



GILLINGHAM TOWN COUNCIL FULL COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR
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Minutes of the Full Town Council meeting held on **Monday, 22nd October 2018** in the Jubilee Room at the Town Hall, School Road, Gillingham commencing at 7.30pm.

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

Members of the Public There were two members of the public present.

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

In attendance: Town Clerk, Mrs J Hawkins
Mayor's Secretary, Mrs J Ezzard

Prior to the meeting the Mayor presented some of the awards of the South West in Bloom – It's Your Neighbourhood Awards 2018. The judge Andy Cole was also present and congratulated Gillingham on the number of entries this year which contributed to the Gillingham receiving the Gold Award for their Pennant entry. Mr Cole encouraged the town to make an entry into the full South West in Bloom competition next year.

567. To receive apologies for absence.

Apologies were received from Cllr Joyce and Cllr Mrs Toye. The Chairman informed the meeting of the reasons for the apologies. The reasons for apologies were duly recorded in the attendance register.

Cllr Evill proposed that **“the apologies received from Cllr Joyce and Cllr Mrs Toye were accepted”**. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

Full Council Meeting – Monday, 22nd October 2018 (continued):

568. To approve the minutes of the Full Council meeting held on Monday, 24th September and the Extra-Ordinary Full Council meeting held on Thursday, 11th October 2018.

Cllr Harris proposed that “**the minutes of the Full Council meeting held on Monday, 24th September 2018 and the Extra-Ordinary Full Council meeting held on Thursday, 11th October 2018 were approved as a correct record of the meetings**”. Cllr Frith seconded and the vote was unanimous. **RESOLVED.** The Chairman duly signed the minutes.

569. Questions. There were no questions.

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

There were no declarations of disclosable pecuniary interests.

571. To approve and authorise payments for the second half of October 2018.

Cllr Harris referred to cheque number 18565 and asked for the date to be corrected.

Cllr Frith proposed that “**the list of payments for the second half of October 2018 to the gross value of £2,317.33 are approved and authorised for payment**”. Cllr Hill seconded and the vote was unanimous. **RESOLVED.**

572. 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 reported that he had been unable to attend the recent 3RP board meeting; however, he was pleased to report that there will be a public meeting on 28th November to consider establishing a steering group to set up a Community Land Trust. Cllr Von Clemens informed the meeting that the Housing Enabler, Mr Paul Derrian and representatives from the Wessex Community Land Trust Project will be in attendance.

b) Town Meadow Group

Cllr Joyce was not present at the meeting; however, a report was tabled at the meeting. Please refer to **Appendix A.**

Cllr Gould informed the meeting that volunteers are needed for the volunteer work day on Saturday, 27th October to help spread top-soil.

Cllr Gould welcomed the request for a market on the Town Meadow which he hoped would be professionally run in order to make it commercially viable.

c) Gillingham Chamber of Commerce and Industry

Cllr Von Clemens reported that the Chamber networking evenings had been well attended and had resulted in new members joining. Cllr Von Clemens stated that further information regarding membership is available from Cllr Mrs Cullingford.

d) DAPTC (Larger Towns: Cllr Mrs S Hunt/Cllr Von Clemens, Smaller Towns: Cllr D Walsh)

No DAPTC Larger Towns meetings have taken place this month.

Cllr Walsh had tabled a report prior to the meeting. Please refer to **Appendix B.**

Full Council Meeting – Monday, 22nd October 2018 (continued):

572. To receive written reports from outside bodies, if available, for consideration and approval (continued):

e) Transport Forum

Cllr Mrs Ridout informed the meeting that a transport report is included within her District Councillors Report. Please refer to **Appendix G**

Cllr Mrs Ridout had tabled a report prior to the meeting regarding the sale of land at Gillingham Station. Please refer to **Appendix C**.

On behalf of some local residents, Cllr Von Clemens thanked Cllr Mrs Ridout for sorting out the issues with bus stops in Gillingham.

Cllr Von Clemens informed the meeting that on Friday, 19th October 2018 he had accompanied the MP, Simon Hoare, on a train journey between Gillingham and Salisbury in order to speak to local commuters. Cllr Von Clemens stated that the responses received from commuters had been 100% negative.

f) Gillingham Town Team

Cllr Gould had tabled a report prior to the meeting. Please refer to **Appendix D**.

Cllr Mrs Cullingford stated that it is important that tenants are kept informed as well as land-owners.

Cllr Gould explained that no plan has been agreed as the Town Team are hoping to talk with land-owners to achieve a consensus. Cllr Gould reassured members that any future for enhancement and regeneration will be made in negotiation and agreement with land-owners and tenants.

g) Blackmore Vale Tourism Association

Cllr Von Clemens reported that the Blackmore Vale Tourism Association is moving forward and working with groups in Gillingham. Cllr Von Clemens presented the unaudited financial statements for the year ended 28th February 2018.

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

a) General Purposes Committee meeting held on Monday, 1st October 2018.

Cllr Mrs Ridout proposed that **“the report of the General Purposes Committee meeting held on Monday, 1st October 2018 should be agreed and adopted”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED**.

b) Planning Committee interim meeting held on Monday, 24th September and the Planning Committee held on Monday, 8th October 2018.

Cllr Walsh proposed that **“the report of the Planning Committee interim meeting held on Monday, 24th September 2018 and the Planning Committee held on Monday, 8th October 2018 should be agreed and adopted”**. Cllr Mrs Potheary seconded and the vote was unanimous. **RESOLVED**.

c) Staff and Salaries Committee meeting held on Monday, 15th October 2018.

Cllr Frith proposed that **“the report of the Staff and Salaries Committee meeting held on Monday, 15th October 2018 should be agreed and adopted”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED**.

Full Council Meeting – Monday, 22nd October 2018 (continued):

573. To receive the following Committee reports for consideration and adoption (continued):

d) Policy and Resources Committee meeting held on Monday, 15th October 2018.

Cllr Harris requested that before the minutes of the Policy and Resources Committee held on 15th October were presented and agreed, that minute no. 417 was amended to specify how the item is to be funded. Cllr Harris explained that minute no. 417 refers to a proposal to provide employment law, human resources plus health and safety services from a specialist company. Cllr Harris stated that there is a note included in the minutes of the meeting, and asked for the following words to be added:

“The Service Proposal for the Employment Law, HR and Health and Safety Fixed Fee is financed from budget no. 5.07 – GDPR”.

Cllr Harris proposed that **“the report of the Policy and Resources Committee meeting held on Monday, 15th October 2018 with the amendment shown above should be agreed and adopted”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

574. To receive the resignation of Cllr Walsh as the town council representative from the following organisations and to appoint a replacement town council representative.

Cllr Walsh explained that he wished to resign from some of his town councillor duties due to pressure of work.

a) Gillingham Chamber of Commerce and Industry

Cllr Mrs Cullingford informed the meeting that there are currently two council representatives. As Chairman of the Chamber, Cllr Mrs Cullingford stated that two representatives are not necessary and recommended that the council continues with one representative, currently Cllr Von Clemens.

Cllr Mrs Cullingford proposed that **“the resignation of Cllr Walsh is accepted as Town Council representative for the Gillingham Chamber of Commerce and Industry and that a second representative is not appointed at this time”**. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

b) DAPTC Northern Area

Cllr Mrs Potheary proposed that **“the resignation of Cllr Walsh is accepted and Cllr Harris is appointed as a representative on the Dorset Association of Parish and Town Councils (DAPTC) Northern Area for the remainder of this council year”**. Cllr Hill seconded and the vote was unanimous. **RESOLVED.**

c) Dorset Age Partnership

Cllr Mrs Cullingford proposed that **“the resignation of Cllr Walsh is accepted and Cllr Von Clemens is appointed as a representative on the Dorset Age Partnership for the remainder of this council year”**. Cllr Walsh seconded and the vote was unanimous. **RESOLVED.**

d) Education Liaison

Cllr Walsh proposed that **“an Education Liaison Officer representing Gillingham Town Council is not required at this time and the role should be removed from the list of appointments”**. Cllr Mrs Potheary seconded and the vote was unanimous. **RESOLVED.**

575. To agree to advertise the councillor vacancy for the co-option for the Town Ward.

Cllr Mrs Hunt informed the meeting that the Casual Vacancy Notice for the vacancy of a town councillor for the Town Ward has been displayed and the Electoral Services Officer at North Dorset District Council has confirmed that no request for an election has been received. Cllr Mrs Hunt confirmed that the Town Council can now proceed to co-opt the vacant seat.

