



Town Hall
East Street
Wareham
Dorset
BH20 4NS

19 March 2025

To: All Members of the Council

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **WAREHAM TOWN COUNCIL** to be held on **Tuesday 25 March 2025** in the Council Chamber, Town Hall, East Street, Wareham at **7.30pm** (or on the rising of the Planning and Transport Committee if later) 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 M Cotton (Mayor)
Councillor Z Gover (Deputy Mayor)
Councillor D Budd
Councillor D Cleaton
Councillor K Critchley
Councillor A Dallimore
Councillor I Davey
Councillor B Dean
Councillor S Dean

Councillor V Green
Councillor M Hill
Councillor R Holloway
Councillor L Kirk
Councillor D Robinson
Councillor M Tighe
Councillor S Wheatley

25 March 2025 at 7.30pm

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 extraordinary meeting held on 3 March 2025

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

5. Matters arising from the minutes of the last extraordinary meeting held on 3 March 2025

To consider any matters arising from the extraordinary minutes.

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) Neighbourhood Plan Steering Group – 23/01/2025

- b) Planning and Transport Committee – 11/02/2025
- c) Policy, Resources and Finance Committee – 14/01/2025

10. Support for Defibrillator installation in Wareham – Verbal

To consider the Council's support for the installation of defibrillators throughout Wareham.

11. Town Council Action List

To note the actions and progress from previous Town Council and Committee Meetings.

12. Report of Museum Manager – TO FOLLOW

To note report of Museum Manager.

13. Town Clerk's Update – TO FOLLOW

To note update from Town Clerk.

14. 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).

15. Date of next meeting

To note the date of the next meeting, which is scheduled for
Tuesday 29 April 2025 at 7.30pm.

Item 4



Minutes of an extraordinary meeting of the Town Council held on 03 March 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Members Present: Councillors M Cotton (Mayor), Z Gover (Deputy Mayor), D Budd, D Cleaton, K Critchley, A Dallimore, B Dean, S Dean, V Green, M Hill, L Kirk, D Robinson and S Wheatley.

Officers present: N Gray, Town Clerk & RFO, S Dickins, Deputy Clerk

TC 186/25 Apologies for absence

Apologies were received from Cllr I Davey, Cllr R Holloway and Cllr M Tighe.

TC 187/25 Declarations of interest

There were no declarations of interest.

TC 188/25 Public participation time

There were no members of the public present.

TC 189/25 Confirmation of the minutes of the previous meeting

It was **RESOLVED** the minutes of the meeting of the Town Council held on 25 February 2025 be **APPROVED** and would be signed by the Mayor following the meeting.

TC 190/25 Matters arising from the minutes of the previous meeting

Cllr Critchley advised that the next meeting of the Neighbourhood Plan Steering Group was confirmed as 13 March 2025 at 7pm in the Council Chamber.

TC 191/25 To Resolve to exclude members of the press and public

It was **RESOLVED** 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

TC 192/25 Museum Update

The Clerk presented the tabled confidential report which provided options available in respect of the museum development finance. Members carefully considered all options and discussed various outcomes.

It was **RESOLVED** to proceed with option 3 within the confidential report.

TC 193/25 Date of next meeting

It was noted that the next meeting of the Town Council was scheduled to be held at 7:30pm on 25 March 2025.

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

Item 6

Cllr Beryl Ezzard DC Report for Wareham Town Council March 2025

Dorset Council (DC) & DC Cabinet

There will be an extraordinary full Council Meeting on Tuesday 25 March following the rising of the DC Cabinet Meeting at 6.30pm at County Hall, This will be to adjust the Budget arrangements for DC for 2025/26 of £417.2M. We have an ever-increasing adult social care and special education and disability (SEND) commitment in Dorset. However, with second homes Council tax set to be 200% from April will bring in an extra estimated £2m revenue...

The newly Reviewed DC Street Lighting Policy will be decided in the next month. With improved softer and variable street lighting being considered.

There is a DC Consultation on Day Care Opportunities now available until June for everyone to have their say in the way Day Care will be provided in the future. Do take part; find on DC Website.

Wareham area Defibrillators

Following the tragic loss of their son last year, where having a Defib close by, could have prevented his death, the parents have formed a Sub-Group of the Swanage based Purbeck Defib Organisation, to raise funds to place Defibs on Northmoor Park especially and to increase the number in the Wareham area. Ryan & I are very much in favour of this project, as compared to other places in Purbeck, Wareham is poorly served. We encourage the Town Council to support and approve this Campaign with having a briefing from the Swanage Defib Organisation to know what is entailed with placing Defibs and maintaining of them.

