



Town Hall
East Street
Wareham
Dorset
BH20 4NS

16 July 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 22 JULY 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 Z Gover (Mayor)
Councillor K Critchley (Deputy Mayor)
Councillor D Budd
Councillor D Cleaton
Councillor M Cotton
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

22 JULY 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 meeting held on 24 JUNE 2025

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

5. Matters arising from the minutes of the last meeting held on 24 JUNE 2025

To consider any matters arising from the previous 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 – 13/3/2025
- b) Planning and Transport Committee – 10/6/25 and 24/6/25
- c) Policy, Resources and Finance Committee – 20/5/2025

10. Neighbourhood Plan Funding

To consider the recommendation from Dorset Association of Parish and Town Councils in respect of the Neighbourhood Plan Funding withdrawal.

11. Council Chamber Clock

To consider the email vote for the repair of the Chamber Clock and formally resolve whether to approve or not approve the repair costs.

12. Town Council Draft Strategic Plan 2025-2029 – TO FOLLOW

To consider the draft 2025-29 strategic plan.

13. Wareham Joint Burial Committee – TO FOLLOW

To consider the recommendation from the Internal Auditor in respect of the Wareham Joint Burial Committee.

14. Town Council Action List

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

15. Report of Museum Co-ordinator – TO FOLLOW

To note report of Museum Co-ordinator.

16. Town Clerk's Update - Verbal

To note update from Town Clerk.

17. 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).

18. Date of next meeting

To note the date of the next meeting, which is scheduled for **Tuesday 26 August 2025 at 7.30 pm.**



Minutes of a meeting of the Town Council held on 24 June 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.30pm.

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

Officers present: N Gray, Town Clerk & RFO

TC 026/25-26 Apologies for absence

Apologies were received and accepted from Cllr D Cleaton and Cllr R Holloway

TC 027/25-26 Declarations of interest

There were no declarations of interest.

TC 028/25-26 Public participation time

There was one member of the public present who did not wish to speak.

TC 029/25-26 Confirmation of the minutes of the previous meeting

It was **RESOLVED** the minutes of the meeting of the Town Council held on 27 May 2025 be **APPROVED** and were signed by the Mayor.

TC 030/25-26 Matters arising from the minutes of the previous meeting

There were no matters arising from the minutes of the previous meeting.

TC 031/25-26 Reports by Dorset Councillors and representatives on outside bodies

The report from Dorset Cllr B Ezzard was NOTED.

Cllr Wheatley informed the Council that she had met Her Royal Highness Princess Royal in Wimborne as part of the celebrations of the Citizens Advice Bureau anniversary.

Cllr Robinson reported back from a DAPTC meeting he had attended which focused on devolution and had confirmed the funding of Neighbourhood Planning had been withdrawn.

Cllr S Dean reported that the South and Southeast in Bloom judging had taken place earlier that day and there had been nothing given away as to how well Wareham had done. The Mayor thanked the Community Growers for their hard work in the Town.

TC 032/25-26 Payments for outstanding creditors

Members considered the list of payments for approval.

It was **RESOLVED** that payments in the sum of £ 45,306.90 be approved.

TC 033/25-26 To receive such communications as the Town Mayor may wish to place before the Council

There were no communications placed before Council.

The Mayor requested that any Councillors who hadn't responded to her Civic Service invitation please do so as soon as possible.

TC 034/25-26 Reports from committees and sub-groups

The minutes from the following meetings were NOTED:

- a) Amenities Committee – 15 April 2025
- b) Planning and Transport Committee – 15 April 2025 and 29 April 2025
- c) Policy, Resources and Finance – 11 March 2025
- d) Personnel Committee – 21 January 2025

TC 035/25-26 Q4 Budget Monitoring

The Q4 Budget Monitoring report was considered and noted.

TC 036/25-26 2024/25 Annual Budget Review

The 2024/25 Annual Budget Review was considered and noted.

TC 037/25-26 Internal Audit Report

The Mayor introduced the final Internal Audit report for the 2024/25 financial year, noting she had been summoned to see the Internal Auditor during the visit to be notified of the issues and lack of compliance in respect of the Joint Burial Committee. She noted her request to the Auditor to be frank and bold in any recommendation to Council, which had been the case, and the Council must address the issue with a specific agenda item at the next meeting.

The Internal Audit Report for the 2024/25 financial year was considered and noted.

TC 038/25-26 Annual Governance Statement

The Clerk presented the Annual Governance Statement for the year ending 31 March 2025, noting it required signature in the meeting as it formed the documents to be submitted to the External Auditor.

The Clerk explained that as RFO she had ticked Box 7 as "no" because the recommendations from the Internal Auditor had not been actioned, and a note to the External Auditor was required for explanation. It was hoped the matter would not impede any PWLB loan application in the coming months.

The Annual Governance Statement for 2024/25 was **APPROVED** and duly signed by the Mayor and Clerk.

TC 039/25-26 Accounting Statements

The Clerk, as the Responsible Financial Officer (RFO), presented the Accounting Statements for 2024/25, noting there had been the need to make restatements to last year's accounts because of the impact the Wareham Burial Joint Committee finances had on the Council's final figures.

As Responsible Financial Officer, the Clerk had correctly signed the Accounting Statements when they had been prepared in readiness for the meeting.

