



Town Hall
East Street
Wareham
Dorset
BH20 4NS

17 September 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 23 SEPTEMBER 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

23 SEPTEMBER 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 Tuesday 26 August 2025

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

5. Matters arising from the minutes of the last meeting held on Tuesday 26 August 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 – 19/06/2025
- b) Planning and Transport Committee – 22/7/25 and 12/8/25
- c) Policy, Resources and Finance Committee – 8/7/25

10. Transfer of Funds to CCLA - Verbal

To consider and approve transfer of funds to the CCLA account.

11. Volunteer of the Year Award Panel - Verbal

To agree a panel of Five Councillors to ballot the Volunteer of the Year nominations.

12. Dorset Council Local Plan Consultation – TO FOLLOW

To consider the Dorset Local Plan Consultation and any recommendations for response.

13. Asset Transfers - Verbal

To receive an update on Asset Transfers from Dorset Council and agree any required action.

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 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 28 October 2025 at 7.30 pm.



Minutes of a meeting of the Town Council held on 26 August 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.00pm.

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, S Dickins, Deputy Town Clerk

TC 065/25-26 Apologies for absence

Apologies were received and accepted from Cllr Holloway and Cllr Cleaton.

TC 066/25-26 Declarations of interest

There were no declarations of interest.

TC 067/25-26 Public participation time

There were five members of the public present, two of whom spoke in relation to item 12, the Dorset Local Plan. They noted concerns regarding the scale of development in the Wareham area and the importance of collaboration with neighbouring Parish Councils in their responses.

TC 068/25-26 Confirmation of the minutes of the previous meeting

It was **RESOLVED** the minutes of the meeting of the Town Council held on 22 July 2025 be **APPROVED** and were signed by the Mayor.

TC 069/25-26 Matters arising from the minutes of the previous meeting

Cllr Budd asked for after an update in respect to the Joint Burial Committee item from the previous meeting. The Town Clerk noted that she was awaiting confirmation of a meeting date with the respective Parish Clerks and Chairs of the Councils concerned which was likely to take place in September 2025.

TC 070/25-26 Reports by Dorset Councillors and representatives on outside bodies

Cllr Dean noted that this year was the 20th Anniversary of Wareham's status as a Fairtrade Town, with an event in September being hosted in the parish hall.

Cllr Ezzard noted the passing of former Mid-Dorset and North Poole MP, Dame Annette Brooke, on 20 August 2025. Funeral arrangements would be shared once known.

The report from Cllr Ezzard was NOTED.

Cllr Critchley and Cllr Green joined the meeting.

TC 071/25-26 Payments for outstanding creditors

Council considered the list of payments for approval.

It was **RESOLVED** that payments in the sum of £57,076.37 be approved.

TC 072/25-26 To receive such communications as the Town Mayor may wish to place before the Council

There were no communications placed before Council.

TC 073/25-26 Reports from committees and sub-groups

The minutes from the following meetings were NOTED:

- a) Amenities Committee – 10/06/2025
- b) Personnel Committee – 08/04/2025
- c) Planning and Transport Committee – 08/07/2025

TC 074/25-26 Q1 Budget Monitoring

Councillors noted the Q1 budget position for the 2025/26 financial year.

TC 075/25-26 July Bank Reconciliation

Councillors reviewed the bank reconciliation for July 2025.

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

TC 076/25-26 Dorset Local Plan Consultation

Councillors noted the Dorset Local Plan consultation papers and the Clerk requested that all Councillors familiarised themselves with the consultation documents to enable a comprehensive discussion to take place at the next meeting in order that a coherent response can be made.

Cllr Critchley noted that the Neighbourhood Plan contained policies which some of the proposed development would contravene and that a response to the Dorset Local Plan consultation would be discussed at the Neighbourhood Plan Steering Group's next meeting on 11 September 2025, encouraging councillors to attend.

The Dorset Local Plan consultation was noted.

TC 077/25-26 PWLB Loan Application for Town Museum

Councillors considered at length the report in respect to the public consultation for the purchase of 2 North Street for the Town Museum and forecast of the potential financial implications of a Public Works Loan. Substantive consideration was made to the length of the borrowing term, value of the project to the Town and securing value for money for taxpayers in adopting the most suitable borrowing terms.

