



Town Hall  
East Street  
Wareham  
Dorset  
BH20 4NS

2 July 2025

To: All Members of the Policy, Resources and Finance Committee

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of the **POLICY, RESOURCES AND FINANCE COMMITTEE** to be held on **TUESDAY 8 JULY 2025** in the Council Chamber, Town Hall, East Street, Wareham at **19:30 hrs** 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 Council Office on 01929 553006 if you need any further information on this Agenda.***

**Members of the Policy, Resources and Finance Committee**

Councillor S Dean (Chairman)  
Councillor D Budd  
Councillor K Critchley  
Councillor V Green  
Councillor M Tighe

Councillor Z Gover (Vice Chair)  
Councillor B Dean  
Councillor R Holloway  
Councillor L Kirk  
Councillor S Wheatley

**A G E N D A**

**8 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 'Protocol 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 20 MAY 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 20 MAY 2025**

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

**6. 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.

**7. Bank Reconciliation – May 2025 and June 2025 – TO FOLLOW**

To approve the Bank Reconciliations for May and June 2025.

**8. 2025/26 Grant Application Policy and Form**

To consider and approve the Grant Application Policy and Form for the 2025/26 financial year.

**9. Howard's Lane Car Park Permit Charges**

To consider the annual permit charges for Howard's Lane Car Park.

**10. Cricket Pitch Hire Fee**

To consider the request to revert to "per match" charges for the Cricket Pitch.

**11. Town Band Premises Rent**

To consider the request to cease rent charges to the Town Band at Mill Lane.

**12. Remembrance Sunday Road Closure**

To consider and approve the Remembrance Sunday road closure.

**13. Any other items the Chairman deems urgent**

For report, information or for the agenda at the next meeting of the Policy, Resources and Finance Committee. Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

**14. Date of next meeting**

To note the date of the next meeting, which is scheduled for **TUESDAY 9 SEPTEMBER 2025**



**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**

## **Grants to Local Organisations Policy**

## Introduction

A grant is any payment made by the Wareham Town Council ("the Council") to be used by an organisation for a specific purpose which will benefit the Parish, or residents of the Parish, and which is not directly controlled or administered by the Council. The Council awards grants at its discretion to local organisations who can demonstrate a clear need for financial support where the Parish will benefit by:

- Providing a service
- Enhancing the quality of life
- Improving the environment
- Promoting the Parish of Wareham in a positive way

## Grant Application Process

1. This policy, application form and any other required forms will be available on the Town Council website or by request from the Clerk to the Council, who will, upon receipt of all applications after the application deadline date, collate all the necessary information from the applicants ready for presentation and discussion at the appropriate Council meeting.
2. All questions on the application form should be fully answered and the additional information supporting an application should be provided.
3. In addition to the application form organisations will be required to provide the following supporting information:
  - a copy of their written constitution or details of their aims and purpose,
  - full details of the project or activity,
  - demonstration that the grant will be of benefit to the local community within the Parish,
  - the proportion or number of beneficiaries living in the electoral area,
  - demonstration of a clear need for the funding,
  - a copy of the previous year's accounts or, for new initiatives, a detailed budget and business plan.
4. All grant applications must be received by 31 October for grants to be awarded at the Christmas Civic Event in December.
5. The Town Council will make the decision on which grants to award, and all applicants will be contacted following the Council's decision.
6. The Council has a limited budget each year and for the year 2025-26, the total small grants budget is £8,000.
7. The Council's Policy Resources and Finance Committee will normally consider grant applications at its meeting in November for ratification at Full Council at its meeting in November, however the Committee may accept applications at other times for consideration at its meeting in November.

