

**MINUTES OF THE MEETING OF WAREHAM TOWN COUNCIL HELD ON TUESDAY 25<sup>TH</sup> MAY 2010 IN THE COUNCIL CHAMBER, TOWN HALL, EAST STREET, WAREHAM AT 7.00 P.M**

**Present: Councillors Mrs P J W Bowyer-Davis, Mr D A Budd, Mr E L Osmond (Town Mayor) Mrs D A Cleaton (Deputy Town Mayor), Mr D Critchley, Mr K Critchley, Mrs S D Elmes, Mr K Green, Mrs V Green, Mrs L I Kenyon, Mr M G Russell, Mrs M A Selby, Mrs A Tighe, Mrs C E Turner.**

**Also present: Mr R M Curtis, Town Clerk**

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M Russell and T Williams.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. CONFIRMATION OF THE MINUTES OF THE COUNCIL MEETING HELD ON 14<sup>th</sup> April 2010**

The minutes of the meeting were confirmed as a true and accurate record and signed by the Mayor subject to the following amendments:

- Add Councillor K Critchley as being present at the meeting.
- Page 94, Minute 176: District and County Councillors' reports from Councillors K Critchley and D. Budd respectively had not been included, although given at the meeting. Following the Town Clerk's investigations, these reports are now included with these minutes.
- Numbering error: Minute 178 to read Minute 177, Minute 177 to read Minute 178 and Minute 178 to read Minute 178A.

**4. MATTERS ARISING FROM THE MINUTES**

Councillor Mrs Selby informed Council that the placing of bollards on the pavements outside Lloyds TSB and NatWest banks in Wareham was imminent, following a discussion with the a Dorset County Council Highways Officer, Mr Richard Stubbs.

**5. PUBLIC PARTICIPATION TIME** - an opportunity of up to 15 minutes for members of the public to raise issues of concern or interest, ask a question or make a statement *This item is also an opportunity, in accordance with paragraph 12(2) of the Code of Conduct, for any Member to speak who has a prejudicial interest on a matter to be considered at this meeting.*

Nil

Chris Burgess of 6 Bestwall Road spoke on the condition of the pavements in Wareham and the need for remedial action to be taken to prevent accidents to members of the public, including blind, partially sighted and other disabled people. Reference was made in particular to North Street pavements. She was thanked for her comments and informed that, although the pavements were the responsibility of Dorset County Council Highways, the item was on the Council's agenda as a result of the Annual Town Meeting in April, and would be considered later in the meeting.

6. **RESOLUTION FROM ANNUAL TOWN MEETING 21<sup>ST</sup> APRIL 2010**

It was suggested that this item – to consider the condition of the pavements in Wareham and in particular those in North Street - be brought forward for discussion at this point in the meeting, for the benefit of the member of the public present, and Council duly agreed.

Councillor K Critchley informed Council that this matter had been raised by PACT (Partners and Communities Together) and also at the Annual Town Meeting for consideration by Town Council on its agenda. PACT had contacted the Town Clerk, had written to Dorset County Council concerning the problems raised by members of the public and councilors and telephone calls had also been made to the County Council. It was understood that despite e-mails and telephone calls, nothing had yet been achieved in terms of remedial action to the pavements and the Town Clerk was requested to write formally to the County Council to request urgent action.

Councillor D Budd referred to the criteria laid down by the County Council when tackling urgent repairs. There was a County Council manual available and he would ensure that the Town Clerk received a copy which would add weight to his letter.

Councillor Mrs Turner referred to her husband having had a bad fall on a loose paving stone which had been reported to the County Council's former 'Clarence' helpline.

The Mayor made reference to the need for a detailed survey of North and South Street pavements and also East and West Streets where problems regarding loose paving stones had also been reported. He suggested that problems were particularly evident around drain covers in the pavements where winter frost damage had led to loose cement.

Following further discussion, it was

**RESOLVED** that the Town Clerk write to Dorset County Council Highways requesting an urgent survey of pavements in Wareham Town Centre with a view to remedial works being carried out to prevent injury to members of the public.