Full Council Meeting – Monday, 22nd October 2018 (continued):

575. To agree to advertise the councillor vacancy for the co-option for the Town Ward (continued):

Cllr Mrs Cullingford proposed that **“Gillingham Town Council advertise for the co-option of the vacancy for the Town Ward. Letters of application to be submitted by 19th November 2018 for consideration by Full Council at the meeting scheduled for 26th November 2018. All eligible candidates should be invited to attend the next Full Council meeting where applications will be considered”**.

Cllr Mrs Potheary seconded and the vote was unanimous. **RESOLVED.**

576. To receive and consider a report from the Policy and Resources Committee Chairman as detailed at Full Council, 24th September 2018, minute no. 559:

- a) **Review of procurement thresholds**
- b) **Procedures for on line banking and salary payments**
- c) **To agree council account signatories.**

The Town Clerk explained the Financial Regulations and Standing Orders were reviewed and resolved on 25th June 2018 (Minute No. 523). As per Standing Order no.37, Rescission of Previous Resolution, it is not possible to review these documents again until the Full Council meeting scheduled for 28th January 2019. Therefore, a review of procurement thresholds and on-line banking of for salaries cannot be included in the Financial Regulations until this time.

For the time being, it is only possible to review the council account signatories. Two of the signatories should be appointed staff and the remaining signatories will be councillors. The criteria for signatories is that they can be easily contacted during the day should emergency payments need to be made and more importantly, to allow time to scrutinise cheques and payments.

Cllr Mrs Hunt proposed that **“the Deputy Town Clerk, Mrs Clare Ratcliffe and the Deputy Chairman of the Policy and Resources Committee, Cllr Harris are included on the list for council signatories on the bank accounts at Lloyds”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

Cllr Mrs Hunt proposed that **“The Town Clerk, Mrs Julie Hawkins and The Mayor, Cllr Mrs Su Hunt are included on the list of council signatories for the NS&I Account”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

577. To receive and agree a revised calendar of meetings to allow for Parish Elections in May 2019.

The Town Clerk explained that due to the elections in 2019 it was necessary to amend the schedule of meetings, including the date of the Annual Town Meeting which needed to be held prior to Purdah. A revised calendar of meetings had been circulated prior to the meeting.

Cllr Von Clemens proposed that **“the revised calendar of meetings was approved and agreed”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

578. To receive and consider a report from the School Councils, if available.

Cllr Von Clemens reported that elections had taken place at Wyke School, St. Mary's School and Gillingham School. Cllr Von Clemens informed the meeting that both Wyke School and the Sixth Form Committee were organising an Odd Socks Day on 12th November. Cllr Von Clemens stated that a student from Gillingham Sixth Form had volunteered to help with the Conservation Area Appraisal and two students had volunteered to help with the Community Orchard Project at Shiresgate. Students have also volunteered to help plant daffodil bulbs on 10th and 24th November.

579. To receive and consider the draft quarterly newsletter prior to publication.

A copy of the draft quarterly newsletter had been circulated prior to the meeting.

Cllr Von Clemens reminded staff to remove Roger Monksummers from the list of councillors.

Full Council Meeting – Monday, 22nd October 2018 (continued):

579. To receive and consider the draft quarterly newsletter prior to publication (continued):

Cllr Mrs Ridout asked if information regarding the bulb planting days could be included in the newsletter.

Cllr Mrs Potheary proposed that “**the draft quarterly newsletter was agreed and approved for publications subject to the amendment to the list of councillors and the inclusion of the forth coming bulb planting days**”. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

580. To receive a thank you letter from the Gillingham Duke of Edinburgh Open Award Centre.

Cllr Mrs Hunt informed members that she had recently attended a presentation evening at the Duke of Edinburgh Open Award Centre. It was heartening to see so many young people participating in the award and especially for those who had achieved their gold award. The Award Centre had sent the mayor a thank you note for all the help and support that the centre receives from the Town Council

581. To receive a report on the Mayor’s and Deputy Mayor’s activities for the last month.

A list of the Mayor’s activities over the last month was tabled at the meeting. Please refer to **Appendix E.**

582. Matters Pertinent.

- a) **POS Jubilee Fields:** Cllr Von Clemens informed the meeting that a sewage leak at Jubilee Fields was being dealt with by Wessex Water.
- b) **Easy Reading:** Cllr Mrs Hunt read a letter of thanks that had been received from Read Easy thanking the town council for a recent grant payment.
- c) **Legislation Update:** The Town Clerk informed the meeting that a monthly update of council legislation is available to councillors on request.

The meeting closed at 8.12 pm.

1. County Councillors’ Reports, as follows:

a) County Councillor, Andrew Cattaway

Cllr Cattaway did not attend the meeting; no report was submitted.

b) County Councillor, David Walsh

Cllr Walsh was present at the meeting. Cllr Walsh had tabled a report prior to the meeting. Please refer to **Appendix F.**

2. District Councillors’ Reports, as follows:

a) District Councillor, Alexander Chase

Cllr Chase was not present at the meeting; no report was submitted.

b) District Councillor, Michael Gould

Cllr Gould was present at the meeting and gave a brief verbal report.

Full Council Meeting – Monday, 22nd October 2018 (continued):

2. District Councillors' Reports, as follows (continued):

c) District Councillor, Mrs Valerie Potheary

Cllr Mrs Potheary was present at the meeting and gave a brief verbal report. Cllr Mrs Potheary informed the meeting that she had attended the North Dorset Overview and Scrutiny Committee meeting on 17th October and would be attending a members' update meeting on Tuesday, 23rd October 2018.

d) District Councillor, Mrs Belinda Ridout

Cllr Mrs Ridout was present at the meeting; a report had been tabled prior to the meeting. Please refer to **Appendix G**.

e) District Councillor, David Walsh (Deputy Leader of NDDC and Portfolio Holder for Planning and Economic Development) and a member of the Shadow Dorset Executive Committee.

Cllr Walsh was present at the meeting; a report had been tabled prior to the meeting. Please refer to **Appendix H**.

3. Public Questions

There were no public questions.

Minute no. 572 (b)

Gillingham Town Council

Gillingham Town Meadow Group

Author: Cllr Stephen Joyce

A Town Meadow Group meeting took place on 12th of October 2018.

Damage to the Meadow after the Fair: Due to the dry weather there was not too much damage, apart from some minor ruts and two manholes where the concrete around had broken by the fair vehicles driving over the top.

The Autumn Volunteer Day went well on the 14th of October 2018, though the number of volunteers seem to be dwindling. As a result, we only spread, raked and seeded about 5 tonnes of top soil from the 19 tonnes that was delivered. We needed this to fill in some of the undulations in the ground where the water lies, a few minor ruts that the fair made and to rake into the holes in the ground after aeration. We have decided to have another volunteer work day, next **Saturday 27th of October 2018** and the following day, Sunday, 28th October, if necessary.

A post and rail fence will be erected soon to finish off around Chan's parking area and some Nitida hedging planted, once the concrete footing has been broken up to enable the hedging to be planted.

We have received a request for an independent monthly market on the Town Meadow site. Their representative, Mr Cameron King, will be making a presentation to the next TMG meeting on the 1st of November. Mr King will be confirming the number of interested stallholders and a marketing budget for the event. The TMG would like the stalls located on the hard-standing track. No alcohol could be sold unless it was approved by the Red Lion (Hall and Woodhouse).

Cllr Mrs Ridout and Cllr Von Clemens will be attending the TMG meeting on Thursday, 1st November 2018.

Minute no. 572 (d)

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CHIEF EXECUTIVE'S REPORT TO AREA MEETINGS - OCTOBER 2018

AGM ARRANGEMENTS

The AGM this year will be on **Saturday 10 November 2018** and will be a morning event followed by lunch. As usual, it is intended to have a short business meeting (including motions for resolution) followed by coffee and then speakers on topical issues.

You are reminded that any council which has proposed a resolution at the AGM must have their representative in attendance at the AGM to propose the resolution. Please note that representatives at the AGM may be required to make a decision after an informed debate and possible amendment. DAPTC will recognise the final decision.

