



WAREHAM

Town Council

Town Hall
East Street
Wareham
Dorset
BH20 4NS

23 February 2021

To: All Members of the Council

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **TOWN COUNCIL** to be held on **2 March 2021** via Zoom at **7.00pm** for the purpose of transacting the business set out in the Agenda below.

Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Clerk and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details below:

The Zoom meeting ID is: 892 8323 8389

Or click here: <https://us02web.zoom.us/j/89283238389>

Vanessa Ricketts FSLCC
Town Clerk

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

Members of Wareham Town Council

Councillor L Kirk (Town Mayor)
Councillor K Green (Deputy Mayor)
Councillor D Budd
Councillor M Cotton
Councillor R Dean
Councillor H Goodinge
Councillor V Green
Councillor S Kemp
Councillor M Russell

Councillor D Cleaton
Councillor K Critchley
Councillor B Ezzard
Councillor Z Gover
Councillor M Humphries
Councillor R Schofield
Councillor C Turner



**FULL COUNCIL
MEETING**

A G E N D A

2 March 2021

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

Members of the public have been encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Clerk and these have been made available to all Councillors. The response to these questions or comments will be addressed at this point. (LGA1972 s100)

4. Confirmation of minutes of an extraordinary meeting held on 12 January 2021 and the meeting held on 19 January 2021

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 meetings held on 12 January 2021 and 19 January 2021

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

6. Payment of outstanding creditors

To receive the list of outstanding creditors and balances due for payment including reports of any outstanding payments made, note any queries and sign cheques accordingly. A list of outstanding payments and corresponding invoices will be available at the Committee meeting. (LGA1972 s150).

7. 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.

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

9. Reports of Committees and Sub-Groups

- a) Neighbourhood Plan Steering Group – 11 February 2021
- b) Planning and Transport Committee – 17 February 2021
- c) Policy, Resources and Finance Committee – 9 February 2021

10. Recommendations from the Policy, Resources and Finance Committee:

- a) Grant Awards Policy
- b) Officer/member Protocol

11. Mayor/Deputy Mayor Elect nominations for the 2021/2022 Municipal Year

- a) To appoint a Mayor Elect for the 2021/2022 Municipal Year
- b) To appoint a Deputy Mayor Elect for the 2021/2022 Municipal Year.

In accordance with Standing Orders 10 a), b) and c) the order of succession is as follows:

Councillor L Kirk (accepted Deputy Mayor 2019/20)
Councillor K Green (accepted Deputy Mayor 2020/21)
Councillor M Russell
Councillor C Turner
Councillor D Budd
Councillor K Critchley
Councillor D Cleaton

12. Carey Hall Leisure Development Fund Grant Support

To consider a request for a letter in support of the grant application to the Development Fund.

13. Dorset Local Plan Consultation Response

To agree the attached response, recommended by the Wareham Neighbourhood Plan Steering Group, as the Council's formal response to the Dorset Local Plan Consultation.

14. Any other items the Mayor deems urgent

For report, information or for the agenda of the next meeting of the Town Council.

15. Date of next meeting

To note the date of the next meeting, which is scheduled for **Tuesday 13 April 2021 at 7.00 pm.**

16. Confidential session

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

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

17. Connigar Lane Car Park

To consider a request to Dorset Council regarding the lease agreement.

18. Swanage and Wareham Rugby Football Club (SWRFC) Update

To consider a report on the recent meeting of the Town Council and SWRFC.

19. Operations Premises

THE PEDESTRIANISATION OF WAREHAM QUAY

A PROPOSAL FROM A GROUP OF WAREHAM RESIDENTS

Main contact
 Chris Hockley
 T: 01929 551282
 M: 07985 951865
 E: hockleycs@hotmail.com

SUPPORTED BY PLANET PURBECK



Purbeck's new environmental umbrella hub, joining local groups together
 For more information go to www.planetpurbeck.org and click on Who We Are

OVERVIEW

To provide a safe, tranquil, traffic-free space in the heart of Wareham and at the town's most beautiful riverside location for the benefit of residents and tourists alike, and the local economy, consistent with the Climate and Ecological Emergency declared by both Dorset Council and Wareham Town Council, and the Government's decision in December 2020 to adopt the Nationally Determined Contribution (NDC) of reducing UK emissions by 68 per cent in 2030 compared with 1990 levels.

WHY THE QUAY?

- ++The space already exists.
- ++It is suitable for pedestrianisation.
- ++It is potentially extremely attractive due to its riverside location.
- ++It can be easily reached from all parts of Wareham.
- ++It has existing quality-laden refreshment outlets of a restaurant, two food-serving pubs and a café, meaning no further catering development would be necessary.
- ++It has toilet facilities.
- ++It offers easy access to the River Frome for individuals and boating concerns.
- ++It has a firm place in the hearts of Wareham residents and has the potential to be the "gathering place" for the community.
- ++There is established practice in that the area is already voided of traffic for year-round Saturday markets and Wareham Wednesday summer evenings.
- ++Pedestrianised, it would become a major attraction for both local people and tourists, especially once publicised by word of mouth, social media and press articles.
- ++There are further opportunities to enhance the area through landscaping, for example with moveable planters and sun shades, and decorative paving.

++It would be the perfect site for local people, organisations, businesses and charities to stage events. Think a Christmas Fayre, a choir aiming to raise money for a hospice, a cheese-sampling day hosted by food shops, a boat show staged by a marine company, book/record/antique fairs, wildlife forums for children, workshops to promote sustainable living. The possibilities are endless – and exciting.

++A Friends of Wareham Quay organization could be founded, formed of volunteers in conjunction with the quay’s businesses, to clean, maintain and assist in managing the area.

++Local activity groups and retailers could contribute. For example, the Wareham Area Men’s Shed could provide tree or shrub planters. A florist or garden centre might wish to provide flowers to advertise their store with a small plaque amid the blooms. The plan also raises numerous possibilities for business sponsorship.

++It would become more attractive as a destination/stop-off/starting point for pleasure boat companies such as those run from Poole Quay, thus bringing in more tourists, and for private boat owners.

++It would be a major boost for the local economy as more visitors would mean more business and revenue for retail outlets, not just at the quay but throughout the town.

++*It would become Wareham, Purbeck and Dorset’s answer to the wonderful “café society” piazzas so beloved of British visitors to continental Europe.*

WHAT’S WRONG WITH THE QUAY AS IT IS NOW?

++It has 27 car parking spaces (including one reserved for the disabled) and is essentially dominated by the motor car.

++Not only does this create an eyesore in what would otherwise be a beautiful riverside place, it also means constant traffic movement in, out and around the quay.

++In turn, this means increased danger for pedestrians, especially children, and heavy pollution from exhaust fumes. This is particularly an issue since the four refreshment outlets on the quay have expanded outside. Although this move has been generally welcomed by customers, as it offers more open-air tables, space and social interaction (a GOOD thing), it cannot be right for individuals and families to be dodging cars and eating and drinking in the midst of moving vehicles and unseen fumes (a very BAD thing).

++One imagines this may well contravene Dorset Council’s health and safety guidelines. And it is certainly inconsistent with Dorset Council’s stated pledge to make the county “greener” and more ecologically sustainable.

++*In essence, the quay as it stands is an anachronism. Designed and put to use long before the upsurge in awareness of environmental responsibility that is now evident among ordinary people and, indeed, Government and local authorities.*

NECESSARY EXCEPTIONS IN THE PEDESTRIAN ZONE

++Access for deliveries to the quay’s commercial outlets must be maintained, along with waste collection. A loading bay – or an agreed space where deliveries may take place – could be included. Access to the Environment Agency’s base beside the quay must also be maintained as there is currently no alternative, and this must take into account sufficient space for trailers etc that are sometimes towed by EA staff. Both could be designed into a pedestrianised plan, say with a gentle S-shaped passageway defined by decorative (removable) bollards, tree planters and/or coloured paving. But appropriate times for deliveries would have to be agreed to mitigate the danger presented by random traffic.