## Conditions of Funding

1. The organisation must be either non-profit or charitable. Applications will not be considered from private organisations operated as a business to make a profit or surplus.
2. Grants will not be made to organisations that discriminate on the grounds of race, religion, age, gender, transgender, sexual orientation, marital status, pregnancy or any disability.
3. Grants will not be made to individuals.
4. Grants will not be made retrospectively.
5. Applications will not normally be considered from national organisations or local groups with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project. The Council will only provide funding to assist organisations that are not based in the area, pro-rata for residents using that service.
6. An organisation should have a bank account in its own name with two authorised representatives required as signatories.
7. The administration of and accounting for any grant shall be the responsibility of the recipient. All awards must be properly accounted for, and evidence of expenditure should be supplied to the Council as requested.
8. Only one application for a grant will be considered from each organisation in any one Town Council financial year.
9. Grants will not normally be made for ongoing running/core costs e.g.:
  - Utility bills
  - IT and website support costs
  - Rent and rates
  - Insurance
  - Service contracts
  - Salaries
  - Lease payments
  - Stationary and other consumables

Where an application is for running costs for a project, the applicant should detail the plans to find future running costs from alternative sources. Where grants for running costs are made, no guarantee of future funding is implied.

10. Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year.
11. The Council will normally only consider grant applications for £1,000 or less. In exceptional circumstances where a significant and wide-ranging community benefit are clearly demonstrated in the application form, grants for higher amounts may be considered.



12. The Council welcomes applications which demonstrate how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications.
13. Each application will be assessed on its own merits.
14. The Council may make the award of any grant or subsidy subject to such additional conditions and requirements as it considers appropriate. The Council reserves the right to refuse any grant application which it considers to be inappropriate or against the objectives of the Council.
15. Any grant must only be used for the purpose for which it was awarded unless the written approval of the Council has been obtained for a change in use of the grant monies, and that any unspent portion of the grant must be returned to the Council by the end of the financial year in which it was awarded.
16. An End of Grant Report will be required to evidence of the use of the full grant amount for the agreed purpose must be provided to the Town Council by 31 July in the year following the grant being transferred. Evidence must include the completed End of Grant Form and may also include receipts, photos, reports. The Council welcomes the opportunity to physically see what was achieved with the funding as part of the report. Should the evidence not be received the Council will request the return of the funds.
17. If awarded a grant, the Council would welcome an invitation for the Mayor to visit the project and attend any official opening. The Council can assist with the promotion of such events and with press releases.
18. Grant applications are reviewed by the Town Clerk (or Deputy Town Clerk in the Clerk's absence), who provides a full report to the Policy, Resources and Finance Committee at its November meeting for decision.
19. The Council may make the award of any grant or subsidy as it considers appropriate in the event of any unforeseen urgent event.
20. A grant award ceremony shall be held as part of the Christmas Civic event in December.
21. Nothing contained herein shall prevent the Council from exercising, at any time, its existing duty or power in respect of providing financial assistance or grants to local or national organisations under the provisions of the Local Government Act 1972, Section 137.



## GRANT TO LOCAL ORGANISATION APPLICATION FORM

### ***Please Read These Notes Carefully Before Completing the Form***

1. Not all the questions contained in this application form are relevant to all organisations or have enough space for adequate explanation. As such, the Council welcomes any supporting information which you believe will better explain and assist your application.
2. If there is insufficient space on any part of the application form, please indicate and attach a separate note.
3. When making your application:  
  
The Council particularly encourages applications for specific one-off costs or projects. However, it may also consider revenue costs except for those which are the responsibility of another local authority, for example the Principal Authority.
4. All applications must include:
  - a) A copy of the latest financial statement of the organisation (if applicable showing all general and special balances).
  - b) All applications for grant aid must declare any other grants that have been received in connection with the same application.
5. Requests for grants will only normally be considered from the following categories:
  - a) A Wareham-based charity, organisation or association.
  - b) An organisation or association serving the needs of the residents of Wareham.
  - c) An organisation or association serving a specific section of the Wareham community.
6. An award of a grant must give direct benefit to all or some of the inhabitants of Wareham, and the size of the grant should be commensurate with the benefit delivered.
7. The Council as a body does not affiliate to any political party or religion, therefore will not provide grant aid to support any religious group or activity in the town. By law, the Town Council cannot offer financial assistance to any political party.
8. Applications for grants which do not meet the criteria set out in 5 above may still be considered in certain circumstances where the law allows.
9. You will be informed in writing whether your application has been successful.
10. If you have any queries or wish to discuss the application, please contact the Council office on 01929 553006 or email [office@wareham-tc.gov.uk](mailto:office@wareham-tc.gov.uk)

