



GILLINGHAM TOWN COUNCIL POLICY AND RESOURCES COMMITTEE

The Town Hall, School Road, Gillingham, Dorset SP8 4QR
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Minutes of the **Policy and Resources Committee** meeting held on **Monday, 19th March 2018**, in the **Jubilee Room, Town Hall, School Road, Gillingham**, commencing at **7.30pm**.

Present: Cllr Mrs S Hunt (Chairman),
Cllr P Harris (Deputy Chairman),
Cllr A Frith, Cllr M Hill,
Cllr R Monksummers, Cllr Mrs B Ridout,
Cllr J Robinson and Cllr B Von Clemens.

Members of the Public and Press: There were no members of the public present.
One member of the press was present.

Apologies: Cllr M Gould, Cllr S Joyce, and Cllr Mrs D Toye.

In attendance: Mrs S Dobie, Town Clerk
Mrs C Ratcliffe, Assistant Town Clerk

333. To approve the minutes of the last meeting held on Monday, 19th February 2018.

Cllr Frith proposed “**that the minutes of the Policy and Resources Committee meeting held on Monday, 19th February 2018, should be approved as a correct record of that meeting**”. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.** The Chairman duly signed the minutes.

334. Questions. There were no questions.

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

There were no disclosable pecuniary interests declared.

Policy and Resources Committee Meeting – Monday, 19th March 2018 (continued):

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

a) The Woodwater Sports Facility – Hardings Lane.

Cllr Monksummers reported that 4 no. Oak trees that needed to be replaced along the access track were replaced and an additional Oak tree planted within the site to replace a tree that had failed.

The Town Clerk reported that the refurbishment of the track has not yet been carried out as the work still needs to be agreed. It is envisaged that there will be enough money left in the budget for this work.

b) Cycle Link

Cllr Monksummers commented that there was nothing to report this month.

c) Hardings Park Project Team

Cllr Mrs Belinda Ridout reported that 24 no. Elm trees had been planted at the bottom of Hardings Park with the help of children from Hedgehog Class at Gillingham Primary School.

337. Finance:

a) To approve cheques for payment for March 2018.

Cllr Monksummers proposed that **“the cheques for payment for the month of March 2018 to the gross value of £29,074.77 should be approved for payment”**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

b) To consider and agree that the surplus £10,000 held in the Hardings Park budget 8.02 is transferred to budget No. 6.08 – refurbishment of the public conveniences.

The Town Clerk explained that during FY 2016/17 it was anticipated that the Hardings Park project would have a shortfall and, therefore, £25,000 was transferred from the General Reserve. However, the cost of the cost of the MUGA fencing and surfacing was substantially less than first thought and apart from a few small outstanding jobs this project is now complete. Including the balance of outreach funding still held within this budget, a balance of over £10,000 will remain. It would, therefore, be prudent to reallocate this money elsewhere, especially as there is a project outstanding – refurbishment of the public conveniences in the High Street - which urgently needs to be completed.

Originally, it was intended that the refreshment of the public conveniences in the High Street would be carried out in-part by the Town Council’s grounds team during the winter months. This is no longer possible and a contractor will now need to be employed to carry out the full refurbishment and this will incur additional costs.

Cllr Monksummers proposed that **“the surplus of £10,000 held in the Hardings Park budget no. 8.02 is transferred to budget no. 6.08 – Refurbishment of Public Conveniences”**. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

338. To consider and agree the recommendations from the General Purposes Committee held on Monday, 5th March 2018, as follows: “the document for the Procedure of Cemetery Memorial Testing”.

Cllr Mrs Ridout proposed that **“the Procedure of Cemetery Memorial Testing is agreed and adopted”**. Cllr Hill seconded and the vote was unanimous. **RESOLVED.**

Policy and Resources Committee Meeting – Monday, 19th March 2018 (continued):

339. To receive nominations for Mayor and Deputy Mayor for the Council Year 2018/19 and refer to the Full Council on 26th March 2018 for adoption.

The Town Clerk informed members that the following nomination had been received for Town Mayor for the Council Year 2018/19:

Town Mayor

Cllr Mrs Su Hunt, proposed by Cllr Alan Frith, seconded by Cllr Mrs Sharon Cullingford.

The Town Clerk informed members that the following nomination had been received for Deputy Mayor for the Council Year 2018/19:

Deputy Mayor

Cllr Barry Von Clemens, proposed by Cllr Alan Frith, seconded by Cllr Mick Hill.