Wareham Level Crossing updates

Vikki Slade MP has had a meeting with the minister for Rail Lord Hendy with a non-committal outcome; stating that it is NR/ORR's policy of H&S risk that is decisive! We will however insist on pushing for an electronic fix that could be possible for our level crossing in the future.

DC-Cabinet Cost of Living Support for families on Income Support /Pension Credit.

The DC has put aside £500k extra available each year to support those in need. DC are working with the Dorset Citizens Advice teams to give for advice and assistance in this regard.

Wareham Area Community Speedwatch Team

Regular Sessions monitoring the speed of traffic in the Sandford & Wareham areas have taken place. We have session in March/April in Carey and Worgret Road. Cllr Matt Richter is the Team Leader.

Purbeck Shuttle 200 (formerly 2RN Bus) update.

The PCRP are leading this new project to continue a Shuttle bus, from Wareham Station with DCT Minibuses, to visit the Blue Pool, Norden Farm and Purbeck Park as well as Arne RSPB. Since our Meeting, we have been successful in being granted £5,000 from the Dorset Community Fund, for rural community transport. We have received local funding from WTC, (Thank you), and Wareham St Martin PC; donations from individuals and promise of support from RSPB & Blue Pool, showing local partnership buy-in to the Project for this year. We are awaiting the outcome of a £20,000 bid, in April before we will be able to take this project forward to start in the Summer half-term. More contributions would be welcome, please contact Beryl 01929 550138 to do so.

Planning Enforcement & DC Road Works

If any Councillor suspects a breach of planning act 1990, please go to DC website and you can report your concerns there, or contact us, your local DC Cllrs.

Local roadwork information is notified by DC to T&PC Clerks, for distribution. Any highway issues i.e. Potholes can be reported on the DC website.

The Cordite Way – First Phase to be Opened by MP

On Saturday 29 March at 11 am MP Vikki Slade will officially Open the Cordite Way (Footpath 25) first phase. Invitations have now been sent to all who have been involved in the 15 years that this Right of Way Application was sent to DCC. All the Parish Cllrs and Town Cllrs are welcome to come along and enjoy the 1 km walk to view Poole Harbour from the footpath. Meet at Jade Aden's Business Unit, Holton Heath Trading Estate, for the event.

Dorset Cllrs Monthly Advice Surgeries in Wareham Library.

Ryan on fourth Saturday every month; 10-12 noon. Beryl on second Friday every month 10.00-12 noon. All welcome to come along and see us, no appointment needed.

Item 9a



Wareham Neighbourhood Plan Steering Group

Notes of the meeting held 7.00pm, on the 23 January 2025 in the Town Hall, East Street, Wareham

	Item	Outcome of discussion	Action/ Responsible member
	Present	Cllr D. Budd, Cllr M Cotton, Cllr K Critchley, Cllr R Dean, Cllr S Dean, D Evans, H Evans, Cllr B Ezzard, N Fagan, Cllr V Green, Cllr Ryan Holloway, Cllr D Robinson, Cllr S Wheatley	
1	Apologies	Cllr Z Gover, N. Gray (Town Clerk), L Kenyon, Cllr M Tighe, C Turner, M Wiggins	
2	Notes of meeting held on 12 September 2024	Agreed as a correct record. There were no matters arising.	
3	Update on Wareham Railway ground level crossing	<p>David Evans gave a PowerPoint presentation on the history and current position on Wareham Railway Crossing.</p> <p>David explained that the pedestrian right of way had been extinguished at the same time as the vehicular right of way when the flyover was built although this had not been the intention. At the time this left pedestrians with no way of crossing the railway although this was and continues to be the only pedestrian route between the two halves of Wareham. A lease was taken out for Dorset County Council to try and rectify this but resulted in the right of way being downgraded to permissive.</p>	An email from the Chair of the WNPSG be sent to the Minister of State for Rail in advance of the meeting with the MP to