The Mayor noted the prudence of holding a recorded vote to ensure transparency for the Ministry of Housing, Communities and Local Government and requested this in line with standing order 3(s).

It was **RESOLVED** to seek the approval of the Secretary of State for Ministry of Housing, Communities and Local Government to apply for a Public Works Loan Board loan of £750,000 over the borrowing term of 20 years for the purchase of 2 North Street for the Town Museum and supporting museum infrastructure. The annual loan repayments will come to around £80,085.36, subject to interest rates at the time.

For: Cllr D Budd, Cllr M Cotton, Cllr K Critchley, Cllr A Dallimore, Cllr I Davey, Cllr B Dean, Cllr S Dean, Cllr Z Gover, Cllr V Green, Cllr M Hill, Cllr L Kirk, Cllr D Robinson, Cllr M Tighe and Cllr S Wheatley.

Against: None

Abstentions: None

TC 078/25-26 Town Council Action List

The Town Council action list was noted.

TC 079/25-26 Report of Museum Co-ordinator

Cllr Kirk noted the success and substantial engagement of the object handling event which had taken place after submission of the report.

The Town Clerk noted the contributions of the Museum Co-ordinator's partner who, as a teacher and archaeologist, had kindly volunteered his time to support the object handling event. The Mayor led Council in a vote of thanks to the Museum Co-ordinator's partner for the support he provided during the event.

The Museum Co-ordinator's report was noted.

TC 080/25-26 Town Clerk's Update

The Town Clerk thanked Councillors for their support, contributions and consideration in respect to item 13, PWLB Loan Application for Town Museum, noting the weight of the decision that it had on some Councillors, along with their faith in Council Officers to deliver such a prestigious and major project.

The Town Clerk noted that the Dorset Local Transport Plan consultation was running synchronously with the Dorset Local Plan consultation, with both consultations closing on 13 October 2025. The Dorset Local Transport Plan consultation will be brought to the Planning and Transport Committee for its consideration.

Cllr Budd asked whether the Dorset Local Transport Plan was being created jointly with BCP Council. The Town Clerk confirmed this was the case.

TC 081/25-26 Any other items the Mayor deems urgent

There were no other items deemed urgent.

TC 082/25-26 Date of next meeting

It was noted that the next meeting of the Town Council was scheduled to be held on Tuesday 23 September 2025 at 19:30.

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



Wareham Neighbourhood Plan Steering Group

Notes of the meeting held 7.00pm, on the 19th June 2025 in the Town Hall, East Street, Wareham

	Item	Outcome of discussion	Action/ Responsible member
	Present	Cllr D. Budd, Cllr K Critchley, Cllr R Dean, D Evans, H Evans, N Fagan, Cllr Z Gover, Cllr V Green, Cllr M Hill, J Pope, Cllr S Wheatley, T Warrick	
1	Apologies	Cllr M Cotton, Cllr S Dean, S Dickins (Deputy Town Clerk), L Kenyon, Cllr M Tighe, C Turner,.	
2	Notes of meeting held on 13th March 2025	Agreed as a correct record. There were no matters arising.	
3	Appointment of Chair and Vice- Chair	Cllr Keith Critchley was appointed as Chair and Dr David Evans as Vice-Chair.	
4	Membership of Steering Group	All Town Councillors are members of the Steering Group. Mike Wiggins has indicated that he does not wish to continue serving on the Steering Group. Other members include David Evans, Hilary Evans, Nick Fagan, Linda Kenyon and Carol Turner. Trevor Warrick (who recently retired as a planner for Dorset Council) and J Pope (a lecturer at Bournemouth Arts University) have also registered interest in joining the Steering Group. They will be most welcome,	SD (Assistant Town Clerk) to add J Pope and T Warrick to the circulation list