++No permanent obstacles to access or the Saturday market are envisaged in the plan.

++At least one easily accessed parking bay for disabled drop-off/pick-up must be provided.

++A bicycle rack should be placed either just inside or just outside the quay area to further encourage non-motorised transport.

RECOGNITION OF PARKING INCOME LOSS – AND SOLUTIONS

We recognize that the proposal, if adopted, would result in a loss of car parking revenue for Dorset Council from the quay. The amount involved is between £30,000 and £35,000 in a typical year (Source: Dorset Council via a Freedom of Information request). We also understand this was a major

factor in the failure of past attempts to pedestrianise the quay. However, this loss could be offset in several ways, outlined below. And there could even be a net gain of income.

However, it should also be recognized by Dorset Council that monetary matters must be weighed against the health and wellbeing of people living in the county as we move into a more ecologically-conscious age amid the twin threats of climate change and loss of peaceful, natural environment.

Parking income is capped, subject to charge increases, and questioning this capped income to instead support and realise benefits for local people, businesses and valued visitors is a worthy aim, demonstrating courage, care and commitment. Now is the time to do this as the coronavirus pandemic has taught us all that we must think outside the box.

Potential solutions for quay parking income loss are:

- ++The “long stay” Connegar Lane car park, which is very close to the quay, could be re-designated as Short Stay and renamed Wareham Quay Car Park. Clear signposting to this effect, possibly in the internationally-recognised brown-and-white colours, would attract more visitors/tourists and single out the quay as a special attraction, thus boosting its appeal and contribution to the local economy as outlined above. The Connegar Lane car park has 28 spaces, one more than the current quay car park (though four are currently reserved for permit holders) and is not especially well used.
- ++The four refreshment outlets on the quay are likely to expand their outdoor provision. More space and more tables equals more fees payable to the council.
- ++Organisers of events at the quay, with the possible exception of some charities, would have to pay fees. These could add up to a substantial amount once the quay is established as a centre for such events.
- ++A space could be reserved in the plan for a single market-style stall, to be rented out on a daily fee-paying basis (though not to individuals or businesses whose interests conflict with those of the established quay outlets). Not only would this generate income, it would be a charming additional attraction and talking point for townsfolk and visitors.
- ++If it is felt that a long stay facility somewhere in the town is essential, a portion of the Streche Road car park could be given over to this purpose. Currently this car park has spaces for coaches and buses that are under-utilised. Part of this area could be reserved for long stay cars.
- ++The two Bonnets Lane (East and West) car parks, which are somewhat obscurely located, could be utilized much more. Better signposting would help.
- ++The three car parks mentioned, plus the substantial Howard’s Lane car park and the parking bays at St John’s Hill and Church Green, are all within very easy walking distance of the quay. Even Wareham’s other large car park, in Streche Road, is not too far away, a six-minute walk according to Google Maps. In any case, we are living in an age in which getting out of the car to walk is being encouraged by the Government and its agencies as a health and environmental benefit.
- ++It cannot be argued that the quay car park is essential to maintain capacity. Wareham has seven other fee-paying car parks (excluding the coach area) plus significant free time-limited parking zones in North, South, East and West streets. That is more than adequate for a small town.
- ++Currently, the town seems well able to cope with parking demands on Saturday market days and Wareham Wednesdays, when traffic is barred from the quay.
- ++The very popular summertime Wareham Wednesdays, currently evening-only affairs, could be extended into all-day events, again boosting fee payments and the local economy.
- ++Under pedestrianisation, there would no longer be enforcement costs incurred by Dorset Council in pursuing those who ignore parking tickets given at the quay.
- ++In peak tourist season i.e. during the schools’ summer holiday it may be possible to initiate a profit-making park-and-ride system between Purbeck School and the quay.
- ++*The more general contention is that by pedestrianising the quay and making it more attractive to tourists and people living in Wareham and the surrounding area, more people will use the town’s car parking facilities, thus actually increasing overall parking revenue.*

APPENDICES

(i) EVIDENCE OF SUCCESS

There is a growing body of evidence to suggest that pedestrianisation on a variety of scales from plazas and market squares to town and city centres yields benefits in economic, environmental, aesthetic, public realm and community wellbeing terms.

Sustrans, the charity aimed at making it easier for people to walk and cycle, has compiled a report on some of these, to be found here:

<https://www.sustrans.org.uk/our-blog/opinion/2020/may/what-are-the-economic-impacts-of-making-more-space-for-walking-and-cycling>

It includes Transport Secretary Grant Shapps stating: “Making streets safer for walking and cycling is good for retailers, business and the economy.” The report also reveals retail turnover in pedestrianised areas generally outperforms non-pedestrianised areas.

Similar conclusions are made in a report commissioned by Living Streets, the national charity working to create safe, attractive and enjoyable streets around the UK. This can be found here: <https://www.justeconomics.co.uk/uploads/reports/Just-Economics-Pedestrian-Pound-Living-Streets.pdf>

(ii) DRAINAGE – an appraisal by Roger Kern, Wareham resident and former head of a major waterflow technology company.

Being so close to the river, effective drainage is important both to prevent flooding and potential river pollution. Wessex Water has kindly provided me with a sewer map (attached) which clearly shows a foul sewer running across the quay car park picking up connections from various properties before heading towards Church Green. The proposed pedestrian area *would not impact* on the operation of this foul sewer or impede any access required for maintenance.

At this time, I have been unable to obtain a plan of the surface water drainage system that exists in the quay car park area. On inspection, however, I have seen there are two road gullies and other gullies and channels that take away surface water and, in one case, divert surface water into the river.

The existing surface water system must inevitably be picking up some pollutants from vehicles and, if not maintained, could result in an escape of contaminated water into the river during times of flooding, either from rainfall or very high river levels. *The pedestrianising proposal would have no impact on the existing surface water drainage system but would greatly reduce the risk of river pollution.*

- (iii) An interactive tourist information map could be provided where the car park ticket machine is currently.
- (iv) The capacity of the quay’s existing benches could be doubled by putting others back to back, facing in from the river. Of course this only makes sense if the view from these is pleasant, which it would be once pedestrianised, rather than looking at the fronts of cars and vans. It also creates an option, depending on finance and maintenance implications, for flower planters to be placed between the backs of the benches.
- (v) A screen could be erected in front of the public toilets for added privacy and to aid landscaping. This could be achieved with a brick or composite wall or, preferably, naturally with small trees or shrubs in planters.

THE PEDESTRIANISATION OF WAREHAM QUAY: Addendum

This document should be viewed in conjunction with the previous file submitted, in which the proposal to pedestrianise Wareham Quay was outlined in detail. This additional document contains a spreadsheet outlining potential activities at a pedestrianised quay, including estimated income from several of them; two artworks and a bird's eye plan.

For information, the Wareham residents proposing the scheme are:

Chris & Annie Hockley (Main contact: Chris Hockley 01929 551282)

hockleycs@hotmail.com)

Naomi & Chris Gates

Harold & Karin Forbes

Phil Christopher

Ruth Carpenter

Darren Lock

Philip & Tricia Stephens

Katie Cruickshanks

Terrie & Roger Kern

Clive Bacon

Douglas Derrick

Graham Winton

Aidan Sturgess

++The spreadsheet offers an idea of the many and varied activities that could take place at a pedestrianised quay, together with income potential that may be gained from several of the options. There may be many other attractions that have yet to be considered or will become apparent once a transformation is enacted. Viewed overall, the list makes it abundantly clear that a traffic-free quay could become **THE** cherished gathering place for the community and community activities, to the benefit of residents, valued visitors and local traders alike. The figures for income have been estimated by a businessman.

