



GILLINGHAM TOWN COUNCIL

ANNUAL TOWN COUNCIL

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

Minutes of the Annual Town Council meeting held on **Tuesday, 29th May 2018** in the Jubilee Room at the Town Hall, School Road, Gillingham commencing at 7.30pm.

Present: Cllr Mrs B Ridout (Mayor),
Cllr Mrs S Hunt (Deputy Mayor),
Cllr Mrs S Cullingford, Cllr R Evill,
Cllr A Frith, Cllr M Gould,
Cllr P Harris, Cllr M Hill,
Cllr S Joyce, Cllr R Monksummers,
Cllr Mrs V Potheary, Cllr Miss N Purkis,
Cllr J Robinson, Cllr Mrs D Toye,
Cllr B Von Clemens and Cllr D Walsh.

Members of the Public There were Freeman and invited guests present.

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

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

Cllr Mrs Ridout, the retiring Mayor, was extremely pleased to report that the Gillingham Neighbourhood Plan, as modified, was presented to the Cabinet of North Dorset District Council earlier in the day for approval to proceed to referendum. Approval was given and the referendum will take place on 12th July 2018. If the result of the referendum is in support of making the plan, a recommendation to 'make' the Gillingham Neighbourhood Plan will be made at the Full Council meeting on 27th July 2018. Cllr Mrs Ridout stated that this was a very memorable moment for Gillingham which happened to coincide with her last day as mayor. On behalf of the Town Council, Cllr Mrs Ridout had thanked the Cabinet members, and praised the Gillingham Neighbourhood Plan Group, led by David Beaton, for their absolute dedication and commitment in the production of an excellent Neighbourhood Plan which, if formally adopted, will positively mould and take Gillingham into the future alongside the Local Plan.

Cllr Mrs Ridout informed those present that she had already spoken at length more recently at the Annual Town Council Meeting held on 25th April 2018 but took the opportunity to thank those who had helped her during her mayoral year, as follows:

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

I have had the most fantastic year, an incredible year. A shaky start but with everyone's help and support David and I got through it. I thank all my fellow councillors for giving me the opportunity to become Mayor of Gillingham, an incredible opportunity, something I shall never forget.

Here this evening, it doesn't seem 1 year ago that I was sitting in Su's place awaiting the chains of office. But, when I think back, it has been a very busy year and not many weekends when there was nothing in the Civic diary. It has been a great pleasure to be Chairman and Ambassador of this Council.

This evening I would like to say some personal thankyou's:

Firstly, to the person who made sure that the Mayoral year flowed like magic, without hiccup, Jill Ezzard. Much work goes on behind the scenes, particularly for the Civic Day and I thank you for everything you have done, putting up with my last-minute ideas and keeping me on track and organised. I would email Jill saying what about this, have we done? No need, Jill was always one step ahead. I always knew that if I asked Jill for advice you would get a straight and honest answer! Much appreciated when I sometimes tend to dither.

To my consorts: David – my self-proclaimed principal chauffeur and walking wallet!! Thank you for being you and my support during the year, particularly when things were difficult, for both of us.

Wendy Higgins: for standing in when David wasn't able to join me and for doing your best to cope with the meals you hadn't actually ordered!! We had fun and some fund-raising events we won't forget in a hurry.

Anne Saunders: my good neighbour. Thank you for accompanying me on some memorable occasions.

Rev Eve Pegler: Mayor's chaplain, we had great fun working together, sorting out the Civic Carol Service and running the Christmas Story competition. I smile every time I think of you peddling like the clappers in the pouring rain in front of the red bus on my Civic Day heading towards the Rugby Club. Memorable moments. Thank you for your support, your help and your smile, you were there when I needed you the most. To Sylvia Dobie, Julie Hawkins and Clare Ratcliffe, a little something because you have all been so very helpful and supportive during the year.

I thank my Deputy Mayor, Cllr Mrs Su Hunt, for all her support and stepping in during those times when I couldn't attend Full Council or Civic duties. I have a little presentation to make to you, which I hope you and subsequent Mayors will find useful in your Civic duties. A pair of scissors in a posh carrier!! The carrier was made from scratch by a local lady with the Town Council emblem on the reverse. Make sure you carry the scissors in with the chains, I wouldn't wish you to be arrested for carrying an offensive weapon! Have a wonderful Mayoral year.

