



GILLINGHAM TOWN COUNCIL

GENERAL PURPOSES COMMITTEE

The Town Hall, School Road, Gillingham, Dorset SP8 4QR
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Minutes of a meeting of the **General Purposes Committee** held on **Tuesday, 8th May 2018** in the **Jubilee Room, Town Hall, School Road, Gillingham** commencing at **7.30pm**.

These minutes do not constitute a true record until ratified by Full Council.

Present: Cllr B Von Clemens (Chairman),
Cllr Mrs A Beckley, Cllr R Evill,
Cllr P Harris, Cllr M Hill, Cllr S Joyce,
Cllr Mrs B Ridout and Cllr Mrs D Toye,

Non-voting Members: Cllr A Frith left the meeting after agenda item no. 6, regarding the proposed pavement at Wyke.

Members of the public: There were six members of the public present; two left after agenda item no. 6, regarding the proposed pavement at Wyke.

Members of the Press: There was one member of the press present.

In Attendance: Mrs C Ratcliffe, Deputy Clerk/Office Manager.

Apologies: Cllr Mrs S Cullingford, Cllr Mrs S Hunt and Cllr D Walsh.

292. To approve the minutes of the last meeting held on Tuesday, 3rd April 2018.

Cllr Mrs Ridout proposed that “**the minutes of the meeting held on Tuesday, 3rd April 2018, were approved as a correct record of the meeting**”. Cllr Mrs Toye seconded and the vote was unanimous. The Chairman duly signed the minutes. **RESOLVED.**

293. Questions. There were no questions.

294. Declarations of Interest - Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.

There were no disclosable pecuniary interests declared.

GENERAL PURPOSES COMMITTEE – Tuesday, 8th May 2018 (continued):

295. To receive working party reports for consideration and approval, if available:

a) Allotments and Burials

Cllr Evill, Lead Member, reported that no meeting had taken place this month but a brief site visit to the Cemetery Road allotments had taken place earlier in the day to ascertain the complaint regarding the recent installation of a tap. The tap had been installed with a water butt underneath. Cllr Evill and Cllr Frith advised the Works Manager to remove the water butt and leave the standpipe.

The Deputy Clerk reported that tenders for the refurbishment of the driveway and turning area at the Garden of Remembrance had been received and opened earlier in the day. Five companies were asked to quote; all were reputable companies. Only three companies within a radius of 10 miles of Gillingham had responded as follows:

Contractor A, £11,970
Contractor B, no quote
Contractor C, £14,785
Contractor D, £13,520
Contractor E, no quote

Cllr Mrs Toye proposed that **“a recommendation is made to the Policy and Resources Committee that Contractor A is instructed to carry out the refurbishment of the driveway and turning area at the Garden of Remembrance”**. Cllr Evill seconded and the vote was unanimous. **RESOLVED.**

b) Estate Management

Cllr Von Clemens, Lead Member, reported that the working party had met on Thursday, 3rd May and notes of the meeting had been circulated prior to the meeting. The report contained two recommendations, which were taken en bloc as follows:

Cllr Von Clemens proposed that **“a press release is circulated about the new wildflower areas, as tabled as the meeting”** and that **“a recommendation is made to the Policy and Resources Committee to purchase a flag pole for the new green flag sites at a cost of £400 to be taken from monies held from the land management budget”**. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

c) Festive Lighting

Cllr Mrs Ridout, Lead Member, reported that no meeting had taken place this month but a meeting is scheduled for 14th June 2018.

d) Future Workshop Provision

Cllr Harris, Lead Member, informed members that the responsibilities of this working party were now complete. Following a report to Full Council on 24th April, it had been recommended that the working party was disbanded.

Cllr Harris proposed that **“the Future Workshop Provision is disbanded with immediate effect”**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

GENERAL PURPOSES COMMITTEE – Tuesday, 8th May 2018 (continued):

295. To receive working party reports for consideration and approval (continued):

e) High Street Facilities

Cllr Mrs Toye, Lead Member, reported that no meeting had taken place this month; however, tenders for the refurbishment works had been sent out and responses awaited.

f) Town Seating and Planted Areas

Cllr Mrs Ridout, Lead Member, reported that no meeting had taken place this month. The notice board is now in place and the flower beds look impressive.

g) Traffic Management

Cllr Mrs Ridout, Lead Member, reported that no meeting had taken place this month but a meeting will be held shortly. The new pedestrian crossing near Asda over to Lower Station Road is complete.