7. **TO RECEIVE PETITIONS AND DELEGATIONS** – to receive any petitions from members of the public, or from Councillors on behalf of their local community members, and any delegations from members of the public.

Nil

8. **TO ANSWER MEMBERS' QUESTIONS (IF ANY)**

Nil

9. **MAYOR'S ANNOUNCEMENTS**

The Mayor made reference to the following:

- A reminder of the Council's Civic Service on 6<sup>th</sup> June 2010 at 3.00 pm
- Four visits made since the Mayormaking Council meeting.
- The Mayor's Charities for the coming year were the Somerset and Dorset Air Ambulance and Dorset Association for the Disabled
- The Mayor's Book, which was displayed for all Councillors who were present at Mayormaking to sign as witnesses following the meeting, a tradition initiated in the year 1703 and continued to the present day.
- A thank you card which had been received from Mrs Andrea Dominy in appreciation of the gift which had been given by Councillors and staff on her retirement. The Mayor read the contents to Council.

10. **TO RECEIVE COMMITTEE REPORTS:-**

- (a) Planning and Transport Committee – meetings of 4<sup>th</sup> April 2010 and 24<sup>th</sup> May 2010.

Chairman of Planning Committee reported verbally on the meeting of 24<sup>th</sup> May 2010, reference was made to no objections being made to two applications: Cottees and for Cawdor Construction at Worgret Road where it was now proposed to build 3 dwellings and not 35.

**RESOLVED** that the reports be noted.

- (b) Human Resources Panel – 21<sup>st</sup> April 2010

Councillor Mrs Elmes reported that it had been recommended for Council to adopt an early retirement policy, which had subsequently been considered and adopted by Council. It was also intended for the Panel to review retirement policy at a future stage on receipt of guidance from central Government. She was pleased to report that the Town Council had recruited a replacement for Mrs Dominy: Mrs Debbie Cousins, currently working as Librarian/Administrator at Wareham Middle School.

**RESOLVED** that the report be noted

(c) Wareham in Bloom 5<sup>th</sup> May 2010

The Mayor reported that a cheque for £250 had been received from Sainsburys who were sponsoring a raised flower bed in the Rempstone Centre walkway. Planting had now been completed at a cost of £200 and the remaining £50 would be out towards winter planting. He also reported on the following:

Two benches removed from the Rempstone Centre in 2009 had now been refurbished and were ready for collection and placing in position.

A litter pick had been organised at the Quay and South Bank of the Frome and photographs taken for this year's South/South East in Bloom portfolio.

Wareham was competing in the Champion of Champions element of the South/South east in Bloom competition this year as well as the usual entry for Small Town. Judging would be on Friday 16<sup>th</sup> July at 2.15 pm.

Purbeck School had also entered the School Grounds Competition and would be judged separately in June.

**RESOLVED** that the report be noted

(d) Policy, Resources and Finance Committee 10<sup>th</sup> May 2010

Councillor K Critchley reported that all items had been resolved items; there were no questions from Members.

**RESOLVED** that the report be noted

11. **REPORTS BY DISTRICT COUNCILLORS, COUNTY COUNCILLOR AND REPRESENTATIVES ON OUTSIDE BODIES.**

**District Council**

District Councillor K Critchley reported that since the District Council elections on 6<sup>th</sup> May, the Liberal Democrats had gained one seat from the Conservatives in Lytchett Matravers. There were now 12 Liberal Democrats, 10 Conservatives and 2 Independents. On Thursday 13<sup>th</sup> May the Council had held its Annual Meeting with elections of all major posts for the forthcoming year. With both the outgoing Chairman and Vice Chairman being nominated for the position of Chair, neither were able to preside over their own election and were required to leave the room. This had meant that the District Council first had to elect a Chair to preside over the election of chairman. Following a vote, Councillor Peter Wharf, an Independent, took the chair and Councillor Eric Osmond was elected by the narrowest of margins. Councillor Nigel Dragon was elected Vice Chairman and after a recorded vote Councillor David Budd was elected Leader of Council.

