



Town Hall
East Street
Wareham
Dorset
BH20 4NS

28 FEBRUARY 2024

To: All Members of the Council

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **WAREHAM TOWN COUNCIL** to be held on **TUESDAY 5 MARCH 2024** in the Council Chamber, Town Hall, East Street, Wareham at **7.00pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Nicola Gray
Town Clerk

Please contact the Town Hall Office (01929 553006) if you need further information on this agenda.

Members of Wareham Town Council

Councillor C Turner (Mayor)
Councillor M Cotton (Deputy Mayor)
Councillor D Budd
Councillor K Critchley
Councillor B Ezzard
Councillor Z Gover
Councillor V Green
Councillor S Wheatley
Councillor D Robinson

Councillor D Cleaton
Councillor R Dean
Councillor H Goodinge
Councillor K Green
Councillor M Humphries
Councillor L Kirk
Councillor M Russell

A PRESENTATION IN RESPECT OF THE 2RN ARNE BUS SERVICE WILL BE GIVEN BEFORE THE MEETING COMMENCES.

1. Apologies for absence

To receive, and consider for acceptance, apologies for absence. (LGA1972 s85)

2. Declarations of interest

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (Localism Act 2011 s29-34)

3. Public participation time

An opportunity for members of the public to raise issues of concern or interest, ask a question or make a statement or present a petition or be part of a deputation. Public participation time will be conducted in accordance with the Council's 'Policy for Public Participation Time' which is limited to 15 minutes, with no individual speaker exceeding a maximum of three minutes each. (LGA1972 s100)

4. Confirmation of minutes of previous meeting held on 23 JANUARY 2024

To confirm, as a correct record, the minutes of the previous meeting of the Committee (LGA1972 sch12).

5. Matters arising from the minutes of the last meeting held on 23 JANUARY 2024

To consider any matters arising from the previous minutes of the Committee.

6. Reports by the Dorset Council Ward Councillors and representatives on outside bodies

To receive the written report of the Dorset Ward Councillors and any further written reports from Town Council representatives on outside bodies.

7. Payment of outstanding creditors – TO FOLLOW

To receive the list of outstanding creditors and balances due for payment including reports of any outstanding payments made, note any queries and approve payments. (LGA1972 s150).

QUERIES ON PAYMENTS SHOULD BE NOTIFIED TO THE CLERK IN ADVANCE OF THE MEETING AS THE FINANCIAL SYSTEMS OF THE COUNCIL WILL NOT BE AVAILABLE FOR INTERROGATION AT THE MEETING.

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

9. Reports of Committees and Sub-Groups

To NOTE the approved minutes of the following committees: -

- a) Amenities Committee 10 January 2024
- b) Neighbourhood Plan Steering Group – 19 February 2024
- c) Planning and Transport Committee – 17 January 2024
- d) Policy, Resources And Finance Committee – 9 January 2024

10. Wareham Town Council Action List

To review and note the actions from all meetings which are completed, have updates or are in progress.

11. 2RN Bus Service (Verbal)

To consider support and representation in respect of the continuation of the 2RN Bus Service.

12. New street lighting in the town

To consider and approve the recommended resolution from Wareham Neighbourhood Plan Steering Group regarding the new street lighting in the town. (Please refer to the minutes for noting at agenda item 9(b))

13. Any other items the Mayor deems urgent

For report, information or for the agenda at the next meeting. 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).

14. Date of next meeting

To note the date of the next meeting, which is scheduled for **Tuesday 23 April 2024 at 7.00 pm.**



Item 4

Minutes of a meeting of the Town Council held on 23 January 2024 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

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

Officers present: N Gray, Town Clerk & RFO, Gale Pettifer, Deputy Clerk

TC 112/24 Apologies for absence

Apologies were received and accepted from Cllr Goodinge, Cllr K Green, Cllr Wheatley, and Cllr Russell.

TC 113/24 Declarations of interest

There were no declarations of interest.

TC 114/24 Public participation time

There were no members of the public present.

TC 115/24 Confirmation of the minutes of the previous meeting

It was **RESOLVED** the minutes of the meeting of the Town Council held on 19 December 2023 be **APPROVED** and were signed by the Mayor.

TC 116/24 Matters arising from the minutes of the previous meeting

There were no matters arising.

TC 117/24 Reports by Dorset Councillors and representatives on outside bodies

The tabled report from Cllr Ryan Holloway was **NOTED**.

TC 118/24 Payments for outstanding creditors

Members considered the list of payments for approval.

It was **RESOLVED** that payments in the sum of £13,182.76 be approved.

TC 119/24 To receive such communications as the Town Mayor may wish to place before the Council

There were no communications placed before Council.

TC 120/24 Reports from committees and sub-groups

The minutes from the following meetings were **NOTED**:

- a) Amenities Committee – 1 November 2023 and 13 December 2023
- b) Museum Committee – 13 September 2023

- c) Personnel Committee – 26 September 2023 and 28 November 2023
- d) Planning and Transport Committee – 18 October 2023 and 8 November 2023
- e) Policy, Resources and Finance – 24 October 2023 and 5 December 2023

TC 121/24 Budget and Precept setting 2024/25 Financial Year

Member considered the recommendation from the Policy Resources and Finance Committee and noted the very small increase to the precept.