	<p>Network Rail have for many years been seeking to close the ground level crossing. In 2009 an improvement notice was threatened by the Office for Road and Rail and agreement was reached with Dorset County Council for the provision of Crossing Attendants to open and close the gates manually.</p> <p>Since then 3 attempts have been made for the building of a ramped bridge. Although the first design was given planning consent it proved unfeasible to build due to the complex shape of metal ramps that were proposed. The second and third designs were refused planning consent due to the impact on the Listed station/footbridge and the increased distance that people would have to walk which would deter walking and cycling. One of the designs was for a 1:20 gradient and the other for a 1:12 gradient. In terms of distance the 1:12 gradient would be less long but the steepness of the ramp would mean that many with mobility aids and pushchairs would be unable to use the ramps. Network Rail user groups seek a minimum of 1:20 gradient to cater for this who are less mobile. Even 1:20 would be a barrier to some users who would find the distance on a gradient too far. It was noted that the designs of 1:20 involved one ramp being sited on top of another with the ramp underneath being effectively caged in which would be most unpleasant to users and lead to personal safety fears. It was also noted that the lack of space would mean that the ramps were in some places narrower than the standard width and would be tight for 2 mobility scooters to pass. The third scheme had involved trimming part of Sandford Lane at the entrance to the industrial estate and not be able to provide the usual margin to a road. Land to the east has in the past been sold off and housing built which means that there is not adequate space to provide a ramped bridge and that any design would impact on the adjoining home. None of the ramped bridge designs would be suitable for cyclists who would be expected to dismount. The potential cycleway over the flyover would therefore need to be built if a ramped bridge was to be pursued.</p> <p>A slide which had been used in a Network Rail presentation in 2016 was shown which explained that lifts were not suitable for Wareham. The number of users at peak times would require 2 of the 21 person lifts to be installed but the space to accommodate these is very tight. It was also noted that when the lifts break down there may be no one on the</p>	<p>invite him to visit Wareham and to hear the views of local people before giving a view on the level crossing</p>
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station to assist and there would be no step free access. The ORR's own figures indicate that with 2 lifts it is likely that there would be on average 12 days a year without lifts in operation.

Network Rail is to be replaced by Great British Railways this year and the new organisation may have a different culture and may have a different approach to level crossings.

With regard to cost a ramped bridge was estimated in Network Rail's recent report by Riak assessors, Sotera, to be some £4.7m. The cost of building a cycleway alongside the flyover has been estimated by Dorset Council to be £1.5m (NB since the date of this meeting Dorset Council has increased its estimate to £2m) The total cost of building a ramped bridge and cycleway would therefore be £6.2m (now £6.7m). The payback time based on the cost of employing Crossing Attendants would be 50 years (56 years)

It was noted that an event is being staged at the Crossing on Sat 1st February to which the Mayor, Carol Turner, Edward Fox and Vikki Slade MP have been invited to speak, in advance of the meeting which has been arranged between the local MP and the Minister of State for Rail. It was noted that contact had also been made with the MP of the immediately adjoining constituency whose constituents would also be affected by any changes to the level crossing. It was noted that the Town Council had recently received a letter from the Minister of State for Rail and it was agreed that a letter be sent to the Minister in advance of the meeting with the MP to invite him to visit Wareham and to hear the views of local people before giving a view on the level crossing.

The report by Sotera Risk assessors recommended that a ramped bridge/lifts be pursued and if found not to be feasible (as has already been the case) then the existing level crossing arrangements be retained or closure be considered. The report recognised that closure would be open to challenge under the Equality Act.

4	Western Gateway Strategic Plan	Comments on the Western Gateway Strategic Plan are being invited until 2 nd February. Whilst no mention was made in the high level document available to the public closure of Wareham's level crossing, it is proposed in the Dorset Connectivity Strategic Study which is included in the "Journey so far" in the Western Gateway Strategic Plan 2024 - 2050. It was agreed that a response to the consultation be drafted and that this be considered by the Town Council's Transportation Committee on Tuesday 28 th January.	Hilary Evans to draft a response to the consultation on the WGSP and that this be considered by the Town Council's Transportation Committee on Tuesday 28 th January.
5	Any urgent items	There were none.	
6	Date of next meeting	Meetings are held every second Thursday of the month at 7pm when required.	ALL



Minutes of a meeting of the Planning and Transport Committee held on Tuesday 11 February 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors B Dean (Chair), D Robinson (Vice Chair), D Budd, Cllr D Cleaton, A Dallimore, S Dean, M Hill, M Tighe.

Officers present: S Dickins, Deputy Town Clerk, K Babbs, Admin Officer

P&T 144/25 **Apologies for absence**

There were no apologies for absence.

P&T 145/25 **Declarations of interest**

There were no declarations of interest.

P&T 146/25 **Public participation time**

There were no members of the public present.

P&T 147/25 **Confirmation of the minutes of the previous meeting**

It was **RESOLVED** that the minutes of the meeting held on 28 January 2025 were approved and would be signed by the Chair following the meeting.