1.	Name of organisation	
2.	Name of contact	
3.	Contact Address	
4.	Tel. No	
5.	Email Address	
6.	Address where activities are based <i>if different from contact address</i>	
7.	What area (community) is served?	
8.	Are there any other similar facilities or services provided in the area/district?	
9.	Approximately how many people in Wareham benefit from and/or attend your organisation/activity?	
10.	How does your organisation/activity benefit the residents of Wareham? Please state how.	
11.	Present charges/ subscription/fees. Please attach schedule if available.	
12.	Are there any proposals to change or introduce charges, subscriptions or fees? If so, please advise effective dates.	

13.	Details of the project, facilities or service to be provided and how it will benefit the community:	
14.	a) Proposed starting date of project or acquisition date of equipment.	
	b) Estimated completion date or length of time for the project.	
15.	Please give details of the cost of the project	

16.	Please give details of other grants awarded or applied for.	
17.	Amount of grant requested from Wareham Town Council and provide a breakdown in box 18.	
18.	Have you included a copy of the latest financial statement of the organisation (if applicable showing all general and special balances)	
19.	Any other relevant information <i>continue on a separate sheet if necessary</i>	

**Signed**..... **Date**.....

Please return your application form to: Town Clerk, Wareham Town Council, Wareham Town Hall, East Street, Wareham, Dorset, BH20 4NS or email [office@wareham-tc.gov.uk](mailto:office@wareham-tc.gov.uk) enclosing your organisation's latest financial statement. **The deadline for receipt of applications is 31 October 2025.**

# End of Grant Report Form

For grants awarded by Wareham Town Council

## Section 1: Grant and Organisation Details

### 1.1 Organisation Information

Organisation Name:	[Full legal name of the organisation/group]
Organisation Address:	[Full postal address]
Contact Person for this Report:	[Name and Title]
Contact Email:	[Email address]
Contact Phone Number:	[Phone number]
Website (if applicable):	[Website URL]
Charity Number (if applicable):	[Your organisation's charity registration number]

### 1.2 Grant Information

Project Title (as per original application):	[Original project title]
Grant Amount Awarded:	£[Amount]
Report Submission Date:	[DD/MM/YYYY]

## Section 2: Project Activities and Achievements

### 2.1 Project Summary

Please provide a brief overview (approx. 100-150 words) of the project activities undertaken with this grant. How did the

actual activities align with or differ from your original proposal?	
<b>2.2 Achievements and Outcomes</b>	
Referring to the objectives outlined in your original grant application, please describe the <b>main achievements and outcomes</b> of your project. Please be specific and provide examples where possible. (Approx. 200-300 words)	
Unexpected Benefits/Positive Impacts:	Were there any unexpected benefits or positive impacts that arose from your project?
Challenges/Unexpected Issues:	Were there any challenges or unexpected issues encountered during the project? How did your organisation adapt or respond to these? What did you learn from this experience?
<b>2.3 Beneficiaries</b>	
Who were the primary beneficiaries?	(e.g., specific age groups, communities, demographics, etc.)
Approximately how many people benefited directly?	
How did the grant specifically benefit them?	
<b>2.4 Quantifiable Results (if applicable)</b>	
Please provide any quantifiable data that demonstrates the success or reach of your project.	
Metric (e.g., Number of workshops held):	Target (from application) [e.g., 5 workshops]
<b>Section 3: Financial Report</b>	