++**Neither** of the artworks is intended as a **definitive** vision of a future quay and are simply the views of an artist and a local architect who have expressed interest in the proposal. The eventual layout and contents would naturally be the subject for **discussion and consultation** as to how best to utilise the area. But the artworks do begin to show us what might be achieved, especially with regard to the general safe, clean, tranquil **ambience** that can be created. **QuayArt1** is merely a rough sketch, mainly showing how access to the Environment Agency base and deliveries/waste collection for the quay businesses would be maintained by a curved through-way free of obstacles. **QuayArt2** probably has a little too much immovable greenery and not enough outdoor refreshment area but shows vividly how the quay could become an attractive, convivial community space as outlined above. *Note: The cyclist shouldn't really be there as cycling would almost certainly not be allowed.*

++The bird's eye plan is **NOT** to scale and by no means definitive. But, again, it offers an initial idea of how a pedestrianized quay could develop, and also shows the access arrangements.

1	Potential activities and income at and around a pedestrianised quay	No. of events	Estimated income generated for council £
2			
3	Existing (unchanged) estimated income		
4	Saturday market (year round) estimated income		£3,000.00
5	Wareham Wednesdays 6 evenings in the summer	6 evening events	£700.00
6			
7	Car Parking and footfall		
8	Our proposal contends that car parking income lost from the quay will be at least offset by additional car parking at the seven other sites in Wareham. This could increase, as a pedestrianised, better utilised and more attractive quay will be a significant enhancement for Wareham. In conjunction with this we propose improved signage that will attract more visitors to the town. Once the quay area is established we estimate a 12.5% increase in footfall throughout the town centre greatly benefitting the local economy.		
9			
10	Dorset Commerce		
11	Dorset restaurant and hotel promotion		
12	Boat show weekend to include all forms of water sports	2 days @ £750	£1,500.00
13	Wareham Wednesdays - an additional 2 hours, starting earlier	6 evening events	£200.00
14	Wareham Classics on the Quay - cars supported by car clubs		
15	Wareham Classics on the Quay - motorcycles supported by motorcycle clubs		
16	Advertising around the quay 2 x locations x £1000 per year	Annual	£2,000.00
17	Daily single market stalls	200 days @ £15	£3,000.00
18	Weddings (subject to licence grants)	3 @ £1000	£3,000.00
19			
20			
21	Dorset Culture		
22	Artisans weekend - arts and crafts	2 events per year @ £500 total	£1,000.00
23	Wareham History Weekend	1 event	
24	Wareham Town Carnival - display to support carnival	1 x event @ 5 x stalls @ £15	£75.00
25	Outdoor theatre / cinema (pay per seat)	TBC	
26	Music festival (pay per seat)	TBC	
27	Purbeck Art Week linked with Purbeck Film Festival (pay per seat)	TBC	
28			
29	Dorset Environmental		
30	Dorset Carbon Neutral Weekend supported by the Environment Agency	1	
31	Dorset Wildlife Weekend supported by Natural England	1	
32	RSPB Arne Weekend	1	
33	Dorset Sea and River Life Weekend supported by the EA	1	
34			
35	Dorset Cycling Weekend - Make Wareham Cycle Friendly supported by Cycle Businesses	1	
36			
37	Dorset Seasonal Events		
38	Spring Flower Show supported by local nurseries		
39	Summer - outdoor events supported by local businesses and event companies		
40	November fireworks night	One event £1000	£1,000.00
41	Winter laser light show		
42	Christmas fayre (late November to December 24th) stalls selling Christmas goods.	5 stalls x 30days @ £15	£2,250.00
43			
44	Dorset food, wine and beer promotion		
45	Beer festival	2 events @ £1000	£2,000.00
46	Wine & Cheese event	2 events @ £1000	£2,000.00
47	Food festival	2 events @ £1000	£2,000.00
48			
49			
50	Local Charity Events and events at which local businesses can showcase their products	Free, by arrangement, to generally promote Wareham	
51	Occasional music (subject to licencing)	A small charge for professional or semi professional performances	
52		Free for local choirs, occasional local solo performers etc.	
53			£23,725.00

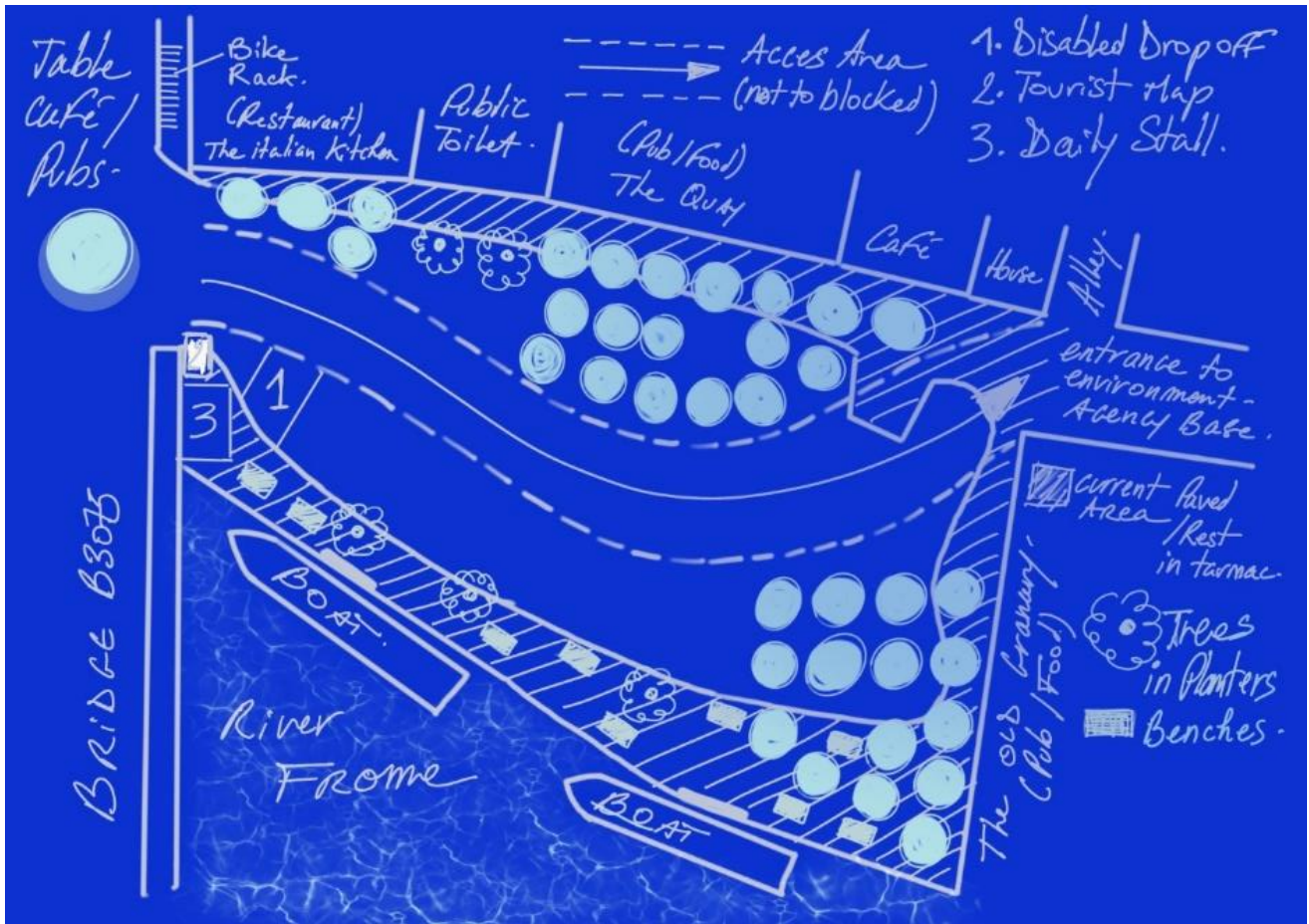


Above: QuayArt1 Below: QuayArt2 Next page: Bird's eye plan



Artist Impression of Wareham Quay // February 2021
studio@uxarchitects.co.uk

RIBA
Royal Institute of
British Architects



Payments List - Meeting Date 2nd March 2021

ITEM 6

Inv.