The DAPTC constitution states: "Every member council will be entitled to two representatives, but only one vote on any particular motion."

Numbers of representatives attending the AGM will be needed by **26 October** please for catering purposes.

LGR INCLUDING SHAPING DORSET UPDATE

Attendance and statements at Shadow Authority meetings

DAPTC Chairman John Parker and I have been attending and speaking at the shadow authority meetings for both Dorset Council plus Bournemouth, Christchurch and Poole Council. Our members have been informed of our attendance through all our communication channels with updates of the actions of those shadow authorities.

The Chairman made a statement to the first meeting of the new Shadow Dorset Council on 7 June. We attended as members of the public. John made his statement in the public participation part of the meeting, reminding the Shadow Council that the parish and town council tier will remain after 1 April 2019 and that DAPTC was keen to build relationships with both shadow authorities on behalf of its members.

Devolution was also raised by John. He said:

"Devolution to town and parish councils will be a fundamental issue for shaping future services. Achieving this in an adequately resourced and cooperative manner is in the interests of all our communities.

"Our association believes it is in a unique position to be a positive voice in ensuring that our members are engaged with the new councils, not only in collaborative design of services for the many different communities in Dorset, but also in all aspects which would help build relationships and ease the implementation of change."

The Chairman made a statement to the first meeting of the Executive Committee of the Shadow Bournemouth, Christchurch and Poole Authority on 15 June. We attended as members of the public. John made his statement in the public participation part of the meeting, stressing that the introduction of a brand new unitary council will make it more important than ever to keep links with the many individual communities that it will serve. As the parish and town council tier of local government will remain, that tier will have an essential role to play in representing their residents.

John said: "Our association believes it is in a unique position to be a positive voice in ensuring that our members are engaged with the new councils, not only in collaborative design of services for the many different communities in Dorset, but also in all aspects which would help build relationships, ease the implementation of change and increase the potential for local control over local matters."

The Shadow Dorset Executive Committee has decided principles for transfer of assets to local councils. Details are in draft minute 18 at:

<http://shadowcouncil.dorset.gov.uk/ieListDocuments.aspx?CId=136&MId=134&Ver=4>

The Shadow Dorset Overview and Scrutiny Committee met on 31 July and as part of its work, discussed the principles. At the request of the Committee Chairman, the DAPTC Chairman John Parker was invited to speak to the Committee. As he was unable to attend due to a delayed flight, I gave a statement on his behalf which included the following points:

- The establishment of a new unitary council is an enormous task. It is in everyone's interests that every effort is made to provide effective services to the people of Dorset. Cooperation between the unitary tiers of local government and the parish and town council tier has never been so essential.
- With the budgetary challenges facing the new unitary, it is even more important to use local councils as a way of connecting with individual communities. Our members have the knowledge and understanding of their residents' needs. Let us help you shape future services in innovative and responsive ways.
- Devolution is a fundamental issue which requires adequate resources and massive cooperation. There are some items which are clearly out of our league and we have to be mindful of council tax payers facing increases through tax harmonisation. Please let us have the opportunity to work as partners with this brand new authority to find ways to help our communities – a goal that we all have in common.

Councillor Adrian Hibberd, a member of DAPTC Executive Committee and Chairman of DAPTC Eastern Area Committee spoke of the need for improved communication about plans for the new unitary council.

Swanage Town Clerk Martin Ayres reminded the Committee of the recommendations of the Working Together Project. (The project had been led by officers from Dorset County Council, DAPTC and several Clerks, including Martin. The recommendations had received broad support from DAPTC members in December 2015 when DAPTC consulted all town and parish councils on the report's recommendations for closer working arrangements with principal authorities).

We continue to attend meetings of both Shadow Authorities in order to raise the profile of our members and to establish relationships.

At the Shadow Dorset Executive meeting on 17 September, the future of voluntary and community sector grants was considered. Arrangements to roll over grants into 2019/20 and undertake detailed reviews of the grants in 2020/21 were decided and can be read at Minute 52 at:

<http://shadowcouncil.dorset.gov.uk/ieListDocuments.aspx?CId=136&MId=124&Ver=4>

At the same meeting, no support was given by the committee to proposals in relation to the transfer of services and assets considered by West Dorset District Council to town councils in its area. More detail can be read in draft Minute 52 at the above web link.

Our members have been informed of our attendance at shadow authority meetings through all our communication channels with updates of the actions of those shadow authorities.

Liaison with to the LGR teams

I continue to keep in contact with the LGR officer teams. The Dorset LGR Programme Director attended the Clerks Seminar on 18 September. An officer from the BCP area also attended. The focus of the seminar was practical preparations for April/May 2019. Elections teams from both unitary areas attended to brief Clerks on arrangements for the elections, giving them as much information in advance as possible.

Town and parish councils plus DAPTC are listed as stakeholders for immediate engagement in the Shaping Dorset Communications Plan. I am following that up with the Dorset LGR Communications Manager. The Shaping Dorset LGR Communications Team keep me in touch with the preparation of the newsletter circulated to town and parish councils.

Community Governance Review – Christchurch

At the request of Highcliffe Residents Association, the Chairman and I attended a meeting on 2 July in Highcliffe in Christchurch about establishing parish councils. I gave a presentation on parish councils – functions and setting up. (My presentation was based on information from NALC and has been requested for use by another county association). The Chairman answered questions and gave his own experience as a parish councillor. This event coincided with the public consultation for the Community Governance Review.

Christchurch Borough Council has decided to accept the recommendations of its Community Committee that the following new local councils be created:

- Highcliffe and Walkford Neighbourhood Council
- Christchurch Town Council

It also decided that Burton Parish Council and Hurn Parish Council remain with boundary amendments.

The feedback from the public consultation contained several positive remarks from Highcliffe residents about parish councils and referred to a public meeting on the matter. It is also interesting to note that points that DAPTC has expressed on the importance of parish councils are raised in the minutes of the CBC Community Committee.

I have established contact with the officer leading on the setting up of these new local councils.

NEWS FROM NALC

£3 million GDPR costs avoided

Town and Parish Councils had been saved approximately £3 million nationally by not having to appoint Data Protection Officers. NALC were successful in their lobby activity to make local councils exempt from that requirement under the new GDPR regulations.

Capping deferral

NALC has welcomed the government's proposal in the Local Government Financial Statement 2019 to 2020 technical consultation to again defer the setting of referendum principles for local councils.

New model byelaws

The Ministry of Housing, Communities and Local Government has undertaken an exercise to bring model byelaws up-to-date including accompanying guidance.

There is no requirement for local (parish and town) councils to update their existing byelaws at this time. However, when councils decide to review, amend, or put in place new byelaws it is then necessary to use the updated model byelaws. NALC will be publishing a new legal topic note on this issue in due course.

Tweet your good news stories

This year's **#OurDay** will take place on 20 November. The 24-hour social media marathon gives everyone who works or volunteers in local public services the chance to share their stories of how they improve the quality of life of residents. Last year more people, local authorities and other organisations than ever took part – close to **14,000** contributors, posting over **45,000** tweets, reaching more than **31 million** people. This year is expected to be bigger than ever and NALC would like to see even more local councils taking part to promote your brilliant work!

SURVEY OF NEW EXTERNAL AUDIT PERFORMANCE

The DAPTC will be contacting all Clerks for feedback on the new external audit arrangements. The feedback will be reported to NALC. This is in response to us hearing of problems at the annual Clerks Seminar.

DAPTC NEWSLETTER

A newsletter was sent to all Clerks for distribution to their members. If you haven't seen a copy, please contact your Clerk.

DAPTC ANNUAL CONFERENCE 2019 – DATE FOR YOUR DIARY

The DAPTC annual conference will be on Tuesday 26 March at Kingston Maurward College, just outside Dorchester.

TRAINING EVENTS

We are aiming to deliver training on topics such as planning, HR and procurement through professional expert trainers in future months.