5	Neighbourhood Plan Finances	<p>.DE explained that there are two streams of Government funding for neighbourhood planning:</p> <ul style="list-style-type: none"> • Support for Town and Parish Councils and Neighbourhood Forums This was £6m a year, made up of grants of £10k totalling £3m and technical support packages totalling £3m. This is a modest amount in the Government's budget. The 5 year contract to Locality, the charity that delivered this funding ended in March and has been cut in the recent spending review. Any committed grant has to be claimed by March 2026. • Funding for local planning authorities (eg Dorset council) to support the process including the Regulation 16 consultation, examination and referenda. This funding has not been cut and principal councils have a duty to continue to support.NP activity in their areas. <p>Neighbourhood Planning is embedded in statute dating from 2011 when the Localism Act was enacted.</p> <p>The lead officer at MCHLG is now Robert Martin who is expected to issue a statement shortly. Neighbourhood Plans are clearly goof value since they involve a great deal of voluntary time with many 1000s of additional homes being allocatedthrough the neighbourhood plan process.</p>	
6	Former Middle School, Hospital, Surgery and Hospital sites	<p>Cllr Gill Taylor and Adam Fitzgerald of Dorset Council had declined to attend for this item.</p> <p>The former Middle School closed in September 2013 and since then the building has been demolished. Temporary special needs housing has been accommodated on part of the site but no permanent plans have been implemented. There is a need for all partners to work together. Currently it would not be possible to redevelop the Doctors' Surgery as the site is landlocked.</p> <p>Agreed to invite Cllr Gill Taylor and Adama Fitzgerald to come to the next meeting.</p>	DE to invite Cllr Gill Taylor and Adam Fitzgerald to the next meeting

7	Transfer of Middle School Playing Fields to Wareham Town Council	This had recently been considered at the Town Council's Amenities Committee. A 25 year lease had been proposed which is clearly inadequate to enable the Town Council to apply for grants and invest in the playing fields. It appears that there is no one in Dorset Council's legal department who is able to carry out the transfer. Cllr Nick Ireland when he came to meet with the Town Council had said he was keen to assist with this. Cllr Richard Briggs is the portfolio holder. KC and ZG agreed to meet with the Town Clerk.	KC and ZG to meet with the Town Clerk
5	Dorset Local Plan	This was stalled in 2021 when a draft went out to consultation. An updated Dorset Plan will go out to consultation in mid August 2025 for 8 weeks. Government housing numbers have increased. Also, the BCP Local Plan Examination highlighted the issue of the Duty to cooperate and for adjoining authorities to assist in accommodating housing numbers where these cannot be provided within the conurbation. The target for Dorset had previously been 1793 homes. The current target is 3246 which represents a major increase. This equates to 55,182 homes in total between April 2026 and March 2043.	
	Wareham Railway Crossing	It was noted that the Town Council had not seen a copy of the agreement between Dorset Council and Network Railway regarding the retention of the ground level crossing. The wording of this is clearly crucial in securing the crossing in the long term and it was agreed that the Town Council should write asking to see a copy of the agreement.	Town Council to write to Dorset Council seeking a copy of the agreement between Dorset Council and Network Rail regarding the retention of the ground level crossing.
6	Date of next meeting	Thursday 11 th September	ALL

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

P&T 031/25-26 Apologies for absence

P&T 032/25-26 Declarations of interest

P&T 033/25-26 Public participation time

P&T 034/25-26 Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the meeting held on 08 July 2025 were approved subject to the above amendment and would be signed by the Chair following the meeting.

P&T 035/25-26 Matters arising from the minutes of the previous meeting

Cllr Robinson enquired whether there had been any progress on the speed surveys within the Saxon Walls following the committee's previous meeting. The Deputy Town Clerk noted that the speed surveys entailed an unbudgeted expenditure which would be considered at the Policy, Resources and Finance committee on 9 September 2025.

P&T 036/25-26 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/ADV/2025/02966
Location: 4 North Street Wareham BH20 4AF
Proposal: Pharmacy premises signage, to feature company logo and registered trademark.

Decision: **OBJECTION** – Wareham Town Council recognises that an illuminated green cross on medical facilities is exempt from restriction but strongly objects to the illumination of the remaining fascia. Wareham Neighbourhood Plan Policy TC5 states “signs should be of sympathetic and traditional design” and “not be

bulky in appearance or internally illuminated” which makes the sign contrary to policy, particularly given that it is located within a conservation area. The proposed large font, which is much bigger than the former ‘Boots’ signage, further compounds its visible intrusion within the conservation area. In addition, there is absolute objection to the sign being illuminated during the hours of 18:00–09:00, which is outside the pharmacy’s open hours and unnecessary.