Cllr Mrs Beckley reported that further to her complaint about vehicles parking near/on the 'T' junction at Marlott Road, she has now been informed that the splay of the road allows for vehicles to park close by.

Cllr Frith reported that the B3081 is littered with pole holes which are so bad that vehicle drivers are swerving hazardously into the road to avoid them.

296. To receive and consider correspondence from Ms Karen Harrison / Mr Dave Bowen / Mr Hooley regarding the proposed pavement at Wyke.

A copy of all the correspondence had been circulated to members prior to the meeting; however, one additional piece of information from Mr Hooley had only been received during the morning and members asked if the meeting could be adjourned for five minutes to study the information tabled.

Cllr Mrs Ridout proposed that **“the meeting was adjourned for 5 minutes to read the additional information provided by Mr Hooley”**. Cllr Hill seconded and the vote was unanimous. **RESOLVED.**

Cllr Von Clemens reconvened the meeting after 5 minutes and explained how the matter would be debated so that members of the public present would have an opportunity to speak, if they wished to do so. Councillors who represented Wyke would be asked to comment first.

Cllr Mrs Ridout, Lead Member of the Traffic Management Working Party (TMWP) and representative for Wyke Ward, reported:

My thanks to the residents for their recent correspondence and correspondence received over the years regarding Wyke Road. The TMWP has considered and responded to all concerns and requests made by the public re Wyke Road.

- *Since May 2015, we have received requests for traffic calming and for pedestrian safety.*
- *Separate requests to prevent parking between Lydfords Lane and Brewery Lane to allow safer access into and out of the three junctions.*
- *Requests to keep the parking between Lydfords Lane and Brewery Lane because of a severe lack of parking in Wyke and the parked cars act as traffic calming. **Note: no one has a ‘right’ to park on the highway. Rule 243 highway code: do not stop or park opposite or within 10metres (32 feet) of a junction, except in an authorized parking space or near the brow of a hill.***
- *Safety of all road users has been top priority in the deliberations of the TMWP. DCC Highways were consulted and made at least two site visits, including practical manoeuvres in and out of the junctions and they gave their answers.*

GENERAL PURPOSES COMMITTEE – Tuesday, 8th May 2018 (continued):

296. To receive and consider correspondence from Ms Karen Harrison / Mr Dave Bowen / Mr Hooley regarding the proposed pavement at Wyke (continued):

- *September 2015, No to a traffic regulation. The situation with the junctions did not warrant a TRO. Agreed to refresh white markings at Lydfords Lane.*
- *March 2016. Highways came up with the idea of a footway between Lydfords Lane and Brewery Lane using funding from the Local Transport Plan, specific funding for the purpose of enhancing towns/villages, this would help with pedestrian safety and narrow the highway to prevent cars from parking along this stretch and if they continue to do so, although unlikely, then a traffic regulation order could be implemented. Scheme would incorporate gullies and tactile dropped kerbs. Provide a safe footway along a main route into town for residents of Wyke.*
- *March 2017. Scheme included on Capital Works Programme for 2017/18, subject to consultation and cost.*

This council did what was asked of it; took the necessary action by passing the requests onto DCC Highways who then considered the requests, gave their answers and came up with a solution. At the end of the day the decision is with Highways after they have gone through the consultation process.

We are here this evening to receive and consider correspondence from residents, we are not here to make any decision on the scheme, the opportunity for this council to make comment will be when the submitted scheme is presented to the Town Council for comment.

It is the residents who should be deciding on the submitted scheme through the DCC Highways consultation process; those residents living in the vicinity of the footway, i.e. Lydfords Lane, Clarendon Close and Brewery Lane because they will be directly affected.

As indicated in the DCC Highways brief, at that stage a decision will be made on whether or not to proceed with the scheme. If costs exceed budget it will not happen anyway.