Title (Click to view details)	Event date	Time	Venue
Budgeting & Precepts	09/10/18	10am-12noon	Dorset Youth Association, Lubbecke Way, Dorchester DT1 1QL
DAPTC AGM 2018	10/11/18	9:30am TO 1pm	DCC
Bring Your Own Chair	20/11/18	7pm to 9pm	Dorset Youth Association, Lubbecke Way, Dorchester, Dorset, DT1 1QL

Motions from DAPTC member councils to DAPTC AGM 2018

Motion 1 (from Beaminster Town Council)

Beaminster Town Council propose that DAPTC urge NALC to lobby the Government to restore funding to Local Authorities to enable them to support (subsidise) bus services and other forms of public transport in rural areas

A. The reasons why the Parish or Town Council is submitting the proposal.

Since July 2017, subsidies from Dorset County Council (DCC) to local transport operators have been cut. Serious concerns have been voiced over reductions in the number of services supported by DCC from 35 down to just seven as it is forced to save another £1.85million. This has meant that, apart from school runs, buses have been withdrawn from large areas of Dorset. This has had the effect of isolating many members of the community, particularly the young and the elderly, who find themselves unable to travel to hospitals or doctors' surgeries, go shopping and socialise with friends and families and to make use of facilities outside their villages.

B. How the issue is affecting local councils in their area (with case study evidence).

The No.6 service from Bridport to Yeovil only runs on the A3066 and avoids all villages not on this route. The number 40 service from Bridport to Yeovil includes Broadwindsor but is, otherwise, the same route as the no 6 service.

Netherbury and Salwayash are excluded from any bus service except for school transport at the start and end of the school day where available seats may be limited.

No bus route is available on Saturdays.

The isolation caused by the lack of transport has meant that Beaminster Town Council has, in response to the outcry from the community, been forced to provide a bus service on Saturdays to enable members of the wider community, including nearby villages, to travel between Bridport and Crewkerne. This allows them to connect with the train services and buses on-going to Yeovil. Bridport Town Council is about to trial a bought-in service for its own surrounding villages which have been cut off from the towns in West Dorset. Although parish & town councils have the power to spend money on community transport, it is very difficult to maintain a bus service relying on volunteers as drivers and administrators.

Motion 2 (from Bryanston Parish Council)

For consideration of planning applications, can we propose that parish (and town) councils should be supported in being actively involved in all consultations between developers and planners, and directly involved in the resulting decision-making.

A. The reasons why the Parish or Town Council is submitting the proposal.

The current process feels like a pointless rubber-stamping exercise, rather than giving councils a valued input about planning applications that directly affect their residents.

B. How the issue is affecting local councils in their area (with case study evidence).

Parish Councils are only involved as a consultee in planning applications in their parish, like any third party, rather than directly involved in discussions and decisions.

An opportunity to discuss an application with the planning officer responsible would enable residents' viewpoints to be discussed face to face and save numerous letters to the planning office, in response to notifications that are days old. This would probably only apply to a small number of applications but should be the norm for larger developments which would have an impact on the larger community.

For a larger development, it would save hours of work writing letters expressing concerns that merely seem to be filed on the Dorsetforyou website, with no reply or discussion.

Motion 3 (from Chideock Parish Council)

Chideock Parish Council asks NALC to urgently lobby central government to completely overhaul how adult and child social care services are funded.

A. The reasons why the Parish or Town Council is submitting the proposal.

Currently the services are provided and funded by principal authorities. Many are reducing, axing or devolving services in order to have sufficient funding for adult and child social care services, and some are cutting the level of social care support provided due to lack of funding. Given the ageing population and the increased statutory social care demand for children, this can only get worse. The only solution which would ensure that there is uniform provision of good social care for all who need it is to shift the funding mechanism to central government.

B. How the issue is affecting local councils in their area (with case study evidence).
This issue potentially affects any elector in any part of England.

Motion 4 (from Lyme Regis Town Council)

Lyme Regis Town Council would like NALC to continue to pursue the means for Town and Parish Councils to receive a percentage (e.g.5%) of Business Rates paid by businesses, within their town and parished areas.

A. The reasons why the Parish or Town Council is submitting the proposal.
Pressure from a reduction in services to residents in towns and parishes would be eased by receiving some income from business rates they don't currently receive, - and also provide some real financial substance to the 'localism' initiative previously advocated by Government.

The income need is made more apparent when County and District councils invite Towns and Parishes to pick up the services and level of support they will no longer provide and the lower level councils of very much less means examine how the costs can be met within their relatively very small precepts.

B. How the issue is affecting local councils in their area (with case study evidence).
The reduction in services and support to residents in towns and parishes by District and County Councils, particularly in rural areas, puts new and raised pressures upon town and parish council resources as they try to fill the void for those they represent; often the most vulnerable.

Motion 5 (from Silton Parish Meeting)

Chairmen of Parish Meetings to be provided with their own copies of their Parish Electoral Registers.

A. The reasons why the Parish or Town Council is submitting the proposal.
Para. 24 of NALC Legal Topic Note 6 (dated September 2014) states that "only local government electors for the parish may vote at an assembly of a parish meeting". However, The Electoral Registration Office have stated that the Silton Parish Meeting Chairman is not entitled to a copy of the Parish Electoral Register and so does not know who is entitled to vote and is therefore unable to comply with this requirement.

B. How the issue is affecting local councils in their area (with case study evidence).
Parish Meetings may ask for a vote but the Chairman is unable to verify who is eligible to vote. The suggestion that electors could contact the Registration Office to receive written confirmation of their eligibility are impractical and unworkable as eligibility should be able to be confirmed at that point and not several weeks later.

Motion 6 (from Studland Parish Council)

Studland Parish Council request that NALC lobby for legislation to require applicants for tree felling in Conservation Areas to supply reasons for such work in their applications".

A. The reasons why the Parish or Town Council is submitting the proposal.
Trees in Conservation areas are being removed often without any supported reason for removal. The loss of trees in the Conservation Area is affecting the visual panorama of the area. Tree felling applications in the Conservation Area, without any supporting reasons, are encouraging others to present tree felling without any explanations.

B. How the issue is affecting local councils in their area (with case study evidence).
All Parishes and Town Councils in Dorset with Conservation Areas are affected by the issue.

Minute no. 572 (e)

GILLINGHAM TOWN COUNCIL

SALE OF LAND AT GILLINGHAM STATION

Author: Cllr Mrs B Ridout

Simon Hoare MP has received a reply (dated 9th October) from Jo Johnson MP, Minister of State for Transport. A reply from Andrew Haines, CEO at Network Rail is awaited. In a nutshell, the DfT will not intervene in what they see as operational matters, but have sought information on the situation and confirm that the land at Gillingham does not fulfil the criteria that would exclude it from disposal.

Extracts from Jo Johnson MP's letter:

Network Rail operates at arm's length from the DfT, with independence on day to day operational decisions. This is important for efficiency and maintaining the company's accountability. Therefore, it would not be appropriate for the Department to intervene on issues such as these.

Network Rail has agreed terms with Telereal Trillium and Blackstone Property Partners for the sale of its Commercial Estate business in England and Wales. The land at Gillingham Station is included in the commercial estate sale.

As part of the programme to sell their Commercial Estate business, Network Rail undertook a comprehensive internal clearance process to identify assets that may be required for future projects. Only property that met strict criteria, i.e. subject to railway project uses with both a permanent requirement for the property and a funded project status, would be excluded from the sale. At the time of the consultation, land at Gillingham did not meet the criteria for exclusion.

Network Rail is selling the Commercial Estate business on a long leasehold basis. Network Rail will retain the Landlord's interest in the estate and have included protective provisions in the lease that keep rights of access to inspect, maintain and renew railway infrastructure, on both a planned and emergency basis. Network Rail have also included mechanisms in the lease to take back individual assets at a fair market value, whether temporarily or permanently, to facilitate railway works and future projects.

Minute No. 572 (d)

Gillingham Town Council

Gillingham Town Team

Author: Cllr M Gould

As part of its plan to bring economic and infrastructural improvement to the town the Town Team's initial focus is on Station Road, letters have been sent to all landowners and team members are having ongoing meetings with landowners. The response has been positive. The objective is to bring the major landowners together to act as one group.

Discussions are also continuing with landowners who have facilities for relocating businesses. Some businesses have expressed an interest in relocating. Members of the Town Team have also had meetings with a potential developer and with a company who has a successful track record in revitalising town centres.

The Town Team recently carried out an online survey on the future of St Martins. The survey has found to date that 80% of respondents do not want it demolished.

