



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, 24th September 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 S Joyce,
Cllr Mrs V Potheary, Cllr Miss N Purkis
Cllr Mrs B Ridout, Cllr Mrs D Toye and Cllr D Walsh.

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

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

In attendance: Town Clerk, Mrs J Hawkins
Deputy Town Clerk, Mrs C Ratcliffe

Prior to the meeting there was a presentation by Helen De Silva Wood, Chief Executive, of The Rendezvous Youth Services. The Rendezvous team has been providing an outreach youth service in Gillingham, known as RV Gillingham, since September 2017. The funding that the Town Council had initially received for this work ran out in August 2018; however, the Town Council agreed to continue to support this project using their own reserves from September 2018 until March 2019.

The outreach work, led by a highly skilled youth worker, has mainly focused on actively seeking out young people's 'hang outs'. A trust with the young people has been hard won over the months and has been rewarded by young people commenting that they like having a positive interaction with adults who are not there to reprimand or report. Hot chocolate drinks were supplied free of charge by Waitrose at Christmas and at the end of the summer term there was a pizza party in the skate park and ice creams handed out to those who meet on the public open space near the river. The team has dispelled myths and misconceptions about drugs and alcohol and replaced with facts; they have not shied away from challenging behaviour, attitudes, language and rudeness and made spot visits to areas of community concern and, as a result, gained the respect of the young people. RV Gillingham has achieved many positive outcomes to-date and it is very much hoped that funding will continue beyond March 2019 so that a local RV Gillingham team can be recruited and trained enabling the service to expand as the town grows.

Cllr Mrs Hunt thanked Helen for her presentation on the positive work of RV Gillingham.

Full Council Meeting – Monday, 24th September 2018 (continued):

553. To receive apologies for absence.

Apologies were received Cllr Robinson. The Chairman informed the meeting of the reasons for the apologies. The reasons for apologies were duly recorded in the attendance register.

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

554. To approve the minutes of the Full Council meeting held on Tuesday, 28th August 2018 and the minutes of the Extra-Ordinary Full Council meeting held on Thursday, 13th September 2018.

Cllr Frith proposed that **“the minutes of the Full Council meeting held on Monday, 28th August 2018 and the Extra-Ordinary Full Council meeting held on Thursday, 13th September 2018 were approved as a correct record of the meetings”**. Cllr Toye seconded and the majority were in favour. Cllr Mrs Potheary abstained from voting because whilst she had attended the last Full Council meeting on 28th August 2018 she had been unable to attend the Extra-Ordinary Full Council meeting held on 13th September 2018. **RESOLVED.** The Chairman duly signed the minutes.

555. Questions. There were no questions.

556. 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.

557. 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 the 3RP Board had not met this month but a meeting was being held on Tuesday, 25th September 2018, when Mr Paul Derrien the Housing Enabler Officer, would be making a presentation on community led housing.

b) Town Meadow Group

Cllr Joyce referred to a report that had been circulated prior to the meeting. Please refer to Appendix A.

c) Gillingham Chamber of Commerce and Industry

Cllr Von Clemens informed the meeting that the chamber had met at the end of August and had since held a successful networking evening to recruit new members. A report that had been omitted from being tabled at the meeting is attached to these minutes. Please refer to Appendix B.

d) Dorset Association of Parish and Town Councils (DAPTC)

Cllr Mrs Hunt and Cllr Von Clemens had been unable to attend the larger towns meeting held last month but would be able to attend the meeting in November, which is being held in Blandford. Cllr Walsh commented that he would be attending the DAPTC AGM in October.

e) Transport Forum

Cllr Mrs Ridout gave a verbal report as follows:

Concessionary Transport – Following representation about the fare charged before 9.30am for the no. 26 Tuesday bus service leaving Gillingham station at 9am to Salisbury for the market.

Full Council Meeting – Monday, 24th September 2018 (continued):

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

Confirmation has been received from Wiltshire County Council, Transport Services, (WCC) that they are prepared to reduce the fare by £1 to £3.10, this is the best that WCC can offer because this service is not subsidised by Dorset County Council (DCC).

X2 Service – Representation has been received about the X2 service covering Peacemarsh. There is no service to Peacemarsh after 3pm weekdays and no Saturday service. It has made things awkward for residents with an afternoon appointment at the Peacemarsh surgery. South West Coaches have advised that there are no plans to change the timetable to increase the number of times the buses go to Peacemarsh. They are finding it very challenging to keep to the timetable since Peacemarsh was added as a pilot route to the contracted route.

Shires Gate bus stop – An added confusion is the Shires Gate bus stop. Google Explorer shows the stop just before the Shires Gate Roundabout (Peacemarsh roundabout) but could be out-of-date. It has been reported that infrastructure has been removed from this stop. The problem is that elderly/frail passengers getting off at the Fire Station stop have quite a long walk to the Peacemarsh doctors surgery and there is no pedestrian way along part of the road. South West Coaches are investigating.