Date	Ref No.	Payee	Amount	Details
29.10.20	120616	Clarity Copiers Minster Stone	174.06	Copier charges - October 2020
11.12.20	72035	Memorials	84.00	2 x 5 litres algae cleaner
22.01.21	519025	Consortium	0.23	Short payment of invoice
26.01.21	00915	Purbeck Arborists	450.00	Tree works at Recreation Ground
27.01.21	523156	Consortium	68.47	Stationery & cleaner
29.01..21	27286	Wm Pond	23.36	General maintenance - January 2021
30.01.21	00918	Purbeck Arborists	340.00	Tree works at Hauses Park
30.01.21	920	Purbeck Arborists	720.00	Complete tree works at Howards Lane
31.01.21	76000	3C Payments	10.56	Card processing fee January 2021
31.01.21	TEL7141	Rejuvenate	82.32	IT & telecom services February 2021
01.02.21	3766	Rejuvenate	567.36	Monthly software support - February 2021
08.02.21	22209	Amazon	12.75	Bin bags - Museum
09.02.21		N Gibson	100.00	Wedding deposit refunded - cancelled
09.02.21		Salaries	325.76	February salaries
09.02.21	ALCC21	ALCC	40.00	Annual subscription - V Ricketts
09.02.21		T Bailey	300.00	Purchase of trailer
29.01.21	420833	Loomis	8.94	Coin sorting fee - January 2021
10.02.21	919	Purbeck Arborists	490.00	Complete tree works at Hauses Park
11.02.21	46	Dorset PAT testing	180.00	PAT test of appliances
15.02.21	422434	Loomis	268.03	Coin collection contract fee - March 2021
19.02.21	1652305	R U Secure Initial Washroom	27.00	CCTV repairs
17.03.20	60056504	Hygiene	261.94	Service period 01.04.20 to 31.03.21

Total

BACS

4534.78

Direct Debits

31.01.21	6066278	Waterlogic	25.20	Water cooler rental - February 2021
	51826			
02.02.21	48314	SSE SWALEC	-1090.36	To correct Pavilion overcharges
07.02.21	9000945797	Fuel Card Services	28.80	Annual fuel card fee x 2
09.02.21	11403955	Sage	30.00	Sage payroll - February 2021
10.02.21	1839797564	EE	109.22	Mobile 'phones & car park ticket machines February 21
14.02.21	9000978547	Fuel Card Services	129.12	Van diesel
14.02.21	Z0072450	BNP Paribus	233.50	Van leasing - February 2021
28.02.21	32191131	Suez	181.30	Town Hall rubbish collection January 21
15.02.21		Barclaycard	586.84	January 2021
14.02.21	9001005392	Fuel Card Services	56.41	Van diesel
	77903			
25.02.21	20411	SSE SWALEC	765.97	Quay toilets - 17.06.20 to 31.12.20
	07970			
01.03.21	30413	SSE SWALEC	197.18	Howards Lane toilets 17.09.20 to 23.12.20

Total DDRs Payable

1253.18

Total Payments

5787.93

Barclaycard Breakdown

Payment date; 15.02.21

Invoice date	Supplier	Description	Total
18.12.20	Zoom	Video conferencing	14.39
01.01.21	Adobe	DC mapping	12.64
07.01.21	DVLA	Vehicle tax MF67 DCV	267.5

13.01.21	DVLA	Vehicle tax HD55 EKB	267.5
16.01.21	Adobe	DC mapping	10.42
18.01.21	Zoom	Video conferencing 18/1-17/2/21	14.39
	Total payable		586.84

ITEM 7

Cllr Ryan Holloway & Beryl Ezzard's DC Report Wareham Town Council February 2021
Contact: Beryl - 01929 550138 or Ryan – 07783362330

Dorset Council (DC) Meetings

At the full DC virtual Meeting on Tuesday 16 February the Budget was agreed for 2021/22: an increase of 4.997% Council Tax will be added to household bills. 3% of which is for the Social Care: Adults & Children, within DC area. The 1.997% (capped at 2%) will see other services being cut. My plea for grass roots funding for planting Trees failed but resulted in a good debate. (see Amendment & Response sent to Clerk). The three Tourist Information Centre's (TIC's), currently run by DC, including Wareham's will close. It is hoped that support in the community will be taken up. DC are offering a grant of £15-£20K to seed fund this initiative. DC has a shortfall of £18M this year, with a very challenging year ahead. There was a very sad occasion at beginning of February, as Dorset including BCP reached 1,000 deaths due to Covid-19; 1,000 candles were lit on the steps of County Hall and Bournemouth Town Hall to remember them. There is still grave concern in the number cases of Covid-19 in DC, although reducing, with the rapid roll out of the Vaccine.

Cllr Ray Bryan, Chairman of the Executive Advisory Panel (EAP) for Climate & Ecological Emergency reported approx. 2,000 replies to the Consultation. The results will be presented later in the Spring. There is now a massive surge of interest in our local community, like Planet Purbeck and DorsetCAN (Climate Action Network) to campaign for local ideas/actions to help reduce our carbon footprint.

The Dorset Local Plan consultation began on 18 January for 8 weeks to 15 March.

An extension has been requested by Ryan and other DC Members and the local Community; as the Documents are inaccessible, for up to 20% of DC residents have no Computer or social media available to them. Be aware the "Save" button does not work, if you wish to do some and save, apparently faulty! If doing on-line you need to do some or the whole of it but use "Submit". There is a DC hotline tel: 01305 252500 for queries/request a printed copy to be delivered by Library. Backup tel: 01305 251010; ask for Policy Planning Team.

Former Wareham Middle School Site

The whole site outline design and particularly the Medical Centre/Clinic Building will be coming forward soon, as funds are now secured, to be presented to the DC Cabinet.

Dorset Highways

The SE Transforming Transport Project is going ahead with its feasibility of the pedestrian/cycleway to connect Upton with Holton Heath using Sandy Lane, Watery Lane and the course using an old footpath across the water meadows to south side of Bakers Arms by the river at Kingsbridge, Holton Heath. There is also a feasibility study for a step free access into Wareham Town. From Northmoor a footpath/cycleway over the flyover (A351) next to the Wareham Roundabout to the Saxon Roundabout; this will at last enable

those with buggies to be safe when the level crossing gates are closed for long periods. Please see my letter in the Purbeck Gazette this month ref. Level Crossing.

The Cordite Way Footpath APPEAL to Planning Inspectorate

The DC Refused the Application T498 submitted in March 2010 for the Footpath as of Right; along the back of Poole Harbour – Holton Heath to Rockley Jetty. However, as the Applicant, I sent in an Appeal to DeFRA in January, for a reappraisal of decision. Thank you, especially those who came forward with Evidence of USE; Eleven more E Forms submitted.

Best Regards - Keep safe, stay at home, when not; keep your 2-metre space.

ITEM 10a



APPLICATION FOR GRANT 2021/22

Thank you for your interest in applying for a grant from Wareham Town Council. Please read the grant policy below before starting to fill in the form.

If you require any advice or guidance, please contact Wareham Town Council on 01929 553006 or at office@wareham-tc.gov.uk.

Help is also available on our website www.wareham-tc.gov.uk

Completed forms to be returned by email or to - Wareham Town Council, Town Hall, East Street, Wareham, Dorset, BH20 4NS.

WAREHAM TOWN COUNCIL GRANTS POLICY

1. To be eligible for funding, applicants must:
 - Have a written governing document (for example, a constitution, memorandum and articles of association, set of rules or trust deed)
 - Have at least three members on your management committee/board
 - Have a bank or building society account in the name of the organisation
 - Be a community, voluntary or charitable organisation that works with local communities or with specific groups of people including older people, young people, people with disabilities or people from black or minority ethnic groups and women.
 - Have an appropriate safeguarding policy – if you are working with children and young people or vulnerable adults.
 - Have an adopted equal opportunities policy or statement.
 - Show evidence that the service you provide is needed by the community and that it has community support.