It was **RESOLVED** to APPROVE 2024/25 budget of £510,270.

It was **RESOLVED** to APPROVE an increase to the precept of 2.9% to £510,270.

TC 122/24 External Auditor Report

Members received and noted the conclusion of the annual external audit for the 2022/23 financial year.

TC 123/24 New Staff Appointments

Members considered the recommendation from the Personnel Committee for the appointment of a fourth Grounds Staff member and a Museum Manager.

It was **RESOLVED** to appoint a fourth Grounds Team member on the Town Council's standard terms and conditions at SCP 17, £28,770 in the current 2023/24 financial year.

It was **RESOLVED** to appoint a Museum Manager on the Town Council's standard terms and conditions but with performance related restrictions included in relation to the grant funding element of the post, at a starting salary at SCP 15, £27,803 in the current 2023/24 financial year.

TC 124/24 Local Organisation Grant

Members considered the grant request noting the shortfall between the grant request and the remaining grant budget. It was considered that the ticket sales had been underestimated and there was potential for the deficit to be less as a result.

It was **RESOLVED** to approve funding up to £810.00 to cover any deficit which arises, with the Clerk negotiating with the organisers regarding payments.

TC 125/24 Howards Lane Toilets Rebuild

The Chair of the Amenities Committee presented the report noting that it was a requirement of Full Council to approve the project spend and Public Works Loan. The Clerk explained the project would be subject to Financial Regulations processes and would therefore be put out for tender following

consultation with the Conservation and Planning Officers, and public consultation in order to meet the requirements of the Public Works Loan Board.

It was **RESOLVED** to APPROVE that the project be allocated a spend of £100,000, with £40,000 from CIL monies currently held in reserve, and the remaining £60,000 to be funded by way of Public Works Loan.

TC 126/24 Wareham Town Council Action List

The contents of the Action List were noted.

A meeting of the Neighbourhood Plan Steering Group would be arranged for 8 February 2024 with an invite extended to Adam Fitzpatrick, Dorset Council, and a planning officer.

TC 127/24 2024 Freedom of Purbeck

The Clerk reported that following a meeting she had attended earlier in the day, the proposed military parade through Wareham, to honour the regiment's Freedom of Purbeck, had been postponed until 2025. Details would be confirmed later in the year for planning of the 2025 event.

TC 128/24 Beating of the Sea Bounds 2024.

The Clerk reported that the Poole Society's Beating of the Sea Bounds would be taking place on Sunday 7th July 2024, and information regarding arrangements would be made available following the election in May.

TC 129/24 Any other items the Mayor deems urgent

The Mayor reported that an *in-memoriam* tree had been requested to be planted in Wareham in memory of Hugh and Sue Elms by their son. Members deliberated about a suitable location, and it was agreed that the Mayor would advise the family to contact the Clerk to the Burial Joint Committee, regarding a location in the St. Mary's churchyard.

The Mayor expressed her thanks to Gale Pettifer, Katy Babbs, Tom Hannam, Heather Scharnhorst, and Jaquie Hall, for organising a very successful Volunteer Recruitment Fair. She reported that the event had been a good opportunity for groups to showcase their voluntary work and to network with other organisations.

The Mayor, on behalf of the Council, congratulated the Deputy Clerk on recently passing her Certificate in Local Council Administration (CiLCA).

TC 130/24 Date of next meeting

It was noted that the next meeting of the Town Council was scheduled to be held on Tuesday 5 March 2024 at 7.00pm.

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

Item 6

Cllr Beryl Ezzard DC Report – Wareham Town Council February 2024

Dorset Council (DC)

The Full DC meeting was on Tuesday 13th February 6.30pm when the Council approved the proposed Council Tax increase for 2024/2025 to 4.99% Council tax 2.99% and Adult Social care precept to 2%, therefore the Annual C. Tax for a Band D property will be £2,001.15 with the Police and Fire & Rescue precepts in addition totalling £2,381.68. In addition, the Town Council's £6.52 per annum increase: Totalling £2,387.88 Council Tax for 2024/25 for Band D property in Wareham. A motion was also approved by DC to lobby Government to remove the "more than two children allowance Cap" as there are many families with more than two children struggling to cope in the prolonged cost of living crisis. The Government Minister: Levelling up, announced more funds for Local Councils; DC will receive £3.9 million. This will help offset the overspend reducing it to £8m. .

The DC Household Support Fund's last Phase is available now.

There is also a new service available for homelessness and those in fear of losing their homes, this in partnership with Shelter and the Citizens Advice.

DC Road Works

Bere Road (C7) was be closed to through traffic until the middle February. DC cleared gullies and replaced drainpipes at the Silent Woman Inn & Park Homes. The road is now open with the many uneven sections now resurfaced. There was a DC Contractor working for a couple of days replacing unsuitable streetlamps fixed to buildings in the conservation area of Wareham, without any notice or consultation with the Wareham residents, TC or DC Members. At my request on behalf of the residents and Town Trust, the work has been stopped until DC has consulted with the Town Council and the issues resolved.