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

a) General Purposes Committee meeting held on Monday, 3rd September 2018.

Cllr Mrs Ridout proposed that **“the report of the General Purposes Committee meeting held on Monday, 3rd September 2018 should be agreed and adopted”**. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

b) Planning Committee interim meeting held on Tuesday, 28th August 2018 and the Planning Committee meeting held on Monday 10th September 2018.

Cllr Walsh proposed that **“the report of the Planning Committee interim meeting held on Tuesday, 28th August 2018 and the Planning Committee held on Monday, 10th September 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, 17th September 2018.

Cllr Frith proposed that **“the report of the Staff and Salaries Committee meeting held on Monday, 17th September 2018 should be agreed and adopted”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

d) Policy and Resources Committee meeting held on Monday, 17th September 2018.

Cllr Harris proposed that **“the report of the Policy and Resources Committee meeting held on Monday, 17th September 2018 should be agreed and adopted”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

559. To receive and consider an update on the completion of the handover from the retiring Town Clerk, Mrs Sylvia Dobie, and to officially offer the position of Town Clerk to Mrs Julie Hawkins, subject to terms and conditions of a probationary period.

Cllr Harris gave a verbal report supported by a PowerPoint presentation. The report contained three proposals as follows:

Proposal no. 1

That **“Gillingham Town Council task the outgoing Town Clerk to have Councillor Milsted and Mrs S Dobie removed from the authorised list of signatories for all GTC financial accounts with immediate effect. Action to be completed by Close of Business on 27 September 2018”**.

Full Council Meeting – Monday, 24th September 2018 (continued):

559. To receive and consider an update on the completion of the handover from the retiring Town Clerk, Mrs Sylvia Dobie, and to officially offer the position of Town Clerk to Mrs Julie Hawkins, subject to terms and conditions of a probationary period (continued):

List of current signatories

Authorised cheque signatories in the order they appear on the signature list:

Councillors

1. Councillor R. Evill
2. Councillor Mrs S Hunt
3. Councillor D Milsted (to be removed)
4. Councillor D Walsh
5. Councillor A Frith
6. Councillor S Joyce
7. Councillor Mrs V Potheary

Clerks

1. Mrs S J Dobie (to be removed)
2. Mrs J Hawkins

Proposal no. 2

That “Mrs Hawkins, incoming Town Clerk, be nominated the duly authorised member of staff for the purposes of the current GTC Financial Regulations, paragraph 2c(i) and 2c(ii)”.

Proposal no. 3

That “the Policy and Resources Committee chairman be tasked to deliver, with a working group of the committee chairman’s selection, an immediate review of the Financial Policy and specifically council account signatories to meet the future Council needs and staff structure, reporting to the October Full Council Meeting with recommendations”.

Cllr Mrs Potheary proposed that proposals nos. 1 to 3 above were taken en-bloc.

Cllr Von Clemens asked whether there were any councillors who wished to be removed from the current list of signatories, especially given the length of time it takes to process information with the bank.

Cllr Joyce and Cllr Walsh asked to be removed from the list of signatories.

Cllr Evill queried why only one staff member was authorised to sign cheques. What would happen during staff absence?

Cllr Harris replied that at least two councillors would be available to sign cheques and the clerk does not intend to take leave between now and Christmas, during which time the signatories will be reviewed by the Policy and Resources Committee.

Cllr Von Clemens proposed that “the proposals nos. 1 to 3 above were taken en-bloc and to include removal of Cllr Joyce and Cllr Walsh from the list of signatories”. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

Cllr Mrs Hunt thanked Cllr Harris for his work in preparing the presentation.

Cllr Harris confirmed that the handover between the incoming and outgoing Town Clerk is complete.

Cllr Mrs Hunt proposed that “Mrs Julie Hawkins is officially offered the position of Town Clerk subject to the terms and conditions of a probationary period”. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

Mrs Hawkins confirmed her acceptance of the position.

Full Council Meeting – Monday, 24th September 2018 (continued):

559. To receive and consider an update on the completion of the handover from the retiring Town Clerk, Mrs Sylvia Dobie, and to officially offer the position of Town Clerk to Mrs Julie Hawkins, subject to terms and conditions of a probationary period (continued):

The Town Clerk referred to Full Council held on Tuesday, 28th August 2018, minute no 538(a). The expenditure of the transitional audit was agreed but no budget had been agreed. The expenditure can be taken from budget no. 7.05-Town Clerk Mentor.

Cllr Harris proposed that **“the transitional audit agreed by Full Council on Tuesday, 28th August, minute no. 538(a) is financed from budget no. 7.05-Town Clerk Mentor”**. Cllr Mrs Toye seconded and the vote was unanimous. **RESOLVED.**

560. To receive a request for consideration from Cllr Von Clemens to support the Safe Passage campaign launched by Lord Alf Dubs to help Syrian refugee children to begin new lives in the United Kingdom.