P&T 037/25-26 Planning Decisions

The planning decisions report was noted.

P&T 038/25-26 Sitting Out Licence Application for The Granary, The Quay, Wareham, Dorset, BH20 4LP

The committee considered documentation in respect to the sitting out licence application for The Granary, The Quay, Wareham, Dorset, BH20 4LP which had been circulated by email and responded to prior to the meeting due to the deadline given by Dorset Council.

It was **RESOLVED** that the decision supporting the sitting out licence application for The Granary, The Quay, Wareham, Dorset, BH20 4LP received by email on 3 July 2025 be retrospectively approved.

P&T 039/25-26 New Tree Preservation Order TPO/2025/0055 (Land to the rear of 15-17 Tinkers Lane, Wareham, BH20 4QR)

The committee considered the documentation in respect to the new tree preservation order TPO/2025/0055 on the land to the rear of 15-17 Tinkers Lane, Wareham, BH20 4QR.

It was **RESOLVED** there was no objection to the implementation of the new tree preservation order TPO/2025/0055 on the tree to the rear of 15-17 Tinkers Lane, Wareham, BH20 4QR.

P&T 040/25-26 Worgret Road Speed Indicator Devices

The committee noted the report which set out the withdrawal of Dorset Council’s support of the Speed Indicator Device at Worgret Road, which had been broken for some time. It further considered the substantial cost implications to the Town Council if it were to accept Dorset Council’s offer to adopt the device, along with the limited identifiable benefit it made to road safety.

It was **RESOLVED** not to participate in the community speed indicator devices programme at this time.

P&T 041/25-26 Any other items the Chairman deems urgent

There were no items deemed urgent.

P&T 042/25-26 Date of next meeting

It was noted that the next meeting of the Planning and Transport Committee was scheduled for Tuesday 12 August 2025 at 19:00.

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



Minutes of a meeting of the Planning and Transport Committee held on Tuesday 12 August 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, D Cleaton, M Cotton and M Hill.

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

P&T 043/25-26 Apologies for absence

Apologies for absence were received and accepted from Cllr A Dallimore.

P&T 044/25-26 Declarations of interest

There were no declarations of interest.

P&T 045/25-26 Public participation time

There were no members of the public present.

P&T 046/25-26 Confirmation of the minutes of the previous meeting

It was **RESOLVED** that the minutes of the meeting held on Tuesday 22 July 2025 were approved and would be signed by the Chair following the meeting.

P&T 047/25-26 Matters arising from the minutes of the previous meeting

There were no matters arising.

P&T 048/25-26 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/2025/03227
Location: 1 Wyatts Lane Wareham BH20 4NH
Proposal: REAR EXTENSION, ALTERATIONS TO ROOF TO FORM DORMER AND ALTERATIONS / IMPROVEMENTS

Decision: NO OBJECTION

Application Number: P/FUL/2025/04230
Location: 20 South Street Wareham BH20 4LT
Proposal: Change of Use from Class E (commercial) to a Class C3 residential 3-bedroom flat, affecting part of the ground floor, first floor, and second floor.

Decision: NO OBJECTION – COMMENT – Members noted a lack of clarity within which areas of the premises would be remaining as Class E and what is proposed to change to class C3. Although there is no objection to the proposal in principle, members would not

support the front of the premises changing to class C3 as this is contrary to the Neighbourhood Plan, particularly TC1 A.

Application Number: P/LBC/2025/04231
Location: 20 South Street Wareham BH20 4LT
Proposal: Change of Use from Class E (commercial) to a Class C3 residential 3-bedroom flat, affecting part of the ground floor, first floor, and second floor. Consent for the internal and replacement rooflight works to accommodate residential use:

Decision: NO OBJECTION – COMMENT – Members noted a lack of clarity within which areas of the premises would be remaining as Class E and what is proposed to change to class C3. Although there is no objection to the proposal in principle, members would not support the front of the premises changing to class C3 as this is contrary to the Neighbourhood Plan, particularly TC1 A.