Former Middle School Site & Playing Fields

The DC are making slow progress in the development of this site for supported housing. Proposing to put together several sites in order to make it more viable to Developer's. Ryan and I welcome the Town Council's Application to DC for the Asset Transfer of the Playing Fields.

DC Planning & Enforcement Issues

Any member of the public or local councillor suspecting Planning or Licensing breaches can report to their local T&PC, DC Member, or the DC Website.

Wareham Area Community Speed watch Team

Now we have the minimum of six in the Team, we are arranging dates to start training with the Police Team. Any roads that the Town Council wish to put forward will be considered. More Team members would be welcome; contact Beryl 550138.

Purbeck Youth & Community Foundation - Wareham Youth Centre now a Family Hub

The PYCF has been a Charity Trust for seven years and appreciates the support funding given by the arranged 3-year Service Level Agreement by the Town Council. Hopefully with ongoing support to ensure the Youth Centre continues to thrive for Young People to have a place to be with their friends. DC has awarded the Wareham Youth Centre as one of its 8 Family Hubs in Dorset; for the Wareham area, to support families from birth thro' life making local services available there – eg: the Job Centre based in Poole, to visit on a weekly basis.

DC & BCP (Dorset wide) Local Transport Plan - Survey.

A consultation/new survey on the local transport plan 4 (LTP) will end on three march to gather feedback and experiences, key opportunities and issues regarding transport and travel in Dorset.

Dorset Community Tree fund

A new grant is now available to apply for, managed by Dorset National Landscapes (was AONB), the scheme is open to Town & Parish Council and community organisations, in the Dorset area; 25% match funding/volunteers time is required to be successful on receiving a grant. Apply on the DNL website. Advice to determine which trees are suitable will be given, and support after planting.

Dorset Cllrs Monthly Advice Surgeries: These are on-going in the library. Ryan - Third Tuesday every month at 5-6.30pm. Beryl - second Friday every month 10.15 -12 noon.



Minutes of a meeting of the Amenities Committee held on Wednesday 10 January 2024 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members present: Councillors V Green (Chairman), H Goodinge, S Wheatley, L Kirk, C Turner.

Officers present: G Pettifer, Deputy Town Clerk

A 061/24 Apologies for absence

Apologies were received and accepted from Cllr Budd and Cllr Ezzard.

A 062/24 Declarations of interest

There were no declarations of interest.

A 063/24 Public participation time

There were no members of the public present.

A 064/24 Confirmation of the minutes of the previous meeting

The minutes of the previous meeting of the Amenities Committee held on 13 December 2023 were **APPROVED** and would be signed by the Chairman following the meeting.

A 065/24 Matters arising from the minutes of the previous meeting

There were no matters arising.

A 066/24 Budget for Howards Lane Public Toilets

The Committee discussed the need to set a budget for the demolition and rebuild of public toilets in Howards Lane as this had not been achieved at the previous meeting. The Committee had resolved to set a budget facility of £5,000 to cover a PWLB loan for the work should Council agree but had not established a project budget sum.

It was **RESOLVED** to recommend to Full Council to approve a total project budget of £100,000, with £40,000 to be taken from the earmarked CIL monies, and the remaining £60,000 to be obtained from a Public Works Loan Board loan.

A 067/24 Concrete Planters at The Causeway

The Deputy Clerk gave a verbal report regarding the concrete planters at the Causeway entrance to Wareham and asked for their history. The Committee established that the planters were installed years ago by the late Cllr Osmond and that there would be no objections to them being repainted or replaced by Wareham Community Growers.

A 068/24 Northmoor Allotment/Wessex Water

The Deputy Clerk reported that Wessex Water had raised concerns about the state of four water troughs in Northmoor Allotment after conducting an inspection in spring 2023.

As the Council representative for the Allotments, Cllr Cotton was asked to investigate and liaise with the Northmoor Allotment Committee who were alerted to the issue and dealt with it swiftly.

The Amenities Committee thanked Cllr Cotton for her swift and diligent action.

No further action was necessary.

A 069/24 Amenities Update

The report on the progress of ongoing projects and updates on work-in-progress concerning Amenities assets and tasks was noted.

A 070/24 Any other items the Chairman deems urgent

The Deputy Clerk alerted Councillors to the fence in Northmoor Park, at Burns Road end, being damaged and flat to the ground in some places. The Committee asked the Deputy Clerk to make repair as a matter of urgency and to report to the next meeting for retrospective approval.

There were no other items that were deemed urgent.

A 071/24 Date of next meeting

It was noted that the next meeting of the Amenities Committee was scheduled to be held at 7.00pm on 21 February 2024.