A copy of the information on the Safe Passage campaign had been circulated to members prior to the meeting. Please refer to Appendix C.

Cllr Von Clemens asked for a short film clip to be shown of Lord Alf Dubs explaining the Safe Passage campaign and the plight of the Syrian children refugees. Each county in the UK is being encouraged to take a very small number of Syrian children refugees; however, this can only be achieved if the county local authority receives a petition supporting this action. There is funding available from central government to finance the resettlement of Syrian children refugees.

Cllr Von Clemens on behalf of County Councillor, Andrew Cattaway – who is leading the campaign in North Dorset - requested that Gillingham Town Council considers granting moral support ‘in principle’ for the Safe Passage campaign.

Cllr Gould endorsed the project wholeheartedly.

Cllr David Walsh speaking as a County Councillor, informed members that Dorset County Council already has a Syrian Refugee Programme.

Cllr Von Clemens apologised if the Safe Passage campaign is perceived as a criticism of the current good work already being done by Dorset County Council. The Safe Passage campaign focuses on genuine Syrian children refugees aged between 9 and 11 years only.

Cllr Miss Purkis queried why a small age group had been chosen. Cllr Von Clemens replied that the age group chosen is the group most at risk but also more likely to be a success at settling and becoming established.

Cllr Harris remarked that apart from Syrian children refugees there are other children refugees from elsewhere in the world and indeed children within our own communities that require help as referred to earlier in a presentation by The Rendesvous Youth Service prior to the start of the meeting.

Cllr Von Clemens proposed that **“Gillingham Town Council morally supports ‘in principle’ the petition for the Safe Passage campaign”**. Cllr Mrs Ridout seconded. The proposal received 9 votes in favour, 4 against and 2 abstentions. Cllr Walsh abstained as he would be the County Councillor who would eventually receive the petition.

561. To receive and approve the conclusion of the external audit by PKF Littlejohn Accountants for the year ended 31st March 2018.

The Mayor reported that the external audit report and certificate for 2017 / 2018 has been received.

Full Council Meeting – Monday, 24th September 2018 (continued):

561. To receive and approve the conclusion of the external audit by PKF Littlejohn Accountants for the year ended 31st March 2018 (continued):

The auditors, PKF Littlejohn, have certified that they have completed a review of Section 1 and 2 of the Annual Governance and Accountability Return, and discharged their responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31st March 2018. There were no matters arising. Gillingham Town Council is now required to take the following action:

- Prepare a 'Notice of conclusion of audit' which details the rights of inspection, in line with the statutory requirement'.
- Publish the 'Notice' along with the certified Annual Governance Accountability Return (Sections 1, 2 and 3) before 30th September, which must include publication on the smaller authority's website.
- Keep copies of the Annual Governance and Accountability Return and available for purchase by any person on payment of a reasonable sum.
- Ensure that Sections 1, 2 and 3 of the published Annual Governance Accountability Return remain available for public access for a period of not less than 5 years from the date of publication.

Cllr Mrs Hunt proposed that **"the conclusions of the external audit carried out by PKF Littlejohn LLP for the financial year 2017/18 are accepted and adopted"**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

Cllr Harris explained that the external audit is an Audit of Governance and a statutory requirement. It is not to be confused with the transitional audit that has just been completed.

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

Cllr Von Clemens reported the school councils are in the process of being elected. Gillingham School will be holding a 'Odd Socks' day – an awareness campaign to promote anti-bullying.

563. To receive a letter of thanks from the President of the Inner Wheel of Gillingham regarding 'Dementia Friendly Gillingham'.

Cllr Mrs Hunt read out the letter received from Mrs Linda Farnsworth, President, Inner Wheel Club of Gillingham thanking the Town Council for their support with the 'Dementia Friendly Gillingham' initiative.

Cllr Von Clemens, as Chairman of Dementia Friendly Gillingham would pass on the sentiments of the Inner Wheel of Gillingham to the Dementia Friends champions.

564. To receive a letter of congratulations from a local resident for the council's flower displays this summer.

Cllr Mrs Hunt read out an email that had been received from a resident in support of the "magnificent flowers" in Gillingham this year and congratulated those who designed the displays and to those who cared for them.

565. To receive a report on the Mayor's and Deputy Mayor's activities for the last month.

A copy of the Mayor's report had been tabled at the meeting. Please refer to Appendix D. Cllr Mrs Hunt referred to two letters of thanks she had received from Mr David Beaton and Mr David Lloyd on receipt of being made Freeman at the Freedom Ceremony on 22nd September 2018.

566. Matters Pertinent.

Cllr Joyce commented on a letter he had received from DCC regarding the proposed demolition of St Martins House, Queen Street. Cllr Mrs Potheary remarked that she had received an identical letter in response to her letter condoning the proposed demolition.

The meeting closed at 8.45 pm.

Full Council Meeting – Monday, 24th September 2018 (continued):

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; no report was submitted.