I will admit now, as I am about to hand over the chains...they are worth a lot of money.... I had a bit of a scare. I phoned Jill in an absolute panic because I couldn't find the chains at home and thought I had left them in David's car or at the Town Hall. After a heart stopping moment, in poor light I didn't see that the case was hidden behind something. Phew!

It is sad now I am coming to the end of my year, but I can honestly say that I have had the most incredible time as Mayor and I thank you, my fellow councillors again, most sincerely, for all your support and for the opportunity to fulfil this role. It has meant a great deal to me. I thank the Town Clerk and all the staff for their support, help and advice over the past year, which makes this council so respected by their professionalism.

504. Apologies: Cllr Mrs Beckley had sent her apologies as she was unable to attend as she was unwell.

505. To elect the Mayor for the Council Year 2018-2019 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election.

Cllr Frith proposed that "Cllr Mrs Su Hunt should be elected as Mayor of Gillingham for the Council Year 2018-2019". Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

Cllr Mrs Hunt confirmed that she was still willing to stand as Mayor and accepted the badge of office from the retiring Mayor, Cllr Mrs Ridout, and duly signed the Declaration of Acceptance of Office as the Mayor of Gillingham for 2018-2019.

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

505. To elect the Mayor for the Council Year 2018-2019 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election (continued):

Cllr Mrs Hunt presented Cllr Mrs Ridout with a past mayor's badge, and told Cllr Mrs Ridout to wear it with pride. Cllr Mrs Ridout thanked Cllr Mrs Hunt and wished her a great year.

Cllr Mrs Hunt gave an acceptance speech, as follows:

Good evening Councillors, Staff, invited guests and members of the public. First and foremost, I would like to thank Cllr Mrs Belinda Ridout, the outgoing Mayor, who has worked tirelessly and loyally representing the Town, attending many events and carrying out official duties during her civic year, with her consorts Cllr David Walsh, Wendy Higgins and Anne Saunders. She will have met and worked with so many people and will have made many new friends and have wonderful lasting memories of her special time. Thank you so very much Belinda.

Most of you here present have known me for a very long time, especially for my high heeled shoes and love of hats! But, for the record, I am a local girl that grew up in Mere. I married Edgar Hunt, the younger son of Silton farmers in 1973. We moved to Milton-on-Stour where we still live today and have brought up three children all of whom attended Milton Primary School and Gillingham School. Here tonight are two of our girls, Sam and Sophie with my wonderful grandchildren Lorelai and Noah.

I joined Gillingham Town Council in 1991 and the Town Council has been a big part of my life. I am proud of Gillingham and the wonderful work the Town Council has achieved. It is an honour and privilege to be serving the community of Gillingham and it is with great excitement I take on the mayoral chain for the fourth time. I am looking forward to meeting and working with all the wonderful volunteers from clubs, societies, trusts, organisations and young people who make this town so very special. I would like to thank my fellow councillors for bestowing me this honour and I will be working with them as we approach the many changes that will take place in 2019 when the district and county Councils merge into a unitary authority. In particular, I will strive to support the Citizen Advice Bureau, as funding for this organisation will change at this time. I feel it would be detrimental to the residents of Gillingham to lose this wonderful organisation.

The month of June will see Gillingham's public open spaces once again being judged for Green Flag. I walked some of these areas recently. It was a joy to see the green areas in town being enjoyed by so many people. The young trees planted over the winter period are coming into leaf and grass cutting has commenced. The refurbishment of the High Street flower beds has been completed. A new plaque commemorating the end of WW1 has been placed within the High Street D bed and the flower bed on the corner of Station Road will display the town crest. My sincere thanks Mr. Mostyn Coombes for designing and planting the plaques and the dedicated work of this council and its employees.

It will be my privilege during my year in office to arrange a ceremony to honour five newly appointed Freeman of the Town: Mr David Beaton, Mr John Havill, Mr David Lloyd, Mrs. Jean Dorey and Mr Peter Dorey. All of whom are well deserving of this special honour.

I look forward to meeting new challenges, and as your Mayor, will work hard to participate in all council initiatives and I will strive to promote this council, supporting all its visions for the future, on behalf of the residents of this very special town.