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



Wareham Neighbourhood Plan Steering Group

Notes of the meeting held 7.00pm, on the 19th February 2024 in the Town Hall, East Street, Wareham

	Item	Outcome of discussion	Action/ Responsible member
	Present	Cllr D Budd, Cllr M Cotton, Cllr K Critchley (Chair), Cllr R Dean, Cllr S Wheatley, D Evans (Vice-Chair), H Evans, Cllr B Ezzard, N Fagan, A Fitzgerald (Dorset Council), Cllr H Goodinge, Cllr Z Gover, Cllr K Green, Cllr V Green, Cllr L Kirk, Cllr C Turner, J Spiller	
1	Apologies	Ed Creaton, Ed Gerry (Dorset Council), Mike and Nicola Wiggins and Linda Kenyon	
2	Council Update on former Wareham Middle School site	<p>Adam Fitzgerald explained that in September last year he had given a written update explaining that Dorset Council had carried out some market research speaking to the developer market during the summer of 2023. It was evident from this research that getting a single project of this nature off the ground would have viability issues. They concluded that there was a need to include Wareham as part of a larger strategic opportunity covering multiple development sites. Four potential extra-care housing schemes have been identified at Wareham, Bridport, Weymouth and E Dorset and conversations with Registered Housing Providers are taking place. With support from a specialist procurement advisor they will design the Strategic Partnership governance and procurement for the four schemes by June. Once a partner has been identified, they will consider how each site can be taken forward.</p> <p>The development of the new GP Surgery, to be sited on the former Middle School site, is being led by the Wareham GP Surgery with support from NHS Dorset. A preferred</p>	

	<p>developer has been selected who is in negotiation with Dorset Council to agree a price for the land. The GP Surgery is putting together their detailed business case so that the developer can proceed to the next stage and negotiate the land deal.</p> <p>BE asked how long it would be before the site was developed. AF responded that it was difficult to estimate and timescales would need to be flexible with the 4 schemes being developed over a period of some 10 years. There may be a certain amount of market housing eg shared ownership.</p> <p>NF asked which development company was working with the Council and how many units were proposed. AF responded that they are working with AtkinsRealis and the minimum number of units for the scheme would be 220 with some 60-80 at Wareham.</p> <p>CT asked about the design and whether it would fit in with the context in Worgret Road. AF responded that the core building of some 40-60 units would most likely be a single building of apartments 2/3 storeys high with some bungalows/sheltered housing units. He explained that they would need to be attractive to those who are moving from larger premises. It will be mainly rented accommodation.</p> <p>JS asked when feedback would be given to the community regarding the use of the Middle School Playing Fields. KC explained that Wareham Town Council had made an application for a community asset transfer. If successful, the TC would look at the Playing Fields and Recreation Ground and the consultation already carried out by Dorset Council (including the support for a skate park). Changing rooms to serve both facilities were a possibility. VG confirmed that a verbal report would be given on this at the Amenities Committee on Wednesday evening.</p> <p>DE asked about housing numbers overall, if Bonnetts Lane was still a possibility and suggested that a mix of tenures including housing for key workers would be a good idea. AF responded that Bonnetts Lane was unlikely to go ahead.</p>	
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		<p>DE asked if there would be adequate parking for the new GP Surgery. AF responded that in addition to parking adjoining the new Surgery on the frontage there would be on-street parking within the development.</p> <p>HE asked if any progress had been made with the relocation of the Ambulance Station in order to allow the existing GP surgery site to be developed. AF reported that no funding for relocation had been identified and that no progress had been made. NHS Property own the Land.</p> <p>A councillor asked if funding for the Doctor's Surgery had been secured. AF responded that a specialist company will own the land and the GP Surgery will need to commit to a lease rent. The rent will be set by the District Valuer.</p> <p>BE asked if the design of the GP Surgery will be in keeping with Worgret Road or will it be modern. AF responded that the design will be largely informed by the function. He also confirmed that there was now no need for additional office space here as originally proposed.</p>	
7	Any urgent items	<p>Street Lighting in Wareham Conservation Area</p> <p>David Evans gave a short presentation on street lighting within the Wareham Conservation Area explaining that there are 62 fittings in North, South and West Streets and the Quay, all within the Conservation Area, 8 of which have been replaced by Dorset Council in the current street lighting contract. The lighting scheme implemented in the 1990's had been a joint scheme by Purbeck District Council/Wareham Town Council and Dorset County Council to enhance the appearance of the Conservation Area by replacing concrete street lighting dating from the 1950's.</p> <p>In the 1990's the majority of the lights were replaced with bulkhead lights fitted to the buildings. The advantage of the bulkhead lights was that they were not prominent during the day, being very discreet with most tucked under the eaves attached to the buildings</p>	<p>Resolved that Matthew Piles and Roderick Mainstone be invited to a meeting with representatives of Wareham Town Council and Wareham Neighbourhood Plan Steering Group to consider the</p>