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; no report had been submitted.

c) District Councillor, Mrs Valerie Potheary

Cllr Mrs Potheary was present at the meeting, no report had been submitted.

d) District Councillor, Mrs Belinda Ridout

Cllr Mrs Ridout was present at the meeting and gave a verbal report, as follows:

Cllr Mrs Ridout had attended the planning committee meeting when the Harwood Retail, Phase II was approved. DCC Highways were satisfied with the one-way access onto Newbury with a barrier system in place at peak times (8.15am to 9.00am and 3.15pm to 4.15pm), situated at the entrance to the one way just beyond the five parking spaces on the left. This will be a shared surface area for pedestrians and vehicles, slightly raised and a different colour for the pedestrian way. Delivery vehicles will not be prohibited from exiting this way. The revised application is much better than the original application.

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. Please refer to Appendix E.

3. Public Questions

There were no public questions.

Minute no. 557 (b)

Gillingham Town Council

Report on a meeting of the Town Meadow Group held on 9th September 2018

Author: Cllr S Joyce

Our last meeting was held on the 9th of September 2018, where Rob Setchell, officially resigned as Chairman, and has now moved to Devon. We thanked him as instigator of the Town Meadow Project, and his continuous hard work as Chairman and volunteer for the Town Meadow Group (TMG)

Bob Messer, our Treasurer, reported that an unexpected donation of £50 from a member of the public, who has been enjoying the facilities of Town Meadow. We currently have a healthy balance of approximately £2,200 which will be used for ongoing projects, such as the boundary between the Red Lion Car Park and the Town Meadow. We have still not come to a definite conclusion of how the boundary between the Town Meadow and the Red Lion Car park, but we are still looking at various ideas that have been suggested. Some of this money will also be needed later for a surface water pump, hoses, in line flow meter, and attachments for next summer, when water will be needed if conditions are dry, to water the trees, roses etc, which will be drawn from the river. The Environment Agency has been contacted, and there is no licence or a permit needed for extracting water from the river, if it is less than 20 cubic meters per day.

There will a volunteer day on Sunday, 14th of October 2018, where we will be adding top soil to the ground in various areas, raising the level slightly where low spots have occurred, and where the surface water lies, and any ruts that have occurred from the fun fair. We will seed same, providing the weather conditions are acceptable.

We have one booking for the rest of the year, which is the Community Church Carols on the Meadow on the 22nd of December 2018. There has also been a request from Bones Youth Club to hold a Christmas Fair on the 15th of December.

On a very disappointing note, two of the benches on the meadow have been vandalised, cracking one of the lower seating slats, and breaking the very top slat completely on one of the other seats. We have had to repair them with flat metal underneath, and on the back, as it is extremely difficult to take the seats apart to replace them.

The next meeting will be on Friday the 12th of October 2018 at 9 am.

Gillingham Town Council

Gillingham Chamber of Commerce

Notes of a meeting held on 28th August 2018

Author Cllr Barry von Clemens

Those attending: Sharon Cullingford, Rob Setchell, Fran Hill, Barry Von Clemens, Rebecca Antill, Jennifer Trim, Beverley Kemp and Emma Powell

1. Financial Report

Rob updated the committee on the chamber's finances and confirmed that they were all in good order.

2. Members Meeting and Events

Updates on future meeting and events were presented as follows:

- **Network meeting and events:** a monthly networking meeting will start on Thursday, 13 September 2018, at the Wine Bar. Local business and chamber members are to be invited along.
- **Next Steps:** is an event being held on Thursday, 1st November 2018, to give information on employment options to school leavers. This is to be held at and organised by Gillingham School. The chamber will be attending and will be encouraging members to attend.
- **Business Breakfast Club:** the next meeting will probably be held in October.
- **Committee Officer's Roles:** it was confirmed that Julie Cousins is standing down as Secretary and Rob Setchell is also standing down as Treasurer.
 - Treasurer: Bev Kemp to take over from Rob Setchell.
 - Membership Secretary: Jennifer Trim
 - Marketing Secretary (including social media, web site and press): Fran Hill
 - Chair: Sharon Cullingford
 - Deputy Chair: Rebecca Antill

Note: Since the meeting took place in August, a networking event took place on Thursday, 13th September 2018, at the wine bar and was a great success. New members resulted from the evening and it is hoped that the chamber will continue to build on this success.

Remembering the Kindertransport



A Campaign for Dorset 80 yrs on

by Lord Alf Dubs and Safe Passage

Dorset First Meeting Report – held on 9th August 2018 at Blandford Forum Parish Centre.

What is the Dorset Campaign? The purpose of the campaign is to persuade Dorset Council to commit to taking just 3 at risk refugee children every year for 10 years in a Fully-Funded Government Scheme. For this reason, it will not be a burden on locally raised taxation. Across the country this equates to 1000 children per year or 10,000 children in total, matching the number of children saved by the Kindertransport, in memory of its 80th anniversary and in recognition of the huge need by refugee children today.