2. Grants will only be made to community and voluntary organisations for the benefit of the area covered by Wareham Town Council and that will contribute positively to the Wareham area. The Town Council will only provide funding to assist organisations that are not based in the area, pro-rata for local residents using that service.
3. Grants will not be made to :
 - Organisations that discriminate on the grounds of race, religion, age, gender, trans-gender, sexual orientation, marital status, pregnancy or any disability.
 - Private organisations operated as a business to make a profit or surplus.
 - “Upward funders”, i.e. local groups whose fund raising is sent to their central HQ for redistribution.
 - Organisations who wish to pass on money to other individuals or groups.
 - Individuals
 - Organisations whose function is primarily undertaken by the health authority or Dorset Council’s Social Services.
 - Political organisations or projects.
 - Activities that are completely funded from another funding source
 - Any expenditure incurred or committed before we confirm our grant
 - Loans or interest payments
 - General funding for your organisation or third party organisations
4. Grants will not normally be made for ongoing running/core costs e.g.:
 - Utility bills
 - IT and website support costs
 - Rent and rates
 - Insurance
 - Service contracts
 - Salaries
 - Lease payments
 - Stationary and other consumables

Where an application is for running costs for a project, the applicant should detail the plans to find future running costs from alternative sources. Where grants for running costs are made, no guarantee of future funding is implied.
5. What can the grant be used for?
 - Funding for a new project, setting up a new group or local forum
 - Funding for capital items that will help your organisation e.g. equipment
 - Events, training and/or capacity building
6. The Town Council will normally only consider grant applications for £1,000 or less. In exceptional circumstances where a significant and wide-ranging community benefit are clearly demonstrated in the application form, grants for higher amounts may be considered.
7. The Town Council will only consider an application if accompanied by the required financial and organisational information.
8. The Town Council will only provide one grant per group or organisation in each financial year, unless clear, exceptional circumstances are demonstrated. Grants are awarded for one year only and you should not rely on a grant in future years.

9. The Town Council welcomes application that demonstrate how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications.
10. For applications for funds for security measures, applicants must seek the support of the local police or crime reduction officer.
11. Where requested by the Town Council, grants will only be paid following receipt of appropriate invoices.
12. You will need to complete an End of Grant Report. Evidence of the use of the full grant amount for the agreed purpose must be provided to the Town Council within 12 months of the funding being transferred. Evidence must include the completed End of Grant Form and may also include receipts, photos, reports. Councillors would welcome an invite to see what was achieved with the funding as part of the report.
Should the evidence not be received the Town Council will request the return of the funds.
13. If awarded a grant the Council would welcome an invitation for the Mayor to visit the project and attend any official opening. The Council can assist with the promotion of such events and with press releases.
14. Community grant applications are reviewed by Town Council staff, reporting formally to the Policy, Resources and Finance Committee for a decision.
15. Grants will be considered once a year at a special meeting of the Policy Resources and Finance Committee to be held in February. All successful applicants will then be invited to a formal Grants Award Presentation at the Annual Town Meeting.
16. Support is available for your application with regard to setting up new projects, policies, best practise and completing the form. Please contact us on 01929 553006 or at office@wareham-tc.gov.uk.

Date agreed:

Date for review:

DRAFT APPLICATION FORM FOR GRANT 2019/20

Please read the policy on pages 1 and 2 **before** filling in the form.

1. Name/Address of organisation

Position in organisation:

About your organisation

Does your organisation:

Yes

Have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals?	
Have at least three members on its management committee	
Have a constitution, terms of reference or set of rules (<i>please contact for help with this if needed</i>)	

2. Are you a registered charity? Yes / No

If so please give your charity number:

3. Is your organisation part of, or affiliated to, a larger organisation?

If so, which

4. Aims and objectives of your organisation; What does your organisation do and how does it benefit the residents of Wareham?

5. Where does your organisation meet?

.....

6. How often do you meet?

.....

7. How many members does your organisation have?

.....

8. How many people will benefit from this funding?

.....

9. How many are Wareham Town Council area residents?%

10. If your application is for over £1,000 please give full details of the exceptional circumstances related to your request.

11. How much funding are you applying for? £

12. What is the total cost of your project? £.....

NOTE: WTC will only approve allocations over £1,000 in exceptional circumstances that are clearly detailed in question 10.

13. How will you spend the money you are applying for? Please be aware that WTC do not normally give grants for running/core costs. If your application contains an element of running/core costs, please detail your plans to source alternative funding for this in future years.

Item	Amount
	£
	£
	£
	£
	£
	£
TOTAL	£

14. How else are you funding your project? (Include grants from other organisations, fund raising and existing reserves)

Source	£	Confirmed?
Total		

15. How will the funding benefit the community or residents of Wareham?

16. Please tell us how this funding will lead to greater self-sufficiency and lessen the need for future applications.

17. How is your organisation normally funded? (Not applicable to new organisations)

18.

19. Have you applied for any other funds/grants towards the cost of this project? Please include details below

20. What fund raising activities took place in the **last** 12 months and what fund-raising activities are planned for the **next** 12 months, if any?

21. Anticipated income/expenditure for next 12 months

22. Details of any grants received from local authorities in the past three years with dates.

24. Has the project that you want the funding for already happened? Yes / No

25. Will you be passing the funding on to any other groups (except to pay for goods and services)? Yes / No

26. If the funding is for security measures do you have the support of the local police and/or crime reduction officer?

Yes (name of contact) / No / Not applicable

Please give us details of the bank account that the grant should be paid into if approved.

Name of Account

Account number

Sort Code - -

Please ensure you have read the policy on pages 1 and 2 before signing the form.

Checklist (please tick the appropriate boxes)

Have you submitted the following?

- A copy of your most recent accounts
- Your most recent bank account statement & details of any other investments/savings;
- A copy of your constitution / terms of reference / set of rules;
- Details of your organisation's officers;
- A copy of your safeguarding policy if your group works with vulnerable adults, or children;
- A copy of your adopted equal opportunities policy or statement
- Any other documentation you feel may help in assessing your application.

Privacy Notice

In accordance with the General Data Protection Regulation (GDPR), I agree that Wareham Town Council will process and hold personal information about me only in relation to my grant application. I consent to my personal information, including that contained in this form, being stored manually and/or electronically. It will be held securely and treated confidentially for 6 years after an application is made. I understand that it will only be accessed by authorised staff members to manage the grant application process.

I also understand that WTC may pass details onto an official organisation where required to do so by law or contract. I understand that my data will be disposed of securely 6 years after the application and that I have the right to correct the information at any time. I have been made aware of my rights under GDPR.

Declaration:

I/we declare that the information confirmed in this application is correct and that any grant received will be applied as detailed in the request.

I/we declare that we have read the policy on pages 1 and 2 and that our application complies with the policy.

I/we declare that we have included all of the requested information.

I/we fully understand that if we do not include the requested information and/or if our application does not comply with the policy, the application may be rejected.

Signed

Name

Date

For Office Use Only

Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Policy, Resources and Finance Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	No (investigate)	
		The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the area of Wareham?
		Does the grant exclude ongoing running costs?
		If the application is for running costs has the applicant included plans for where future running costs will be found from?
		Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Dorset Council's Social Services?
		Is the grant for non-political or non-quasi-political organisations or projects?
		Is the grant application for £1,000 or less?
		For applications in excess of £1,000, has the applicant fully detailed the exceptional circumstances?
		Does the application include the required financial and organisational information?
		Is this the only application in this financial year from this group or organisation?
		Is the applicant based in the Town Council area? If not has the applicant detailed what proportion of beneficiaries of the grant reside in the area?
		Is the application for future funding? (ie not retrospective)
		Is the grant for the sole use of the applying group and not to pass on money?
		Has the applicant demonstrated how one-off grant funding will lead to greater self sufficiency and lessen the need for future applications?

		For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer.
--	--	---

Assessing officer

Date of assessment

Decision (delete as applicable) reject / return for further information / proceed to committee

Approved as agenda item for the Policy, Resources and Finance meeting on
.....