506. To elect the Deputy Mayor for the Council Year 2018 -2019 and to formally ask the member elected to sign the Declaration of Acceptance of Office following the election.

Cllr Frith proposed that **"Cllr Von Clemens should be elected as Deputy Mayor of Gillingham for the Council Year 2018-2019"**. Cllr Hill seconded and the vote was unanimous. **RESOLVED.**

Cllr Von Clemens accepted the badge of office from the Mayor, Cllr Mrs Hunt, and duly signed the Declaration of Acceptance of Office as the Deputy Mayor of Gillingham for 2018-2019.

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

507. To approve the minutes of the last meeting of the Full Town Council held on 23rd April 2018.

Cllr Mrs Potheary proposed that “**the minutes of the Full Council meeting held on 23rd April 2018 should be approved as a correct record of the meeting**”. Cllr Mrs Toye seconded and the vote was unanimous. **RESOLVED.** The Chairman duly signed the minutes.

508. Questions. There were no questions.

509. Declarations of Interest: Members are required to comply with the requirements of Section 27 of the Localism Act 2011 discloseable pecuniary interests.

There were no discloseable pecuniary interests.

510. To formally receive and approve the Section 1 - Annual Governance Statement F.Y. 2017-18 of the audited accounts.

A blank copy of the Annual Governance Statement (Section 1) of the Annual Return to the External Auditor for FY 2017-18 had been circulated prior to the meeting. Members were asked to consider items 1 – 8, as listed in the Annual Governance Statement, and to confirm that, to the best of their knowledge and belief, they have complied with. Members considered all the questions and agreed that they have taken responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements and agreed 1 – 8 should be ticked ‘yes’. Gillingham Town Council has no monies in trust, therefore item 9 did not apply.

Cllr Monksummers proposed that “**the completion of Section 1 of the Annual Governance Statement of the audited accounts, as presented by the Town Clerk as the Responsible Financial Officer for the Council, should have statements 1 – 8 ticked ‘yes’ and approved and adopted**”. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

Cllr Mrs Hunt thanked the Town Clerk for a sound system of internal financial control.

511. To formally receive and approve Section 2 – Annual Governance Statement FY 2017-18 of the audited accounts.

A copy of the Annual Statements Section 2 for FY 2017-18 of the audited accounts has been completed by the Town Clerk.

The Town Clerk informed members that the total assets, box no. 9, which appeared blank, has now been completed with a total of £1,958,079.00.

The Town Clerk gave a summary of the accounts as follows:

Balance at 31 March 2018: £374,399.99.

At the 31st March 2018 there was £102,589.79 earmarked in the National Savings and Investment Account (NS&I) towards continued maintenance of all open spaces, play areas and amenity land in the Town Council’s ownership. A total of £135,500.00 was transferred from the General Reserve to the NS&I earmarked for the Works Depot. **Total held £238,089.79.**

Total held in the General Reserve: **£136,310.20.**

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

511. To formally receive and approve Section 2 – Annual Governance Statement FY 2017-18 of the audited accounts (continued):

At the 31st March 2018 earmarked and held in the General Reserve for projects still outstanding was **£100,649.82** made up of balances from the following budgets:

Land Management – Developers	£ 8,000.00
Refurbishment W.C's	£35,000.00
High Street Enhancement	£ 2,066.00
Sponsored Bedding Scheme	£ 3,868.00
Hardings Park Project	£ 1,868.00
Hardingss Lane Sports Pitches (s106)	£ 7,005.31
CCTV – additional camera/repairs	£ 9,808.12
Maintenance of play areas	£ 4,721.18
Repairs to Chapel roof	£ 5,000.00
Tree surgery	£ 4,643.05
Spoil heap removal (cemetery)	£ 1,145.00
Staff training budget	£ 7,115.00
Outreach Youth Work	£ 5,191.38
Festive Lighting	£ 1,018.78
Heritage Lighting	£ 4,200.00
Total	<u>£100,649.82</u>

Earmarked reserves from small budgets from balances in hand total **£20,541.06**.

Leaving un-earmarked balance in the General Reserve of **£15,119.32**.

Borrowings – Public Works Loan balance: **£115,662.00**.