The Launch Presentation was well received by all 25 who attended. There was plenty of enthusiasm and wide-ranging support as expressed by attendees concentrated from Dorchester northwards. Represented were refugee support groups, church groups, Dorset County and District council members, council staff from the Syrian Vulnerable Persons Resettlement Scheme, the Dorchester Islamic Centre and Unity in Vision, and a number of supporting individuals. Members of the media were also present.

How can the campaign goal be achieved in Dorset? From supporters at the meeting, a committee of six was formed which has undertaken to make a deputation to Dorset County Council at their next full council meeting on 8th November. We are advised that it will be carried forward beyond the important council changes affecting the whole of Dorset, and then be presented to a full meeting of newly formed "Dorset Council".

Who are the Committee? The committee comprises the following members.

Bernard Sullivan – Dorset Safe Passage volunteer - bernardsullivan2001@gmail.com
 Councillor Andrew Cattaway – Dorset County Councillor (Gillingham) - cattaways@tinyworld.co.uk
 Stephanie Farr – Syrian Refugee Family Resettlement Team – steph.farr87@gmail.com
 Mia Barlow - SHARES (Sherborne Area Refugee Support) – barlowm@hotmail.co.uk
 Saima Afzal – Dorchester Islamic Centre & Unity in Vision – saimaafzal100@hotmail.com
 Judy Johnson – Refugee Support (Gillingham) – judyjohnson100@imap.cc

What is the Deputation? The deputation is an opportunity for representatives of the campaign in person, to put forward a case to the full local authority council meeting asking them to commit to take in at least 3 refugee children per year over a ten year period.

What are the upcoming Dorset Council changes and how does this affect the deputation? County Councillor Andrew Cattaway explained how just 2 unitary councils will replace the 9 existing councils in Dorset on 31st March 2019.

"Dorset Council" will replace Dorset County Council, the North, East, West and Purbeck District Councils, and Weymouth and Portland Borough Council.

"Bournemouth, Christchurch and Poole Council" will replace Bournemouth Borough Council, Christchurch Borough Council, and the Borough of Poole.

Because of these upcoming changes, the existing councils will not yet be able to commit to implementing the deputation proposal. However, elected county council member and campaign committee member (Andrew Cattaway) will ask a question of Dorset County Council at its next full meeting on November 8th, accompanied by our deputation who will be able to expand on the question by means of a maximum ten minute presentation, which would be followed by council debate. We are very hopeful that our deputation request would be carried forward with a strong recommendation for acceptance from Dorset County Council to the new **"Dorset Council"** which should hold its first full meeting in May 2019.

Campaign for other Dorset council areas. In view of the above, it was agreed that we should encourage the formation of an additional campaign based in one of the conurbations of Bournemouth, Christchurch or Poole so that its deputation could be presented to one of their local councils and thence go forward to the new "**Bournemouth, Christchurch and Poole Council**".

Why Now? We decided to start now rather than delay until the new unitary council is in office for two reasons - the Kindertransport anniversary is in the news now, and maximising the good likelihood of support from Dorset County Council.

Why not request Government funding first? A question arose as to whether we should first ask for government funding before approaching councils? The reason we are asking councils first is connected with the past history of our government claiming lack of spaces for refugees without first checking fully with council placement availability. Safe Passage therefore hopes to present a case to government with a list of already promised council places.

Current Refugee Resettlement. Stephanie Farr and Hamza Bakkor provided an excellent summary of their ongoing work as DCC staff members for the Syrian Vulnerable Persons Resettlement Scheme and the very positive impact that local volunteers had in helping new families settle in.

First Committee Meeting. This will take place on Sept 11th at 7 pm at Dorchester Islamic Centre, The Barracks, Bridport Road, Dorchester but in the meantime some specific immediate actions were agreed as follows.

1. Both committee members and supporters at the meeting agreed to work individually and collectively to promote the campaign, encourage wider support across the county, and call for more foster carers to come forward from communities with which they have connections.
2. Mia Barlow will contact Safe Passage HQ regarding setting up local social media accounts. Once set up she will share them as appropriate. These can then be used to share any updates to the campaign, newspaper articles etc.
3. Councillor Cattaway will approach council colleagues for campaign support and will provide advice through his many council connections and extensive experience with DCC.
4. Stephanie Farr will help to establish good contact between our team and the Foster Care dept at DCC with whom our team hope to work to encourage more foster carers to come forward.
5. Saima Afzal will promote the campaign among the Muslim community and other groups in which she is involved.
6. Refugee support groups and faith groups present agreed to help publicise our campaign via their extensive connections and help our appeal for both foster carers and private landlords to come forward.
7. Bernard Sullivan will update Safe Passage on our campaign progress and also work on gaining "official" support from faith groups across the county. He will encourage the formation of a second campaign group from the area of Dorset that will come under the more urban unitary council of "Bournemouth, Christchurch and Poole".