The Accounting Statements for the year ending 31 March 2025 were **APPROVED** and duly signed by the Mayor.

TC 040/25-26 Notice of Public Rights

The Clerk confirmed the dates for the Notice of Public Rights and Publication of the Unaudited Annual Governance and Accountability Return would be from Friday 27 June 2025 to Thursday 7 August 2025, with the notice being published on Wednesday 25 June 2025.

The Notice of Public Rights was **NOTED**.

TC 041/25-26 To Declare any Conflicts of Interest with the External Auditor, BDO LLP

The Clerk advised the Auditors, BDO, required that all Councils being audited to declare whether they had any conflicts of interest with BDO, and that a resolution be made accordingly.

It was **RESOLVED** that there were no conflicts of interest between the Council and BDO.

TC 042/25-26 Town Council Action List

Cllr Davey raised an issue with parking on the zig zags outside The Bear in South Street and requested that they be considered for repainting. The Clerk would take this to the Dorset Officer for consideration but encouraged all Councillors to report any parking breaches on the zig zags to the police, with photographic evidence, who would take action by post.

TC 043/25-26 Report of the Museum Co-Ordinator

The Clerk read out some additional information shared by the Museum Co-ordinator in respect of offers of partnerships with Wessex Archaeology and Bournemouth University, who have indicated that they would like to donate items from a 2000's Wareham excavation but would also like to extend a visiting fellowship to the Museum Co-ordinator enabling use of the library research resources and academic journals. The Clerk noted this would be extremely important with the work in the Museum going forward.

The Clerk further read out a statement from the Museum Co-ordinator expressing deep concern at the poor stewardship of artifacts, particularly coins in the 1990's, which had taken place. The bar on the preservation and care of such prolific items should be very much higher, and this would be the case going forward to avoid any further damage occurring.

The Mayor asked that thanks be passed to the Museum Co-ordinator for her hard work and dedication since commencing in post, and welcomed the refreshing stance being taken in respect of important artifacts in the museum, which were now in very safe hands.

The Report of the Museum Co-ordinator was noted.

TC 044/25-26 Town Clerk's Update

The Town Clerk noted the following matters as an update for Council: -

- Consultation on the purchase of 2 North Street was underway with the Carnival meeting being the first community group to be presented to. A presentation to the WI will be done on 15 July and the Lions were being contacted with a view to a presentation on a date which suits. The website page was live with a link to the questions to be answered and some frequently asked questions, all of which had been shared with all members the previous Friday. Posters were on all the noticeboards and engagement with community groups would continue over the next two months. Of the 19 responses received to date all had been positive with only one negative response to the precept increase question, and the lady who had submitted the negative response had attended the office to find out why the purchase price was so much higher than it had been advertised in 2021. It has been explained that the granting of planning permission since 2021 had increased the market value.
- The final required confirmations from Councillors for the new toilet building were imminent with only the colour choice to be agreed. A planning application would then be submitted, and the closure of the toilets was looking likely for Autumn/Winter, which was logistically better.
- The three additional CCTV cameras were to be installed on 1 July. This would provide cover to East Street, North Street and South Street from the Cross, which were vulnerable spots. West Street would remain covered with the existing CCTV camera on the Town Hall building. The Local Neighbourhood Policing team were aware and pleased. The last meeting with the Purbeck Inspector had seen a report of crime in Wareham being reduced for the time of year, but is expected to rise once the summer holidays kicked in.
- The Chamber curtains were due to be fitted mid to end of July.
- The Grounds Team had been pressure washing the bridge, but it was so time consuming they were not able to complete this before the In Bloom judging. It would be completed in the coming weeks.
- The Clerk would be carrying out an engagement session with a group of students at Purbeck School on Thursday 26 June to get the Youth Council ball rolling. The Geography teacher organising the visit was extremely keen to get the Youth Council set up and running.
- The Government had actively shown its support for hybrid meetings in local government, and legislation was being considered for change to enable this. It would mean that, as a Council, we would be obliged to provide the facility for both Councillors and members of the public to join the meetings remotely. It is suspected that the legislation would require Councillors to be present for at least one or more meetings in a municipal year, and that Councillors attendance online is an exception rather than a rule, unless there are caring duties or disability restrictions. The Clerk would be looking into how other Town Councils were currently facilitating this, as some were already enabling the public to view meetings remotely, with a view to ensuring that Wareham is compliant in how it facilitates online meetings.
- The Town Clock appeared to have stopped! The Clockwinder had been made aware and would hopefully be repairing it soon. The Clerk had

approached a number of professional clock repair companies for the wall clock in the Council Chamber and was waiting to hear back from them.

- The asset transfer was continually being chased, but with a mindful eye that Dorset were low on staff within their legal team, and the Clerk was reluctant to jeopardise the relationship which had been built with Dorset around this subject. The Clerk had a Dorset Clerks meeting coming up in July where it would be raised again along with the street lighting issue and she would be putting more pressure on getting both issues sorted.
- The Clerk would be assisting the Carnival team with the impact of Martyn's Law, which is a huge piece of legislation that impacts both landowners and event organisers where events take place. The assistance being given would provide Council with the assurance that it is remaining legally compliant for the event taking place on its land.
- The Council Chamber additional chairs arrived the previous week but were flat packed and required assembly. This would be completed over the coming weeks.
- The flag poles were being replaced on 1 July.

