Council would be able to apply for quality status in the Local Council Award Scheme instead of foundation level. This was down to the hard work of staff and the members having to review and approve numerous policies.

Members congratulated and thanked all staff for their hard work.

Resolved that the Council confirmed that it meets the criteria to apply for quality status in the Local Council Award Scheme and approved the expenditure for the fees at a total cost of £150 + VAT.

285. Jubilee Update

Councillor Turner presented her report on the preparations for the Queens Platinum Jubilee and requested guidance on how the Council wished to proceed.

Resolved that an event would be held on 2 June 2022 in Howards Lane Car Park. The Car Park would be closed for the whole day.

All members were asked to help with the event if they are able to.

286. Customer Service and Visitor Information Office

The Town Clerk gave a short overview of the report. Further quotations would be sought if approved.

The Town Clerk would be attending a meeting with the Dorset Council Portfolio Holder next Tuesday to clarify that the project would be supported and that funding would be made available.

Some concerns were raised regarding the limited opening hours. It was confirmed that staffing costs were the problem with previous proposals and that future income may offset additional hours in the future.

Resolved that the Customer Service and Visitor Information Office proposal was approved, subject to funding approval from Dorset Council.

287. Resolutions Report

Members considered the resolutions report and no issues were raised.

The report was noted.

288. Christmas Reception

It was confirmed that the Christmas Reception would take place in the Corn Exchange after the short Council meeting on 14 December, where presentations would be made, as agreed, and light refreshments provided.

Members were asked to dress in festive wear.

289. Christmas Festival

A satisfactory method statement and risk assessment had been received for the Grotto in the Museum.

A request for the Chamber to be used on 12 December was considered.

Resolved that permission is granted for a special visitor to access the Chamber on 12 December and Councillor Cotton will be the key holder.

290. Volunteer Of The Year Award

Resolved that the Volunteer of the Year Award Task and Finish Group reconvened to review the award scheme guidance, and reported any proposed changes to the Policy, Resources and Finance Committee.

291. Christmas Parking

Members considered the offer to apply for free parking in Dorset Council's Car Parks on 1 weekday in December. Dorset Council would also be waiving charges on Small Business Saturday.

Resolved that a request was made to Dorset Council for car parking charges to be waived on Friday 24 December. Parking charges in Howard's Lane Car Park would also be waived on Christmas Eve and Small Business Saturday on 4 December.

292. Any other items the Mayor deems urgent

There were no items of urgency

293. Date of next meeting

It was noted that the next meeting of the Town Council was scheduled to be held at 7.00pm on 14 December 2021.

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

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Payments List - Meeting Date 23.11.21

Inv. Date	Ref No.	Payee	Amount	Details
		Dorset Council Pension		
27.10.21	Oct21DCPF	Fund	5400.31	October 2021 Pension contributions
27.10.21	Oct21HMRC	HMRC	5245.97	PAYE & NIC payments October 2021
28.09.21	G3RW	Amazon	17.68	Dustpan and brush
27.10.21	GB120VKTUAEUI	Amazon	40.46	Centrefeed toilet rolls
27.10.21	GB11YEQ1AEUC	Amazon	-52.44	Credit against incorrect plant food
27.10.21	GB11YD4RAEUC	Amazon	-52.44	Credit against incorrect plant food
27.10.21	GB11YD4SAEUC	Amazon	-34.96	Credit against incorrect plant food
27.10.21	GB11YD1UAEUC	Amazon	-52.44	Credit against incorrect plant food
27.10.21	GB11YCYWAEUC	Amazon	-52.44	Credit against incorrect plant food
26.10.21	GB1205A1BAEUI	Amazon	11.09	Laminating pouches
29.09.21	WBJC#1	Wareham Burial Joint	7916.85	1st half of contribution for year to 2022
19.10.21	104491	OHE Horticultural	28.62	Saw chain
19.10.21	104493	OHE Horticultural	23.68	Blade guard
27.10.21		K Noble	4.69	Refund stamp purchases
23.10.21	30503	AR Harris	286.56	Replace ceiling lights
13.10.21	491	DAPTC	39.00	Planning training - K Green
26.10.21	15609	Rejuvenate	51.00	Solid state drive
26.10.21	15598	Rejuvenate	163.20	Support package
29.10.21	459054	Loomis	57.14	Coin sorting fee October 2021
09.11.21	2021-43223	Amazon	41.99	Tree loppers
08.11.21	2021-174621	Amazon	50.11	Telescopic handle extends
04.11.21	GB128LW1XAEUI	Amazon	38.77	Museum - ink cartridges
05.11.21	2021-850143	Amazon	10.99	Raffle tickets
05.11.21	13884	Vision ICT	84.00	Web changes re London Bridge
31.10.21	TEL7685	Rejuvenate	93.62	Telephony services November 2021
01.11.21	13396610	Sage	30.00	Payroll 50 - November 2021
01.11.21	15769	Rejuvenate	606.48	Software support - November 2021
29.10.21	WGS9664	Wessex Grounds Services	249.04	Grass cutting - October 2021
31.10.21	90855	3C	82.18	Card processing - October 2021
27.09.21	123021	Gedney Bulb Co	47.04	Tulip bulbs
06.09.21	121596	Gedney Bulb Co	686.82	Bulbs
04.11.21	140040	Evac+Chair	108.00	Evac chair maintenance
20.10.21	2457	MG Webber	1258.44	Plants for baskets
09.11.21	13730	D A Halsgrove	-75.08	Refund of returned stock
15.10.21	27477	Wm Pond	27.14	General maintenance - October 2021
29.10.21	510767470	Zurich Insurance	6481.10	General insurance - 01.12.21 to 30.11.22
28.10.21	D835952	Consortium	12.38	Limescale remover
03.11.21	2021-685	Amazon	19.90	Black arm bands
03.11.21	2021-686	Amazon	9.95	Black arm bands
16.11.21	130704	R U Secure	132.00	CCTV check
03.11.21	2021-27	Amazon	9.99	Black satin ribbon
03.11.21	2021-210680	Amazon	67.92	Centrefeed toilet rolls
09.11.21	2021-1840	Amazon	5.99	Black velvet drawstring bags
02.11.21	GB126MTTGAEUI	Amazon	20.94	Antibac gel, cleaner
	Total BACS		29141.24	
Direct Debits				
24.10.21	9002208187	Fuelcard	126.02	Van diesel
22.10.21	809598	Bonline	46.97	CCTV - Town Hall & Museum
12.10.21	355106419	Lloyds Bank	7.00	Bank charges 10.09.21 to 09.10.21

31.10.21	32446092	Suez	203.27	Town Hall waste collection October 2021
31.10.21	9002241409	Fuel Card Service	58.08	Diesel for vans
02.11.21	1928209562	EE	118.06	Car park ticket machine & mobile 'phones - Nov'21
31.10.21	6543708	Water Logic	20.70	Water cooler rental October 2021
01.11.21	961510801	Water2Business	26.50	Pavilion water - November 2021
01.11.21	2697290001	Water2Business	55.00	Howards Lane toilets November 2021
01.11.21	962000001	Water2Business	63.00	Town Hall water - November 2021
01.11.21	840002567	Dorset Council	150.00	Museum rates November 2021
01.11.21	2688769801	Water2Business	601.00	Quay toilets water November 2021
01.11.21	840002647	Dorset Council	936.00	Town Hall rates November 2021
01.11.21	840002576	Dorset Council	948.00	Howards Lane car park rates November 2021
	Total DDRs Payable		3359.60	
		Total Payments	32500.84	

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