<b>3.1 Expenditure Breakdown</b>	
Please provide a detailed breakdown of how the grant funds were spent. You may attach a separate spreadsheet if preferred, but please summarise below.	
Budget Category:	Original Budget
[e.g., Staff Costs]	£
[e.g., Equipment]	£
[e.g., Venue Hire]	£
[e.g., Materials]	£
[e.g., Marketing]	£
<b>Total Grant Expenditure</b>	<b>£[Total]</b>
<b>3.2 Other Funding Sources</b>	
Did this project receive funding from any other sources? If so, please list them and the amounts received.	
Funder Name:	Amount Received
	£
	£
<b>3.3 Unspent Funds</b>	
Amount Unspent:	£[Amount]



Proposed Plan for Unspent Funds:	[Describe your plan, e.g., return to Wareham Town Council, carry forward with approval, etc.]
<b>3.4 Supporting Documentation</b>	
Confirmation of retained receipts:	Yes, we confirm that original receipts and invoices are retained.
<b>Section 4: Project Legacy and Future Plans</b>	
<b>4.1 Sustainability</b>	What are the plans for this project, or the activities initiated by this grant now that the funding period has ended? Will the work continue? If so, how will it be sustained? (Approx. 100-150 words)
<b>4.2 Learning and Impact</b>	What key learning or insights has your organisation gained from delivering this project? How has this grant contributed to the overall mission or capacity of your organisation?
<b>4.3 Publicity and Recognition</b>	How was [Your Organisation Name] acknowledged in any publicity, promotional materials, or events related to this project? Please provide examples or attach relevant materials.
<b>Section 5: Declaration</b>	
<b>5.1 Additional Comments</b>	Is there anything else you would like to tell us about your project or its impact? (e.g., testimonials, media coverage, photos, etc. – please attach as appendices if available).
<b>5.3 Declaration</b>	
I, the undersigned, certify that:	
The information provided in this End of Grant Report is true and accurate to the best of my knowledge.	

The grant funds were used in accordance with the terms and conditions outlined in the grant agreement.	
Our organisation has complied with all relevant regulations and safeguarding policies during the delivery of this project.	
Signed:	
Name (Printed):	[Full Name]
Position:	[Position in Organisation]
Date:	[DD/MM/YYYY]
<b>Instructions for Grant Recipients:</b>	
Please complete all sections of this form.	
Be as clear and concise as possible in your responses.	
You may attach additional pages, photographs, or documents (e.g., project reports, case studies, media clippings, testimonials) if they help to illustrate your answers.	
If you have any questions about completing this form, please contact <a href="mailto:office@wareham-tc.gov.uk">office@wareham-tc.gov.uk</a>	
<b>Please return this completed form and any supporting documents to:</b> Wareham Town Council, Wareham Town Hall, Wareham, Dorset, BH20 4NS <a href="mailto:office@wareham-tc.gov.uk">office@wareham-tc.gov.uk</a>	