P&T 148/25 **Matters arising from the minutes of the previous meeting**

Cllr S Dean asked for an update on P&T 136/25 (speeding in Sandford Lane).

The Admin Officer noted that the office had investigated previous developments regarding potential speeding in Sandford Lane and the resident would be informed of the outcome and signposted to the Community Speed Watch Team.

P&T 149/25 **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/CLP/2025/00427**
Location: **10 Admirals Way Wareham BH20 4DU**
Proposal: **Single storey side extension**

Decision: **NOTED**

P&T 150/25 **Planning Decisions**

The planning decisions report was noted.

P&T 151/25 **Proposed changes to manned crossing times at Wareham Railway Station**

The Deputy Clerk noted correspondence from Dorset Council regarding the manned crossing times at Wareham Railway Station.

Members considered the proposed changes, noting that the data collected in November might not be wholly representative and whether summer data was

available. It was noted that 23:00 may be too early for a proposed closure with the last train arriving at 23:48 and suggested a 15-minute period following this.

It was **RESOLVED** that Officers to feedback to Dorset Council the comments and seek clarification for reporting back to the committee.

P&T 152/25 Any other items the Chairman deems urgent

The Chairman noted correspondence received from a resident regarding parking near Ferry Road which he had responded to.

P&T 153/25 Date of next meeting

It was noted that the next meeting of the Planning and Transport Committee was scheduled for Tuesday 25 February 2025 at 19:00.

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



Item 9c

Minutes of a meeting of the Policy, Resources and Finance Committee held on Tuesday 14 January 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.30pm.

Committee Members Present: Councillors K Critchley (Vice Chairman), B Dean, S Dean, V Green and R Holloway.

Officers present: N Gray, Town Clerk and RFO, S Dickens, Deputy Town Clerk

Also present: Cllr M Cotton, Cllr A Dallimore, Cllr D Robinson and Cllr M Hill.

PRF 045/25 Apologies for absence

Apologies were received and accepted from Cllr Z Gover, Cllr D Budd, Cllr M Tighe, Cllr L Kirk and Cllr S Wheatley.

In Cllr Gover's absence, the Vice Chairman, Cllr K Critchley, chaired the meeting.

PRF 046/25 Declarations of interest

There were no declarations of interest.

PRF 047/25 Public participation time

There were no members of the public present.

PRF 048/25 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 10 September 2024, were **APPROVED** and would be signed by the Chairman following the meeting.

PRF 049/25 Matters arising from the minutes of the previous meeting

There were no matters arising.

PRF 050/25 Payment of outstanding creditors

It was **RESOLVED** that the payments to creditors in the sum of £66,272.80 be **APPROVED**.

PRF 051/25 Bank Reconciliation – October, November and December 2024

It was **RESOLVED** to approve the bank reconciliations for October, November and December 2024.

PRF 052/25 Budget Monitoring – Q3

Members considered the Q3 budget position for the 2024/25 financial year.

The Clerk advised that the financial position for quarter 3 remained positive with the budget on track to make a saving in-year. Expenditure was down on budget, but receipts were also slightly down on budget. The final quarter would be crucial to the year's finances, and it was hoped the position would remain positive.

The Q3 budget position for the 2024/25 financial year was **NOTED**.

PRF 053/25 Interim Audit Report

Members considered the internal audit report 2024/25, following the internal auditor's first visit in December, and the subsequent management responses.

The Clerk noted the initial visit had been achieved in less than expected time, due to the efficient systems now in place. Only two recommendations had been made

to Council, both of which were administrative had been responded to within the report and actioned as appropriate.

The Interim Audit Report was NOTED.

PRF 054/25 Transfer of Funds to CCLA

The Clerk advised that the transfer of £500,000 into the new CCLA account required a resolution from the PR&F committee.

It was **RESOLVED** to approve the transfer of £500,000 to the high interest CCLA account.

PRF 055/25 2025/26 Draft Budget and Precept Setting

The Clerk presented the draft budget noting the individual lines had already been presented and considered to the Committee at its November 2024 meeting, with Amenities considering their budget line responsibilities in October 2024. No changes had been made to those agreed lines.

The earmarked reserves were included in the draft budget and the Clerk explained the rationale behind the 4 additional earmarked reserves. Members agreed the budget was a sensible approach to Council's income and expenditure for the year ahead.