The Clerk's update was noted.

TC 045/25-26 Any other items the Mayor deems urgent

The Mayor had no items deemed urgent.

Cllr Dallimore congratulated the Mayor on completing a marathon walk the previous Saturday.

TC 046/25-26 Date of next meeting

It was noted that the next meeting of the Town Council was scheduled to be held at 19:30hrs on 22 July 2025.

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



Wareham Neighbourhood Plan Steering Group

Notes of the meeting held 7.00pm, on the 13th March 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, S Dickins (Deputy Town Clerk), D Evans, H Evans, Cllr B Ezzard, N Fagan, Cllr V Green, Cllr D Robinson, Cllr M Tighe, Cllr S Wheatley	
1	Apologies	Cllr A Dallimore, Cllr S Dean, Cllr Z Gover, N Gray (Town Clerk), Cllr M Hill, Cllr Ryan Holloway, L Kenyon, Cllr M Tighe, C Turner, Cllr S Wheatley.	
2	Notes of meeting held on 23 rd January 2025	Agreed as a correct record. There were no matters arising.	
3	Update on Wareham Railway ground level crossing	<p>Hilary Evans gave a PowerPoint presentation on the recent history of Wareham's level crossing, starting with the well supported petition launched last summer for the retention of the crossing. The report by Sotera commissioned by Network Rail was published in August 2024 and recommends that closure of the crossing and replacement with a ramped bridge or lifts is the preferred option but that if these prove unfeasible then the existing crossing or closure without alternative should be considered. The report also recognises that closure without an alternative could be challenged under the Equality Act.</p> <p>Wareham Town Trust held a meeting with the MP to brief her on the community's position regarding the level crossing in September 2024.</p>	

In November a report was due to go to Dorset Council's Cabinet recommending closure of the level crossing and replacement with a ramped bridge or lifts. An impromptu demonstration was held at the crossing on Saturday 16th November. Following pressure by the community, the Town Council, local councillors and the MP, the report was withdrawn just before the meeting. Following the meeting the Leader of the Council made a statement offering to work with the community. A meeting was held with the Leader of the Council and Portfolio holder for Transport on Thursday 30th January to look in detail at the options. A demonstration was also held at the crossing on Saturday 1st February when speakers included Cllr Marian Cotton Town Mayor, Vikki Slade MP, Edward Fox OBE and Honoured Townswoman Carol Turner.

A meeting was held with the MP on Wednesday 5th February in Portcullis House.

The Dorset Council leader then announced a change of position that the Council would support the residents' campaign to fight to keep the level crossing open.

An FOI request revealed that contrary to what had been reported in the press an Improvement Notice had not been served on the level crossing. Instead, a meeting had been held with Dorset County Council and improvements to safety of the crossing were put in place.

Vikki Slade MP met the Minister of State for Rail on 24th February when he agreed to clarify the position as regards the lease of the crossing. The Minister stated that there was no expectation that Great British Railways would have a different view. However, it was considered that there would be significant changes with people taking retirement and voluntary redundancy.

Another FOI request has confirmed that Dorset County Council had sought to extend the lease to 2038 but there had been no response to this and no paperwork exists confirming the extension of the lease. The lease of 2013 does not rule out further extensions beyond 2038.

4	<p>Response to consultation on “A Railway Fit for Britain’s Future”</p>	<p>A draft letter in response to the consultation was considered. The letter proposed that a new chapter be included in the Railways Bill which sets out how the railways would play a key role in supporting the integration of local sustainable transport hubs and networks and become more accountable in local areas. New policies could include how the Railway would work with local authorities, bus companies, cycling organisations, walking groups, schools, local communities etc to support the development of integrated transport hubs and routes. Railway Stations are natural locations for sustainable transport hubs with most already including parking for taxis, bicycle lock ups and bus stops. Great British Railways would be in a good position to strengthen existing transport hubs and support the development of new.</p> <p>The email also proposes that a policy be included in the Railways Bill which echoes the debate in Parliament in 2009 when Wareham’s pedestrian level crossing was discussed, which articulates the need for severance of communities and sustainable travel to be factors in considering closure of level crossings.</p> <p>It was pointed out that the email should refer to Wareham as a “pedestrian” level crossing.</p> <p>The Town Council’s Transportation Committee will also submit comments on the consultation including a response to the online survey.</p>	<p>The email be amended as proposed and sent as a response to the Government consultation and be copied to local MPs, councillors and Steering Group members.</p>
	<p>Proposed review of Wareham Neighbourhood Plan</p> <p>1. Consideration of procedural options</p>	<p>David Evans gave a powerpoint about the options for the review of the Wareham Neighbourhood Plan.</p> <p>It was noted that there could be a minimal review, a partial review or a complete review depending on the amount of change necessary.</p> <p>It was noted that Dorset Council will be considering potential Strategic Housing Land Availability (SHLA) sites for inclusion in a draft options consultation in August. The potential sites include:</p> <ul style="list-style-type: none"> • Land north of Northmoor Park including the allotments 	