Minute no. 581

Gillingham Town Council**Mayor's Report****Author: Cllr Mrs Su Hunt****23rd September – 19th October 2018**

Date	Event	Comments
26 Sept	Samaritans AGM	A very informative evening and I was comforted by the dedication of volunteers.
28 Sept	Dorchester Civic Day	A very special visit to the Dorset History Centre. Well worth another visit. This was followed by KeeP 106 broadcasting studio, lunch at the Dorchester Army Reserve Centre then on to The Keep Military Museum for a tour and talk.
30 Sept	North Dorset RFC Club Tour	Sunday morning at Slaughtergate – Wow The young people of Gillingham and the surrounding area were in abundance. They were all out in the fresh air, team working and enjoying rugby. After the matches hotdogs were served in the clubhouse. I did not realise just how many youngsters use this facility and the total size and amount of maintenance needed for these grounds. I was mightily impressed.
2 Oct	Gillingham Duke of Edinburgh Award Evening	A special evening with young people showing commitment, team work and giving to the community. Many of the young people achieving Bronze, Silver and Gold D of E awards. Not forgetting Gillingham Town Youth Awards.
3 Oct	Dorset Youth Council AGM (Deputy Mayor Attended)	It was fabulous to hear about the wonderful work the Dorset Youth Council has been doing across the county, including here in Gillingham and to learn about their future plans.
3 Oct	South West in Bloom Reception	It was an honour and privilege to accept the eleven awards for the 'It's your Neighbourhood' and Gold for the Pennants award on behalf of the Gillingham Team along with Clare Ratcliffe the Deputy Town Clerk, Cllr Belinda Ridout and Mostyn Coombes our horticultural specialist.
5 Oct	Scout's visit to the Town Hall	Barry and I were grilled at length by 20 young scouts, one of whom was impressed, as I went to school with his granny. They were a brilliant pack and their annual visit is well worth while.
6 Oct	Gillingham Carnival Day	Another very special event in the Mayor's calendar. Truly memorable. I was so proud to be Gillingham's first lady, leading the procession of youngsters, who were so brave in the appalling weather conditions. Many congratulations to all the carnival committee and marshals. It was a first-class carnival.
8 Oct	Brownies Presentation	Belinda and I called in to present them with their South West in Bloom 'In Your Neighbourhood' Award.
10 Oct	Lyme Regis Civic Day	Beautiful sunshine and a wonderful day at Lyme Regis. We visited the boat building academy, the aquarium and the RNLI centre. Fitting in a fish and chip lunch and tea with B-Sharp, a music group based in Lyme Regis.

Date	Event	Comments
11 Oct	Lions World Sight Day	The Lions including our Deputy Mayor escorted myself and the Mayor of Shaftesbury along the High Street. We wore glasses giving the effect of Macular degeneration. It did bring home how lucky we are to have good sight and how patient we should be to those who are taking their time managing with sight disabilities. The Lions should be congratulated for highlighting this issue.
13 Oct	Opera at St Mary's Church	'The Veterans Dream' opera by Francesca Murray-Mattei. Commemorating the anniversary of the end of WW I. This was awesome. Supported by many, a cast of 37, a brass ensemble of 9 and of course the composer and Director Francesca Murray-Mattei.
17 Oct	Topsie Rabbit Presentation	I called in on Topsie Rabbit to present them with their South West in Bloom 'It's your neighbourhood' award.
18 Oct	Citizens Advice Bureau AGM	Another informative evening and a public thank you for Gillingham Town Council's grant of £10,000.
19 Oct	St Martins Grange	An event to celebrate the installation of a Tovertafel interactive table. This was magical to see the smiles on the faces of the people living with dementia using this table for the first time.

County Councillor's Report – Cllr David Walsh
Chairman of People and Communities Overview and Scrutiny Committee

Dorset Armed Forces Programme Board - 25th September

I am Chairman of this Board and am currently working with Local Authorities and the Military in Dorset to ensure that the Armed Forces Covenant is delivered to members of the Armed Forces both current and Veterans and their families. One Stop shops for advice and support are to be set up in 17 libraries over the Dorset area.

Library Hub Update meeting - 26th September

Meeting with DCC Highways - 8th October

I met with Highways officers to discuss projects within Gillingham.

People and Communities Overview and Scrutiny Committee - 10th October

- At the last meeting the committee had asked for an update to be brought to this one on working with schools, School Improvements and Education Health Care Plan performance. The members were happy with the improvements outlined.
- The committee considered a report by the Transformation Programme Lead for Adult and Community Forward Together Programme.
- Better Care Fund Performance. Members considered a report by the Better Care Fund Project Manager.

Dorset Health Scrutiny - 17th October

I now sit on the Dorset Health Scrutiny Committee as Cllr Steve Lug passed away and it overlaps with the People and Communities Overview and Scrutiny Committee which I Chair.

- Report regarding the work of the Dorset Health Scrutiny Committee Task and Finish Group re: Clinical Services Review
- Integrated Urgent Care Service
- Integrated Care System: Primary Care Transformation Programme Review and Evaluation
- Glucose Monitoring Device for Individuals with Diabetes
- Briefing for Information – Maternity and Paediatric Services at Dorset County Hospital NHS Foundation Trust
- Briefing for information – Repatriation of Activity from Bridport Hospital to Dorset County Hospital

North Dorset District Council

Planning Committee – 9th October, Durweston. No planning applications with relevance to Gillingham. Appeal lodged between 31st August and 27th September 2018: Mr & Mrs A Turner, Madjeston Farm House, Bleet Lane, to New Road, Madjeston, Gillingham. Change of use of part paddock/agricultural land to domestic garden and erect a tennis court, fencing and associated screen planting. Written Representation.

North Dorset Overview & Scrutiny Committee, 17th October, Dorchester. Sovereign Overview & Scrutiny Committee meetings are running alongside the Joint Overview & Scrutiny Committee for the Dorset Council Partnership, i.e. ND, WDDC & W&P.

At the October meeting of the ND Overview & Scrutiny Committee, representatives of Sovereign Housing Association were in attendance to deliver a progress report on the work of Sovereign Housing Association in North Dorset, which included answers to 21 questions previously submitted by members. The response document is 11 pages long and available to view on line but an overview of Sovereign is attached. Overall Sovereign seem to be performing well regarding customer satisfaction and encourage tenants to become involved with scrutiny of the organisation (Scrutiny Coordination Group) and tenant representation on the Sovereign Housing Association Board (Resident and Board Partnership). Sovereign have 22 offices across their operating area and looking at bringing all their Dorset offices together under one Head Office, not necessarily at the Sunrise Business Park, Blandford.

Agendas and minutes for all meetings are available at:
<https://moderngovdcp.dorsetforyou.gov.uk>

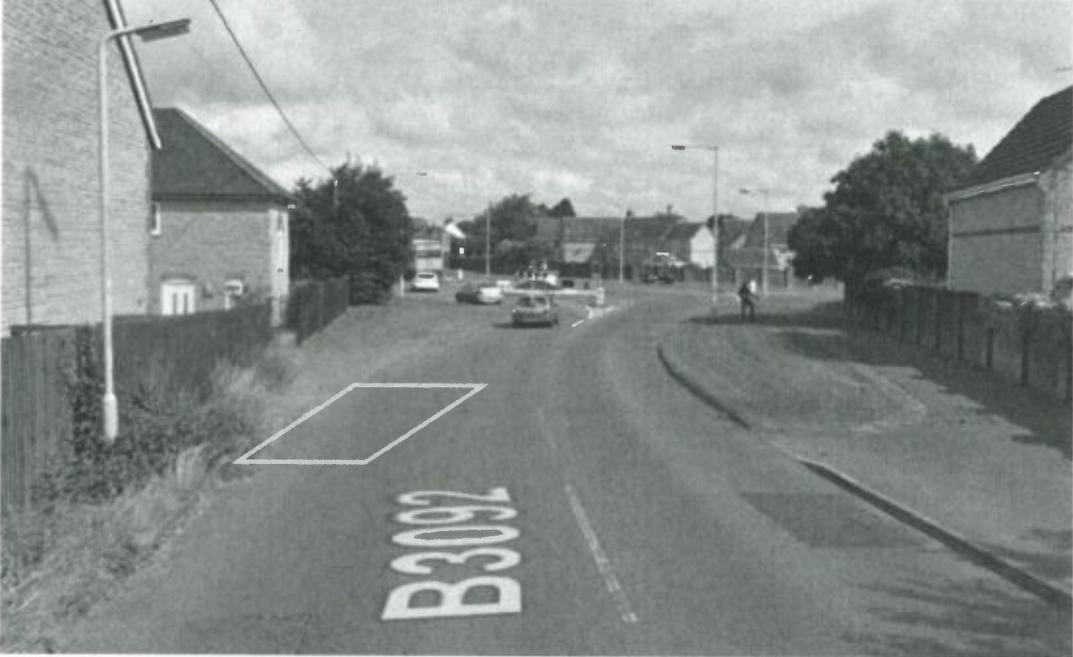
Transport

Shaftesbury Road bus stops: A resident request to lower the timetable cases along Shaftesbury Road has been forwarded to South West Coaches for action.