Cllr Mrs Ridout proposed that **“the nominations be placed on the agenda for Full Council to be held on Monday, 26th March 2018”**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

340. To receive an email and letter from Mr C Westbrook, Group Scout Leader, asking the Town Council to consider making a donation to the proposed Community Building at Milton-on-Stour.

A copy of the correspondence received from Mr C Westbrook, Group Scout Leader, regarding the proposed community building at Milton-on-Stour had been circulated to members prior to the meeting.

The St Mary Gillingham Scout Group have been fundraising towards a joint use community building for the last twenty years. A few years ago, sufficient funds were raised to purchase land at Milton-on-Stour next to the Primary School and planning permission was granted to provide a tarred access and water/drainage facilities. Fundraising for a building has been on-going since. An application is currently being prepared for the Northern Dorset Local Action Group for a LEADER grant of £140,000. This is European money that will not be available after September 2019. The requirement of the grant is that the building is completed by March 2019 but the Scout Group’s aim is to start building works in July 2018. The build cost of the project is £310,000. For grant purposes, the Scout Group needs to show that they have full funding and at present there is a shortfall of £45,000. The Scout Group has written to the Town Council and other organisations in the town to consider either: a donation, a pledge to donate a set amount when sufficient funding is available to complete the project or a loan with repayments to be agreed. If monetary support is not available then a letter of support would be much appreciated.

Cllr Von Clemens commented that the Scout Group need donations to make money and they have written to several organisations within the town seeking support for their funding application.

The Town Clerk stated that a balance of £1,851.80 remains within the small grant contingency budget no. 2.81 for this financial year.

Cllr Harris supported the application. All our youth organisations should be given a good hearing. The Scout Group has not received any grant funding for several years. Cllr Harris suggested £500.

Cllr Mrs Ridout, as Mayor, stated that she would be happy to pen a letter of support on behalf of the Town Council and suggested that a pledge was made rather than a donation.

Cllr Harris was happy to support Cllr Mrs Ridout’s proposal and asked if Cllr Mrs Ridout was minded to suggest an amount to be pledged.

Cllr Mrs Ridout suggested that a letter is sent to St Mary Gillingham Scout Group along with a pledge of £500 in support of their application for a LEADER grant.

Policy and Resources Committee Meeting – Monday, 19th March 2018 (continued):

339. To receive an email and letter from Mr C Westbrook, Group Scout Leader, asking the Town Council to consider making a donation to the proposed Community Building at Milton-on-Stour (continued):

Cllr Monksummers remarked that as a full member of the Scout Association he would abstain from any voting but added that a lot of fundraising has already been carried out over several years.

Cllr Hill considered that £500 was a reasonable amount.

Cllr Harris proposed that **“a letter of support is written to the St Mary Gillingham Scout Group along with a pledge of £500 to be paid at the appropriate time”**. Cllr Frith seconded.

Cllr Von Clemens made an amended proposal that **“a letter of support is written to St Mary Gillingham Scout Group along with a donation of £500 to go towards the community building only, and if unspent to be returned”**. Cllr Mrs Hunt seconded.

A vote was taken on the amended proposal: 2 votes in favour, 5 votes against. Cllr Monksummers abstained.

A vote was taken on the proposal: 5 votes in favour, 2 votes against. Cllr Monksummers abstained.

The original proposal was carried. RESOLVED.

340. To consider and agree a statement to be issued to the Press and included on the GTC Web Page and Notice Boards informing residents of the forth coming consideration for the Town Council to bestow the Honour of Freedom of the Town of Gillingham.

The Town Clerk referred to a draft statement regarding nominations for the Honour of Freedom of the Town of Gillingham that had been circulated to members prior to the meeting.

Cllr Von Clemens proposed that **“the draft statement informing residents of the forthcoming consideration for the council to bestow the Honour of Freedom of the Town of Gillingham should be agreed and circulated via the notice boards and GTC web site”**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

The Mayor will call an informal meeting to consider all nominations received.

341. Matters Pertinent

The Town Clerk informed members that Past Mayor, Brian Nicholson, had passed away recently. The funeral is next Tuesday, 27th March 2018. Brian was a member of the Town Council a few years ago and Mayor in 1998 and 2001. Only four of the current councillors will have served alongside Brian, namely: Cllr Mrs Anne Beckley, Cllr Rupert Evill, Cllr Mrs Su Hunt and Cllr Mrs Val Potheary. A card has been sent to the family on behalf of the Town Council.

The meeting closed at 7.59pm.