



Minutes of a meeting of the Town Council held on 27 September 2022 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Members Present: Councillors M Russell (Mayor), C Turner (Deputy Mayor), D Budd, M Cotton, K Critchley, B Dean, Z Gover, K Green, V Green, M Humphries, L Kirk.

Officers present: N Gray, Town Clerk and RFO

300. Apologies for absence

Apologies were received from Cllr B Ezzard, Cllr H Goodinge and Cllr S Kemp who were all poorly, and Cllr D Cleaton who had a medical appointment.

301. Declarations of interest

There were no declarations of interest.

302. Public participation time

There were 2 members of the public present, one of whom spoke regarding speeding in Sandford Lane. A petition had been signed by 75 residents around 3 years ago which had not received any response from Dorset Council or the Police. Members noted the matter, and it was suggested that the matter be passed to Cllr Ezzard for Speedwatch to consider.

303. Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the meeting of the Town Council held on 9 August 2022 were approved and signed by the Mayor.

304. Matters arising from the minutes of the previous meeting

Cllr Critchley provided an update on behalf of the Joint Burial Board and the progress with the Conniger Lane car park. The Joint Burial board were meeting on 28 September 2022 and a report would be presented to the next full Council meeting.

305. Reports by Dorset Councillors and representatives on outside bodies

Members noted the report received from Cllr R Holloway and the Mayor noted the tabled paper from Cllr Budd who had attended the Purbeck Community Rail Partnership AGM.

306. Payments for outstanding creditors

Members considered the list of payments, and it was **RESOLVED** that payments in the sum of £43,111.14 was approved.

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

Initials.....

S:/MEETINGS/FullCouncil/TownCouncilMeetings/Minutes/2022

The Mayor reported he had attended the Friends of Wareham Hospital event noting a presentation had been given stating the building would not be knocked down and an indication that it would also be used as offices. Cllr Critchley noted a meeting had been held with representatives from Dorset Council a while ago regarding all the buildings owned by various NHS Trusts, and it had been agreed that a meeting be arranged with the CEO of Dorset University Healthcare Foundation Trust to discuss the future in line with the Wareham Neighbourhood Plan. The Clerk noted she had not heard anything further about this and would chase up the organiser.

308. Reports from committees and sub-groups

The following minutes were **NOTED**:

- a) Amenities Committee – 5 August (approved) and 7 September 2022 (draft)
- b) Extraordinary Personnel Committee – 3 August (approved) and 17 August 2022 (draft)
- c) Planning and Transport Committee – 3 August (approved) and 24 August 2022 (draft)
- d) Policy, Resources and Finance – 30 August 2022 (draft)

309. Honorariums

The Clerk presented the report noting members were considering the approval of making the payments, not the totals as the amounts of the Honorariums had been agreed in a previous meeting.

It was **APPROVED** to pay the Honorariums as listed in the report.

310. AGAR External Auditor Report

The Clerk presented the External Auditor's report highlighting the email from the External Auditor apologising for the comment which had been included in the External Auditor's report. The Clerk noted this email would be appended to the AGAR on the website to be clear that the Council had received a clean and unqualified report.

The report was **NOTED**.

311. 2023 Calendar of Meetings

The Clerk presented the Calendar of Meetings for 2023, noting she had pushed the meetings in the first week of the year back to the second week to ensure that she was present given she had leave in the first week, and the Mayor making date in May had been considered with the Deputy Mayor who was also away in May.

Cllr Budd noted this was a more sensible approach given the office was closed between Christmas and New year which made it difficult to call meetings for the first week.

The Calendar of Meetings was **NOTED**.

312. Recommendations from Policy, Resources and Finance

Cllr Critchley presented the following policies, guidance and procedures which had been scrutinised and agreed by the Policy, Resources and Finance Committee and were recommended for approval by full Council:

1. Disciplinary Policy
2. Grievance Policy
3. Social Media Policy
4. Volunteer of the Year Guidance
5. Complaints Procedure

It was **RESOLVED** that the policies and procedures recommended by Policy, Resources and Finance were **APPROVED**.