Throughout the process the safety of all highway users, both residents and visitors to the area, has been of paramount importance to the TMWP.

Cllr Evill, representative for Wyke, expressed concerns that the proposed pavement would only exacerbate the current parking problems and was unsure about the installation of double yellow lines. Current road markings and highway regulations need to be enforced.

Cllr Frith, representative for Wyke, suggested that traffic lights may resolve the problem so that traffic only flows one way, similar to the traffic lights at Ansford near Castle Cary.

Cllr Mrs Beckley considered the installation of yellow lines may provide greater safety for those exiting Brewery Lane and Clarendon Close and may help with pedestrian safety. A continuous double white line in the middle of the road would prevent overtaking.

Cllr Mrs Ridout responded that a double white line would not apply to the B3081.

Cllr Hill, who lives in Clarendon Close, commented that exiting on to the B3081 can be extremely difficult at times and only achieved by slowly edging out. He had never witnessed overtaking on the approach to the town. The suggestion of double yellow lines would certainly improve visibility but where would the vehicles park? Would the road markings be enforced? More consultation is needed.

Cllr Mrs Toye asked whether it was known what type of consultation would be employed.

Cllr Mrs Ridout replied that the consultation would be undertaken by DCC Highways and would be a small paper consultation restricted to the immediate area of the proposed project and would probably take place in about six months' time.

GENERAL PURPOSES COMMITTEE – Tuesday, 8th May 2018 (continued):

296. To receive and consider correspondence from Ms Karen Harrison / Mr Dave Bowen / Mr Hooley regarding the proposed pavement at Wyke (continued):

Members of the public were asked if they wished to comment.

Mr Philip Grey spoke about difficulties exiting Lydfords Lane. He had not witnessed any overtaking on the roadway. Mr Grey was concerned that the proposed footway may damage his boundary hedge. Currently he keeps the hedge cut back but if the hedge is cut back any further it will cause the earth bank to erode. Enforcement of current road markings may help. A pavement may narrow the highway and cause new problems. Articulated lorries and coaches must take great care when passing on this stretch of the road. Parked cars do not always reduce traffic speed.

Mr Hooley referred to his correspondence that had been circulated prior to the meeting and tabled. His concern is the difficulty vehicles have on existing Brewery Lane and the requests he has made to DCC Highways to install double yellow lines, solid white lines to prevent overtaking, notices warning of concealed entrances and a mirror to help those existing Brewery Lane that have, so far, been rejected. Mr Hooley showed a short 30 second film he had made illustrating the frequency of cars that pass Brewery Lane. The installation of the proposed footway would exacerbate the problem and asked members to support the introduction of permanent double yellow lines from Lydfords Lane to Brewery Lane, which would be less costly than a footway.

Mr Light informed members that Somerset District Council use the A303/B3081 to access the A30 to carry out repairs. Mr Light was not in favour of a footway.

Mrs Mary Grey stated that it was illegal to park so close to a junction because it can cause a serious hazard to other road users.

Cllr Harris concluded that the issue surrounds poor visibility at road junctions which is caused by parked vehicles. There is little that can be done to reduce the speed of traffic. The level of traffic cannot be regulated and dangerous driving can occur anywhere. The proposed footpath may help ease the situation. There are rules and regulations in place to prevent what is happening but they are not being enforced robustly. Some of the preventative measures suggested, i.e., double yellow lines and a mirror, could be revisited with DCC Highways following a consultation.

Cllr Mrs Ridout agreed with Cllr Harris. For now, it is best to work with DCC Highways to see what comes from the consultation and then review at that stage. It is too soon to withdraw from discussions with DCC Highways. It will be DCC Highways who make the final decision based on the evidence obtained from the consultation.

297. To receive and consider correspondences from Churches Together about their concerns regarding the lack of funding for Outreach Youth Work from August onwards.

Cllr Von Clemens referred to the letter received from Churches Together and a report prepared by the Town Clerk that was circulated prior to the meeting. Please refer to Appendix B.

Cllr Von Clemens commented that the Town Council had a moral responsibility to help those in need and this includes young people.

