



# GILLINGHAM TOWN COUNCIL

## FULL COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR  
Tel: 01747 823588 Email: GTC@gillinghamdorset-tc.gov.uk

Dear Sir/Madam

All members of the Gillingham Town Council are **summoned** to the **Full Council** meeting to be held on **Monday, 25<sup>th</sup> February 2019**, in The Jubilee Room, Town Hall, School Road, Gillingham, commencing at 7.30pm.

*Julie Hawkins*

18th February 2019

Julie Hawkins  
Town Clerk

**The Mayor requests that all members join her in the Civic Hall at 6.40pm for a photograph to mark the end of the current term of office.**

**The Mayor requests that all members attend a presentation by The Gillingham School Sixth Form Committee at 7.15pm prior to the start of Full Council.**

Prior to the start of the meeting Members are invited to join the Mayor in the Council Chamber at 7.28pm for an Opening Statement.

All in attendance should be aware that filming, recording, photographing or otherwise being reported about may occur during the meeting. A designated area is set aside for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

## AGENDA

1. To receive apologies for absence.
2. To approve the minutes of the Full Council meeting held on Monday, 28<sup>th</sup> January 2019.
3. Questions.
4. Declarations of Interest: Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.
5. To receive and consider reports from the Schools Councils if available.

**Full Council Agenda – Monday, 25<sup>th</sup> February 2019 (continued):**

6. To approve and authorise payments for the second half of February 2019.
7. To receive written reports from outside bodies, if available, for consideration and approval:
  - a) Three Rivers Partnership (3RP) and Three Rivers Community Partnership Board of Trustees, the Gillingham Community Leisure Trust (GCLT) (Cllr Von Clemens)
  - b) Town Meadow Group (Cllr Mrs Cullingford)
  - c) Gillingham Chamber of Commerce and Industry (Cllr Von Clemens)
  - d) DAPTC (Larger Towns: Cllr Mrs S Hunt/Cllr Von Clemens, Northern Area: Cllr P Harris)
  - e) Transport Forum (Cllr Mrs Ridout)
  - f) Gillingham Town Team (Cllr Gould)
  - g) Blackmore Tourism Association (Cllr Von Clemens)
  - h) Citizens Advice (Cllr Mrs Hunt)
8. To receive the following Committee reports for consideration and adoption:
  - a) General Purposes Committee held on Monday, 4<sup>th</sup> February 2019
  - b) Planning Committee meeting held on Monday, Monday, 11<sup>th</sup> February 2019.
  - c) Staff and Salaries Committee meeting held on Monday, 18<sup>th</sup> February 2019.
  - d) Policy and Resources Committee meeting held on Monday, 18<sup>th</sup> February 2019.
9. To receive and agree the revised Standing Orders (previously discussed by the Policy and Resources Committee on 18<sup>th</sup> February 2019).
10. To receive and agree the revised Code of Conduct (previously discussed by the Policy and Resources Committee on 18<sup>th</sup> February 2019).
11. To receive and agree the Mayor's Handbook (previously discussed by the Policy and Resources Committee on 18<sup>th</sup> February 2019).
12. To receive and agree the Pay Policy (previously discussed by the Staff and Salaries Committee on 18<sup>th</sup> February 2019).
13. To receive and agree the Training and Development Policy (previously discussed by the Staff and salaries Committee on 18<sup>th</sup> February 2019).
14. To consider and agree an information pack and advertisement for a contractor to work with the Gillingham Town Council Grounds Team between April and September 2019 (deferred by the Policy and Resources Committee on 18<sup>th</sup> February 2019).
15. To receive and consider a request from the Duke of Edinburgh Open Award Centre for the following:
  - a) To connect to the Town Council's electricity supply (via a separate meter) to a portacabin to be erected on school grounds adjoining the Town Hall.
  - b) To allow an access gate to be inserted into the northern boundary of the Town Hall car park so that access to the portacabin can be achieved when the school grounds are locked.
16. To nominate a councillor/s to work with Gillingham Town Football Club to plan future community use of the football pitches.
17. To authorise the release of the funds to Gillingham Community and Leisure Trust Limited (GC&LT) for Financial Year 2018/2019 as agreed by Minute No. 480 of the Full Council meeting held on 26<sup>th</sup> February 2018.
18. To receive the 2017/18 Annual Report for Citizens Advice Dorchester, Sherborne & Districts & North Dorset.
19. To receive a report on the Mayor's and Deputy Mayor's activities for the last month.

**Full Council Agenda – Monday, 25<sup>th</sup> February 2019 (continued):**

20. To receive in writing matters pertinent to this meeting. Note: Members are advised that inclusion of any item is at the Chairman’s discretion and that ‘A Council cannot lawfully decide upon any matter which is not specified in the summons (agenda)’.

Closure.

- **County Councillor’s written reports**
- **District Councillors’ written reports**
- **Public Questions**

- **Attached/Emailed:**

- Agenda Item 7a - Three Rivers Partnership (3RP) Report by Cllr Von Clemens
- Agenda Item 7b - Town Meadow Group Report by Cllr Mrs Cullingford.
- Agenda Item 8 - Draft revised Standing Orders.
- Agenda Item 9 - Draft revised Code of Conduct.
- Agenda Item 10 - Draft Mayor's Handbook.
- Agenda Item 11 - Draft Pay Policy

- **Tabled (or emailed if received prior to the meeting):**

- County Councillors’ Reports, if available.
- District Councillors’ Reports, if available.

- **To follow:**

- Agenda Item 6 - List of payments for the second half of February 2019.
- Agenda Item 14 – Information pack and advertisement for seasonal contractor.
- Agenda Item 15 – Request from the Duke of Edinburgh Open Award Centre