		<ul style="list-style-type: none"> • Land west of Westminster Road • Land to the west of Causeway Close • Land to the south of Bestwall Road currently used for dog walking <p>In the SHLA sites have been identified in 3 categories:</p> <ol style="list-style-type: none"> 1. have clear development prospects 2. would be suitable if there was a policy change 3. unsuitable for development <p>The sites at Northmoor Park, Westminster Road, Causeway Close and Bestwall Road are in the second category.</p> <p>Once it is clear if any of these sites are likely to be included in Dorset Council's consultation the level of change likely in reviewing the Plan will become clearer.</p>	
	<p>Proposed review of Wareham Neighbourhood Plan</p> <p>2.Funding application to Locality</p>	<p>It was noted that potential contractors are tendering for the contract for processing grants currently with Locality and that we should know during April the decision of MHCLG and whether the funding for neighbourhood plan support is continuing.</p> <p>It is expected that the current funding of £10,000 and additional grant of £8000 as well as technical support will continue to be available but applications for grant aid will not be accepted before July.</p>	

	<p>Proposed review of Wareham Neighbourhood Plan</p> <p>3. Expected changes to the Plan</p>	<p>All the housing sites in the Plan had been subject to delay due to the need to resolve the emission of phosphate and nitrates into Poole Harbour. This issue was resolved at the end of last year and planning applications are now being considered. This affected sites at 1 Westminster Road, North Street and the former Middle School Site.</p> <p>Since the Plan was made Dorset Healthcare Trust dropped its plan to provide a healthhub on the former Middle school site and decided to retain the Hospital. The GP's are progressing the moving of the GP surgery to the former Middle School site. However, the current surgery site will be landlocked unless the South West Ambulance Trust decide to move from their site which adjoins the existing GP Surgery.</p> <p>The next step will be a Stage 2 business case when planning consent will be sought which is expected towards the end of the year. Adam Fitzgerald of Dorset Council has agreed to give an update at the next meeting.</p> <p>DE explained that there is no requirement to review a made neighbourhood plan and this will be a decision for the Town Council who can decide to review or not to review the Plan. If the changes are only minor then there would be no need to consult. However, if there are material modifications then Regulation 14 and Reg 16 consultations would need to be carried out and the comments would be considered by an external examiner by written representations. If there is a material change to the Plan then it will also need to go to referendum. This may also mean that new housing targets would need to be met. It was confirmed that we would have a say in choosing the Examiner.</p> <p>Under the new NPPF the standard methodology for housing targets for Dorset have increased by 81% which will be a huge challenge for Dorset Council. The previous target was 1793 and the current target is 3230. On 23rd February Dorset Council agreed a Development Plan Scheme for the Dorset Local Plan and consultation on site options is due in August 2025. Adoption of the Plan is expected in 2027.</p>	<p>DE to invite Adam Fitzgerald of Dorset Council and Di McLaughlin of Dorset Healthcare Trust and Alastair Ward of NHS to give an update at the next meeting.</p>
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5	Any urgent items Street Lighting	It was noted that report recommending a consultation on the adoption of warm colour temperature street lighting (270 kelvins) was due to go to Dorset Council's Cabinet on 29 th April. Independent advice had been sought regarding the colour temperature of street lighting regarding the impact of bright white light on health etc. The Neighbourhood Plan Steering Group had raised this issue at a meeting with Dorset Council's Street lighting engineer and Transport portfolio holder. The current report was welcomed. It was also considered that there should be a policy change regarding the use of sympathetic replacement of street lighting in the conservation area.	
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 10 June 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

Committee Members Present: Councillors B Dean (Chair), D Robinson (Deputy Chair), D Budd, M Cotton, A Dallimore and M Hill.

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

P&T 001/25-26 Election of Chairman

Cllr Tighe was proposed by Cllr Cotton and seconded by Cllr B Dean. Cllr Tighe had accepted the proposal prior to the meeting.

Cllr Robinson was proposed by Cllr Budd and seconded by Cllr Dallimore. Cllr Robinson accepted the proposal.

It was **RESOLVED** that Cllr Tighe be elected as Chairman for the 2025/26 municipal year.

It was **RESOLVED** that in the absence of the Chair, Cllr Tighe, Cllr Robinson, as existing Deputy Chair, would chair the second item.

P&T 002/25-26 Election of Deputy Chairman

Cllr B Dean was proposed by Cllr Hill and seconded by Cllr Cotton. Cllr B Dean accepted the proposal.

Cllr Robinson was proposed by Cllr Budd and seconded by Cllr Dallimore. Cllr Robinson accepted the proposal.

It was **RESOLVED** that Cllr Robinson be elected as Deputy Chairman for the 2025/26 municipal year.

It was **RESOLVED** that in the absence of the Chair, Cllr Tighe, Cllr Robinson, as Deputy Chair, would continue to chair the meeting.

The Deputy Chairman led the committee in a vote of thanks for Cllr B Dean's chairmanship during the previous municipal year.

P&T 003/25-26 Apologies for absence

Apologies for absence were received and accepted from Cllr Cleaton and Cllr Tighe.

P&T 004/25-26 Declarations of interest

There were no declarations of interest.

P&T 005/25-26 Public participation time

There was one member of the public present, who did not wish to speak.

P&T 006/25-26 Confirmation of the minutes of the previous meeting

Cllr Budd noted the members present section included an erroneous “Cllr”, but this was not enough to warrant not approving and signing the minutes.

It was **RESOLVED** that the minutes of the meeting held on 29 April 2025 were approved and were signed by the Chair.