Cllr Harris understood that it was a time limited project and from the reports previously submitted for consideration it is very evident that it is a success and some excellent work has been done worthy of support, at least until the end of the financial year; however, he was concerned that the Town Council should not fund this project on a yearly basis and that by underpinning the current project, efforts to seek other sources of funding should not be suspended.

GENERAL PURPOSES COMMITTEE – Tuesday, 8th May 2018 (continued):

297. To receive and consider correspondences from Churches Together about their concerns regarding the lack of funding for Outreach Youth Work from August onwards (continued):

Mrs Pearl Smith representing Churches Together commended the work of Rendezvous. The church has been the target of minor vandalism but there has been a decrease in recent months. It has taken many months to build up trust amongst the young people and all the good work that has been done so far would be wasted if the project was to cease.

Cllr Mrs Ridout thanked Mrs Smith for attending the meeting. The financial help is required now so that the valuable work can continue at least until March 2019.

Cllr Hill queried whether the project had been successful. As a business operating from Station Road, there is regular vandalism to property, which appears to be getting worse.

Mrs Pearl Smith replied that the outreach work is dealing with those who do not wish to engage in a formal setting for various reasons; “we cannot judge them, we can only help them”.

Cllr Von Clemens proposed that **“a recommendation is made to the Policy and Resources Committee for the surplus monies held in the General Reserve totalling £3,075, identified by the Town Clerk, to be earmarked for Outreach Youth Work from September 2018 until March 2019”**. Cllr Mrs Toye seconded and the majority were in favour. Cllr Hill abstained from voting. **RESOLVED.**

298. To receive and consider a monthly report on the activities of Gillingham Direct.

Cllr Von Clemens referred to the Gillingham Direct report that had been circulated to members prior to the meeting. Please refer to Appendix C.

Cllr Von Clemens informed members that all the potholes between Sydenhams roundabout and Newbury will be filled by DCC Highways shortly.

299. Matters Pertinent

There were no matters pertinent.

The meeting closed at 9.17pm.

Minute no.295 (b)

Gillingham Town Council

Estate Management Working Party

Report of a Meeting held on Thursday, 3rd May 2018, at 9.15am

Present: Cllr Barry Von Clemens (Lead Member), Cllr Mrs Su Hunt,
Cllr Mrs Belinda Ridout, Mr Bob Messer (GANG), Deputy Town Clerk
and the Works Manager.

1. South West in Bloom

There are 10 gardens entered under 'It's Your Neighbourhood' award. Up to two or three of these gardens will be included in the Town Council's Pennant Award entry.

Local garden centres are supportive of the initiative and have offered either discounts or workshops/advice.

South West in Bloom will be organised by a sub group consisting of Cllr Mrs Ridout, Cllr Mrs Hunt and the Deputy Town Clerk and will report to the working party.

2. Sponsorship for flower beds 2018

As previously reported, this has not been so successful as in previous years but nevertheless South West Packaging have been extremely generous and have sponsored a new planter and plants which will be located near roundabout at Newbury.

The sponsored flower bed scheme will need to be revised for next year.

3. POS Shires Gate/Shreen Meadow – Gillingham Action for Nature Group (GANG)

a) Shreen Meadow

Three large areas have been rotavated and sown with seeds by GANG volunteers. The seeds used are 'Stewardship' standard used by farmers to plant alongside field margins etc. The seeds were purchased and donated by GANG at a cost of £150.

GANG members will tidy up the hedging plants planted last autumn and mow along the perimeter of Shreen Meadow and Shires Gate.

b) Shires Gate

The Orchard Project has received £450 from the Waitrose green tokens. This is a fantastic amount and shows a great deal of support for the project. The result of the grant application to the Tree Council is awaited later this month.

The Frog Hollow causeway project is going ahead and may receive funding. Dorset Countryside have placed 'counters' at Frog Hollow to monitor how many people currently cross the 'muddy area' and will be used again to ascertain usage after the causeway has been constructed in the summer.

4. Wildflower Meadows / Living Churchyard Project

In addition to the areas at Shreen Meadow two smaller areas are being trialled at Jubilee Fields and Rolls Bridge. These areas have been planted with a mixture of seeds and plug plants suitable for clay soils.