Application Number: P/LBC/2025/04433
Location: Duke Of Wellington 5-7 East Street Wareham BH20 4NN
Proposal: Roof repairs, repair of timber windows and external redecoration (masonry, windows & doors). Colours to match existing.

Decision: NO OBJECTION

P&T 049/25-26 Planning Decisions

The planning decisions report was noted.

P&T 050/25-26 Residential Parking in Wareham

It was **RESOLVED** to defer this item until the next meeting to enable officers to further investigate the proposed mixed model residential parking.

P&T 051/25-26 Any other items the Chairman deems urgent

There were no items deemed urgent.

P&T 052/25-26 Date of next meeting

It was noted that the next meeting of the Planning and Transport Committee was scheduled for Tuesday 26 August 2025 at 19:00.

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



Minutes of a meeting of the Policy, Resources and Finance Committee held on Tuesday 08 July 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.30pm.

Committee Members Present: Councillors Z Gover (Deputy Chair), D Budd, K Critchley, V Green, L Kirk and M Tighe.

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

PRF 015/25-26 Apologies for absence

Apologies were received and accepted from Cllr B Dean, Cllr S Dean, Cllr Holloway and Cllr Wheatley.

PRF 016/25-26 Declarations of interest

There were no declarations of interest.

PRF 017/25-26 Public participation time

There were three members of the public present, one of whom wished to speak.

Cllr Robinson, who was attending the meeting as part of the public gallery, wished to speak about item 11, Town Band Premises Rent. Cllr Robinson noted he was speaking in his capacity as the representative of the Council for the Town Band and had made the group's enthusiasm and contributions to Wareham's identity clear. Cllr Robinson further noted the Town Band's modest budget and spoke in support of waiving the rent for their premises as a positive gesture to the Town Band.

PRF 018/25-26 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 20 May 2025, were **APPROVED** and signed by the Deputy Chair.

PRF 019/25-26 Matters arising from the minutes of the previous meeting

There were no matters arising.

The Deputy Chair moved agenda item 11, Town Band Premises Rent, to be dealt with before agenda item 6, payment of outstanding creditors, to enable members of the public present to hear the discussion.

PRF 020/25-26 Town Band Premises Rent

Cllr Gover invited Cllr Robinson to join the committee's discussion in respect of the Town Band premises rent.

The Committee considered the report, which requested the Town Council consider ceasing the charge of rent to the Town Band for its premises lease, and noted that if Council proceeded with the request, it would set a precedent for other charitable and voluntary organisations, with which the Town Council had leases with. The Committee also noted the availability of grants for such organisations to support with their running costs, including the Town Council's own grants scheme.

It was **RESOLVED** to not to cease the existing rental charges for the Town Band premises, but to encourage and signpost the Town Band to appropriate available funding streams including encouraging it to apply for a Town Council grant.

PRF 021/25-26 Payment of outstanding creditors

Councillors considered the list of payments for approval.

It was **RESOLVED** that the payments to creditors in the sum of £18,255.46 be approved.

PRF 022/25-26 Bank Reconciliation – May 2025 and June 2025

The Committee considered the bank reconciliations for May and June 2025.

It was **RESOLVED** to approve the bank reconciliations for May and June 2025.

PRF 023/25-26 2025/26 Grant Application Policy and Form

The Town Clerk noted the grant application policy and form had undergone minimal change, with the only notable addition being the inclusion of an End of Grant Report Form to ensure transparency, impact and good financial governance.

Cllr Budd noted the use of the words electoral area and parish being used interchangeably and suggested the word parish only be used for ease of understanding for the public. In addition, number 7 of the Grant Application Process appeared wordy and not easy to understand. The Clerk would revise the wording to *“The Council’s Policy Resources and Finance Committee will normally consider grant applications at its meeting in November for ratification at the following Full Council meeting; however, the Committee may accept and determine applications at other times in the financial year as it sees fit.”*

It was **RESOLVED** to approve the Grant Application Policy and Form for the 2025/26 financial year, subject to the noted amendments.

PRF 024/25-26 Howard’s Lane Car Park Permit Charges

The Committee considered the report noting the cost which would be incurred if changes were made mid-year.