Promotional Resources

Lord Dubs Video - <https://vimeo.com/284592148>

Michael Morpurgo "Imagine" on BBC Radio - <https://www.bbc.co.uk/programmes/b0bbtghk>

Report by Bernard Sullivan – Dorset volunteer for SAFE PASSAGE mobile 07884263132

Gillingham Town Council

Mayor's Report

21st August – 22nd September 2018

Date	Event	Comments
4 Sept	West Dorset District Council's Civic Day	Edgar and I were enchanted by Athlehampton House and Gardens. We thoroughly enjoyed the winery and was pleased to hear how successful wine growing has become in Dorset.
9 Sept	North Dorset District Council's Civic Day	We visited the Sturminster Newton Cheese Festival. It is a fantastic show, and all the cheeses were very tempting and the crafts were a joy to see. A huge thank you to Cllr Potheary for inviting us.
14 Sept	Hall and Woodhouse Community Chest Awards (Deputy Mayor Attended)	A great evening meeting the many groups who had been awarded cheques for the community's chest funds. As always great to see a local bossiness helping our communities. And to make the evening even better was to see our Dementia Friendly Gillingham group receive a £1000 award.
15 Sept	Portland's Civic Day (Deputy Mayor Attended)	A beautiful sunny day in Portland we were treated to visits to a new company to the Island the Dorset Sea Salt company who make salt from the sea water from Portland and also a visit to the Historic church of St George to name a few. With a fabulous lunch at a local restaurant the Lobster Pot high recommend a visit.
21 Sept	Exercising of the Freedom of Sherborne by the Rifles	A moving service in the abbey. Joy and I thoroughly enjoyed the Rifles Sounding Retreat in the school quadrangle.
21 Sept	Lions Charter Dinner	An entertaining evening with delightful company. We were made very welcome.
22 Sept	Freedom Ceremony Gillingham	Wow! I was so honoured to be able to welcome everyone to Milton Church and school to celebrate David Beaton, Bill Cadman, Jean and Peter Dorey, John Havill and David Lloyd receiving the Freedom of Gillingham.

District Councillor's Report - Cllr David Walsh, Deputy Leader NDDC / Portfolio Holder
Planning and Economic Development Strategy

Strategic Planning Forum - 17th September

1. Health and Planning

Members received a presentation from Public Health and the Clinical Commissioning Group, which gave an overview of planning and health. The Assistant Director for Public Health advised that planning authorities played a critical role in shaping the process of where people lived and worked, which had a great impact on the health of people.

Mr Payne, Clinical Commissioning Group (CCG), spoke about the opportunities available to work together. He added that the CCG were committed to working with planning authorities to ensure the best health care was available to residents. Members discussed the importance of planning for new or expanded surgeries to meet the needs of new development, and the challenges related to the fact that GP practices are individual businesses. In some cases, they felt unable to expand or move to new premises due to cost implications, and opportunities had been lost. It was felt that the CCG should be involved during the making of local and neighbourhood plans. The Assistant Director for Public Health advised that colleagues were now working more closely with the planning process, responding to consultations and providing evidence of what infrastructure was required. She added that infrastructure was not just about buildings, there was also an issue with recruiting new doctors into the area.

The CCG advised that individual practices were being encouraged to inform them what requirements they would need when additional housing was being considered. In relation to the cost of expanding current premises or moving to larger premises to accommodate additional doctors, the CCG had to apply for national funding, some of which had been refused. Members felt that the use of section 106 and CIL funding to ensure that developers contributed towards new or expanded surgeries was essential.

The Partnership Planning Policy Manager (CBC & EDDC) advised that there was a role for planning authorities to manage expectations by relaying information received from residents to the CCG. He advised that to get a new surgery would require an increase in population of between 20,000 -30,000. He felt it was important that planning authorities worked with the CCG to ascertain the requirements of individual surgeries, and used section 106 agreements to contribute towards the extension and improvement of surgeries where required. He advised that there was a formula in place for this when working out what S.106 contributions should be sought from developers. The Chairman thanked the representatives for their update.

2. Progress with Local Plan Reviews

Officers advised on the status of their local plans, as follows:

Poole: Consultation on modifications had been completed and the plan was due to be adopted before the end of this year. The Broadstone Neighbourhood Plan had now been adopted.

Christchurch and East Dorset: The Options consultation on both the Christchurch and East Dorset Local Plan reviews closed on 3 September and 800 responses had been received. The aim was to progress to pre-submission consultation in February/March 2019. There were some significant transport issues to be dealt with.

Bournemouth: Still progressing the preferred options local plan draft. Work was being undertaken on urban potential, as a key part of assessing housing capacity. There was still uncertainty about the housing requirement as result of the Government's new methodology, as the new household projections are expected in late September. Consultation on the Boscombe and Pokesdown Neighbourhood Plan would take place shortly.