Cllr Monksummers proposed that “**Section 2 – Accounting Statements for the Financial Year 2017-18 and associated accounts presented by the Town Clerk as Responsible Financial Officer for the Council should be approved and adopted**”. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED**.

The Town Clerk informed members that she would now advertise the period for the exercise of public rights to view the accounts and send the accounts for Audit.

512. Appointment of Committees and Chairman/Deputy Chairman (each Committee will include, ex-officio, the Mayor and Deputy Mayor, except for the Planning Committee, when they are already members of the NDDC Development Management Recommendations Committee).

a) General Purposes

(i) Committee members (Total of 11 members)

The Members, as listed below, are appointed to the General Purposes Committee reporting to Full Council.

Cllr Mrs Anne Beckley
Cllr Mrs Sharon Cullingford
Cllr Rupert Evill
Cllr Mike Gould
Cllr Mick Hill
Cllr Mrs Su Hunt (Mayor)
Cllr Steve Joyce
Cllr Mrs Belinda Ridout
Cllr John Robinson
Cllr Mrs Donna Toye
Cllr Barry Von Clemens (Deputy Mayor)

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

512. Appointment of Committees and Chairman/Deputy Chairman (continued):

Cllr Von Clemens proposed that **“the Members as listed above should be appointed to the General Purposes Committee reporting to Full Council”**. Cllr Evill seconded and the vote was unanimous. **RESOLVED.**

(ii) Chairman

There were two nominations for the position of Chairman of the General Purposes Committee as follows:

Cllr Mrs Cullingford proposed that **“Cllr Mrs Ridout should be elected as the Chairman of the General Purposes Committee for the Council Year 2018-2019”**. Cllr Evill seconded

Cllr Hill proposed that **“Cllr Von Clemens should be elected as the Chairman of the General Purposes Committee for the Council Year 2018-19”**.

The second proposal was defeated; there was no seconder.

A vote was taken on the original proposal. The vote was unanimous. **RESOLVED.**

The members of the General Purposes Committee unanimously appointed **Cllr Mrs Ridout** as Chairman of the General Purposes Committee. A Declaration of Acceptance of Office for Chairman of The General Purposes Committee for the Council Year 2018-2019 was duly signed.

(iii) Deputy Chairman

There were two nominations for the position of Deputy Chairman of the General Purposes Committee as follows:

Cllr Von Clemens proposed that **“Cllr Hill should be elected as the Deputy Chairman of the General Purposes Committee for the Council Year 2018-2019”**. Cllr Mrs Cullingford seconded.

Cllr Joyce proposed that **“Cllr Von Clemens should be elected as the Deputy Chairman of the General Purposes Committee for the Council Year 2018-2019”**. Seconded by Cllr Mrs Toye.

A vote was taken on the amended proposal: 5 votes in favour, 5 votes against. Cllr Mrs Ridout, as Chairman, had a casting vote in favour of Cllr Von Clemens. **RESOLVED.**

The General Purposes Committee unanimously appointed **Cllr Von Clemens** as Deputy Chairman of the General Purposes Committee. A Declaration of Acceptance of Office for Deputy Chairman of General Purposes Committee for the Council Year 2018-2019 was duly signed.

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

512. Appointment of Committees and Chairman/Deputy Chairman (continued):

b) Planning Committee

(i) Committee members (Total of 11 members)

The Members, as listed below, are appointed to the Planning Committee reporting to Full Council.

Cllr Mrs Anne Beckley
Cllr Mrs Sharon Cullingford
Cllr Rupert Evill
Cllr Alan Frith
Cllr Mrs Su Hunt (Mayor)
Cllr Steve Joyce
Cllr Mrs Val Potheary
Cllr Miss Nicky Purkis
Cllr John Robinson
Cllr Barry Von Clemens (Deputy Mayor)
Cllr David Walsh

Cllr Frith proposed that **“the Members as listed above should be appointed to the Planning Committee reporting to Full Council”**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

(ii) Chairman

There was only one nomination for the position of Chairman of the Planning Committee as follows:

Cllr Frith proposed that **“Cllr Walsh should be elected as the Chairman of the Planning Committee for the Council Year 2018-2019”**. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

The members of the Planning Committee unanimously appointed **Cllr Walsh** as Chairman of the Planning Committee. A Declaration of Acceptance of Office for Chairman of The Planning Committee for the Council Year 2018-2017 was duly signed.