The area designated for wildflowers in the closed churchyard at the parish church has been scarified and planted with wildflower plug plants.

Members of the public have commented positively on the introduction of wildflowers in our public open spaces and it would be worth writing a press release to inform the wider public.

5. Green Flag

The Green Flag judges will be arriving on site on Friday, 8th June. A meeting to agree the format of this visit will be held on Thursday, 17th May.

A flag pole, similar to but taller than the flag pole at Rolls Bridge, will be required for the new green flag sites. It was suggested that a flag pole is erected at Upper Lodden. This would then be seen from the Shaftesbury road bridge on entering the town.

6. Pride in Parks

This is a Britain in Bloom South West Award and judging is similar to the Green Flag Award. Judges will visit in June. Exact date unknown.

7. Marlott Road – Play Area

It has been suggested that this play area is moved to another area nearby that is drier. A site visit will be made on Thursday, 31st May. At the same time, a visit will be made to the BMX site at Ham Farm.

8. Tree Works

There are several tree works outstanding with the tree surgeon. Some of these works required a Tree Preservation Order (TPO) and this is in hand.

There have been three requests to donate trees:

- A magnolia tree for Chantry Fields
- A walnut tree for Hawthorne Avenue
- A false acacia tree for the Garden of Remembrance

A galvanised tree guard will be required for the magnolia tree at Chantry as its intended position is more vulnerable to wanton vandalism. This cost will be covered by the person donating the tree as per GTC Tree Donation Policy.

9. Promotion of sites

The Green Flag sites will be promoted at the Walking Festival. Further interpretation panels are required as mentioned previously but has yet to be progressed.

10. Any Other Business

Several bench repairs have been carried out this year. The cost of repairs to seating and benches on public open space land will be taken from monies held for land management. Other public seating repairs will be taken from the environment budget.

11. Date of the Next Meeting

The next meeting will be held on **31st May at 9am**. Please meet at the **Marlott Road play area**.

12. Recommendation

- **That a press release is written about the new wildflower areas.**
- **That a flag pole is purchased for the new green flag sites at a cost of £400 to be taken from monies held in the land management budget.**

Gillingham Town Council

Provision for Future Outreach Youth Work

Author: Mrs S Dobie, Town Clerk/RFO

1. Background Information

At the Full Council meeting held on the 26th February 2018, Gillingham Town Council acknowledged their duty to consider crime and disorder implications when exercising their various functions and the need to do all that is reasonable to prevent crime and disorder in this area in accordance with the Section 17 of the Crime and Disorder Act

The Outreach Youth Work project commenced in September 2017 to engage with young people who 'hang out' in the town. The project was funded by a DCC grant – Inspired by 2012 Health and Wellbeing Legacy Fund totalling £5,600. The project is currently being carried out by the Rendezvous team from Sherborne. From May 31st 2018 there will £1,270.04 remaining in this budget. The agreed monthly payments of £423.34 will be exhausted by 31st August 2018.

2. Current Situation

The project has proven very successful in engaging with young people who are difficult to reach. Churches Together have written to the Town Council to express their concerns should the project cease after August, especially as it can take a long time to win the trust of young people and good relationships have already been established and continue to be made.

Rendezvous has tried to find sources of funding to continue the project but, to-date, have not been successful. It may be possible for the Town Council, working in partnership with Rendezvous, to seek help from Dorset Community Action for funding in FY 2019/20; however, there are no guarantees that suitable funding sources will be available.

3. Proposal

To continue this project from September 2018 to March 2019 a further £2,963.38 will need to be earmarked.

The following budgets have been identified where there was a surplus in FY 2017/18. This surplus will be returned to the General Reserve unless it is decided that it could be earmarked to Rendezvous to cover the costs for the remaining financial year, as follows:

- Budget No: 8.12 – Advertising costs – Town Crier £1,468.00 (held for the past two years)
- Budget No: 6.11 – DCC Ditch Clearance £700.00 (not requested by DCC)
- Budget No: 6.13 – Public Works Loan Board £407.70
- Budget No: 3.10 – Green Waste Disposal £499.58

Total £3,075.28 to cover the required costs.