Outcome at that meeting
.....

ITEM 10b

**WAREHAM TOWN COUNCIL
MEMBER OFFICER PROTOCOL**

Approved XXXX

1 UNDERLYING PRINCIPLES

1.1 Councillors and Employees are bound by their respective Codes of Conduct which seek to promote the highest ethical standards. This Protocol supports those Codes and is intended to promote mutual respect between Councillors and Employees with regard to their respective roles as set out and in the Council’s constitution.

2 THE ROLE OF COUNCILLORS

- 2.1 To promote the social, economic and environmental well-being of the community.
- 2.2 Collectively be the ultimate policy-makers and decision-makers and carry out a number of strategic and corporate functions.
- 2.3 Represent their communities and bring their views into the Council’s decision-making process, i.e. becomes the advocate of and for their communities.
- 2.4 Deal with the individual casework and act as an advocate for constituents in resolving particular concerns or grievances.
- 2.5 Balance different interests identified within the parish and represent the parish as a whole.
- 2.6 Be involved in decision-making.
- 2.7 Be available to represent the Council on other bodies.
- 2.8 To promote the highest standards of conduct and ethics.
- 2.9 To act collectively to ensure good employment practice.

- 2.10 To act in a specific capacity listed below where appointed so to do by the Council in accordance with the Constitution.
- Chairman (Mayor) of the Council
 - Chairman/Vice Chairman of Policy, Resources and Finance, Amenities, Planning and Transportation, Personnel, Museum Committee
 - Council Member
 - Representing the Council on outside bodies

3 THE ROLE OF COUNCIL EMPLOYEES

- 3.1 To advise and implement the policies set and the decisions made by Councillors.
- 3.2 To provide professional and technical advice to Members.
- 3.3 To carry out those functions delegated to Officers.
- 3.4 To represent the Council on outside bodies, where appropriate.
- 3.5 To carry out their duties as laid down in their job description.

4 THE RELATIONSHIP BETWEEN COUNCILLORS AND EMPLOYEES

- 4.1 The relationship between Councillors and Employees should be characterised by mutual respect and development of good working relationships which is essential to good local government.
- 4.2 Close personal familiarity between individual Councillors and Employees can damage professional relationships and prove embarrassing to other Councillors and Employees. Situations should be avoided that could give rise to suspicion and any appearances of improper conduct. This includes excessive socialising between Councillors and Employees.
- 4.3 Whilst it is recognised that, in some circumstances, a close personal relationship will develop between Council Members and Employees, both the Councillor and the Employee must disclose that relationship to the Town Clerk. The Councillor must also disclose that relationship to either the Town Clerk or the Mayor.
- 4.4 Where a situation arises as in 4.3 and such a relationship is considered to be capable of causing a conflict of interest, then the Town Clerk will decide what appropriate action to take.
- 4.5 At all times the Councillor and Employee will ensure, as far as possible, that there is no conflict of interest between them.
- 4.6 Any dealing between Councillors and Employees should be conducted with courtesy and respect and neither party should seek to take unfair advantage of their position.
- 4.7 The Council has statutory duties with regard to equality issues to positively promote equality. Councillors and Employees shall not by their behaviour or speech be discriminatory with regard to a person's ethnicity, gender, disability religious or sexual orientation. Such principles shall apply to the implementation of all personnel policies, recruitment and promotion as they apply to day-to-day operations.

- 4.8 Councillors should not raise matters relating to the conduct or capability of Council Employees either individually or collectively at meetings held in public or in the Press. Employees have no means of responding to criticism like this in public. (If a Councillor feels they have not been treated with proper respect, courtesy or have any concern about the conduct or capability of an Employee they should raise the matter with the Town Clerk or the Mayor, if they fail to resolve it through direct discussion with the Employee.)
- 4.9 Councillors should not require the Employee to change their professional advice nor take any action which the Employee considers unlawful or illegal or which would amount to maladministration or breach of a statutory Code of Conduct.
- 4.10 Councillors should consult with the Town Clerk about legality, maladministration, financial impropriety and probity or where they have any doubts as to whether the particular decisions were, or are likely to be, contrary to the policy framework or budget.
- 4.11 In seeking advice and support, Councillors should have due regard to the seniority of the Employee with whom they are dealing and the fact that Employees owe duties to the Council and not to any individual Councillor. For this reason Councillors should not give direct instructions to Employees unless authorised so to do by the Town Council. If so authorised, instructions shall be given to the Town Clerk rather than a more junior Employee.
- 4.12 Any Councillor shall not question the Employee in such a manner whereby the nature and frequency of the questions or tone or language used could be considered by a reasonable person to be harassment, discriminatory or otherwise unacceptable, nor deal with matters which are of a possible disciplinary/capability nature.
- 4.13 The Councillor shall, at all times, respect the political impartiality of the employee and must not expect employees to give a political view.

5 TOWN COUNCILLORS IN THEIR COMMUNITY ROLE

- 5.1 When acting in their Town Councillor role, Councillors:
- Need to be mindful of their competing roles, i.e. acting for the Council and acting for constituents, and the possible conflicts of interest that can arise and the pressure this can bring on Officer time.
 - Recognise the Employee's right to suggest that senior Employees, the Council or a Committee should authorise additional work requested by individual Councillors.

6 MEMBERS' ACCESS TO DOCUMENTS AND INFORMATION

- 6.1 Councillors are free to approach the Town Clerk or Employee to provide them with such information, explanation and advice (about the Town Council's functions) as they may reasonably need in order to assist them in discharging their role as members of the Council. This can range from a request for general information, to a request for specific information on behalf of a constituent. Such approaches should normally be directed to the Town Clerk. Councillors should not, however, put undue pressure on Employees to release information and documents to which they are not entitled to have access.

- 6.2 Councillors have a statutory right under the Local Government Act 1972 to inspect any Council document which has been laid before the Council and contains material relating to any business which is to be transacted at a Council, Committee or Sub-Committee meeting. This right applies irrespective of whether the Councillor is a member of the Committee or Sub-Committee concerned and extends not only to reports which are submitted to the meeting, but also to any relevant background papers. There is, therefore, a presumption in favour of Councillors having the right to inspect and have access to all relevant material. The presumption may be rebutted in circumstances where a report contains confidential personal information (for example about Employees or other persons) or is an exempt report and the Town Clerk has advised that the content of the report is of such a nature that a Councillor's request for access is declined and reasons for that decision provided to the Councillor.
- 6.3 The common law right of Councillors is much broader and is based on the principle that any Councillor has a prima facie right to inspect Council documents so far as his/her access to the documents is reasonably necessary to enable the Councillor properly to perform his/her duties as a Member of the Council. This principle is commonly referred to as the "need to know" principle.
- 6.4 The exercise of this common law right depends, therefore, upon the Councillor's ability to demonstrate that he/she has the necessary "need to know". In this respect a Councillor has no right to "a roving commission" to go and examine documents of the Council. Mere curiosity is not sufficient. The crucial question is the determination of the "need to know". The Town Clerk is the officer responsible for determining these questions.
- 6.5 In some circumstances (e.g. a Councillor wishing to inspect documents relating to the functions of the Committee or Sub-Committee on which they are a member) a Councillor's "need to know" will normally be presumed. In other circumstances (e.g. a Councillor wishing to inspect documents which contain personal information about third parties) a Councillor would be expected to justify the request in writing in specific terms.
- 6.6 Finally, any Council information provided to a Councillor must only be used by the Councillor for the purpose for which it was provided i.e. in connection with the proper performance of the Councillor's duties as a Member of the Council.