## POLICY RESOURCES AND FINANCE COMMITTEE REPORT

**Meeting Date: 08 July 2025**

### Agenda Item: 9

<b>Subject:</b>	Howard's Lane Car Park Permit Charges											
<b>Prepared by:</b>	Sam Dickins, Deputy Town Clerk											
<b>Purpose of Report:</b>	To consider the annual permit charges for Howard's Lane Car Park.											
<b>Background:</b>	<p>As of March 2025, Dorset Council amended its fees for car park permits.</p> <p>At the request of Council, this report has been produced to allow consideration as to whether amendment to current permit charges would be prudent to match Dorset Council charges.</p>											
<b>Key Points:</b>	<p>Dorset Council <a href="#">flexi stay car park permits</a> allow for unlimited parking (without reserved bays) in Bonnets Lane, Connegar Lane and Streche Road car parks. These can be purchased for £29 monthly or £305 annually.</p> <p>Wareham Town Council offers parking permits for Howard's Lane car park for £373 annually in unreserved bays, and £496 in reserved bays. This means Wareham Town Council parking using comparable unreserved bay permits is £68 (22.3%) more expensive than Dorset Council annually.</p> <p>There has been a decrease in unreserved permit holder numbers over the 2024/25 and 2025/26 period, reflected in the table below. The marginal increase of 1 reserved permit holder appears to fluctuate from year to year.</p> <table><tr><td></td><td>Unreserved Bays</td><td>Reserved Bays</td></tr><tr><td>2025/26</td><td>6 (-33% / £1,119)</td><td>5 (+25% / £496)</td></tr><tr><td>2024/25</td><td>9</td><td>4</td></tr></table> <p>Reducing or otherwise amending permit charges mid-year may be unpractical and unpopular with residents who are already permit holder if not reimbursed.</p> <p>Less permits leaves more spaces for short stay revenue turnover which is greater than permit income and could result in increased revenue over the long term.</p> <p>Reviewing permit charges with changes being instigated later may present the opportunity for the Council to more closely match Dorset Council charges, as well as exploring monthly pricing structures, which are more attractive and payment friendly for residents.</p>				Unreserved Bays	Reserved Bays	2025/26	6 (-33% / £1,119)	5 (+25% / £496)	2024/25	9	4
	Unreserved Bays	Reserved Bays										
2025/26	6 (-33% / £1,119)	5 (+25% / £496)										
2024/25	9	4										
<b>Implications</b>	<p><b>Increased Attractiveness and Competitiveness:</b> By reducing the cost of unreserved permits to match Dorset Council's annual rate (£305), Wareham Town Council's permits would become significantly more attractive. This could reverse the recent decline in unreserved permit holders and encourage new users.</p> <p><b>Immediate Revenue Loss from Unreserved Permits:</b> A direct reduction of the unreserved annual permit from £373 to £305 would result in a £68 (22.3%) loss per permit. Based on the current 6 unreserved permit holders, this would equate to an immediate annual revenue drop of £408 (£68 x 6).</p>											

	<p><b>Improved Resident Satisfaction:</b> Offering more competitive pricing and potentially introducing monthly payment options (like Dorset Council's £29 monthly permit) would likely be very popular with residents. This flexibility and affordability could be seen as a positive step by the Council.</p> <p><b>Potential for Reimbursement Demands:</b> Amending charges mid-year without reimbursing existing permit holders who paid the higher fee would be "unpractical and unpopular." This could lead to significant dissatisfaction, administrative burden for processing refunds, and potential negative public relations.</p>
<b>Recommendation</b>	To consider the annual permit charges at Howard's Lane Car Park.

## POLICY RESOURCES AND FINANCE COMMITTEE REPORT

Meeting Date: 8 July 2025

### Agenda Item: 10

<b>Subject:</b>	Cricket Pitch Hire Fee
<b>Prepared by:</b>	Sam Dickins, Deputy Town Clerk
<b>Purpose of Report:</b>	To consider the request to revert to “per match” charges for the Cricket Pitch.
<b>Background:</b>	<p>Wareham Town Council changed to a season rate for hire of the cricket pitch to Wareham Cricket Club at the request of cricket club. This was set at £400 per season, equating to the cost of eight games, offering a modest discount for the club should it play more home games.</p> <p>The cricket club’s treasurer approached the Town Council asking to return to pay per game in the 2025 season, as the club has only seven home games scheduled.</p>
<b>Key Points:</b>	<p>Allocation of season games fluctuate for clubs from year to year, making it challenging for clubs to forecast how many home games will be played.</p> <p>The Council should adopt a clear direction in respect to how the cricket club’s bookings are billed in future and remain at this arrangement.</p>
<b>Implications</b>	<p>Refusing the request may be viewed as obtrusive and unfair by the cricket club, harming the Town Council and Cricket Club’s relationship.</p> <p>A deterioration in the Town Council and Cricket Club’s relationship may prompt the club to stop using Wareham Town Council’s facilities, leading to a loss in revenue.</p>
<b>Recommendation</b>	To consider the request to charge “per match” for the cricket season and remove the flat season rate.

