



WAREHAM

Town Council

Town Hall
East Street
Wareham
Dorset
BH20 4NS

4 MARCH 2026

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 10 MARCH 2026** in the Council Chamber, Town Hall, East Street, Wareham at **7:30pm** 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

10 MARCH 2026 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 Tuesday 13 January 2026

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 Tuesday 13 January 2026

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. 20mph within Saxon Walls – Speed Surveys – TO FOLLOW

To consider a recommendation from the Planning and Transport Committee to commission speed surveys in pursuance of a 20mph zone in the Saxon Walls.

8. Annual Fire Monitoring Safety – TO FOLLOW

To review the current annual fire safety monitoring and consider the quotes received.

9. Croquet Lawn Fee Rate – TO FOLLOW

To consider a revised fee rate for the use of the croquet lawn at the Recreation Ground.

10. Annual Risk Assessment – TO FOLLOW

To consider and review the Town Council's annual risk assessment.

11. Draft Children and Vulnerable Adults Protection Policy – TO FOLLOW

To consider the Draft Children and Vulnerable Adults Protect Policy.

12. Draft Petition Policy – TO FOLLOW

To consider the revised Draft Petition Policy.

13. Howards Lane Car Parking Card Payment Processing – TO FOLLOW

To review and consider the Howards Lane Car Park card payment processing provision.

14. 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).

15. Confidential Session

That under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting as publicity would be prejudicial to the public interest because of the nature of the business to be transacted.

16. Howards Lane Public Convenience Cleaning Contract – TO FOLLOW

To consider received tender submissions and recommend a successful contractor to Full Council for approval.

17. Date of next meeting

To note the date of the next meeting, which is scheduled for **TUESDAY 19 MAY 2026 at 7:30pm.**



Minutes of a meeting of the Policy, Resources and Finance Committee held on Tuesday 13 January 2026 in the Council Chamber, Town Hall, East Street, Wareham at 7.30pm.

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

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

Also present: Councillors D Cleaton, M Cotton, A Dallimore, I Davey and M Hill.

PRF 060/25-26 Apologies for absence

There were no apologies for absence.

PRF 061/25-26 Declarations of interest

There were no declarations of interest.

PRF 062/25-26 Public participation time

There were two members of the public present, one of whom spoke in support of the Town Council including provision for Neighbourhood Plan funding within its budget recommendation to Full Council.

PRF 063/25-26 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 11 November 2025, were **APPROVED** subject to the following amendments and would be signed Chairman following the meeting.

PRF 046/25-26: Amendment of “pecuniary” to “non-pecuniary” in both instances.

PRF 054/25-26: Removal of superfluous last clause in the final sentence of the first paragraph.

PRF 064/25-26 Matters arising from the minutes of the previous meeting

There were no matters arising.

PRF 065/25-26 Payment of outstanding creditors

The Committee considered the list of payments for approval.

It was **RESOLVED** that the payments to creditors in the sum of £43,377.06 be **APPROVED**.

PRF 066/25-26 Bank Reconciliations

The Town Clerk advised that a 5p adjustment had been required following receipt of the Joint Burial Committee final accounts after the Town Council’s accounts had been submitted to External Audit. This required the bank reconciliations to be re-run from 1 April to ensure the accounts were balancing.

It was **RESOLVED** to **APPROVE** the bank reconciliations from April to December 2025.

PRF 067/25-26 Q3 Budget Monitoring

The Committee considered the Q3 budget position for the 2025/26 financial year.

The Q3 budget position for the 2025/26 financial year was NOTED.

PRF 068/25-26 Howards Lane Car Park Cash Collection Contract

The Committee considered the report regarding the review of contractors to manage the Town Council's cash collections from the Howards Lane car parking terminals.

It was **RESOLVED** that RMS Cash Solutions Limited TA Pivotal be appointed to provide fortnightly cash collections from the Howards Lane car parking terminals at a cost of £16 (excluding VAT) per terminal per visit and 0.95% (excluding VAT) coin processing fee to be drawn from the "Howards Lane Car Park – Cash Payment Fees" cost centre.

It was **RESOLVED** that delegated authority be given to officers to increase the service frequency to weekly collections should business needs demand more frequent collection in the summer months.

PRF 069/25-26 Interim Audit Report

The Committee received and noted the interim internal audit report 2025/26 following the internal auditor's first visit and the management responses provided.

The Interim Audit Report was NOTED.

PRF 070/25-26 2026/27 Draft Budget and Precept Setting

The Town Clerk presented the options which had been drafted for the 2026/27 budget, explaining that Appendix A showed the total budget including all items requested by all committees and Appendix B showing the total budget including all items requested by all committees with a £50,000 deficit funded by the general reserve to reduce the precept burden.

Option A would result in an increase of £52.43 per annum on a Band D property, or £1 per week, or 14p per day, and would take Band D from £247.55 to £299.98. This equated to 21.18%.

Option B would result in an increase of £30.70 per annum on a Band D property, or 59p per week, or 8p per day. This would take a Band D from £247.55 to £278.95. The equated to 12.40%.

Both options were considered at length with the Town Clerk advising Council as its RFO that to use its general reserve would leave Council financially vulnerable at a time where it would be undertaking some major projects.

Consideration was given to the Neighbourhood Plan budget line, including whether it was required in the 2026/27 financial year at all, or whether the burden to the taxpayer could be spread across 2 years. It was agreed that as the budget had been produced with it included, and the total annual increase was only £2.43 above the indicative rise for the Museum purchase alone, so the public were already prepared for that level of increase. It was also noted

that even though a budget line had monies set within it, it did not mean all the monies must be spent.

It was **RESOLVED** to recommend to full council the approval of the proposed draft budget at £690,430 with a proposed precept increase of 21.18%.

PRF 071/25-26 Any other items the Chairman deems urgent

There were no items deemed urgent.

PRF 072/25-26 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 10 March 2026**.

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

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