7 PRESS RELEASES AND CORRESPONDENCE (INCLUDING E-MAILS)

- 7.1 Press releases must operate within the limits of the Local Government Act 1986 which prohibits the Council from publishing material which appears to be designed to affect public support for a political party.
- 7.2 All correspondence written on behalf of the Council must be written on the relevant headed paper.
- 7.3 When Councillors are writing they must make it clear they are writing as a Member of the Town Council and not on behalf of the Town Council.
- 7.4 All correspondence should be open to the inspection of the public once it has been laid before the Council and in accordance with the Council's adopted policies. This does not apply to correspondence written in connection with legal proceedings, contractual matters or any other matter where papers can remain "exempt" within the

meaning of Schedule 12A to the Local Government Act 1972, as amended or if it is in conflict with the data protection legislation.

8 COMPLAINTS AND MONITORING OF THE PROTOCOL

- 8.1 If a Councillor believes that he/she had not been treated with proper courtesy, that there has been any other breach of the Protocol by an employee, or has a concern about the conduct or capability of an employee, he/she should raise the matter with the Town Clerk. If he/she is not satisfied with the action that has been taken in response to this, he/she may raise the matter with the Mayor who will look into the matter afresh. The procedure to be followed is contained in separate Policy / Procedure Documents.
- 8.2 If an employee feels that he/she has not been treated with respect or is concerned about any action or statement relating to him/herself or a colleague by a Councillor, or conduct of a Councillor, he/she should raise the matter with the Town Clerk. The Town Clerk will seek to resolve it to the employee's satisfaction and where appropriate, will discuss the matter with the Mayor. If there is a serious case to answer, the Town Clerk, with the agreement of the Mayor, will refer the matter to the Council's Personnel Committee.
- 8.3 Councillors have an obligation to inform the Monitoring Officer if they reasonably believe another Councillor has broken the Code of Conduct.
- 8.4 The Town Council will review the content and operation of this Protocol from time to time. Any suggestions from Councillors or Employees for revisions and refinements should be passed to the Town Clerk who will bring them forward to the Town Council at the appropriate time.

ITEM 12

Dear Mrs Ricketts

I am wondering whether an earlier email got lost in the holiday season.

I have applied on behalf of Carey Hall committee for a grant from Dorset Council's Leisure Development Fund towards the cost of electrical work. We were required by the insurance company to get an EHIC electrical inspection which showed up some faults and installations which did not meet the current standards. We will be replacing light fittings with more energy efficient ones so the upgrade will be good for the environment.

The application required a letter of endorsement from the Town Council and Councillor Cotton who represents the Council on the committee along with Councillor Cleaton suggested that I should ask you for advice. I have submitted the application as the deadline was 31 December with a covering email saying that I was hoping to get a letter from the Council after the holidays.

I look forward to hearing from you,

[REDACTED]

P.S. The reference for the application is LDF-H-286622399

Wareham Neighbourhood Plan Steering Group

11th February 2021**Dorset Local Plan Consultation 2021**

The draft Dorset Local Plan was published for public consultation on 18th January and the closing date for comments is 15th March. The draft Plan covers the period from 2021 to 2038 and runs to some 570 pages in two volumes plus six appendices. It is supported by a number of evidence documents and background papers. The link to the Plan webpage is <https://www.dorsetcouncil.gov.uk/planning-buildingsland/planning-policy/dorset-council-local-plan.aspx> from which all the documents can be viewed. The key proposals for Wareham are set out in Volume 2 section 15. Appendix 2 to this report sets out the Housing Requirements for Neighbourhood Plans in Dorset.

The timetable for the preparation of the Plan is set out below.

The Local Plan process	The sustainability appraisal process	Timeline
Stage 1: Initial evidence gathering, review of former district/borough local plans, consultation	Sustainability Appraisal Scoping, local plan appraisal and consultation	Consultation: January 2021
Stage 2: Publication of the draft local plan for comment	Publication of the Sustainability Appraisal Environmental Report for comment	Publication: Autumn/Winter 2021
Stage 3: Submission of the local plan, comments made and supporting evidence to the Planning Inspectorate	Submission of the Sustainability Appraisal Environmental Report	Submission: March 2022
Stage 4: Examination in public, where soundness and legal compliance of the plan is tested. Inspector writes a report suggesting possible modifications	Sustainability Appraisal of local plan as amended	Examination: Summer 2022
Stage 5: Adoption of the local plan is found sound. Becomes part of the development plan.	Sustainability Appraisal adoption statement produced	Adoption: Spring 2023

This report summarises the main issues as they affect Wareham.

1. Green Belt.

The published draft Plan Policy SED1 in Volume One states that there are exceptional circumstances to make changes to the Green Belt boundaries at Wareham yet para. 15.3.1 in Volume Two states that “It is considered that there are no exceptional circumstances to justify the release of Green Belt land around Wareham”. This contradiction was picked up on the first day of the consultation and clarification sought from Dorset Council. The Council quickly responded and issued an Errata (attached as Appendix Three) which clarifies that there are no exceptional circumstances for a change to the Green Belt at Wareham. This clarification is very much to be welcomed and fits in with the position set out in the Purbeck

Local Plan, which is in its final stage towards adoption, and in the Wareham Neighbourhood Plan.

it is recommended that Dorset Council's position that there are no exceptional circumstances to justify a change to the Green Belt at Wareham be strongly supported.

2. Housing Requirement

National Planning Policy Framework (NPPF) Para 65 makes it clear that Local Plans should set out a housing requirement for each designated neighbourhood plan area. Appendix 2 sets out the housing requirements for each neighbourhood plan area in Dorset. Wareham has a housing requirement of 359 including windfall compared with the housing requirement of 207 excluding windfall set out in the main modifications to the Purbeck Local Plan. The Wareham Neighbourhood Plan sets out to deliver a total of 305 dwellings including windfall.

Dorset Council have kindly provided an explanation of the calculation of the new housing requirement figure. This is attached as Appendix 3. It will be seen that the combination of sites with planning permission as of April 2020 plus an updated assessment of windfall development means that the Neighbourhood Plan allocations of 205 dwellings (or 207 as assessed by Dorset Council) does not need to change. There is no requirement for neighbourhood plans to allocate additional sites or any additional land to meet the overall Local Plan housing requirement figure.

It is recommended that the Housing Requirement of 359 proposed in the Dorset Local Plan is supported and that the calculation of the housing requirement by Dorset Council be forwarded to the Neighbourhood Plan Examiner.

3. Protection of Employment land (Policy ECON 1)

The draft Local Plan proposes the protection of employment land with the sites covered listed in Appendix 6. This includes Johns Road a small site adjoining the railway station which is already residential at the western end and which includes some vehicle repair workshops, a vehicle hire depot and a plumber's merchant.

The numbers employed on this site is relatively small and the site is rundown. The site cannot be described as "key". In the longer term it may well be the most suitable land for additional housing beyond the Plan period. If owners wish to change the use of this land it is hard to see what harm would be caused. There are currently a number of vacant units on the Sandford lane Industrial Estate and at Holton Heath.

Johns Road is adjoining the railway station and main bus stops and is ideally located for a higher density housing site. NPPF para. 117 requires local planning authorities to "promote and support the development of under-utilised land and buildings, especially if this would help to meet identified needs for housing where land supply is constrained" as it is at Wareham by AONB, Green Belt nature conservation and flooding designations.

The draft Local Plan asks if any sites be added or removed from the list of Key Employment Sites in Appendix 6.

It is therefore recommended Dorset Council be asked to consider removing the protection from the south side of Johns to allow in the longer-term when owners wish housing development subject to the provision of suitable heathland mitigation measures.

4. Wareham Section of the Local Plan

The main section of the Plan on Wareham is Section 15 in Volume 2 pages 78-82. This section strongly reflects the Neighbourhood Plan which is to be warmly welcomed. The section includes a draft Town Centre Strategy on which views are sought:

WAR1: Wareham town centre strategy

- I. Development within Wareham town centre boundary, as shown on the policies map, will be supported if:
 - the proposed use and associated works would not harm the historic interest and character of the conservation area and listed buildings; and
 - the proposed use and any associated physical alterations would maintain an active and publicly-accessible ground floor use that enlivens the street scene.

