



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.....

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