4. Recommendation

- **That the surplus monies held in the General Reserve totalling £3,075.28, as identified by the Town Clerk, should be earmarked for the Outreach Youth Work from September 2018 until March 2019.**

Minute no. 298

Gillingham Town Council

Report from Gillingham Direct - 27th March to 1st May 2018

The following matters have been dealt with by Gillingham Direct:

| | Issue | Reference No. |
|----|--|-------------------------|
| 1 | The lid on the dog bin at Gyllas Way has jammed shut. | DWP informed |
| 2 | Pothole on the base of the speed hump outside Barn Surgery | DCC 1097725 |
| 3 | Pothole on the base of the speed hump near the High Street car park | DCC 1097728 |
| 4 | Pothole on the Wyke Road opposite the junction with Common Mead Lane West | DCC 1097731 |
| 5 | Road surface is breaking up between 12 & 29 Barnaby Mead | DCC 1097732 |
| 6 | Pothole between Shaston and Sunnyside, Shaftesbury Road | DCC 1097937 |
| 7 | 4 potholes on Lodden Bridge | DCC 1098321 |
| 8 | Pothole outside Avondale, Shaftesbury Road | DCC 1098322 |
| 9 | Pothole on Sydenhams Roundabout | DCC 1098327 |
| 10 | Pothole outside Timepiece, Newbury | DCC 1098332 |
| 11 | Fly tipping in the layby on the B3081 heading towards Gillingham from the A303 | DWP informed |
| 12 | Drain blocked in Pound Lane opposite the rear entrance to Mirus 55 | DCC 1098364 |
| 13 | Blocked gullies at the entrance to Wessex Way and near 38 Saxon Mead Close | DCC 1098364 |
| 14 | Fly tipping – 13 black sacks left in a farm gateway just past the Ford at Colesbrook | DWP informed |
| 15 | Pothole on the Shaftesbury Road just before Hine Close heading towards Gillingham | DCC 1098528 |
| 16 | Pothole at Newbury at the entrance to Lidl | DCC 1098680 |
| 17 | Potholes at the Wyke Road / Broad Robin junction | DCC 1098681 |
| 18 | Fly tipping on Field Lane just off the B3081 | DWP informed |
| 19 | 2 potholes on Field Lane near Slait Farm | DCC 1098780 |
| 20 | Pothole re-opened outside the Old Chapel at East Stour | DCC 1098787 |
| 21 | Rubbish bin in The Square vandalised | GTC |
| 22 | Bench in the Town Meadow vandalised and uprooted | Town Meadow Group aware |
| 23 | Complaint received regarding cars parking on the grass in Maple Way | GTC |

| | | |
|----|--|--|
| 24 | Request for traffic wardens to include the Waitrose bus stop. | DCC Parking Services already patrol this area. |
| 25 | Co-op delivery lorries have churned up the grass verge at the rear of the shop in Bay | DCC 1099076 |
| 26 | Brick left on the pavement near St Martins Home. Resident concerned they may be thrown. | GTC returned them to St Martins |
| 27 | Pothole next to the drain cover on Newbury | DCC 1099156 |
| 28 | Request to resurface the Newbury junction with New Road | DCC 1099158 |
| 29 | Water leak in the road outside Lidl car park in Newbury | Wessex Water attended. No leak just full drains due to the rain. |
| 30 | Potholes on the speed humps at Newbury | DCC 1099292 |
| 31 | Complaint received regarding youths using abusive language at the skate park. Complainant also reported this to the police | GTC |
| 32 | The headstone on grave 2097 is leaning | GTC inspected and the headstone is secure. |
| 33 | Pothole next to the drain cover on New Road just before the Majeston Bends | DCC 1099927 |
| 34 | Resident from 4 Stuart Lane would like the pile of garden waste dumped next to his fence removed. | GTC to schedule |
| 35 | Vehicles parking on yellow lines on Hardings Lane | DCC Parking Services |
| 36 | Large hole on the footbridge over the stream behind Neal's Yard | Dorset Countryside. |

35 Replacement recycle bins have been collected.
1 Wedding has taken place.

Note: Potholes around Gillingham are being reported but they are not being filled in so we receive multiple complaints for the same potholes.