The Clerk explained the impact of the budget to the precept being requested, noting that although the percentage was 6.97%, this equated to £16.13 per annum on a Band D property, or 31p per week, or 4p per day. This would be less for bands A-C and more for bands E-H. The Clerk further explained the impact of the Dorset Council second homes adjustment which had gifted the Town a small automatic precept increase.

The Clerk requested that members consider the careful balance of rising costs to utilities, national insurance and the number of major projects which were in the pipeline and due to come to fruition in the following 12 to 18 months, which would deplete the earmarked reserves dramatically. Furthermore, a zero increase in precept would result in a greater precept rise in future years, which would impact residents far more than smaller incremental rises.

Members considered the proposed precept noting the need to balance the budget and provide good services and opportunities for Wareham, and it was felt that asking for a small increase to have a vibrant town with advancing projects was preferable to no increase which would see the town remain stagnant.

It was **RESOLVED** to recommend to full council the approval of the proposed draft budget and proposed precept increase of 6.97%.

PRF 056/25 Any other items the Chairman deems urgent

The were no items deemed urgent.

PRF 057/25 Date of next meeting

It was noted that the next meeting of the Policy, Resources and Finance Committee was scheduled to be held at 7.30pm on **Tuesday 11 March 2025**.

Chairman.....

Date.....

Item 11

ACTION LIST						
DATE OF MEETING	COMMITTEE	SUBJECT	MINUTE NUMBER	ACTION	PROGRESS & DATE COMPLETED	PROJECT OWNER/ RESPONSIBLE
11.02.25	Amenities	Benches - Red Lion Hotel	A 051/25	It was RESOLVED to progress with the removal of the two benches and delegate the arrangements for an alternative, suitable location to be identified to the Town Clerk	The Red Lion Hotel owner notified of council decision and will work with Town Clerk and Dorset Highways to identify a suitable alternative site, near the bus stop.	Town Clerk / Deputy Clerk
13.08.24	Amenities	Paving slab damage, Hauses Field	A 023/24	Information regarding reported paving slab damage to be reported back to amenities following meeting of Cllr. S Dean, a Grounds Team representative and representatives from Wildlife Haven at Hauses Field.	UPDATE: Paving slab not damaged, matter pertains to gaps around stone where weeds grow. Liaising with group to find mutually pleasing solution. Information awaited - ongoing	Cllr S Dean, Grounds Team Representative, Wildlife Haven representatives, Deputy Town Clerk
23.07.24	Full Council	Creation of Civic Procedure for Civic Events including Mayor making.	TC 052/24	Civic Procedure for all civic events including the Mayor making to be created.	On PR&F agenda 11/03/2025	Town Clerk, Deputy Town Clerk
24/10/23	PR&F	Public Engagement	PRF 054/23	Town Clerk to draft a Community Engagement Strategy and Policy for consideration at a future meeting.	UPDATE: 1st draft initially scheduled for 26th Nov, postponed to PR&F 08/07/25. Strategy currently being drafted for consideration by the newly elected Council. Being prepared for September PR&F Meeting.	Town Clerk / Deputy Clerk

11/07/23	Full Council	Youth Council Proposal	TC 042/23	<p>Council supported Cllr Cotton in investigating the possibility of a Youth Council in Wareham and bring back any proposals for approval.</p>	<p>UPDATE: School sent materials for student recruitment at the end of 2024. School to be recontacted with draft presentation for students before end of January.</p> <p>Initial operational meeting between Council Officers and school staff lead. Application form for interested students and recruitment presentation being drafted. Time to present to students in an assembly being organised. Contact made with Purbeck School to deliver this work following meeting with Cllrs Cotton and Tighe to define the scope of the project. Awaiting response. Clerk attended a youth engagement event and will now be working with the Deputy Clerk, Cllr Cotton & Cllr Tighe to develop the first stages of youth engagement. Ongoing - The Clerk is attending a Youth Summit to gain further informaiton on</p> <p>18/07/2024</p>	Deputy Clerk/ Cllrs Cotton & Tighe
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24/01/23	Full Council	Conniger Lane Car Park	553	<p>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.</p>	<p>UPDATE: Matter considered by PR&F at 11.03.25 meeting and resolved not to proceed at this time due to financial impact. Matter may be revisited in a few years.</p> <p>Burial Clerk and WTC Clerk met with Dorset Council where full financial information was privately shared. This will be shared with PR&F as a confidential item at the 11 March 2025 meeting.</p> <p>Burial Committee have submitted FOI on Card Payments at Conniger Lane from Dorset Council and awaiting response. No progress since last meeting. 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.</p>	Town Clerk
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