(iii) Deputy Chairman

There was only one nomination for the position of Deputy Chairman of the Planning Committee as follows:

Cllr Walsh proposed that **“Cllr Mrs Potheary should be elected as the Deputy Chairman of the Planning Committee for the Council Year 2018-2019”**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

The Planning Committee unanimously appointed **Cllr Walsh** as Deputy Chairman of the Planning Committee. A Declaration of Acceptance of Office for Deputy Chairman of Planning Committee for the Council Year 2019-2018 was duly signed.

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

512. Appointment of Committees and Chairman/Deputy Chairman (continued):

c) Policy and Resources

(i) Committee members (Total 11 members)

The Members, as listed below, are appointed to the Policy and Resources Committee reporting to Full Council.

Cllr Mrs Sharon Cullingford
Cllr Alan Frith
Cllr Paul Harris
Cllr Mick Hill
Cllr Mrs Su Hunt (Mayor)
Cllr Steve Joyce
Cllr Roger Monksummers
Cllr Mrs Belinda Ridout
Cllr John Robinson
Cllr Mrs Donna Toye
Cllr Barry Von Clemens (Deputy Mayor)

Cllr Frith proposed that **“the Members as listed above should be appointed to the Policy and Resources Committee reporting to Full Council”**. Cllr Monksummers seconded and the vote was unanimous. **RESOLVED.**

(ii) Chairman

There were two nominations for the position of Chairman of the Policy and Resources as follows:

Cllr Monksummers proposed that **“Cllr Harris should be elected as the Chairman of the Policy and Resources Committee for the Council Year 2018-2019”**. Cllr Hill seconded.

Cllr Frith proposed that **“Cllr Mrs Hunt should be elected as Chairman of the Policy and Resources Committee for the Council Year 2018-19”**. Cllr Joyce seconded.

A vote was taken on the amended proposal: 9 in favour and one abstention. **RESOLVED.**

The members of the Policy and Resources appointed **Cllr Mrs Hunt** as Chairman Policy and Resources Committee. A Declaration of Acceptance of Office for Chairman of The Policy and Resources Committee for the Council Year 2018-2019 was duly signed.

(iii) Deputy Chairman

There was only one nomination for the position of Deputy Chairman of the Policy and Resources Committee as follows:

Cllr Mrs Hunt proposed that **“Cllr Harris should be elected as the Deputy Chairman of the Policy and Resources Committee for the Council Year 2018-2019”**. Cllr Monksummers seconded and the vote was unanimous. **RESOLVED.**

The members of the Policy and Resources Committee unanimously appointed **Cllr Harris** as Deputy Chairman of the Policy and Resources Committee. A Declaration of Acceptance of Office for Deputy Chairman of Policy and Resources Committee for the Council Year 2018-2019 was duly signed.

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

512. Appointment of Committees and Chairman/Deputy Chairman (continued):

d) Staff and Salaries Committee

(i) Committee members (Total 7 members)

The Members, as listed below, are appointed to the Staff and Salaries Committee reporting to Full Council.

Cllr Alan Frith
Cllr Mike Gould
Cllr Paul Harris
Cllr Mrs Su Hunt (Mayor)
Cllr Roger Monksummers
Cllr Mrs Donna Towe
Cllr Barry Von Clemens (Deputy Mayor)

Cllr Harris proposed that **“the Members as listed above should be appointed to the Staff and Salaries Committee reporting to Full Council”**. Cllr Monksummers seconded and the vote was unanimous. **RESOLVED.**

(ii) Chairman

There was only one nomination for the position of Chairman of the Staff and Salaries Committee as follows:

Cllr Harris proposed that **“Cllr Frith should be elected as the Chairman of the Staff and Salaries Committee for the Council Year 2018-2019”**. Cllr Mrs Hunt seconded and the vote was unanimous.

The members of the Staff and Salaries Committee unanimously appointed **Cllr Frith** as Chairman Staff and Salaries Committee. A Declaration of Acceptance of Office for Chairman of Staff and Salaries Committee for the Council Year 2018-2019 was duly signed.