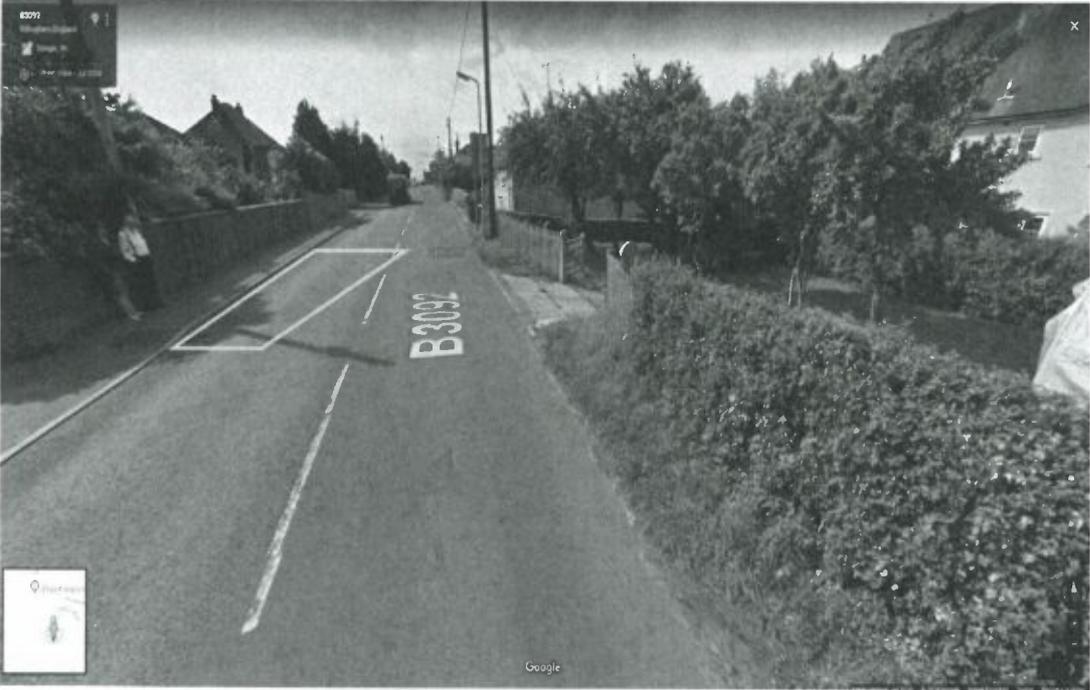
Shires Gate bus stop: As reported last month, this bus stop is not marked and is causing confusion with passengers and bus drivers. South West Coaches have confirmed that they have not removed any infrastructure and that there is both a northbound and southbound stop at Shires Gate, as detailed on Google. There is no flag or timetable southbound because the telegraph pole has an un-shielded electrical cable down the side with a warning sign saying, 'Danger of Death'. Nothing can be placed on the pole. Northbound, the buses pull in to pick up and drop off at the place marked on the photo attached.

It is recognized that passengers and some bus drivers may find it difficult to know where the bus will/should stop. SWC have suggested that the best solution is to have the bus stop marked out on the road in both directions. DCC is considering this but have made it clear that there is no or very little ready budget for this and have suggested that an option would be for Gillingham Town Council to fund the bus bay markings. Emily McCurdy, Community Engagement & Infrastructure Support Officer, Dorset Travel, is to provide a quotation for the work.

North bound – Shires Gate bus stop



South bound – Shires Gate bus stop



About Sovereign

Sovereign is a social business and one of the largest housing associations in the country. We provide 57,000 homes for people in housing need across the south and south west of England and the Isle of Wight.

Our social purpose and financial strength means we can do more for the communities in which we work. And, as a strong and respected regional player, we aim to use our influence on the issues that matter to us and our residents at both a local and a national level.

We're a major developer of affordable housing with a significant build programme each year for rent or buy. This includes a growing portfolio of quality private rented homes and outright sale where it makes sense to do so, reinvesting the profits into more affordable homes.

We also invest in our homes, to keep them in great shape, whether that's redecorating or installing a brand new kitchen. Our in-house repairs service also provides excellent property management to our residents.

We invest in the development of our 1,800 talented and dedicated employees, working hard to be an employer of choice. We also run a successful apprenticeship scheme, giving more than 30 people each year the chance to kick-start their career.

Our homes in North Dorset

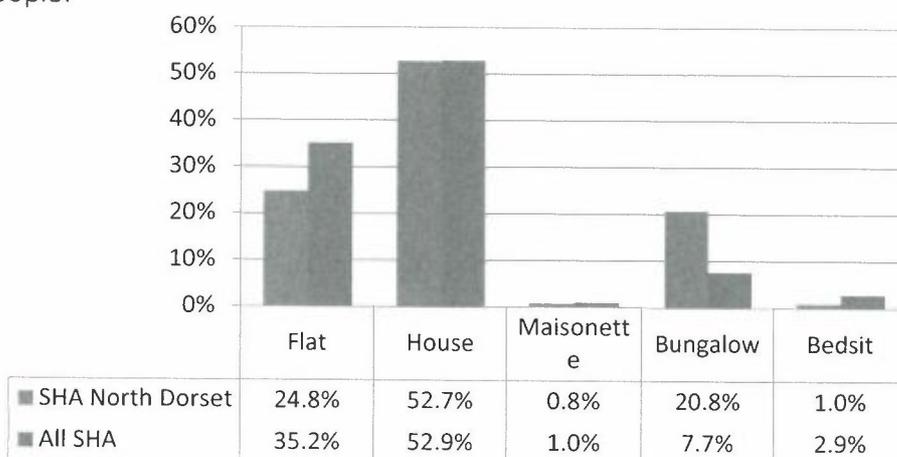
Tenancy Types

We've 3,785 homes in North Dorset. When compared to all Sovereign homes the proportions of tenure type are similar. The biggest areas of difference are with housing for older people, with North Dorset having 10% more of these homes. We also have a higher proportion of leasehold homes in the area and a lower proportion of shared ownership homes.

	SHA North Dorset	All SHA Homes
Social rent	72.4% (2,741)	68.9% (38,963)
Affordable rent	0.1% (2)	4.2% (2,385)
Specialist supported	1.7% (66)	1.9% (1,058)
Housing for older people	15.1% (571)	5.4% (3,034)
Housing for older people AR	-	0.1% (32)
Shared ownership	3.6% (135)	10.1% (5,681)
Leasehold	7.1% (268)	4.2% (2,394)
Intermediate market rent	0.1% (2)	1.0% (569)
Market rent	-	1.2% (660)
Non-social	-	3.1% (1,759)

Property Types

Just over half of our homes in North Dorset are houses. In North Dorset there are 13% more bungalows than across all of Sovereign, in line with the higher proportion of housing for older people.



Local Rents

Our average social rents in North Dorset are slightly cheaper than those charged by other HA's. Our Affordable Rents are in line with those charged by other associations in the area. The difference between the average market rent and Sovereign's average social rent gets larger as the number of bedrooms increases; climbing to a £130.20 difference for a 4 bed home.

