



GILLINGHAM TOWN COUNCIL

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

FULL COUNCIL MEETING MINUTES

Minutes of the Full Council meeting held on **Monday 12 February 2024** at The Town Hall, Gillingham, commencing at 7.00pm.

Present:

Cllr Barry von Clemens, Mayor
Cllr Graham Bashford
Cllr Fiona Cullen
Cllr Rupert Evill
Cllr Alan Frith
Cllr Paul Harris

Cllr John Kilcourse
Cllr Val Potheary
Cllr Graham Poulter
Cllr Sarah Snook
Cllr Donna Toye
Cllr David Walsh

In attendance:

Julie Hawkins, Town Clerk
Jill Ezzard, Assistant Town Clerk
8 members of the public

Via MS Teams:

Michael Streeter, Gillingham and Shaftesbury News

Absent:

Cllr Roger Weeks, Deputy Mayor

1246. Public Participation.

There was no public participation.

Cllr Rupert Evill arrived at 7.01pm.

1247. To receive apologies for absence

It was agreed and **RESOLVED** to accept the apologies for absence from Cllr Sharon Cullingford, Cllr Mick Hill, Cllr Alison von Clemens and Cllr Mark Walden who were unable to join the meeting for personal reasons.

1248. Declarations of Interest: Members are required to comply with the requirements of Section 27 of the Localism Act 2011 disclosable pecuniary interests.

There were no declarations of interest.

1249. To receive and consider requests for the use of Gillingham Town Meadow in accordance with the Town Council's Hire of Council Land Policy which can be viewed [here](#).

A report had been circulated prior to the meeting. Please refer to [Appendix A](#)

It was agreed and **RESOLVED** to grant Gillingham in Gear the use of the Town Meadow on 8th June 2024 at a total cost of £34.66, including the relevant music licence and 5 litter bins.

It was agreed and **RESOLVED** that a fence can be erected for the Gillingham Live event on 20th – 24th June 2024 as per the plan. Please refer to [Appendix B](#)

It was agreed and **RESOLVED** to grant Gillingham Live the use of the Town Meadow from 20th June 2024 to 24th June 2024 inclusive at a total cost of £383.40, including the relevant music licence.

It was agreed and **RESOLVED** to grant W Coles and Son Fairgrounds the use of the Town Meadow from 29th September 2024 to 6th October 2024 inclusive, at a total cost of £322.46, including the relevant music licence.

The meeting closed at 7.06pm

Full Council – 12 February 2024

Minute no. 1248

Gillingham Town Council

Applications for use of Gillingham Town Meadow

Author: Julie Hawkins, Town Clerk

Members are requested to consider the following applications in accordance with the Town Council's Hire of Council Land Policy which can be viewed [Here](#)

1. Gillingham in Gear – 8 June 2024

Gillingham in Gear is an annual free event, and no charges are made for stalls. A raffle will be held in aid of Bloodbikes, Gillingham Carnival and Dorset and Somerset Air Ambulance. As per the terms of the council's policy there will be no hire charge for this event.

Background music may be provided by a fairground organ. This will need to be covered by a PRS Tarriff O Background music licence at a cost of £7.46.

Five litter bins have been requested at £5.44 per bin.

Permission has been obtained by Gillingham in Gear from the Red Lion landlord for the use of their Car Park.

The total cost to Gillingham in Gear for the use of Gillingham Town Meadow, including the relevant music licence and five litter bins will be £34.66.

2. Gillingham Live – 21 and 22 June 2024

The Gillingham Live Committee has submitted an application to use the Town Meadow from Thursday 20 June until Monday 24 June.

The music event will take place on the evening of Friday 21 June 2024 and during the day and evening of Saturday 22 June 2024, finishing before 11pm on each day. The Gillingham Live Committee propose to use Thursday 20 June and Friday 21 June 2024 to set up. Sunday 23 June and Monday 24 June 2024 will be used to ensure the site is left clean and tidy.

The event will need to be covered by a 2 day PRS Tariff O licence for live music (capacity of up to 700 per day) at a cost of £183.40

Litter bins are not required as the Gillingham Live Committee will be arranging this through a local company.

Temporary toilets will be hired for the event.

The sale of alcohol has been discussed and written permission has been obtained from the Landlord of the Red Lion as required by the lease between the town council and Hall and Woodhouse.

Section 5c of the town council's Hire of Council Land Policy states '*Access to the land for the general public must not be restricted unless by prior written permission of the Town Council*'. The applicants are seeking permission from the council to erect security fencing around the site as it is a ticketed event – please refer to the attached plan. Members are requested to consider this as part of the application process.

The applicants have indicated on the application form that half of the profits will be given to charity and the other half will be used to arrange the 2025 music festival. The committee has confirmed that donations will be made to Gillingham based charities. On this basis, the cost to hire the Town Meadow from 20 June until 24 June 2024 will be £200.

As advised in the council's policy, the Gillingham Live Committee is in contact with the Dorset Council Safety Advisory Group who are providing guidance and advice.

The total cost to Gillingham Live for the hire of the Town Meadow from Thursday 20 June until Monday 24 June, including the relevant music licence will be £383.40.

3. W Cole & Son Fairgrounds (Gillingham Carnival Fair) – 3 October until 5 October 2024

An application has been submitted by W Cole and Son Fairgrounds for the hire of Gillingham Town Meadow during Gillingham Carnival week from Sunday 29 September until Sunday 6 October 2024.

The funfair will be open to the public from 3 October 2024 until 5 October 2024. Setting up will be carried out between 29 September and 2 October 2024 and the fairground will leave the site on Sunday 6 October 2024.

As this is a commercial event the charge to W Cole and Son Fairgrounds to hire the Town Meadow from 29 September until 6 October will be £200.

As background music will be played, the funfair will need to be covered by a PPL Tariff O background music licence for casual events (002PPL) at a charge of £122.46. The total cost to W Cole and Son Fairgrounds, including the PPL licence will therefore be £322.46.

Gillingham Live Event Site Layout