	<p>not intrusive in the Conservation Area with no possibility of them being knocked by tall vehicles.</p> <p>In addition, a smaller number of Windsor lamps were also installed on The Quay, St Johns Hill and North Street (mostly free standing with some attached to buildings). There are also flood lights around the Square fitted to the Red Lion, Town Hall and No 1 South Street where more illumination is needed.</p> <p>The new light fitting being fitted in Dorset Council's current contract uses galvanised brackets of very utilitarian design which are not powder coated, protruding from the buildings and having a significant adverse impact on the character and appearance of the Listed Buildings within the Conservation Area. They are not like for like replacements and should therefore require Listed Building consent. Also, in some instances the plaster on the building frontages has not been made good.</p> <p>The light from the existing bulkhead and Windsor lighting is a mellow yellow colour which was selected for the Conservation Area and considered preferable to the bright white of the new lighting which will also contrast with the existing Windsor Lighting.</p> <p>The new lighting is a bright white with brackets that stand out from the buildings. The effect on health of bright white lighting shining into bedrooms was another concern raised.</p> <p>ZG and HG reported that objections had been sent from a number of residents affected by the new lighting including due to the lighting intruding into bedrooms. NF reported that the Wareham Town Trust had also received a number of objections. It was considered that the new lighting was modern looking rather than appropriate for the Conservation Area. The lighting which had been erected in East Street a couple of years ago although not ideal was of better quality and less intrusive. It was noted that a question had also been raised regarding the new lighting in Swanage which had shined into people's bedroom windows and that following objections Cllr Trite had taken this up with Dorset Council.</p>	<p>concerns regarding the street lighting scheme in the Conservation Area and discuss possible options (as detailed in resolution below). (Town Clerk)</p>
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		<p>Dorset Council has responded to objections stating that the Town Council will need to choose whether the current contract continues or if it wishes to pay for a bespoke scheme. It was agreed that a meeting with Dorset Council officers, Matthew Piles and Roderick Mainstone, be requested with representatives of the Wareham Town Council and Wareham Neighbourhood Plan Steering Group, to discuss the concerns about the current scheme and possible alternatives, including whether there are suitable bulkhead lights which could be used. It was considered that it is Dorset Council's responsibility to pay for lighting suitable for the Conservation Area and for siting on listed buildings.</p> <p>Concern was raised over the lack of consultation about this scheme and DB recalled that in 2019 Dorset Council had promised that they would consult with Town and Parish Councils on issues affecting their areas.</p> <p>Resolved that: Matthew Piles and Roderick Mainstone be invited to a meeting with representatives of Wareham Town Council and Wareham Neighbourhood Plan Steering Group to consider the concerns regarding the street lighting scheme in the Conservation Area and discuss possible options, including whether there are suitable bulkhead lights which could be used.</p> <p>The concerns with the new street lighting can be summarised as follows:</p> <ul style="list-style-type: none"> • The design and material is modern and rather basic and considered inappropriate for the Wareham Conservation Area and for siting on Listed Buildings • The inclusion of brackets which project into the street rather than bulkhead lighting as in the previous scheme is not replacing like with like. The works affect the character and appearance of Listed Buildings and therefore require Listed Building consent • The new lights shine into bedroom windows and affect sleep pattern of occupants • The bright white light contrasts with the softer yellow light of the previous lighting which was chosen to compliment the Conservation Area and which is used in the Windsor style lighting 	
6	Date of next meeting	To be confirmed	ALL



Minutes of a meeting of the Planning and Transport Committee held on Wednesday 17 January 2024 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors K Green (Chairman), Z Gover (Vice Chairman) D Budd, B Dean, D Cleaton, M Humphries, D Robinson

Officers present: N Gray, Town Clerk and RFO

P&T 075/24 Apologies for absence

There were no apologies for absence.

P&T 076/24 Declarations of interest

There were no declarations of interest.

P&T 077/24 Public participation time

There were no members of the public present.

P&T 078/24 Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the meeting held on 29 November 2023 were approved and signed by the Chairman.

P&T 079/24 Matters arising from the minutes of the previous meeting

The Clerk read out the objection which had been drafted following the meeting from members comments made at the meeting.

Wareham Town Council heard from a number of members of public at its Planning and Transport Committee meeting on Wednesday evening, and although it does not have any expertise in respect of Arboriculture, it did consider the expert's report in depth. The public mood regarding the tree is extremely divided and contentious. The Committee felt that as the report specified that there were valid alternatives to cutting the tree down completely, it would be prudent to take preventative action to try and save the tree before a decision to cut it down be made. In addition, the Committee considered that it would be prudent to plant 2 further trees to commence growing whilst an attempt to save the established tree was made. This provides a sensible succession plan, and it should be recognised that growing trees provide greater environmental benefit than well-established trees.

P&T 080/24 Planning Applications

The following planning applications were received from Dorset Council, in its capacity as the local Planning Authority, for Wareham Town Council to consider:

Application Number: P/HOU/2023/06781

Location: 11A Bestwall Road Wareham BH20 4HY

Proposal: Proposed Single Storey Front and Two Storey Rear Extension with Rooms in a New Roof

Decision: **OBJECTION** – The existing bungalow built circa 1970 has always been at odds with the general character of the street due to its restrictive site width. The Council considers the proposal to increase the floor area from 59.3 m2 to 164.5

m2, an increase of 105.2 m2 or 177% and to increase the ridge height to provide first floor accommodation within two large dormers to be over development of the site and out of keeping with the street scene, the neighbouring properties being single storey bungalows.

The Council considered the proposal, and it does not represent good design and is contrary to paragraphs 124, 127 (a), (b) & (c) and 130 of the National Planning Policy Framework and Policy D: Design, first three bullet points of the Purbeck Local Plan Part 1.

Additionally due to the buildings closeness to the side boundaries the significant increase in height and bulk will result in additional loss of light and overshadowing of the adjacent bungalows contrary to the advice given in paragraph 12D, 38 and 39 of the Purbeck District Design Guide.