313. **Any other items the Mayor deems urgent** – for report, information or for the agenda of the next meeting of the Town Council. Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

There were no matters raised.

314. **To Resolve to exclude members of the press and public** - to agree that agenda item 16 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted under Public Bodies (Admissions to Meetings) Act 1960.

It was **RESOLVED** to exclude members of the public and one member of public left the meeting.

315. Update on Customer/Visitor Service Hub

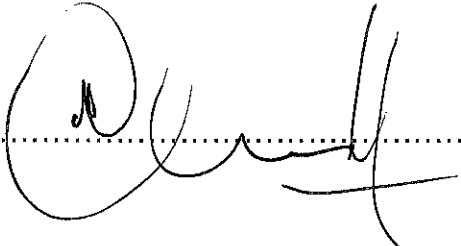
Cllr Budd, as the Chair of the Buildings Project Task and Finish Group, advised that because of his absence at the last Group meeting, Cllr Critchley would be providing an update on the progress of the Visitor Information Hub. Cllr Critchley noted the original business plan to incorporate a hub in the Corn Exchange had been fraught with problems, mainly the lack of building regulations approval which had not been considered. An interim solution had been found by working with Not Just Sundaes Community Cafe whereby leaflets and information were made available to the public in the community café. The solution had proved to be very successful with talks with Not Just Sundaes having taken place to see if the trustees would be interested in continuing with the arrangement and how it could be grown into a useful service for the Town, which they had indicated they would.

Cllr Critchley noted there had been a resolution made over six months ago which had not been feasible to implement, and as a result Council were asked to formally not go ahead with the original business plan and to pursue working with Not Just Sundaes as a more practical and pragmatic approach.

It was **RESOLVED** to delegate authority to proceed with talks and arrangements for the Visitor Information Hub with Not Just Sundaes to Cllr Budd, Cllr Critchley and the Clerk and for the previous arrangements involving the Corn Exchange to be discarded.

316. Date of next meeting

It was noted that the next meeting of the Town Council was scheduled to be held on **Tuesday 8 November 2022.**

Mayor.......... Date..... 8 Nov, 22.....

Payments List - Meeting Date 29.09.22

Inv.