It was **RESOLVED** maintain the current Howard’s Lane Car Park permit charges with consideration given to any changes during budget setting for the 2026/27 financial year.

PRF 025/25-26 Cricket Pitch Hire Fee

The Committee considered the report noting the request to change the charging structure from seasonal to per match had been done at the cricket clubs request at the beginning of the previous season. It was further noted that once the change had been made to return to per match charging, this would not change again going forward.

It was **RESOLVED** to remove the Cricket Pitch flat seasonal rate for the Cricket Club and charge £50 per match hereafter.

PRF 026/25-26 Remembrance Sunday Road Closure

The Committee considered the report noting the price had not significantly changed from the previous year, which was very positive.

It was **RESOLVED** to appoint Core Highways (Regions) Ltd to supply road closures for the Remembrance Sunday Parade at a cost of £2,221.12 (excl. VAT) from the Council – Civic Events budget line.

PRF 027/25-26 Any other items the Chairman deems urgent

The Town Clerk noted receipt of a quote for the repair of the Council Chamber’s antique clock, which would be shared with all Councillors for approval via email, and would then be taken to the Full Council meeting on Tuesday 22 July 2025 for retrospective approval should the quote be agreed.

PRF 028/25-26 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 9 September 2025**.

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

Item 14

ACTION LIST						
DATE OF MEETING	COMMITTEE	SUBJECT	MINUTE NUMBER	ACTION	PROGRESS & DATE COMPLETED	PROJECT OWNER/ RESPONSIBLE
12.08.25	P&T	Residential Parking in Wareham	P&T 050/25-26	To consider a request of support from a resident in respect of residential parking in Wareham.	UPDATE: Considered at P&T meeting on 23.09.2025, outcome pending. It was RESOLVED to defer this item until the next meeting to further investigate the proposed mixed model residential parking	Deputy clerk
12.08.25	Amenities	Carey Hall Play Area Fencing	A 019/25-26	The Committee considered the report in respect to the installation of additional fencing at the Carey Hall Play Area.	UPDATE: Housing Association owning both properties identified and repairs requested, awaiting response from HA maintenance team 17/09/2025. Deputy Clerk to establish whether a local housing association owned the adjoining failing fences and liaise accordingly for the repairs	DEPUTY CLERK

10.6.25	Amenities	Hauses Field Facilities	A 009/25-26	<p>The committee considered the report regarding potential additional facilities for Hausess Field. It was agreed that the Chairman and Vice Chairman would visit Hausess Field with the Deputy Town Clerk to consider and investigate the issues highlighted. It was RESOLVED that further investigation of enhancing facilities at Hausess 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</p>	<p>UPDATE: Amenities resolved support for inclusion of MUGA to be included in 206/27 Amenities Budget, further feasibility work to be undertaken regarding a non-dirt pump track to be returned to the Amenities Committee. 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 Hausess field to investigate possible solutions to enhance the facilities at Hausess Field on 12.06.2025</p>	Deputy Clerk
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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 11.11.2025 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.	<p>UPDATE: Teacher seeking to identify a date for a first meeting between WTC Councillors and interested students before 28.10.2025. Terms of Reference for the Youth Council to be brought to 28.10.2025 FC Meeting. 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.</p>	Deputy Clerk/ Cllrs Cotton & Tighe
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Wareham Town Council – REPORT