The draft Plan asks:

1: Do you agree with the suggested approach and what it is trying to achieve?

2: Do you agree with the suggested wording?

3: How could the paragraph / policy / section / chapter be amended to reflect your concerns?

This Strategy generally picks up Neighbourhood Plan Policy TC2 which is to be welcomed but could be strengthened in the light of retail changes caused by COVID 19 and the recent significant increase in town centre floor space through the conversion of the former Barclays Bank by stating that “retail development outside the Town Centre boundary will only be supported where it will not have a significant adverse effect on the vitality and viability of Wareham Town Centre and the Carey Local Centre” in line with Neighbourhood Plan Policy TC4.

It is recommended that Policy WAR1 be amended as set out above.

APPENDIX 1

Errata for Dorset Council Local Plan

An error has been identified within the Dorset Council Local Plan relating to development options at Wareham. The following changes address this error.

Volume 1

Para 2.6.5. There is also some scope for growth ~~adjacent to and~~ within the built-up area of Wareham (as identified in the town's neighbourhood plan).

Policy DEV2: Growth in the south eastern Dorset functional area

In the parts of the south eastern Dorset functional area covered by the south east Dorset Green Belt, housing growth will be delivered:

- I. through windfall and infilling within existing built-up areas excluded from the Green Belt and through the small-scale allocation of land within the existing settlement of Wareham;
- II. on the edge of the main built-up area of Bournemouth, Christchurch and Poole, through Green Belt release at Corfe Mullen and Upton;
- III. on the edge of towns and other main settlements, through Green Belt release at Ferndown / West Parley and Wimborne / Colehill and more limited Green Belt release at Verwood, ~~Wareham~~ and West Moors;
- IV. on the edge of larger villages, through the small-scale Green Belt release at Lytchett Matravers and Sturminster Marshall.

Volume 2

Para 7.2.7. This process has lead the council to identify a series of suitable sites of different sizes to accommodate some of the necessary growth within the Green Belt and specifically around Corfe Mullen, Upton, Ferndown/West Parley, Sturminster Marshall, Verwood, ~~Wareham~~, West Moors, Wimborne Minster/Colehill and Lytchett Matravers.

SED1: The South East Dorset Green Belt

- I. Development proposals in the Green Belt will be determined in accordance with national planning policy.
- II. In order to deliver sustainable patterns of development, the council has concluded that there are exceptional circumstances to make changes to Green Belt boundaries (as shown on the policies map and detailed in the corresponding settlement chapters) around the following settlements:
 - Corfe Mullen;
 - Lytchett Matravers;
 - Ferndown/West Parley;
 - Sturminster Marshall;
 - Verwood;
 - Upton;
 - ~~Wareham~~;
 - West Moors; and
 - Wimborne Minster/Colehill

Appendix 2: Neighbourhood plan housing requirement

Appendix 2: Neighbourhood Plan Housing Requirement

- 1.1.1. The housing requirement figures for designated neighbourhood plan areas is set out in table A2 below and is the sum of: completions since the beginning of the plan period; extant planning permissions; adopted housing allocations; capacity on major sites (of 10 or more dwellings) within development boundaries as evidenced through the SHLAA; and a windfall allowance on minor sites (of less than 10 dwellings). The proposed housing allocations within this draft local plan have been included within this total.
- 1.1.2. The figures should be viewed as minimum requirement figures and, therefore, can be exceeded. There is no requirement for neighbourhood plans to allocate sites or identify any additional land to meet the overall Local Plan housing need figure. At no point should these requirements be used as sub-area or settlement targets for the purpose of housing land supply.

Table A2: Neighbourhood Plan Housing Requirement

Neighbourhood Plan Area	Total
Alderholt*	192
Arne	34
Askerswell	0
Beaminster	403
Bere Regis	153
Bourton	61
Blandford + (including Bryanston and Blandford St Mary)	1497
Bridport Area	1536
Broadwindsor	78
Buckland Newton	66
Cerne Valley	72
Charmouth	54
Chesil Bank	33
Chetnole & Stockwood	8
Chickerell	1573
Corscombe, Halstock and District	8

Appendix 2: Neighbourhood plan housing requirement

Fontnell	62
Gillingham*	2342
Hazelbury Bryan	78
Holwell	35
Iwerne Minster	35
Leigh	19
Loders	11
Longburton (Cam Vale)	12
Lytchett Matravers	503
Maiden Newton and Frome Vauchurch	37
Marnhull	153
Melbury Abbas & Cann	45
Milborne St Andrew	80
Milton Abbas	32
Motcombe	129
Okeford Fitzpaine	172
Piddle Valley	55
Pimperne	276
Portland	1050
Puddletown	134
Queen Thorne	0
Shaftesbury	544
Shillingstone	95
Stinsford	2348
Sturminster Marshall	472
Sturminster Newton	449
Upper Marshwood Vale	43
Wareham	359
West Lulworth	52
Weymouth	3225

Wimborne Minster	1616
Wool*	791
Yetminster	152

*A settlement with an optional additional site

APPENDIX 3

Housing Requirement for Wareham Neighbourhood Plan Area

Sites with Planning Permission at April 2020

Address	Application Number	Total Remaining Dwellings
Store to r/o 18 & 20 South Street, Trinity Lane, Wareham	6/2015/0475	1
West Mill Farm, Wareham Common, Wareham, BH20 6AA	6/2018/0084	1
Cottee and son, East Street, Wareham, BH20 4NR	6/2018/0611	9
18 West Street, Wareham BH20 4JX	6/2019/0192	4
132 Northmoor Way, Wareham	6/2019/0397	1
28 Tarrant Drive, Wareham, BH20 4EP	6/2017/0440	1
35 Sherford Close, Wareham, BH20 4JL	6/2018/0539	1
8 Egdon Road, Wareham, BH20 4DA	6/2017/0307	1
9/9A Daniel Drive, Northmoor Park, Wareham, BH20 4RU	6/2017/0232	1
12 Daniel Drive, Wareham, BH20 4RU	6/2017/0375	1
33 North Street, Wareham, BH20 4AD	6/2017/0747	1
12 to 16 Bere Road, Wareham BH20 4DD	6/2019/0589	4
149 Northmoor Way, Wareham, BH20 4EH	6/2019/0390	1
17 South Street, Wareham, BH20 4LR	6/2018/0043	1
West Street, Wareham, BH20 4JX	6/2019/0185	1
TOTAL		29

Site Allocations without Planning Permission (both current and proposed)

Sites	Policy Reference	Total Dwellings Planned
Sites allocated in the submission version of the Wareham Neighbourhood Plan	Neighbourhood Plan Policy H5 - Westminster Road Policy H6 - St Johns Road Policy H7 - Wareham Town Northern Gateway (Gasworks and Autopoint sites) Policy H8 - Former Hospital and Health Care Centre Site Policy GS2 - Proposed Health Care and Housing Hub (Former Middle School site) Neighbourhood Plan Policy GS3 – Proposed Affordable and Extra Care Housing, Bonnets Lane	207*
TOTAL		207*

*It is noted that this total differs from the figure of 205 in the neighbourhood plan. However, it reflects Dorset Council's latest up to date estimate of the capacity of the sites allocated in the neighbourhood plan.

Large Site Windfall Allowance (based on sites identified in the SHLAA)

Site Name	Site Reference	Estimated Total Dwellings Planned
N/A	N/A	N/A
TOTAL		0

Small Site Windfall Allowance (based on past completion rates)

2014/15	18
2015/16	11
2016/17	4
2017/18	7
2018/19	9
2019/20	4
Total	53

$$53/6=8.8 \times 14=123.2$$

TOTAL	123
--------------	------------

Summary Table

Source of Supply	Number of Dwellings
Sites with Planning Permission at April 2020	29
Site Allocations without Planning Permission (both current and proposed)	207
Large Site Windfall Allowance (based on sites identified in the SHLAA)	0
Small Site Windfall Allowance (based on past completion rates)	123
TOTAL	359