Date	Ref No.	Payee	Amount	Details
31.08.22	Aug22DCPF	DC Pension Fund	4949.77	August 2022 pension contributions
31.08.22	Aug22HMRC	HMRC	4750.42	August 2022 PAYE & NIC contributions
31.08.22	Aug-22		12214.08	August 2022 salaries
27.07.22	GB24NXC04AEUI	Amazon	42.60	Centre feed rolls
28.07.22	4424509	Nomix Environ	331.20	Roundup
23.06.22	1643	Rival 4 Interiors	3366.00	Fire doors for information centre
31.08.22	106890	3C	119.42	Commission on credit cards - August 2022
07.09.22	TEL8310	Rejuvenate	99.46	Telecom services September 2022
04.09.22	GB2GXKPABEI	Amazon	39.99	Hand towels
05.09.22	GB2H3V2ABEI	Amazon	16.54	Books for Museum resale
07.09.22	SB20221610	PKF	1560.00	External audit Ye 31.03.22
07.09.22	963	DAPTC	30.00	Data Protection training 20.05.22
09.09.22	HughesRG	R G Hughes	48.00	6 x books for Museum resale
15.08.22	497135	Loomis	319.97	Service contract - September 2022
17.08.22	2022-40470	Amazon	14.29	Hand rail
03.09.22	GB2GWTDABEI	Amazon	8.27	Books for Museum resale
16.08.22	GB2FEGNABEI	Amazon	7.50	Stationery for Museum
10.08.22	GB2EZHSABEI	Amazon	15.98	Diaries for Museum
16.08.22	2022-12590	Amazon	35.98	Hand soap
16.08.22	GB2FDL9ABEI	Amazon	17.99	Ring binders for Museum
10.08.22	GB2EYWUABEI	Amazon	9.98	Laminating pouches for Museum
08.08.22	21186559/0028	SSE Scottish Hydro	34.11	Depot electric 09.07.22 to 08.08.22
31.08.22	499283	Loomis	72.62	Coin sorting fee August 2022
09.09.22	36274	Edge IT	1059.60	Annual contract fee - year 4 of 5
08.09.22	143366	Consortium	25.42	Refuse sacks
10.08.22	GB2EZM6ABEI	Amazon	11.80	Stationery for Museum
10.08.22	GB2EZJXABEI	Amazon	5.48	Stationery for Museum
10.08.22	2022-71285	Amazon	5.85	Whiteboard pens for Museum
10.08.22	GB2EYW6ABEI	Amazon	9.49	Brown envelopes for Museum
10.08.22	840044816	Dorset Council	6981.97	Unit 2 rates, 14.06.21 to 31.03.22
01.09.22	840044816	Dorset Council	2243.00	Unit 2 rates September 2022
31.08.22	18114	Rejuvenate	100.80	Additional support for August 2022
01.09.22	2022-420	Amazon	13.80	Museum books for resale
30.08.22	2022-1669	Amazon	11.35	Museum books for resale
30.08.22	1646-Q9GN-RQ1D	Amazon	15.67	Museum books for resale
23.08.22	GB2G0IPABEI	Amazon	60.90	Shorts for staff
23.08.22	GB2G10BABEI	Amazon	52.50	Miracle gro - 5 x 2kg
23.08.22	GB2G10CABEI	Amazon	63.00	Miracle gro - 6 x 2kg
23.08.22	GB2G11MABEI	Amazon	63.00	Miracle gro - 6 x 2kg
23.08.22	GB2G17HABEI	Amazon	63.00	Miracle gro - 6 x 2kg
24.08.22	GB2G48KABEI	Amazon	44.00	Dungarees for staff
25.08.22	GB2G6Z9ABEI	Amazon	20.92	Stationery for Museum
29.08.22	GB2GFP7ABEI	Amazon	10.26	Elbow grease
23.08.22	72738570	Bradfords	18.07	Timber for Corn Exchange floor repairs
22.08.22	504124	Dorset Electrical	64.53	Fire extinguishers for Pavilion
19.08.22	1801216926	Dorset Council	238.80	Deputy clerk job advert
09.09.22	211865359/0029	SSE Scottish Hydro	34.11	Unit 2 electricity 09.08 to 08.09.22
30.08.22	133800	Gedney Bulbs	344.40	Winter bulbs
		Tradewind		
31.08.22	2145	Graphics	140.40	Welcome to Wareham banner
	Total BACS		39806.29	

Direct Debits & Card payments

01.09.22	15327457	Sage	30.00	Sage 50 payroll - September 2022
11.08.22	378743041	Lloyds	7.00	Account interest 10.07.22 to 09.08.22
31.08.22	32727191	Suez	217.70	Waste removal - August 2022
22.08.22	1010242	Bonline	46.97	CCTV Town Hall & Museum September 2022
23.08.22	16842179	RS Components	103.73	Latex gloves for staff
24.08.22	146999	Rawlins	97.45	Tarmac paint for Howards Lane car park
21.08.22	9003739387	Fuel Card Services	87.41	Van diesel
19.08.22	15827897	O2	32.16	Mobile phone September 2022
01.09.22	961510801	Water2Business	42.00	Pavilion water usage September 2022 Howards Lane toilets water usage September
01.09.22	2697290001	Water2Business	117.50	2022
01.09.22	0962000001	Water2Business	53.50	Town Hall water usage September 2022
01.09.22	2688769801	Water2Business	425.00	Quay toilets water usage September 2022
01.09.22	840002567	Dorset Council	150.00	Museum rates September 2022
01.09.22	840002647	Dorset Council	936.00	Town Hall rates September 2022
01.09.22	840002576	Dorset Council	948.00	Howards Lane car park rates September 2022
11.09.22	900859986	Fuel Card Services	10.43	Unleaded for mower
	Total DDRs Payable		3304.85	
		Total Payments	43111.14	