Further, the proposed very large balcony will provide a 180-degree view of the neighbouring properties. This is due to the low height of the projecting walls that support the east and west mono pitched roofs. This will result in a loss of privacy to the adjoining properties, due to overlooking, contrary to paragraph 43 of the Purbeck District Design Guide.

Application Number: P/HOU/2023/06803
Location: 98 Wessex Oval Wareham Dorset BH20 4BS
Proposal: New bay window to front elevation, with extended roof forming storm porch. New single storey rear extension with associated alterations.

Decision: NO OBJECTION

Application Number: P/HOU/2023/06919
Location: 138 Wessex Oval Wareham BH20 4BT
Proposal: Erect rear single storey extension to provide w.c. and laundry room.

Decision: NO OBJECTION

Application Number: P/LBC/2023/07157
Location: Red Lion Hotel North Street Wareham BH20 4AB
Proposal: Rehabilitation of building, including internal and external alterations and provision of three new dwellings

AND

Application Number: P/FUL/2023/07156
Location: Red Lion Hotel North Street Wareham BH20 4AB
Proposal: Rehabilitation of building, including internal and external alterations and provision of three new dwellings

Decision: **NO OBJECTION** – justification in respect of the planning application's matters which breached the Neighbourhood Plan would be drafted following the meeting and submitted to the Planning Authority for explanation.

Application Number: **P/FUL/2023/07296**

Location: **10A South Street Wareham Dorset BH20 4LT**
Proposal: **Installation of new extraction system and associated sound proofing works**

AND

Application Number: **P/LBC/2023/07297**
Location: **10A South Street Wareham Dorset BH20 4LT**
Proposal: **Installation of new extraction system and associated sound proofing works**

Decision: **NO OBJECTION**

Application Number: **P/HOU/2023/07405**
Location: **The Old Vineries 8 Westport Road Wareham BH20 4PR**
Proposal: **Change concrete pan tiles for plain clay tiles, Enlarge and alter dormer on east roof slope. Enlarge one first floor window to include Juliette balcony**

Decision: **NO OBJECTION**

Application Number: **P/HOU/2024/00074**
Location: **18 Ropers Lane Wareham BH20 4QT**
Proposal: **Erect a single storey 'infill' type extension.**

Decision: **NO OBJECTION**

P&T 081/24 Planning Decisions

The planning decisions report was noted.

P&T 082/24 Planning Enforcement Decisions

The email informing members of the enforcement action taken was noted.

P&T 083/24 Any other items the Chairman deems urgent

There were no items deemed urgent.

P&T 084/24 Date of next meeting

It was noted that the next meeting of the Planning and Transport Committee was scheduled to be held at 7.00pm on 7 February 2024.

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



Minutes of a meeting of the Policy, Resources and Finance Committee held on 9 January 2024 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors K Critchley (Chairman), (Vice Chairman), Z Gover, K Green, V Green, D Robinson, C Turner

Officers present: N Gray, Town Clerk

PRF 073/24 Apologies for absence

Apologies were received and accepted from Cllr D Budd, Cllr M Cotton and Cllr M Russell.

PRF 074/24 Declarations of interest

There were no declarations of interest.

PRF 075/24 Public participation time

There was 1 member of the public present who spoke regarding the overgrown foliage in Causeway Close and the flooding in the underpass resulting in pedestrians having to cross the busy A351 on the Saxon Roundabout, which he considered dangerous.

The Chair thanked the member of the public and reminded him that Wareham Town Council had no greater power in influencing Dorset Council than residents, and the more residents reported matters the more likely Dorset Council would act. The Clerk would also report the matters to Dorset Council.

PRF 076/24 Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the previous meeting of the Policy, Resources and Finance Committee, held on 5 December 2023, were **APPROVED** and would be signed by the Chairman following the meeting.

PRF 077/24 Matters arising from the minutes of the previous meeting

Cllr Robinson asked if notice had been given to the current Health and Safety advisor. The Clerk confirmed that 12 months' notice had been given in December in line with the contractual requirement.

PRF 078/24 Payment of outstanding creditors

Cllr Robinson asked what the two payments were in respect of the Chairlift. The Clerk advised the maintenance contract was separated into the curved section and straight section, so showed as a split payment.

Cllr Robinson asked what the two payments for SSE related to. The Clerk confirmed they were for the streetlighting, one payment for off peak (dawn to dusk) and one payment for outside of these times.

Cllr Robinson noted the descriptions on the report were truncated and asked if it would be possible to manipulate the report, so they showed in full. The Clerk advised the report was a PDF produced direct from the Accounts package, so would not be able to amend it, but reminded members that they did have full access to the accounts to view everything in order to satisfy any queries they may have.

PRF 079/24 Bank Reconciliation – November 2023 and December 2023

Members noted and approved the balanced bank reconciliations for November and December 2023.

PRF 080/24 Lease Vehicle Unplanned Costs

The Clerk presented the report explaining the lease agreement had not been severed in January 2023 due to the Finance Officer making the annual lease payment of £510 for the year 2023/24 without realising what it was for and believing it to be the release fee which had been authorised by Council. The finance company had not been very clear in their correspondence, and it had come to light when the invoice for the 2024/25 lease year arrived with the Clerk, that the release fee had not been paid but another year of lease contract had in fact been paid for.