(iii) Deputy Chairman

There was only one nomination for the position of Deputy Chairman of the Staff & Salaries Committee as follows:

Cllr Frith proposed that **“Cllr Harris should be elected as the Deputy Chairman of the Staff and Salaries Committee for the Council Year 2018-2019”**. Cllr Monksummers seconded and the vote was unanimous. **RESOLVED.**

The Staff and Salaries Committee unanimously appointed **Cllr Harris** as Deputy Chairman of the Staff and Salaries Committee. A Declaration of Acceptance of Office for Deputy Chairman of Staff and Salaries Committee for the Council Year 2018- 2019 was duly signed.

513. To determine the Appointments to Other Organisations and Outside Bodies 2018-19.

A draft list of appointments to other organisations and outside bodies, which identified the councillors who already represented the council and where there were vacancies, had been circulated prior to the meeting. The Town Clerk suggested that members should reaffirm each appointment and propose the completed list on-block.

Cllr Walsh proposed **“that the following members should be appointed to Other Organisations and Outside Bodies 2018-19”**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

GTC REPRESENTATIVES TO OUTSIDE ORGANISATIONS 2018- 2019		
	ORGANISATION	MEMBERS APPOINTED
1	Allotment Association	Cllr P Harris
2	Blackmore Vale Tourism and Development Company Limited	Cllr B Von Clemens
3	Chamber of Commerce & Industry	Cllr D Walsh /Cllr B Von Clemens
4	Citizens Advice Bureau	Cllr Mrs S Hunt
5	DAPTC - Larger Towns	Cllr B Von Clemens/Cllr Mrs S Hunt
6	DAPTC - Northern Area	Cllr D Walsh
7	Dorset Age Partnership	Cllr D Walsh
8	Friends of Gillingham Station	Cllr Mrs B Ridout/Cllr D Walsh
9	Heritage Action Group	Cllr S Joyce
10	History Society	Cllr Mrs A Beckley
11	Read's Charity (Trustees)	Cllr P Harris / Cllr Mrs S Hunt / Cllr Mrs Cullingford / Mrs J Hawkins / Mrs S Dobie.
12	Rotary	Mayor of the Day
13	Town Meadow Group	Cllr S Joyce
14	Town Team	Mayor of the Day or their nominated representative
15	Transport Forum	Cllr Mrs B Ridout
16	Walkers are Welcome	Cllr Mrs B Ridout
17	Three Rivers Partnership	Cllr B Von Clemens
18	Gillingham Royal Forest / Stour Catchment Initiative	Cllr B Von Clemens/Mrs C Ratcliffe
	GTC APPOINTMENTS	MEMBERS APPOINTED
19	Community Resilience Officers	Cllr R Monksummers / Cllr P Harris / Town Clerk / Mrs J Hawkins
20	Education Liaison	Cllr D Walsh
21	Flood Wardens (volunteers)	Mrs J Hawkins (Admin) / Mr Bob Messer / Mr Rob Setchell / Mr D Griffin / Mr C Westbrook / Mr J Powell / Cllr Mrs D Toye
22	Rights of Way Liaison Officer (volunteer)	Mrs S Messer
23	School Councils	Cllr B Von Clemens / Cllr Mrs D Toye / Cllr Mrs S Hunt
24	Transport Liaison	Cllr Mrs B Ridout
25	Tree Warden (volunteer)	Mr B Drew

Annual Town Council Meeting – Tuesday, 29th May 2018 (continued):

514. To receive the following Committee reports for consideration and adoption:

a) General Purposes Committee meeting held on Tuesday 8th May 2018.

Cllr Mrs Ridout proposed that **“the report on the General Purposes Committee meeting dated Tuesday 8th May 2018 should be received and adopted”**. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

b) Planning Committee interim meeting held on Monday 23th April 2018 and Planning Committee meetings held on: Monday 14th May and Monday 21st May 2018.

Cllr Joyce requested that the Planning Meeting minutes of 14th May minute no. 549(a) were amended to read (text in *italics*) as follows:

Cllr Joyce referred to the design of the proposed dwellings and stated that he would like to see a greater variation of the materials especially as *Buff Bradstone is used on the adjacent site, The Meadows*. Cllr Joyce suggested that the applicants consult the Gillingham Town Design Statement.

