



Minutes of a meeting of the Policy, Resources and Finance Committee held on Tuesday 11 March 2025 in the Council Chamber, Town Hall, East Street, Wareham at 7.30pm.

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

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

PRF 058/25 Apologies for absence

Apologies were received and accepted from Cllr R Holloway.

PRF 059/25 Declarations of interest

Cllr Critchley declared a nonpecuniary interest in item 14 in respect of Conniger Lane Car Park, as chair of the Wareham Joint Burial Committee.

PRF 060/25 Public participation time

There were no members of the public present.

PRF 061/25 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 14 January 2025, were **APPROVED** and would be signed by the Chairman following the meeting.

PRF 062/25 Matters arising from the minutes of the previous meeting

There were no matters arising.

PRF 063/25 Payment of outstanding creditors

It was **RESOLVED** that the payments to creditors in the sum of £64,559.04 be **APPROVED**.

PRF 064/25 Bank Reconciliation – January and February 2025

It was **RESOLVED** to **APPROVE** the bank reconciliations for January and February 2025.

PRF 065/25 Review of Car Park Permit Charges

Members considered the report in respect of car park permit charges in the Howard's Lane car park, noting that Wareham Town Council's charges were adequate, and an increase could discourage residents from taking up permits at they may be overpriced.

It was **RESOLVED** that Wareham Town Council's car park permit charges remain unchanged for the 2025/2026 financial year.

PRF 066/25 Adverse Weather Policy

Members considered the draft adverse weather policy.

Cllr Budd noted some typographical, grammatical and stylistic areas for enhancement within the draft policy and agreed to share these with the Deputy Clerk outside of the meeting.

It was **RESOLVED** that Wareham Town Council **APPROVE** the adverse weather policy subject to the amendments suggested by Cllr Budd.

PRF 067/25 Council Facilities Hire Charges and Terms and Conditions of Hire Review

Members considered the proposed changes to hire charges for Council Facilities and the terms and conditions of hire within the report noting it would be prudent for officers to monitor any impact to bookings, and if any impact is identified, to return back to the Committee for further consideration.

CLlr Budd noted that the terms and conditions of facilities hire included the option for the Policy, Resource and Finance Committee to agree increased deposits for higher risk activities. Given the meeting timetable it would be prudent to have the matter delegated to the Town Clerk instead who could report to the Committee if it was felt it was needed.

It was **RESOLVED** to adopt the hire charges and terms and conditions of hire, subject to the above amendments.

PRF 068/25 Civic Procedure Policy

The Town Clerk presented the Civic Procedure Policy noting it was personal to Wareham and could be amended as and when matters arose that were felt important and should be included for future guidance. It was clarified that the LGA 1972 did specify some processes and procedures which had previously been included in a guide, but as these were clearly defined in law it was unnecessary to include them in the policy.

It was **RESOLVED** to APPROVE the Civic Procedure Policy.

PRF 069/25 Any other items the Chairman deems urgent

There were no items deemed urgent.

PRF 070/25 To resolve to exclude members of the press and public

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

PRF 071/25 Conniger Lane Car Park

Members considered the tabled report from the Town Clerk which set out the financial implications of the Town Council taking over the lease with the Joint Burial Committee. The Town Clerk explained that Dorset had specified the financial information could not be shared publicly for security reasons.

It was **RESOLVED** not to progress the matter at this time, but the Town Council would consider the option in future years.

PRF 072/25 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 08 July 2025**.

Chairman.....

Date.....