There then followed appointments to all the main committees and outside bodies with a full list having been made available on the District Council website. Councillor Critchley also indicated that Councillor Peter Wharf had been re-elected as Chair of Planning with Councillor Gloria Marsh as Vice Chairman.

Congratulations were extended to Councillor E Osmond and also to Councillor D Budd on their appointments, which was echoed by full Council.

**County Council**

County Councillor D Budd gave an update report on proceedings at Dorset County Council as follows:

**Purbeck Schools Review**

He had used the Councillor's Call to Account procedure to ask the County Council's Audit and Scrutiny Review Committee to consider the issue on the grounds that the Purbeck Schools review Consultation Process was flawed because it failed to offer any alternative to the County Council's preferred option of changing from a three tier to a two tier system of education within the Purbeck Pyramid of schools. Having taken evidence from around a dozen participants and deliberated, the Committee had recommended to the Cabinet that the outcomes of the review be accepted and that the process should proceed to the issue of statutory notices but that, critically, the County Council should review its consultation procedures to learn the lessons from the Purbeck Schools Review for future consultations. Provided that this recommendation was accepted and acted upon Councillor Budd was satisfied with the outcome of the Call to Account.

### **Highway Maintenance**

The Head of Highways had written to Clerks of Town and Parish Councils informing them of the necessity of making cuts in the Highways budget. The areas that would be curtailed during 2010/2011 would include:

- Weed killing
- Non safety related grass cutting and work to landscaped areas.
- Reduced programmes relating to fences, barriers, tree maintenance, street furniture, bridges and road studs.

Councillor Budd was sure that the Town Clerk would be able to provide any Member with a copy of the full letter, on receipt, if requested to do so.

### **Traffic Signals at The Cross, Wareham**

There had apparently been a number of issues regarding the traffic signals raised by members of the public and a member of the Highways Team at County Council had proposed to meet with members of the Town Council, probably the Planning and Transport Committee, in due course. If members had any issue with the traffic signals they were requested to pass their concerns on to Councillor Budd or to the Town Clerk.

### **Representatives on Outside Bodies**

There were no reports on this occasion from representatives on outside bodies.

## **12. COUNCILLOR VACANCY – UPDATE**

Council considered one candidate for co-option to the Town Council following the recent resignation of one Councillor and the posting of a Vacancy Notice. Details of the candidate were attached to the agenda for information of Members.

Following consideration of the candidate, it was proposed by Councillor Budd, seconded by Councillor K Critchley and:

**RESOLVED** that Mrs Dina Adkins be co-opted on to the Town Council with immediate effect.

Following the signing of her Declaration of Acceptance of office, witnessed by the Town Clerk, Councillor Mrs Adkins took her seat at the Council table.

## **13. APPOINTMENT OF STANDING COMMITTEES and OTHER BODIES**

### **(a) To appoint Standing Committees of the Council and to appoint Members to serve on these bodies for Civic Year 2010/2011:**

It was proposed and duly seconded that the following Standing Committees be appointed with the membership indicated:

- Policy, Resources and Finance Committee (9)
- Amenities Committee (7)
- Planning and Transport Committee (7)

**RESOLVED** that approval be given to the appointment of the above mentioned committees.

Following consideration of the Town Clerk's report on composition of Standing Committees according to the Council's Standing Orders 7.4, allocating in proportion to the total number of seats held by each political party or other such grouping to give a percentage entitlement, the meeting was adjourned to enable discussions to take place on this matter and for Chairmen and Vice Chairmen to be elected for the three Standing Committees.

On resumption of the meeting, it was proposed, seconded and duly

**RESOLVED** that the Chairmen, Vice Chairmen and Members indicated in Appendix A be appointed to serve on the Standing Committees shown.

**(b) Re-appointment of Sub Committees, Steering Groups, Panels or Working Parties**

It was proposed, seconded and duly

**RESOLVED** that the following bodies be re-appointed with the membership shown at Annex A:

- (i) **Human Resources Panel** (Chairman/Vice Chairman to be appointed at the first meeting of the Panel)
- (ii) **Standing Orders Working Party**
- (iii) **Premises Working Party**
- (iv) **Pedestrian Rail Crossing Working Party**

14. **MEMBERSHIP OF MUSEUM COMMITTEE AND WAREHAM IN BLOOM COMMITTEE**

Council considered the appointment of two Members to the Museum Committee and a minimum of three members to the Wareham in Bloom Committee, noting that Chairmen/Vice Chairmen and other members of these bodies would be appointed at their next scheduled meetings.