Cllr Walsh proposed that **“the reports of the Planning interim meeting held on: Monday 23rd April 2018 and the Planning Committee meetings held on Monday 14th May 2018, as amended above, and Monday, 21st May 2018 should be received and adopted”**. Cllr Potheary seconded and the vote was unanimous. **RESOLVED.**

c) Staff and Salaries Committee meeting held on Monday 21st May 2018.

Cllr Frith proposed that **“the report of the Staff and Salaries Committee meeting held on Monday 21st May 2018 should be received and adopted”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

d) Policy and Resources Committee meeting held on Monday 21st May 2018.

Cllr Mrs Hunt proposed that **“the report of the Policy and Resources Committee meeting held on Monday 21st May 2018 should be received and adopted”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

515. To receive the Calendar of Meetings for 2018-19.

The proposed Calendar of Meeting for 2018-19 had been circulated prior to the meeting.

The Town Clerk reminded members that 2019 was an Election Year and therefore the meeting dates for May next year are slightly different to usual meeting format.

Cllr Von Clemens proposed that **“the Calendar of Meetings for 2018-19 was accepted and adopted”**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

Closure: The meeting closed at 8.24pm.

The Mayor asked invited guests to join her for refreshments after the meeting.

GILLINGHAM TOWN COUNCIL

MEMBERS BY COMMITTEE

MAY 2018

MAYOR	CLLR MRS HUNT		
DEPUTY MAYOR	CLLR VON CLEMENS		
GENERAL PURPOSES	PLANNING	POLICY & RESOURCES	STAFF & SALARIES
Chairman: CLLR. MRS. RIDOUT	Chairman: CLLR. WALSH	Chairman: CLLR. MRS. HUNT	Chairman: CLLR. FRITH
Deputy Chair:CLLR. VON CLEMENS	Deputy Chair : CLLR. MRS POTHECARY	Deputy Chair: CLLR. HARRIS	Deputy Chair: CLLR. HARRIS
COMMITTEE MEMBERS	COMMITTEE MEMBERS	COMMITTEE MEMBERS	COMMITTEE MEMBERS
CLLR. MRS. HUNT	CLLR MRS HUNT	CLLR VON CLEMENS	CLLR MRS HUNT
CLLR. EVILL	CLLR VON CLEMENS	CLLR RIDOUT	CLLR VON CLEMENS
CLLR. HILL	CLLR JOYCE	CLLR HILL	CLLR MONKSUMMERS
CLLR. GOULD	CLLR ROBINSON	CLLR MONKSUMMERS	CLLR MRS TOYE
CLLR. MRS. TOYE	CLLR MRS BECKLEY	CLLR MRS CULLINGFORD	CLLR GOULD
CLLR. ROBINSON	CLLR MRS CULLINGFORD	CLLR MRS TOYE	
CLLR. MRS. BECKLEY	CLLR MISS PURKIS	CLLR ROBINSON	
CLLR. JOYCE	CLLR FRITH	CLLR FRITH	
CLLR. MRS. CULLINGFORD	CLLR EVILL	CLLR JOYCE	
11	11	11	7

GILLINGHAM TOWN COUNCIL

The Town Hall, School Road, Gillingham. Dorset. SP8 4QR

Tel: 01747 823588 Email: GTC@gillinghamdorset-tc.gov.uk

SCHEDULE OF MEETINGS – 1st April 2018 - 31st May 2019 commencing at 7.30pm

Mtg	April 18	May 18	June 18	July 18	Aug 18	Sept 18	Oct 18
GP	3*	8*	4	2	6	3	1
Planning	9	14	11	9	13	10	8
P&R	16	21	18	16	20	17	15
Planning	23	21	25	23	28*	24	22
FC	23 25AT	29* AC	25	23	28*	24	22
Mtg	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	April 19	May 19
GP	5	NM	7	4	4	1	7*
Planning	12	3	14	11	11	8	7*
P&R	19	10 Precept	21	18	18	15	20
Planning	26	17	28	25	25	23*	28
FC	26	17	28	25	25	23* 24 AT	13 AC Election Year

Key: **GP** = General Purposes **P&R** = Policy & Resources **FC** = Full Council

AT = Annual Town (held on a Wed)

AC = Annual Council

***** Meeting on a Tuesday after Bank Holiday

NM = No Meeting