P&T 007/25-26 Matters arising from the minutes of the previous meeting

There were no matters arising.

P&T 008/25-26 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/LBC/2025/02760
Location:	Thornsaeta House 13 St Johns Hill Wareham BH20 4LZ
Proposal:	Internal repairs – repair rear wall, remove the modern floor joists and wallplate and install new ones, install concrete floor slabs, install low-level wall vents

Decision:	NO OBJECTION
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P&T 009/25-26 Planning Decisions

The planning decisions report was noted.

P&T 010/25-26 Any other items the Chairman deems urgent

There were no items deemed urgent.

P&T 011/25-26 Date of next meeting

It was noted that the next meeting of the Planning and Transport Committee was scheduled for Tuesday 24 June 2025 at 19:00.

Chairman.....

Date.....



Minutes of a meeting of the Planning and Transport Committee held on Tuesday 24 June 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

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

Officers present: N Gray, Town Clerk & RFO

P&T 012/25-26 Apologies for absence

Apologies for absence were received and accepted from Cllr D Cleaton.

P&T 013/25-26 Declarations of interest

There were no declarations of interest.

P&T 014/25-26 Public participation time

There were two members of the public present.

P&T 015/25-26 Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the meeting held on 10 June 2025 were approved and signed by the Chair.

P&T 016/25-26 Matters arising from the minutes of the previous meeting

There were no matters arising.

P&T 017/25-26 Planning Applications

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

Application Number: P/HOU/2025/02742
Location: 1 Stour Drive Wareham BH20 4EW
Proposal: Raise roof to create first floor habitable accommodation and erect a single storey side extension

Decision: **OBJECTION** – The property will be overbearing to No.59 with overlooking from the rear dormer window.

Application Number: P/HOU/2025/03227
Location: 1 Wyatts Lane Wareham BH20 4NH
Proposal: Rear Extension, alterations to roof to form dormer and alterations / improvements

Decision: Application was withdrawn prior to the meeting.

Application Number: P/FUL/2025/03240
Location: Flat 11 Coopers Close Wareham BH20 4RB
Proposal: Replace 1no window

Decision: NO OBJECTION

Application Number: P/TRT/2025/03401
Location: 16 Worgret Road Wareham BH20 4PN
Proposal: T1 Eucalyptus – Fell.
Replant with smaller tree species

Decision: NOTED

Application Number: P/ADV/2025/03172
Location: Co-op, 9 North Street Wareham BH20 4AB
Proposal: Digital display screen positioned inside the store advertising deals, Produce etc

Decision: OBJECTION – the sign is too bright, by the applicant’s own admission, and it is not being turned off at 10pm, being left on much later than stated. The sign is extremely distracting to drivers and being in a conservation area is not in keeping with the local area.

P&T 018/25-26 Planning Decisions

The planning decisions report was noted.

P&T 019/25-26 Any other items the Chairman deems urgent

There were no items deemed urgent.

P&T 020/25-26 Date of next meeting

It was noted that the next meeting of the Planning and Transport Committee was scheduled for Tuesday 8 July 2025 at 19:00.

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



**Minutes of a meeting of the Policy, Resources and Finance
Committee held on Tuesday 20 May 2025 in the Council
Chamber, Town Hall, East Street, Wareham at 7.00pm.**

Committee Members Present: Councillors Z Gover (Chairman), K Critchley (Vice Chairman), B Dean, S Dean, V Green, R Holloway, L Kirk, M Tighe and S Wheatley.

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

PRF 001/25 Election of Chairman

Cllr S Dean was proposed by Cllr Gover and seconded by Cllr Wheatley. Cllr S Dean accepted the proposal.

It was **RESOLVED** that Cllr S Dean be elected as Chairman for the 2025/26 municipal year.

PRF 002/25 Election of Deputy Chairman

Cllr Holloway was proposed by Cllr Critchley and seconded by Cllr Kirk. Cllr Holloway accepted the proposal.

Cllr Gover was proposed by Cllr S Dean and seconded by Cllr Tighe. Cllr Gover accepted the proposal.

It was **RESOLVED** that Cllr Gover be elected as Deputy Chairman for the 2025/26 municipal year.

PRF 003/25 Apologies for absence

Apologies were received and accepted from Cllr Budd.

PRF 004/25 Declarations of interest

There were no declarations of interest.

PRF 005/25 Public participation time

There were no members of the public present.

PRF 006/25 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 11 March 2025, were **APPROVED** and would be signed by the Chairman following the meeting.

PRF 007/25 Matters arising from the minutes of the previous meeting

Cllr S Dean noted that, since the committee's previous meeting, Dorset Council had increased its permit parking charges. Cllr Critchley noted that Councillors had considered it prudent to re-review the Town Council's permit charges if Dorset Council's permit charges were to change. The Town Clerk noted that the matter would return to the Committee's next meeting.

PRF 008/25 Payment of outstanding creditors

Councillors considered the list of payments for approval.

It was **RESOLVED** that the payments to creditors in the sum of £37,384.88 be **APPROVED**.

PRF 009/25 Budget Amendment

The Committee considered the report in respect of a minor budget amendment to correct a £50 figure within the Town Crier Competition budget lines which had not added to the total.

Cllr Wheatley enquired whether the Town Crier had been informed regarding the proposed virement. The Town Clerk noted that the proposed virement was negligible and would not materially impact the ability to support the Town Crier Competition and therefore had not been discussed with the Town Crier.