Dorset: Consultations on the modifications to the Dorset, Bournemouth and Poole waste plan were being undertaken. It was hoped that this would be adopted by the end of the year. The minerals site plan would hopefully be adopted in the spring of 2019, prior to April.

Purbeck: The pre-submission draft plan had now been produced and would go to the Policy Group meeting on Wednesday 19 September then onto Full Council on 9th October. It would then go out for the statutory 6 week representations period on soundness. It was hoped to submit the plan to the Planning Inspectorate in February/March 2019.

North Dorset: The issues and options consultation had now been completed and the team was now working towards the preferred options.

West Dorset and Weymouth & Portland: The Local Plan was currently out for its preferred options consultation with a closing date of 8 October. Submission was expected to be after LGR.

3. Draft Statement of Common Ground

The Corporate Manager, Planning (Community & Policy Development) (DCP) presented the report advising that this was a new requirement in the NPPF. The Statement of Common Ground (SOCG) is a written record of progress made on planning for strategic matters across local authority boundaries. She advised that this first draft had been based on the issues paper previously agreed by the SPF. The document would require regular updating as clearer information on housing requirements was received. She advised that the SOCG needed to be in place at the time of each local plan examination and the first should therefore be in place in time for the submission of the Purbeck local plan review in February/March 2019.

The Partnership Planning Policy Manager (CBC & EDDC) advised that the National Planning Practice Guidance had been amended last week. This included guidance on the preparation of Statements of Common Ground. Members were concerned that the SOCG would not be signed off and available on the website within the given timescales, due to the number of committee meetings, and it was suggested that it might be approved by the Shadow Executive Committees.

The Strategic Director (DCP) agreed to discuss the options with legal colleagues. It was hoped that a draft could be made available at the time of the start of the pre-submission representations period for soundness on the Purbeck plan. It was noted that the draft SOCG made no mention of the possibility of a new town as discussed and supported by the LEP. It was felt that the page 29, bullet point 2 under Homes and Jobs should include reference to the potential for a new town to accommodate assessed housing needs which cannot be met due to environment constraints. The Corporate Manager (Community and Policy Development) advised that the report had not gone into that level of detail because the scale of housing requirements was not yet known, but agreed that this point could be added to the statement to show that all options were being considered.

Clarification was sought on the meaning of the restoration of quarries (page 29, bullet point 4 under Infrastructure and Resources). The County Planning, Minerals and Waste Team Leader (DCC) advised that restoration was an important opportunity to ensure any development of quarries is beneficial to the area. There was no assumption that all quarries were suitable for development. Members felt that the words "where appropriate" should be added to this paragraph. A suggestion was made that protection of the Green Belt should be added to

Page 30 of the document under climate change and historic and natural environment. Others however pointed out that Green Belt was included in the section on homes and jobs, and that as a policy designation it was not strictly part of the historic and natural environment. It was suggested that a general point be added to the table about the strategic context of ensuring a sustainable pattern of growth to meet future needs. It was also suggested that something be added to the table about education and skills.

The Strategic Director suggested the SOCG be taken to the Shadow Councils in order that it be co-ordinated with the short time scales for the Purbeck Local Plan review. He considered that the SOCG would not be in place in time for the Purbeck Local Plan review if all sovereign councils had to agree to it individually. It was agreed that this option would be investigated with the legal department. It was agreed that the suggested changes would be made by officers and the final draft document be emailed to Committee members before being taken to the Councils for approval.

4. Draft Report going to the 15 October Dorset Council Shadow Executive Committee, on the future of Local Plans

The Corporate Manager, Planning (Community & Policy Development) (DCP) gave the following update:

This was a draft of a report due to be considered by the Shadow Executive of the Dorset Council in October. It was anticipated that a similar report would be taken to the Bournemouth, Christchurch and Poole shadow council.

The report had been brought to SPF to make sure members were aware of it and enable them to discuss it, although it was not for SPF to decide on it. The Consequential Orders state that a local plan covering the whole unitary council area must be adopted by 2024, and that the new councils would be able to carry on the individual local plan reviews in the meantime if they choose. It was critical that the authorities continued to make progress on local plans as if they were out of date the authorities would have less control over planning decisions. But taking all the individual reviews to adoption, and getting a new plan in place by 2024, required very tight programmes, and the process was not all within our control – the examination stage is controlled by the inspector. The indicative programmes included in the reports were optimistic ones.

There were also some unknown factors that would affect any decision, in particular, whether the authorities would need to work out their five year housing land supply on the basis of the whole new council area from 1 April. This could mean that if one of the area plans was more than five years old, the whole new council area would be affected, so adopting each of those plans would not necessarily protect the plan area. These issues were being investigated as part of the implementation work for the establishment of the new councils, and officers would be looking at whether the new councils were likely to have five-year land supplies at the start. The authorities would need to look quite carefully at the risks, but whatever decisions were made in future, it was vital to keep making progress.