Amazon Payment Breakdown

Customer Number	Description	Invoice Date / Credit Note Date	Invoice Number / Credit Note Number	Paid Amount
A3CL3MDLBR80W	Hand towels	04.09.22	GB2GXKPABEI	39.99
A3CL3MDLBR80W	Books for resale - Museum	05.09.22	GB2H3V2ABEI	16.54
A3CL3MDLBR80W	Books for resale - Museum	03.09.22	GB2GWTDABEI	8.27
A3CL3MDLBR80W	Grab hand rail support	17.08.22	INV-GB-137972891-2022-40470	14.29
A3CL3MDLBR80W	File dividers - Museum	16.08.22	GB2FEGNABEI	7.50
A3CL3MDLBR80W	2 X week to view diaries - Museum	10.08.22	GB2EZHSABEI	15.98
A3CL3MDLBR80W	Hand soap	16.08.22	INV-GB-1210566635-2022-12590	35.98
A3CL3MDLBR80W	6 x ring binders for Museum	16.08.22	GB2FDL9ABEI	17.99
A3CL3MDLBR80W	Laminating pouches for Museum	10.08.22	GB2EYWUABEI	9.98
A3CL3MDLBR80W	Ruler and post-it notes for Museum	10.08.22	GB2EZM6ABEI	11.80
A3CL3MDLBR80W	3pks staple removers for Museum	10.08.22	GB2EZJXABEI	5.48
A3CL3MDLBR80W	Whiteboard pens for Museum	10.08.22	INV-GB-173191741-2022-1285	5.85
A3CL3MDLBR80W	Brown envelopes for Museum	10.08.22	GB2EYW6ABEI	9.49
A3CL3MDLBR80W	Books for resale - Museum	01.09.22	INV-GB-110536381-2022-420	13.80
A3CL3MDLBR80W	Books for resale - Museum	30.08.22	INV-GB-132491741-2022-1669	11.35
A3CL3MDLBR80W	Books for resale - Museum	30.08.22	1646-Q9GN-RQ1D	15.67
A3CL3MDLBR80W	Shorts for staff	23.08.22	GB2G0IPABEI	60.90
A3CL3MDLBR80W	Miracle Gro	23.08.22	GB2G10BABEI	52.50
A3CL3MDLBR80W	Miracle Gro	23.08.22	GB2G10CABEI	63.00
A3CL3MDLBR80W	Miracle Gro	23.08.22	GB2G11MABEI	63.00
A3CL3MDLBR80W	Miracle Gro	23.08.22	GB2G17HABEI	63.00
A3CL3MDLBR80W	Dungarees for staff	24.08.22	GB2G48KABEI	44.00
A3CL3MDLBR80W	Stationery for Museum	25.08.22	GB2G6Z9ABEI	20.92
A3CL3MDLBR80W	Elbow grease	29.08.22	GB2GFP7ABEI	10.26
Grand Total Paid 27.09.22				617.54

Council 20 September 2022 – Report of Representative on Outside Body
Purbeck Community Rail Partnership Stakeholders AGM

The meeting was Josephine Foley's last day as PCRP Officer, the chairman Cllr Mike Whitwam thanked Josephine for her work for PCRP and wished her well for the future. A new PCRP Officer had been offered the position on a one year rolling contract of initially 20 hours per week. Post meeting note – the successful applicant has accepted the position.

The Hampshire Community Rail Partnership is to take over from Swanage Railway as the accountable body responsible for the employment of the PCRP Officer and will hold the PCRP funds.

Josephine's annual report made reference to the Welcome to Wareham Map at the entrance to the railway station provided by the Friends of Wareham Railway Station and the flowers on the platform supplied by Wareham Town Council. The station is also to be provided by South Western Railway with an interactive information display board.

Swanage Railway reported that despite the challenging economic situation they were working towards running a 90-day Swanage -Wareham diesel train service next summer and had also agreed a donation to the PCRP. They also announced that Flying Scotsman would be coming to Swanage during the autumn half-term school holiday and would be hauling trains from Swanage to Norden and return between the 22 and 26 October. Members with grandchildren may care to note the dates.

Cllr David Budd