It was **RESOLVED** to approve the reduction of £50 from Town Crier Competition to £450 to enable the budget to balance, with approval of any overspend of the Town Crier Competition budget line up to £50 to be taken from the general fund if required.

PRF 010/25 Refuse Collection Changes

The Committee noted the refuse collection changes.

PRF 011/25 Bank Reconciliation – April 2025

The Committee reviewed the bank reconciliation for April 2025. The Clerk noted the Burial Committee figures had not been received so the figure in the bank reconciliation was the previous year's figure and would be updated once received. But this did not affect the bank reconciliation for the Town Council's accounts.

It was **RESOLVED** to approve the bank reconciliation for April 2025.

PRF 012/25 Additional CCTV Cameras

The Committee considered the report in respect of the installation of three additional CCTV cameras to expand coverage within the Town Centre.

The Town Clerk noted that the Town Council's CCTV footage had been requested by police earlier that day and the purchase of the proposed cameras would have resolved operational challenges currently posed by the cameras' field of view.

Cllr Critchley noted that Council had formerly made it its intention to install a camera in West Street when installing new CCTV cameras. The Town Clerk noted that the proposed CCTV cameras to be installed would increase coverage of West Street partially fulfilling the original need leading to the resident's request for a camera in West Street. Additionally, the Town Clerk explained that the installation of a camera within West Street posed further challenges in arranging permission and electricity charges from the owner of any building hosting a CCTV camera.

It was **RESOLVED** to accept the quotation for the installation of three additional CCTV cameras at a cost of £1,576.72 excluding VAT from "Office Costs" – "CCTV".

PRF 013/25 Any other items the Chairman deems urgent

The Town Clerk noted correspondence received from Cllr Robinson, in his capacity as Council representative for the Town Band, regarding the rent for the Town Band, which would be included on the next agenda.

PRF 014/25 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 8 July 2025**

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



WAREHAM TOWN COUNCIL – REPORT

Meeting Date: 22 July 2025

Agenda Item: 10

Subject:	Neighbourhood Plan Funding
Prepared by:	Nicola Gray, Town Clerk & RFO
Purpose of Report:	To consider the recommendation from Dorset Association of Parish and Town Councils in respect of the Neighbourhood Plan Funding withdrawal.
Background:	Locality, the organisation tasked to date with allocating financial and technical support for neighbourhood plans, is no longer accepting applications for new grants or technical support. All technical support packages agreed by the end of March 2025 will be honoured, with a deadline of March 2026 for delivery.
Key Points:	<p>It's a real blow to the success story of neighbourhood planning and NALC has been considering what steps it can take on behalf of Town and Parish Councils. There is an emerging campaign to reinstate the funding, and an information pack was sent to the Clerk. This includes:</p> <ul style="list-style-type: none">• A covering letter.• A briefing note for your councillors.• A draft motion for councils to consider.• A draft letter to send to your MP; and• Comments from MHCLG on the decision. <p>The above items are attached as Appendices to this report.</p>
Implications:	<p>Failure to support the call to action sends out a negative message from the Town Council that it is not concerned about the issue.</p> <p>The loss of funding impedes the Council with any Neighbourhood Plan review and therefore support to try and get this reinstated will help with future costs which many be incurred.</p>
Recommendation:	To consider actioning the recommended resolutions from DAPTC and use the templates provided.



NEIGHBOURHOOD PLANS CAMPAIGN PACK

TEMPLATES TO HELP LOCAL COUNCILS

Neighbourhood Plans have been a cornerstone of localism, empowering communities to shape the development and growth of their areas. These plans play a vital role in ensuring that development in an area reflects local priorities and character.

Unfortunately, the Ministry of Housing, Communities and Local Government (MHCLG) has announced that it will cease commissioning new neighbourhood planning support services for the period beyond March 2025.

The withdrawal of funding and support services is disastrous news for Neighbourhood Plans. Without access to grants and expert guidance, many local councils will struggle to progress or initiate Neighbourhood Plans.

To this end, county associations in the West Midlands have produced a pack that contains a briefing note, a template motion your council can debate, and a template letter that the council or individual councillors can send to their local MP. We're grateful to those originating associations for their permission to re-use this material in Dorset.

We hope that you are able to support our efforts to ensure continued support for Neighbourhood Plans. If you need any further help, please get in touch.

Briefing Note: Future of Neighbourhood Planning Support Services

Subject: Implications of MHCLG Funding Changes on Neighbourhood Planning Support

Date: 25 June 2025

Purpose:

To provide an update on the future of neighbourhood planning support services in light of recent communication from the Ministry of Housing, Communities and Local Government (MHCLG), and to reaffirm the importance of neighbourhood planning in shaping local development.

Background

Neighbourhood planning has been a cornerstone of localism, empowering communities to shape the development and growth of their areas. Since its inception, over 2,400 communities have initiated neighbourhood plans, with more than 1,000 plans successfully passing referendums. Many of these have been in the West Midlands Region and (insert county name / details). These plans have played a vital role in ensuring that development reflects local priorities and character.

The success of neighbourhood planning has been underpinned by a robust support system, including grants and technical assistance, which has enabled communities—often with limited resources—to engage meaningfully in the planning process.