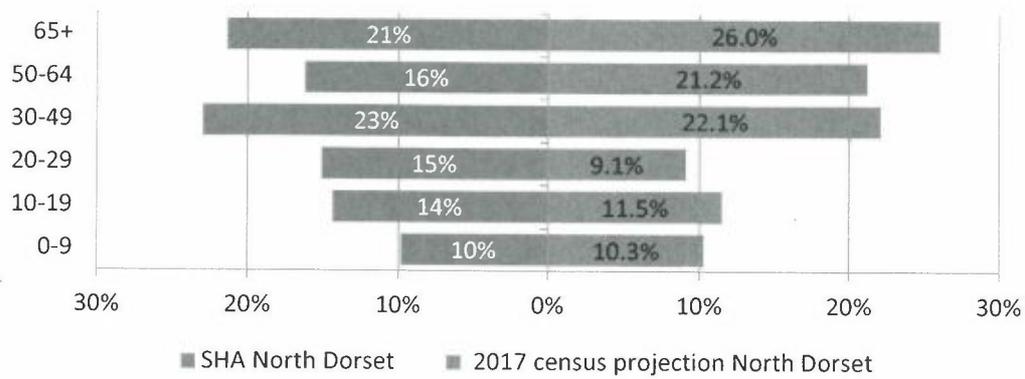
The final column shows what percentage of average market rent our average social rents are. We can see that the value that our social rents offer grows with each extra bedroom.

	SHA North Dorset		HA's in Dorset		Median Market Rent (MR)	SR as a percentage of MR
	SR	AR	SR	AR		
1 bed	£87.46	£102.25	£93.30	£92.81	£113.84	77%
2 bed	£102.49	£126.56	£103.07	£120.36	£143.73	71%
3 bed	£116.37	£143.14	£116.96	£150.42	£178.23	66%
4 bed	£122.77	£151.16	£129.56	£171.27	£252.97	49%

Source: SDR 2017 average rents inc. SC; VOA median MR March 2017

Our Residents

The age breakdown of our residents in North Dorset is comparable with the age breakdown of the whole population of the local authority. Although overall our residents are slightly younger.



The average tenancy length in North Dorset is 10 years; this is slightly longer than the average across Sovereign, which is 7 years.

District Councillor's Report: Cllr D Walsh
Deputy Leader NDDC
Portfolio Holder: Planning and Economic Development Strategy

Economy Board - 27th September

The three members of the Economy Board supported by Officers looked at and decided Grant Applications.

Gillingham SSA Consortium meeting - 5th October

Developers updated Councils on the progress of the Southern Extension and we are hoping to see planning applications in January.

Planning Portfolio Holder Meeting - 10th October

DM IT project

Bryan Alford and Helen Fradley gave an update on progress with the IT project, replacing three systems with a single system covering planning, building control and land charges across all three councils, and a single document management system. There has been very good progress and we are now close to going live, but it was explained that there would be a transitional stage during which the new and old systems would both be operating, and that this would be challenging as all staff needed to be involved in testing and making sure that everything was working correctly.

There have been some difficulties working with IDOX as a supplier but this is being managed and pressure is being kept up. There were particular issues with the land charges module which was not available for shared services and had to be specially developed.

The system is not compatible with those at Purbeck and East Dorset, but will last for at least two years, and doing nothing was not an option due to previous systems being out of contract. The new council would have had to procure new systems anyway. The whole project has involved significant data cleansing and digitizing work that will be of great benefit in any move to other systems in future.

This is the final element in the DM improvement plan. Once it has gone live there will be a series of additional benefits eg mobile apps for travelling officers, and a CIL management

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Other DM updates

Business support restructure – now going ahead, with consultation on the proposed structure concluding this week. New structure includes dedicated validation team as well as those dealing with frontline customer service – should improve efficiency of validation process and reduce delays. There will be 4 supervisors reporting to Sharyn, dealing with specific aspects of the work. 'Ownership' of the IT system will be within this team in DM rather than in IT, giving greater flexibility for changes etc.

Planning Portal – the government has just introduced a £20.00 charge for submitting applications via the Portal – frustrating as this is the most convenient method for us and it seems wrong to be charging more for it. We don't know yet how much of a deterrent it will be but customers are complaining.

Local Plan Progress

- North Dorset – issues and options consultation completed. Responses have been reported to a planning policy briefing this summer, and team now working on drawing up Preferred Options consultation document. Landscape and heritage study about to be commissioned.

Housing completions and land supply

- Completions 2017-18 were 613 in West Dorset, Weymouth & Portland, and 152 in North Dorset – below target in both areas.
- Five-year land supply figures being calculated and information should be available shortly, but we need to understand implications of recent NPPF / planning guidance changes – including delivery test results available in November, and the tightened definitions of what makes a 'deliverable' site.
- A major issue is whether we will be expected to consider 5 year land supply on a whole unitary council basis from 1 April. The Westleaze appeal may test this out, but we are also seeking external legal and planning advice on it.
- Will also be looking into what we can do to get informal updates on likely direction in between – eg using council tax records of completions

Strategic planning

- NPPF has confirmed requirement for Statements of Common Ground, prepared jointly and setting out intentions for joint working. SoCG for Dorset area has been drafted and is due to come through committees. Draft has been published with Purbeck local plan papers and was approved by Purbeck this week.
- Decisions about local plan arrangements under the new council will be for the new authority to make, but the Consequential Orders have set a deadline of 5 years from the establishment of the new council, by which a new unitary-wide local plan must be in place. They also allow for existing local plan reviews to continue first – though this would have resource implications. Report going to shadow Executive on 15 October, and any legal advice on the 5YLS issue will influence decision.

Neighbourhood Plan updates

- Blandford+/- Good progress being made on preparing replacement plan: consultation has taken place and SA drafted. Pre-submission consultation planned for 7 November to 19 December
- Sturminster Newton – examiner's report about to be received for fact-checking, but further questions asked about site adjoining Bull Tavern and IOWA designation
- Hazelbury Bryan – at examination – consultation on submission plan ended 21/9
- Fontmell Magna – referendum taking place 15 November, special Council meeting for adoption
- Pimperne – examiner's report received.
- Milborne St Andrew – recently consulted on pre-submission plan and want to get to submission stage quickly.

Accelerating Home Building programme

- HIF bids – still going through ‘due diligence’ – major issue with Homes England position on viability, which only arose last week and has major implications for Gillingham and Chickerell (and any other rural greenfield sites)
- Housing company for West Dorset now established and working on first development site.

Development Working Party - 11th October

This Quarter Sturminster Newton Hosted the event for all Town Councils and a presentation was given on Community Land Trusts.

DAPTC Northern Area AGM - 17th October

I attended the AGM and my report is separate.

Informal Cabinet Meeting 18th- October

Cabinet met to discuss individual Portfolios and all issues facing North Dorset District Council.

NDDC Full Council - 19th October

This is my report to Full Council

“Councils should plan strategically on regional or county level, says housing minister”

Housing minister Kit Malthouse speaking at the Policy Exchange conference fringe event.

Kit Malthouse told several fringe events at the Conservative Party Conference in Birmingham this week that one of his key missions is to tour the country to encourage councils to plan on a regional or county scale.

He said the government was keen to replicate the Oxfordshire housing deal, in which the county's councils promised to deliver 100,000 new homes and a joint spatial plan by 2031 in return for £215 million of government infrastructure funding and a less stringent housing land supply requirement.

The move forms part of government efforts to boost housing delivery, Malthouse said, as he warned authorities not to operate as "little islands".

Government money would come from the £5 billion Housing Infrastructure Fund, which aims to pay for infrastructure where it would unlock housing growth.

Speaking at a fringe event hosted by the Planning Futures think-tank on Monday, he said: "Our general thrust is for groups of local authorities to come together to form a kind of strategic partnership and vision for a particular region or area, fundamentally so that we can fund the infrastructure that's related to it.

"We are unable to put the infrastructure that's required through the [Housing Infrastructure Fund] against proposals unless they have that kind of pan-regional or cross-area coordination."

At a Town and Country Planning Association event the day before, he said: "We are trying to encourage as much as possible for two-tier areas to get together and produce a kind of strategic plan.

"That's what's happening in Oxfordshire, where we've given the whole county the planning freedoms and flexibilities and some time to produce a strategic plan which will include the infrastructure that they want to build."

At a Conservative Home event yesterday afternoon, he said: "I'm touring the country at the moment, talking to areas about them putting together strategic plans to release large amount of land."

He said such a grouping could be on a county, region or "growth corridor" scale and should result in large amounts of land coming forward for development.

He went on to say: "At the moment, we are trying to move away from a position where so many local authorities operate as little islands. "Given the scale of what we need, it's just not sustainable. There are lots of boroughs with big constraints on what they do, whether it's green belt or [Areas of Outstanding Natural Beauty] or national parks. "They haven't got the space but still have a strong housing requirement and we really need areas to work together, to work out where it's best for these things to go." I have £5 billion to spend on infrastructure and unless

I can get groups of authorities that can agree broadly about where the housing can go, I'm a bit stuffed in handing it out."