The Clerk advised she had brought the matter to committee for transparency and the Deputy Clerk had cancelled the contract on 5 January 2024, meaning the only payment required was the 2% release fee of £139.50, which would be shown on the next Accounts for Payment schedule.

The report was noted.

PRF 081/24 2024/25 Draft Budget

Cllr Critchley advised that he had spoken to two of the absent members to gauge their views, and noted that Cllr Budd as Chair of Personnel, wished Cllr Critchley in his absence to advise members that although there was a budgetary provision for additional staff, no decisions or appointments had been made.

Cllr Critchley noted a couple of minor queries which were clarified by the Clerk, as the Responsible Finance Officer (RFO), in respect of budget lines relating to business rates for 3 East Street, NI contributions and computers for Councillors.

Members considered the two options and the Clerk, as RFO, advise that the current Council had a duty to ensure the incoming Council had a sufficient and workable budget that wouldn't leave it in a position of being in possession of holding excess funds. Nor should it leave it in a position of having to impose a significant precept increase in its first year.

It was **RESOLVED** to recommend to Council to accept the budget figure £510,270.

It was **RESOLVED** to recommend to Council to increase its precept by 2.9% (equating to £6.53 per annum, or 12.5p per week, or 0.02p per day on a Band D property).

PRF 082/24 Any other items the Chairman deems urgent

There were no items deemed urgent.

PRF 083/24 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 13 February 2024.

Chairman.....

Date.....

Item 10

ACTION LIST						
DATE OF MEETING	COMMITTEE	SUBJECT	MINUTE NUMBER	ACTION	PROGRESS & DATE COMPLETED	PROJECT OWNER/ RESPONSIBLE
21.02.24	Amenities	Martyn's Law	A082/24	RESOLVED to delegate to the Town Clerk the Council's response to the Government consultation on proposed new laws regarding preparedness to terrorism in public venues.	Completed online - 27.02.24	Deputy Town Clerk
21.02.24	Amenities	Grass Management	A081/24	RESOLVED to appoint Contractor A (Wessex Ground Services) at a cost of £4,110.23+vat for 2024/25.	Contractors informed - 22.02.24	Deputy Town Clerk
21.02.24	Amenities	Community Salt Bin, Courtenay Close	A077/24	RESOLVED not to install a community salt bin in Courtenay Close.	Response sent to resident who made the request in Courtenay Close - 22.02.24	Deputy Town Clerk
21.02.24	Amenities	Broken fence - Hauses Field, Northmoor Park	A077/24	RESOLVED to retrospectively approve the £1,545.00 spend to replace the damaged fence in Hauses Field, Northmoor Park.	Completed	Town Clerk
13.02.24	PR&F	North Bestwall Road - street light	PRF 094/24	The Committee noted the report, regarding the faulty streetlight in North Bestwall Road. It was RESOLVED to approve the overspend in the Street Lighting cost code and pay £953.56+vat for the replacement unit.	Replacement ordered - PO#129	Deputy Town Clerk
13.02.24	PR&F	Budget Monitoring - Q£	PRF 091/24	RESOLVED that the Town Clerk, Chairman, and Vice Chairman would meet to discuss creating Earmarked Reserves, if a budget surplus was realised at the end of the year.		Town Clerk

07.02.24	Planning & Transport	Letter regarding the Wareham Walls Parking	P&T 092/24	RESOLVED to add a sentence reminding residents that the Ancient Walls of Wareham begin at the kerbside. The letter was approved for circulation subject to the revision	Letter distributed 20/02/24	Deputy Town Clerk
23.01.24	Full Council	Local Organisation Grant	TC 124/24	The Committee considered the grant request noting the shortfall between the grant request and the remaining grant budget. It was considered that the ticket sales had been underestimated and there was potential for the deficit to be less as a result. It was RESOLVED to approve funding up to £810.00 to cover any deficit which arises, with the Town Clerk negotiating with the organisers regarding payments.	Initial grant of £650 paid, with any further requirements to be advised from the Choral Society.	Town Clerk
23.01.24	Full Council	New Staff Appointments	TC 123/24	It was RESOLVED to appoint a fourth Grounds Team member on the Town Council's standard terms and conditions at SCP 17, £28,770 in the current 2023/24 financial year.	Appointment on hold due to staff leave and return from sickness.	Town Clerk
23.01.24	Full Council	New Staff Appointments	TC 123/24	It was RESOLVED to appoint a Museum Manager on the Town Council's standard terms and conditions but with performance related restrictions included in relation to the grant funding element of the post, at a starting salary at SCP 15, £27,803 in the current 2023/24 financial year.	Advert currently live, applications awaited.	Town Clerk