Current Situation

MHCLG has informed us that, due to the outcomes of the recent Spending Review, they are unable to proceed with commissioning new neighbourhood planning support services for the period beyond March 2025. As a result:

- **No new applications** for grants or technical support will be accepted.
- **Existing technical support packages** will be completed by March 2025, with flexibility to extend delivery until March 2026 depending on individual timetables.

- **Support for the Champions Network and learning opportunities** will cease with immediate effect.
-

Implications

The withdrawal of funding and support services presents significant challenges for communities currently developing or considering neighbourhood plans. Without access to grants and expert guidance, many groups may struggle to progress or initiate plans, potentially undermining the momentum built over the past decade.

This change also impacts the broader ecosystem of neighbourhood planning, including the Champions Network, which has played a critical role in mentoring and inspiring new groups.

The Importance of Continued Support

Neighbourhood planning remains a vital tool for community empowerment and democratic engagement in planning. It contributes to:

- **Local ownership** of development decisions
- **Better quality and more sustainable outcomes**
- **Stronger community cohesion and resilience**

Ensuring continued support—whether through alternative funding mechanisms, local authority engagement, or third-sector partnerships—is essential to maintain the integrity and accessibility of the neighbourhood planning process and an essential tool to give local communities more of a say in how development affects its area.

Conclusion and Next Steps

The development and adoption of Neighbourhood Plans are still important, and the sector needs to champion their value. Funding to enable new NP's to be developed is still critical and we need to persuade MHCLG to continue with financial support to encourage other communities to adopt a similar approach.

Draft Motion for Councils: Future of Neighbourhood Planning Support Services

Resolution Calling on the Government to Provide Dedicated Funding for Neighbourhood Plans

[Insert name of Council] acknowledges that:

- Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans.
- The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils.
- Neighbourhood Plans contribute to more democratic, locally-informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations.

Therefore it is Resolved to -

1. Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, and implementation of Neighbourhood Plans.
2. Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.
3. Write to **[local MP]** and the Secretary of State for Housing, Communities, and Local Government to communicate this resolution and advocate for enhanced support for neighbourhood planning



Draft Letter for Councils/Councillors

(INSERT COUNCIL LOGO / NAME / SENDER ADDRESS HERE)

(INSERT LOCAL MP NAME HERE)

House of Commons
London
SW1A 0AA

(DATE)

Dear (INSERT LOCAL MP NAME HERE),

The only formal planning power open to our council is a neighbourhood plan.

Neighbourhood Plans have been a cornerstone of localism, empowering communities to shape the development and growth of their areas. These plans play a vital role in ensuring that development in an area reflects local priorities and character.

With more than 1,000 plans successfully passing referendums, they are a valuable part of the local planning system. Many of these Neighbourhood Plans are in (INSERT COUNTY NAME).

The success of Neighbourhood Plans has been underpinned by a robust support system, including grants and technical assistance, which has enabled communities, often with limited resources, to engage meaningfully in the planning process.

However, the Ministry of Housing, Communities and Local Government (MHCLG) has announced that it will cease commissioning new neighbourhood planning support services for the period beyond March 2025.

The withdrawal of funding and support services is disastrous news for Neighbourhood Plans. Without access to grants and expert guidance, many local councils will struggle to progress or initiate Neighbourhood Plans, potentially undermining the momentum built over the past decade.



Ensuring continued support is essential to maintain the integrity and accessibility of the neighbourhood planning process and an essential tool to give local communities more of a say in how development affects its area.

We hope that you see the value of our sector being able to continue to develop and adopt new Neighbourhood Plans.

Please raise the importance of Neighbourhood Plans in the House of Commons Chamber and write to the Ministry of Housing, Communities and Local Government, calling on the continuation of funding to enable new Neighbourhood Plans to be developed.

With Local Government Reorganisation (LGR) underway across England, and the changes that will bring to local planning policies, it is critical that you persuade MHCLG to continue with financial support for Neighbourhood Plans.

Your sincerely,

(INSERT NAME HERE)

Neighbourhood Plan Funding & Technical Support

Extract from MHCLG response

“We’re reviewing our budgets as part of business planning and in this context are having to make tough choices to meet our priorities.

- We’re fully committed to meeting our stretching target to build 1.5m homes this Parliament and are taking decisive action.
- Engaging with local communities is a key cornerstone of the planning process, and we expect this will continue through Local Plans, the new Strategic Plans being introduced by the Planning and Infrastructure Bill, and neighbourhood plans where applicable.
- But around two-thirds of councils do not have a Local Plan, and so we’re taking action to make sure councils adopt up-to-date plans or develop new plans that work for their communities.
- Neighbourhood plans can make a valuable contribution, but we do believe the sector should now be able to sustain itself without further government funding.
- We continue to encourage communities to take advantage of preparing a neighbourhood plan where they consider that doing so is in their best interests.

“Further background:

- We are not cancelling already-agreed support: ongoing technical support to neighbourhood planning groups will be completed and wound down over the course of this financial year, with the final instances concluding by the end of March 2026.
- Communities can continue to prepare neighbourhood plans where they consider that doing so is in their best interests. We believe that neighbourhood planning should be possible without further government funding.”