The Chairman advised that the person who asked for this paper to come before the Shadow Executive Committee was happy with the draft report. Some Members thought that a steer should be sent to the Shadow Executive Committees that this Forum would like to see the individual Local Plans progressed through to submission. Not all Members agreed, however, and it was also pointed out that the Forum is not a decision-making body. In relation to a question raised on the possibility of an out of date plan in one part of the unitary authority area affecting the 5 year housing land supply and the weight that could be given to planning policies across the whole unitary authority area, the Corporate Manager, Planning (Community and Policy Development) (DCP) advised that this was a possibility. If one individual local plan in the area was more than 5 years old, it was likely that the whole area would need to use the new methodology to calculate its housing requirement. Therefore, it was important that the

deadline for the new Local Plan for the unitary Council was met. Officers were seeking legal advice about how the 5 year land supply should be calculated from 1 April but it was likely to be on a whole unitary council basis.

The Planning Policy and Research Manager (Bournemouth) advised that the Bournemouth Local Plan was now 5 years old and the authority was having to provide yearly statements to prove that the 5 year housing land supply was still in place. He added that legal opinion was being sought on the presumption in favour of sustainable development in relation to the heathland designations, as it might not apply in this instance.

In relation to a question raised on how comments from this Forum would be relayed to the Shadow Executive Committee, the Strategic Director advised that the draft report included 3 recommendations which would be the recommendations to the Dorset Shadow Council Executive Committee subject to comments received from this Forum. The Policy Manager (BoP) advised that the Programme Delivery Board had recently viewed the report and offered overall support to the report being taken to the Executive Committees. They had made comments on section 4 which they felt could be toned down.

Members felt that the 5-year timescale to produce the Unitary Local Plans would be difficult to meet, especially if officers were working on individual plans as well. The Strategic Director advised that the MHCLG had been clear that they wanted the new Local Plans for Dorset to be complete within 5 years, however, getting the resources to do this work was almost impossible. He believed the limited resources available should be put into the production of the Unitary Local Plans after 1 April 2019 and that individual Local Plans should not be continued. The Chairman advised that a decision on this issue would be taken by the new Unitary Council once formed.

A suggestion was made that officers should contact the Government to ask for clearer direction on the future approach to local plans. The Strategic Director advised that the MHCLG were the appropriate department but that he was not hopeful of receiving an answer to this question, and that some of the clarification might come through the examinations into the emerging plans. The Chairman asked if these questions were being asked through the implementation plans, and the County Planning, Minerals and Waste Team Leader confirmed that they were, and that the legal officers were tasked with seeking clarification on these matters. A suggestion was made that the report might be taken to the Scrutiny Committees of the Shadow Councils to look at the concerns of Members. Members felt that work on the individual Local Plans should continue until instructions were received to the contrary. It was agreed that the Draft report and recommendations go through to the Shadow Dorset Council.

5. Local Government Reorganisation Update

The Strategic Director gave the following update:

The Consequential Orders had now been through the Parliamentary process and more consequential orders were expected. Cllr Walsh was the nominated Dorset Council lead member for Planning and Planning Policy.

A member selection panel had selected Matt Prosser as the Chief Executive for the Dorset Council. This would need to be ratified by the Dorset Shadow Full Council on 27 September.

A series of work streams were now in place to ensure that Dorset Council was safe and legal on 1 April 2019. Further work would be needed to converge and transform services after 1 April 2019.

6. Summary of Draft NPPF

The Policy Manager (BoP) tabled a briefing note showing the overview of the key changes to the NPPF (2018). **This was sent electronically to GTC council members.**

Cabinet 17th September 2018

PRIVATE WATER SUPPLIES - NEW REGULATIONS AND COST RECOVERY OPTIONS
Decision That the policy of 'full cost recovery' be adopted for the cost incurred in sampling and analysis of Private Water Supplies, subject to the provision set out in the report; That the proposal to 'band' supplies for the purposed of determining the contributions to be recovered for the administration of 'failure' results from larger supplies be approved; and That the proposal that supply owners are recharged for the full costs of Officer time in the undertaking supply Risk Assessments and associated activities be approved.

Reason for Decision The new Regulations will increase the costs incurred by the authority in undertaking its duties in respect of Private Water Supplies and Members must decide whether to implement a 'full cost recovery' policy, or continue to subsidise these activities from the public purse.

FONTMELL MAGNA NEIGHBOURHOOD PLAN Decision To agree that the Fontmell Magna Neighbourhood Plan, as modified in appendix C to the report and the further modifications in Appendix 1 to the minutes, can proceed to referendum; and That Members recommend, to the next Full Council meeting after the referendum if the result of the referendum is in support of making the plan and there are no other issues identified that would go against such a decision that the Fontmell Magna Neighbourhood Plan be "made"

Reason for Decision

To progress the Fontmell Magna Neighbourhood Plan to referendum so that pending a favourable vote, the plan can be 'made'.