It was proposed, seconded and duly

**RESOLVED** that Councillors Mrs D Cleaton and Mrs A Tighe be appointed to serve on the Museum Committee.

It was proposed, seconded and duly

**RESOLVED** that Councillors Osmond, Mrs V Green and Mrs P Bowyer-Davis be appointed to serve on the Wareham in Bloom Committee.

*Note: These memberships are listed at Annex A to these minutes.*

15. **REPRESENTATIVES ON OUTSIDE BODIES FOR 2010/2011**

Council considered the appointment of Representatives on Outside Bodies for Civic Year 2010/2011. Following detailed discussion on the requirements for each body, it was proposed, seconded and duly:

**RESOLVED** that the Council's Representatives on Outside Bodies for Civic Year 2010/2011 be as indicated at Annex C.

16. **APPROVAL OF WAREHAM TOWN MUSEUM FORWARD PLAN AND ACQUISITION AND DISPOSAL POLICY**

Following discussion of the Museum Curator's report attached to the agenda and the explanation of the Town Clerk in response to comments by Councilor K Critchley, it was:

**RESOLVED** to approve the Wareham Town Museum Forward Plan and the Wareham Town Museum Acquisition and Disposal Policy.

17. **PROPOSED NEW SYSTEM OF CALCULATING SUBSCRIPTIONS TO DAPTC**

Council discussed the Town Clerk's agenda report on this matter and reference was made to the total amount payable by the Town Council being slightly cheaper than the current method of calculating annual subscriptions. It was noted that any new system adopted would not be introduced until 2011/2012 Financial Year, the Council having already paid the current year's subscription.

It was proposed by Councillor Budd, seconded by Councillor Green and:

**RESOLVED** that the proposed new system of calculation of subscriptions to the Dorset Association of Parish and Town Clerks be agreed.

18. **REPORT OF UP TO DATE EXPENDITURE AND INCOME AGAINST BUDGET, PAYMENT OF ACCOUNTS, ACKNOWLEDGMENT BY MEMBERS AND INSTRUCTION TO SIGNATORIES TO SIGN CHEQUES**

Council considered the Budget report enclosed with the agenda and accounts for payment. Reference was made to the following:

- Mayor’s Allowance – increased petrol costs due to rising prices. It was suggested by Councillor Budd that it may need to be looked at in more detail, it being custom and practice not to claim mileage allowances, since there may be a need to make adjustments to the budgeted figure. It was also suggested that the Mayor and Deputy Mayor keep a record of travel costs during the year as a useful guide.
- The Mayor referred to Mr Brian Holden, a Wareham in Bloom volunteer, helping to plant up the Guide centenary in the verge opposite the Police Station and £33.15 had been given to him for Wareham in Bloom for that project.
- Councillor Mrs Elmes declared a personal and prejudicial interest in Line no. 9830 (Sales of books for Museum), since her husband, Mr H Elmes, was a beneficiary of that scheme.

It was proposed by Councillor K Critchley, seconded by Councillor Mrs S Elmes and:

**RESOLVED** that the report of up to date expenditure and income against budget and accounts for payment dated 25<sup>th</sup> May 2010 totalling £18,547.29 be approved and signatories be authorised and instructed to sign cheques in payment of this total sum.

19. **ANY OTHER ITEMS THE MAYOR DEEMS URGENT (for report or for the next agenda only)**

Reference was made to the Town Hall stair lift which was giving further problems and was deemed as unreliable. It was suggested that it may need to be replaced entirely in the longer term and that it be placed as a future item for discussion on the Policy, Resources and Finance Committee agenda to consider the possibility of funding. This was noted by the Town Clerk for the budget setting round of meetings in the Autumn.

The meeting closed at 8.42 pm.

.....Mayor