WAREHAM TOWN COUNCIL – REPORT

Meeting Date: 22 July 2025

Agenda Item: 11

Subject:	Council Chamber Clock
Prepared by:	Nicola Gray, Town Clerk & RFO
Purpose of Report:	To consider the email vote for the repair of the Chamber Clock and formally resolve whether to approve or not approve the repair costs.
Background:	<p>The Council Chamber wall clock kept stopping and the Clockwinder was unable to fix the problem. The Clerk informed Full Council in its June meeting that the Clock was not working and the Clockwinder was unable to repair and that she would seek qualified repairs advice and quote to repair.</p>
Key Points:	<p>The clock was taken to The Antique Clock Co. in Abbotsbury and the attached (Appendix A) quote was received.</p> <p>The Clerk emailed all members with a poll to decide if they agree with the repair costs or not. Responses received have been an even 50/50 split, so the matter requires discussion and vote at the Full Council meeting.</p> <p>The clock is many years old and has not been serviced or repaired for some time.</p> <p>In addition to the quote, the company have advised that there is an option to have the company return the clock and set it up in situ once the work has been finished, which would cost an extra £236 + VAT.</p>
Implications:	<p>Asset reduction - Council should decide what it would like to do with the clock if it is not repaired as a broken clock will serve no purpose in the museum which already has limited space.</p>
Recommendation:	To consider the repair cost and obtain a majority decision on whether to proceed or not.

Wareham Town Council
Wareham Town Council
Town Hall
East Street
Wareham
Dorset
BH20 4NS
GBR

Date
7 Jul 2025

Expiry
5 Oct 2025

Quote Number
QU-19914

Reference
1367

VAT Number
255094010

The Antique Clock Co.
West Yard Barn
West Street
Abbotsbury
Dorset
DT3 4JT
Tel: 01305 873852

Description	VAT	Amount GBP
8-day timepiece dial clock signed S. A. Fordham of Wareham.		
Complete overhaul of clock movement.	20%	975.00
	Subtotal	975.00
	TOTAL VAT 20%	195.00
	TOTAL GBP	1,170.00

Terms

The estimated time of completion is currently running at approximately 8 - 12 months.

We assure you of our best care and attention at all times. This estimate is based on a visual inspection only. Trusting the above information is helpful to you, but in the event you should have any questions to ask, please do not hesitate to contact us.

Complete overhauls are guaranteed for 3 years from the date invoiced, this covers parts and labour, with the exception of springs, glasses, accidental damage, misuse and collection & delivery. All new parts made by us carry our ten-year guarantee against failure through faulty workmanship or materials. Repair work is similarly guaranteed for a period of twelve months.

The Clock Work Shop Dorset Ltd T/A The Antique Clock Company.

Item 14

ACTION LIST						
DATE OF MEETING	COMMITTEE	SUBJECT	MINUTE NUMBER	ACTION	PROGRESS & DATE COMPLETED	PROJECT OWNER/ RESPONSIBLE
10.6.25	Amenities	Hauses Field Facilities	A 009/25-26	The committee considered the report regarding potential additional facilities for Hausen Field. It was agreed that the Chairman and Vice Chairman would visit Hausen Field with the Deputy Town Clerk to consider and investigate the issues highlighted. It was RESOLVED that further investigation of enhancing facilities at Hausen Field be carried out for report and consideration as to what facilities would be feasible for the Council to provide both spatially and financially at the next meeting, after which public engagement would take place	UPDATE: The Chair and Deputy Clerk have subsequently met with some stakeholders who had contacted the Council (04.07.2025 & 09.07.2025). Ongoing investigations into feasibility and costings for report to Amenities 12.08.2025 with facility supplier being engaged to understand financials and logistics. The Deputy Clerk, Chair and Vice-chair of Amenities met at Hausen field to investigate possible solutions to enhance the facilities at Hausen Field on 12.06.2025	Deputy Clerk
15.4.25	P&T	Wareham Parking, Speeding and Traffic Issues	P&T 182/25	Members considered the report noting their considerations may benefit from a second walk around of members of the Planning and Transport Committee. It was RESOLVED for a walkabout with members of the Planning and Transport Committee to be convened.	Completed: Walk around carried out and considered at P&T 028/25-26, outcome being raised with Dorset Council. The Deputy Clerk met with members of the Planning and Transport Committee on various times w/c 30.6.2025	Deputy Clerk

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	UPDATE: Suitable location agreed with Dorset Council (09.06.2025), awaiting building owner to wish to progress, matter being returned to Amenities 12.08.2025 for update and information. 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
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: Scheduled for 09.09.2025 PR&F. Being drafted alongside the Corporate Plan and Museum Strategy Plan. 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	Council supported Cllr Cotton in investigating the possibility of a Youth Council in Wareham and bring back any proposals for approval.	UPDATE: Teacher contacted to establish next steps for student recruitment and working to establish a Youth Council at an operational level by Deputy Clerk (16.07.2025). Clerk presented to group of students at Purback School, all of whom expressed an interest in being part of the Youth Council. Contact passed to Deputy Clerk to pursue with teacher and Cllrs Tighe and Cotton in September. The Clerk has a meeting arranged with a Teacher and group of students on 26/6/2025 to discuss the initial steps required for setting up a Youth Council. Cllr Tighe advised that she has had contact with the school and will be updating the Deputy Clerk in due course.	Deputy Clerk/ Cllrs Cotton & Tighe
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