10.01.24	Amenities	Budget for Howards Lane Public Toilets	A 66/24	The Committee discussed the budget for the demolition and rebuild of public toilets in Howards Lane. It was RESOLVED to approve a budget of £100,000, with £40,000 to be taken from CiL monies and a PWLB of £60,000.	Approved: Full Council, 23.01.24, Minute no. TC 125/24.	Town Clerk
09.01.24	PR & F	2024/2025 Draft Budget	PRF 081/24	It was RESOLVED to recommend to Council to increase its precept by 2.9% (equating to £6.53 per annum, or 12.5p per week, or 0.02p per day on a Band D property).	Agreed. Full Council, 23.01.24, Minute no. TC 121/24.	Town Clerk
09.01.24	PR&F	2024/2025 Draft Budget	PRF 081/24	It was RESOLVED to recommend to Council to accept the budget figure £510,270	Agreed. Full Council, 23.01.24, Minute no. TC 121/24.	Town Clerk
13.12.23	Amenities	Howards Lane Public Toilets	A 058/23	It was RESOLVED to recommend a budget of £5,000 for loan payments, however, no project budget was agreed.	Item returning to Amenities 10.01.24 to set an overall project budget	Town Clerk
13.12.23	Amenities	Amenities Budget	A 057/23	It was RESOLVED that an Asset Transfer Request to Dorset Council, regarding the former Middle School playing fields site, be recommended to Full Council. The Committee requested the Town Clerk to contact Paul Scothern, Service Manager Capital Commissioning, Dorset Council and to report back.	Application submitted 18.01.24	Deputy Town Clerk

13.12.23	Amenities	Amenities Budget	A 057/23	The Committee RESOLVED to recommend a budget of £6,000 towards the cost of a new artificial cricket wicket. Funding for additional costs should be met by grant applications which are available for	Completed	Town Clerk
05.12.23	PR&F	Garage Doors, Recreation Ground	PRF 068/23	£2690.00 inc vat costs to replace the doors on the two garages at the Recreation Ground approved, as recommended by Amenities Committee, 1 November 2023, Minute No. A049/23. Costs be covered by the Bloors Homes Upgrade of Recreation Ground facilities budget.	Garage doors installed 18.01.24.	Deputy Town Clerk
28.11.23	Museum	CCTV	M038/23	The Town Clerk was asked to investigate the possibility of moving the locations of CCTV cameras in the museum to provide better visibility and safety for volunteers.	Awaiting information from Museum regarding locations	Deputy Town Clerk
28.11.23	Museum	Fire Alarm	M037/23	Deputy Town Town Clerk to investigate the sounding level of the fire alarm bell inside the museum and report back to the Committee.	Ongoing	Deputy Town Clerk
28.11.23	Museum	insurance	M036/23	Deputy Town Town Clerk to investigate museum-specific insurance cover and report back to the Committee.	Investigations currently underway.	Deputy Town Clerk
28.11.23	Museum	Health & Safety	M033/23	The faulty lighting in one of the display cabinets was identified.	Deputy Town Clerk had requested a photo of the light fitting for the electrician and, once the cabinet had been emptied of artifacts, the repair would be carried out.	Deputy Town Clerk

14/11/23	Full Council	80th D-Day Commemoration	TC095/23	The Deputy Town Clerk was asked to make enquiries with Dorset Council in respect of having the beacon located at The Quay. It was RESOLVED to have a beacon lighting at 9.15pm, in line with the national commemorations on Thursday 6 June.	Completed - The Priory have granted permission for using their land for this purpose	Deputy Town Clerk
01/11/23	Amenities	2 Mill Lane, window repair/replacement	A 45/23	Quotes for repair/replacement are being sought and will be brought back to Amenities Committee for consideration	Awaiting quotes for repair	Deputy Town Clerk
24/10/23	PR&F	Public Engagement	PRF 054/23	Town Clerk should draft a Community Engagement Strategy and Policy for consideration at a future meeting.	Strategy currently being drafted.	Town Clerk
11/07/23	Full Council	Community Speed Watch	TC 041/23	Cost of the equipment for the volunteerCommunity Speed Watch Group be shared equally with Wareham St. Martin Parish Council & Arne Parish Council.	Cllr Ezzard aware for taking forward to group. Update on Cllr Ezzard's DC report.	Cllr Ezzard
11/07/23	Full Council	Youth Council Proposal	TC 042/23	Council supported Cllr Cotton in investigating the possibility of a Youth Council in Wareham and bring back any proposals for approval.	Information gathering underway	Town Clerk/Cllr Cotton
14.06.23	P&T	Parking at Northport Drive	010/23	Cllr Green and Cllr Robinson would commence a photographic diary of the parking in readiness for a submission to Highways Dorset for the consideration of solutions.		Cllr Green/ Cllr Robinson

24/01/23	Full Council	Conniger Lane Car Park	553	Enter into a lease with Wareham Joint Burial Committee for Conniger Lane car park. The finer detail of the workings of the use and income would be discussed at a later date.	Information has come to light that the Car Park machine would be removed by Dorset Council, meaning the Town Council would need to purchase a new machine at a cost of circa £4,500. And there is some serious repairs required of the car park including line painting, which was not divulged to the Town Council when the proposal was made for it to take on the lease. Dorset Council has also been asked to provide the detailed income from the Car Park which has not been forthcoming. The matter will return to Full Council as part of the finer detail and workings which were agreed as part of the original resolution.	Town Clerk
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