## POLICY RESOURCES AND FINANCE COMMITTEE REPORT

**Meeting Date: 8 July 2025**

### Agenda Item: 11

<b>Subject:</b>	Town Band Premises Rent
<b>Prepared by:</b>	Nicola Gray, Town Clerk & RFO
<b>Purpose of Report:</b>	To consider the request to cease rent charges to the Town Band at Mill Lane.
<b>Background:</b>	The Council Representative for the Town Band, Cllr Robinson, reported back to Council with a request for the Council to consider ceasing charging the Town Band for the facility it rents at Mill Lane.
<b>Key Points:</b>	<p>Members should consider the request carefully taking into consider the following matters:</p> <ul style="list-style-type: none"> <li>• The current rent paid for the facility is £197 per half year.</li> <li>• The Town Band are responsible for its share of utility costs alongside the CAB who lease the remainder of Mill Lane.</li> <li>• The Council supports the Town Band with its fund-raising efforts by not charging for the Corn Exchange when it holds an event and can provide a grant from its small grants programme, which it has done in the past.</li> <li>• There are numerous external grants available for Town Bands, some of which are quite substantial. Examples include grants from the Arts Council, National Lottery, Musicforall.org.uk, The Independent Society of Musicians, and the PRS Foundation. The availability of these alternative funding sources suggests the band may not be solely reliant on Council rent relief.</li> <li>• The Council has a responsibility to maintain the Mill Lane building, incurring ongoing costs. Rental income contributes, however minimally, to these maintenance costs.</li> <li>• Other charities and organisations lease Council property and pay market rent. Waiving rent for the Town Band could be perceived as discriminatory, potentially leading to similar requests from other organisations and impacting the Council's overall rental income streams.</li> </ul>
<b>Implications</b>	<p><b>Financial Impact:</b> While the £394 annual rent might seem small, it's a direct loss of income. Over time, this could add up, particularly if other organisations follow suit. The Council would need to absorb this cost, potentially impacting other budget lines or services.</p> <p><b>Precedent Setting:</b> Waiving rent for the Town Band could set a precedent for other community groups, charities, or non-profit organisations currently renting Council facilities. If the Council grants this request, it becomes much harder to refuse similar requests from other groups, regardless of their financial standing or community contribution. This could lead to a substantial cumulative loss of rental income for the Council.</p> <p><b>Perceived Value:</b> If the facility is provided for free, there's a risk that the Town Band (or other future users) might not value the space as much as if they were contributing financially.</p>
<b>Recommendation</b>	To consider the request and decide whether to waive the rent for the Town Band.

## POLICY RESOURCES AND FINANCE COMMITTEE REPORT

Meeting Date: 8 July 2025

### Agenda Item: 12

<b>Subject:</b>	Remembrance Sunday Road Closure
<b>Prepared by:</b>	Sam Dickins, Deputy Town Clerk
<b>Purpose of Report:</b>	To consider and approve the Remembrance Sunday road Closure.
<b>Background:</b>	<p>Wareham Town Council organises the administrative logistics of the Remembrance Sunday Parade, which takes place in North, South and East Street and The Quay at various times.</p> <p>To safely facilitate the parade, rolling road closures are required to be manned and managed by a qualified firm as the Council does not have adequate resources to do so. The intense demand on road closure providers for Remembrance Sunday makes it difficult to source competitive offers from a range of firms.</p>
<b>Key Points:</b>	<p>Officers have secured a quotation from Core Highways (Regions) Ltd, whom the Council has appointed previously, meeting the requirements of the parade totalling £2,221.12 (excl. VAT).</p> <p>A budget line is in place to facilitate the civic events such as Remembrance Sunday with sufficient funds remaining to cover this expense.</p>
<b>Implications</b>	<p>The Council – Civic Events budget line has £3,548.34 remaining to facilitate events.</p> <p>Failure to secure road closure provision would result in the parade not being able to take place exposing the Council to reputational damage.</p>
<b>Recommendation</b>	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 <i>Council – Civic Events</i> budget line.