Earlier that day, he told a Policy Exchange think-tank fringe event: "What we are trying to do is get groups of local authorities to get together and think regionally about what their housing requirement is."

He said such an approach would allow councils to pool their section 106 funding to pay for new infrastructure.

In 2010, communities secretary Eric Pickles abolished the old system of regional planning introduced by the previous Labour government and replaced it with the duty to cooperate, in which councils have a legal duty to work with neighbours to meet housing need.

Gypsy and travelers Sites update

A list of potential sites had been due to be published in June followed by a public consultation, it was then thought it would happen this month but has now been put back until January.

There have been delays due to some authorities identifying sufficient sites, coupled with that is the fact that as we get ever nearer to Local Government Review the document itself will need to be restructured to reflect the new council areas.

The process from where we are now – to Pre-Submission, involves:

- Duty to Co-operate letters to be sent by those Councils who currently cannot meet their pitch requirements (I believe that is Purbeck and Poole).
- The remaining Councils to agree the sites they wish to see allocated.
- Draft document to be considered and discussed by SPF (likely to be either December or January meetings)
- Draft document to be approved by the respective Councils
- Consultation for a 6-week period, followed by submitting the document.

Corporate / Legal

Work associated with Shaping Dorset Council continues to have an increasing impact on various aspects of the legal service. This is taking the form both of Officers engaging directly with the Shaping Dorset Council project and also pressures to complete various projects by 31st March 2019. Some of the key matters across the partnership with which the unit is currently involved include work associated with the structural changes orders that give legal effect to different parts of the reorganisation, drafting of the new Dorset Council constitution, attending at various theme boards and work streams and matters associated with the creation of the Weymouth Town Council. This additional work creates inevitable capacity challenges within the Unit. Where necessary and possible, locums and /or the use of external firms will be used to seek to address impacts.

Land Charges

Turnaround times for the land charges service across all three councils continues to remain within target times. The Unit is also now becoming increasingly engaged in activities associated with data improvement and the planned move to a single IT system. These matters will continue to have resource impacts for at least the next 6 months.

Specifically in relation to the move to a single IT system, when the time comes for migration of data in to the new system (currently anticipated to be circa February 2019) there will be an inevitable period when it will not be possible to produce searches. Careful consideration is currently being given as to ways to minimise the impact of this, but there is a clear prospect of some limited short term backlogs occurring. One part of the assessments now being progressed will be to seek to ensure this is effectively communicated to key stakeholders (including external bodies) so that they can also make plans so far as possible.

Issues/ risks identified with land charges income have previously been identified. Evidence is now suggesting that for some of the Councils income levels may fall short of budgeted amounts, although with 6 months to go of the financial year this still remains somewhat speculative. Challenges relating to fee setting have already been captured by the financial work stream of the new Council and the reorganisation should provide a fresh opportunity to address this.

Shadow Dorset Council / Shadow Executive - 22nd October 2018

Shadow Dorset Council 27th September

Confirming the Permanent Appointment of the Chief Executive for Dorset Council

The Shadow Dorset Council received a report by the HR Lead, Shaping Dorset Council Programme with regard to the confirmation of the permanent appointment of the Chief Executive for Dorset Council. It was proposed by Cllr Flower seconded by Cllr Jespersen
Decision:

1. That Matt Prosser be confirmed as Chief Executive designate for Dorset Council from 1 October 2018 and that he be confirmed as the new permanent Chief Executive, Head of Paid Service and Returning Officer for Dorset Council from 1 April 2019
2. That a spot salary of £165,000 to be effective from 1 October 2018, be agreed. Matt Prosser, Chief Executive (Designate) returned to the meeting at this point.

Tier Two Roles - Salary Ranges and Appointments

The Shadow Dorset Council received a report by the HR Lead, Shaping Dorset Council Programme with regard to the salary ranges and appointments for Tier 2 roles for the Dorset Council. It was noted that a further meeting of the Shadow Dorset Council would be scheduled for December to enable agreement of the Tier 2 statutory posts as recommended by the Shadow Senior Appointments Committee and that a date would be announced as soon as possible. Meetings would also be required for consideration of the Constitution and Budget. It was proposed by Councillor S Flower seconded by Councillor J Haynes Decision That the Shadow Dorset Council agree: 1. The recommended salary range of £120k - £135k for Tier 2 posts, with flexibility to go to £140k for an exceptional candidate 2. The recommended salary range of £85k - £110k for the Monitoring Officer role and subsequent roles that are evaluated at the same level, subject to further benchmarking being undertaken by the LGA 3. For the Shadow Executive Committee to be given authority to agree the most appropriate approach for the remuneration for the Tier 2 post, either as a spot salary or a salary scale with defined performance measures 4. For a further meeting of the Shadow Council to be scheduled for December to enable agreement of the Tier 2 statutory posts as recommended by the Shadow Senior Appointments Committee

I have been invited to sit on the Member Appointments Panel for selecting the Executive Directors for the new Dorset Council.

Shadow Executive - 15th October 2018

2019/20 Budget and Medium Term Financial Forecast

The Committee considered a report by the Lead Member for Finance on the 2019/20 budget, future financial forecast and the strategic budgetary approach to enable the Dorset Council to deliver sustainable services. Attention was drawn to savings required throughout 2019/20 and beyond, including stranded costs. The Budget Working Group would continue to address the budget challenges of the new council and further information would be shared with members as it was made available, which would include costs of the organisational design to deliver services. A particular request was received to illustrate the relationship between income derived from fees and charges against other income such as Council Tax.

Decision:

1. That the current financial forecast for 2019/20 be noted and the strategy for balancing the budget of focusing on convergence savings be approved.
2. That the outline forecast for futures years and work being undertaken to ensure future financial sustainability be noted. Reason for Decisions To enable the development of budget proposals for 2019/20 that would set the foundations to creating a financially sustainable council.

Future of Local Plans in Dorset - Lead Member Cllr David Walsh

The Committee considered a report by the Lead Member for Planning in relation to the future of local plans, which would see existing local plans transferred to Dorset Council as the statutory Development Plan from 1 April 2019, and the review process which would lead to a new council area Local Plan within five years of the reorganisation date.

The importance of making progress on local plans, in order to have an up to date basis for planning decisions, was emphasised. In addition, legal clarification was being sought in relation to housing land supply as a result of the creation of Dorset Council, and application of existing plans prior to the development of a new Plan. The decision about how to progress local plan preparation would be one of the first tasks for the new Council after 1 April 2019. Reference was made to the need for a plain English guide to be made available in due course to explain the arrangements to the public, and to share with town and parish councils at the earliest opportunity. The Committee welcomed the report and thanked Cllr David Walsh, as the Lead Member for Planning, for his work in developing the position in relation to local plans.

Decision:

1. That the current work on local plan reviews should continue until any decisions are made by the new Dorset Council about the future of local plans.
2. That the continuing status of the existing adopted local plans after the formation of the new council be noted.
3. That the essential need to progress local plan reviews in good time in future, and the risks associated with the various options for doing so, as outlined in the report be noted. Reason for Decisions To highlight the importance of maintaining progress on reviewing planning policy, and the decisions that needed to be made by the new Council about how this was achieved.

Parish and Town Council Elections – Recharging Structure

The Committee considered a report by the Chief Executive (designate), as the Returning Officer for Dorset Council, on the arrangements for recharging for the administration of town and parish council elections in 2019, incidental by-elections, and parish polls. A request was made for information on the recharging to be shared with town and parish councils as soon as possible so that any financial impact could be taken account of in local budget and precept planning. The need for effective communications was highlighted through regular newsletters and through the Dorset Association of Town and Parish Councils (DAPTC).

Decision

1. That the implementation of the approach to recharging parish and town councils for the costs incurred by Dorset Council for administering their scheduled elections and byelections set out in section 3 of the Returning Officer's report with effect from 1 April 2019, be approved.

Reason for Decision:

Parish and town councils needed clarity about the likely costs that they would incur for both scheduled elections in 2019 and incidental by-elections to inform their budget-setting processes and decisions on the level of precept and beyond

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