Meeting Date: 23 September 2025

Agenda Item: 15

Subject:	Report of the Museum Co-ordinator
Prepared by:	Katie Seal, Museum Co-ordinator
Purpose of Report:	To provide an update on issues arising and confirmation of Museum Co-ordinator's actions.
Background:	<p>Wareham Town Museum provides historical and cultural opportunities for residents and visitors of Wareham. These services are provided through the running of the museum's exhibitions during the museum's open season as well as a range of community outreach activities, such as museum events, talks and workshops.</p> <p>The Report of the Museum Co-ordinator is a standing report to Council to inform members of the work undertaken by the Museum co-ordinator and volunteers and ongoing development work of the museum as a service.</p>
Key Points:	<p>New Volunteers</p> <p>I've had some wonderful feedback from Sue, our newest volunteer, who is really enjoying her time with us. She has even stepped in to cover other people's shifts when they have been unable to make it. I would also like to give a special mention to Pippa, who has once again done an excellent job training a new volunteer. After her taster session with Pippa, Diana has now committed to a regular weekly slot starting in October. There is definitely a more positive atmosphere in the museum, and the recent increase in interest from volunteers is a great reflection of that.</p> <p>Events and Engagement</p> <p>Our object handling session in August was a real success. A huge thank you to Katy Babbs for her support, and also to my partner Ali, who volunteered on the day (I may have taken advantage of the fact he's a schoolteacher!). Library staff estimated that over 80 people attended the session, including a local nursery group. The children loved being able to get hands-on with the objects, and it was fantastic to see so many curious young minds engaged.</p> <p>We also trialled bringing along a small selection of children's items from the shop and the card machine, and this proved worthwhile – we sold several fossil kits and other items. The feedback was overwhelmingly positive, with the library staff remarking that they hadn't seen it so busy since the Etches Collection visited. Parents also shared their appreciation, with one noting: <i>"It was really informative. My son really liked looking at all the items and talking to you!"</i> Another visitor described the event as "wonderful" and urged us to do more of these activities, which she felt were very important.</p>

	<p>Given the success, we're planning to return to the library at Halloween with another object handling session, this time with a spooky twist.</p> <p>Looking ahead, I'll be giving a talk at the Dementia Café at the Rugby Club on Monday 22nd. This will focus on Wareham through the 1940s–60s, reflecting on how the town has changed, as well as exploring Wareham's role during the Second World War. My aim is to help participants reconnect with their past, supported by a selection of photographs and objects such as food packaging and everyday items from the 1940s and 50s.</p> <p>Partnerships and Loans</p> <p>This month I have been actively networking with colleagues at Dorset Museum, Bridport, Lyme Regis, East Dorset, and the Royal Signals Museum, as well as catching up with our advisor, Vicky De Witt. An exciting opportunity is emerging for next year to collaborate with Dorset museums on a county-wide treasure trail. This could include borrowing an item from Dorset Museum that would be considered "treasure" within our own collection.</p> <p>Next month, we will also be working with <i>Coasts In Mind</i> on an intergenerational project bringing together younger people and the older community to discuss how Wareham has changed over their lifetimes.</p> <p>Shop and Museum Maintenance</p> <p>The shop is performing well, with increased interest in our children's titles and the Lawrence of Arabia books in particular. During a recent visit to Dorset Museum, I took the opportunity to photograph their gift shop and speak with their retail lead, who shared some helpful advice. I intend to continue researching best practice by visiting other local museum shops to understand what works for them. Striking the right balance between stocking locally relevant items and popular products will be important for our own shop.</p> <p>We are also trialling something new this year – keeping the museum open throughout the winter. From November to Easter we will open two days a week, on Thursdays and Fridays, from 10am–2pm. These hours mean no one will have to travel in the dark, and the volunteers who currently cover those days have expressed enthusiasm about continuing through the winter. This continuity will help maintain the strong volunteer network we've built, while also providing a presence in town during the lead-up to Christmas. The grounds team have also noted that many visitors are disappointed when the museum is closed over the winter, so there is definitely demand.</p> <p>Archiving Project</p> <p>Whilst there is certainly a big backlog to archive the focus is now on moving forward with a clear strategy that reflects the Museum's current priorities and visitor needs. My aim is to work constructively</p>
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	<p>with the present team to create a sustainable accessible archive for the future.</p> <p>Oral History Project: Our Identity – Past, Present and Future</p> <p>I have spoken with Vicky De Witt, Dorset Museum Co-ordinator, about this project, and she is currently exploring next steps.</p>
Implications:	<p>The museum is a significant public service to the town and the reporting of its activities for Council allows members to contribute more fully to shaping its future development.</p> <p>The strategic documents drafted by the Museum Co-ordinator are key enablers to future developments for the museum.</p> <p>Elements of the Museum's services are supported by the successful application of grants and their reporting is brought for information and report.</p>
Recommendation:	To note the report of the Museum Co-ordinator for information.