



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, 25th June 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 R Evill,
Cllr M Gould, Cllr P Harris, Cllr M Hill,
Cllr S Joyce, Cllr Mrs V Pothecary,
Cllr Mrs B Ridout, Cllr J Robinson,
Cllr Mrs D Toye 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 S Dobie.
Assistant Town Clerk, Mrs C Ratcliffe.

Apologies: Cllr Mrs S Cullingford, Cllr A Frith,
Cllr R Monksummers and Cllr Miss N Purkis.

Prior to the start of the meeting there was a presentation by the Evolution Academy, the trampoline club based at RiversMeet Leisure Centre. Miikee Selmes, Lead Coach, gave a very informative presentation. The club in Gillingham started a few years ago with just 40-50 participants using old equipment. Better equipment was sourced and the club began to grow. Trampoline sessions were included in the PE curriculum at Gillingham School and the membership of the club increased to 60-70 recreational members. A further trampoline was needed and Miikee Selmes invested £1,500 of his own money in a second-hand trampoline that he was able to recondition. This was put into use at RiversMeet and a five-year agreement was made with the leisure centre. Fifteen months into this agreement the club has grown to facilitate 90-100 places a week and has reached capacity with 30-40 on the waiting list. A new trampoline will help develop the club further by 20% initially with further development once more coaches have been recruited/qualified. Two recreational participants have progressed and achieved a British Gymnastics coaching certificate. The current programmes cater for abled bodied gymnasts competing at national level, to older people and those who are disabled. Trampolining keeps teenagers in sport for longer and is increasingly used within the Duke of Edinburgh Award Scheme to fulfil the Physical Section of the Award. The application for funding towards a competition standard trampoline is not just for elite performers it will raise the whole profile of the club in Gillingham and allow more children

Full Council Meeting – Monday 25th June 2018 (continued):

to move from the recreational sessions to the squad sessions and open up spaces in the recreational classes that new participants can fill and thus allow a through flow of participants. There is not a competition trampoline within 30 minutes drives of Gillingham and it would encourage more participants to choose sessions at RiversMeet. Trampolining is a sport for all ages and ability.

Members thanked and congratulated Miikee Selmes on his presentation.

516. To approve the minutes of the Annual Council meeting held on Tuesday, 29th May 2018.

Cllr Harris proposed that “**the minutes of the Annual Council meeting held on Tuesday, 29th May 2018 were approved as a correct record of that meeting**”. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.** The Chairman duly signed the minutes.

517. Questions. There were no questions.

518. 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 interest.

519. 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 was unable to attend the last Board meeting but he had received the minutes. The Board discussed usual business and the development of the community lottery. There was a debrief on the AGM/Public Meeting. All is progressing well.

b) Town Meadow Group

Cllr Joyce presented a verbal report, as per Appendix A.

Cllr Mrs Potheary queried whether a disused spring on the site could be used for water extraction.

Cllr Joyce replied that due to costs and other factors this was not possible.

Cllr Mrs Beckley commented that some local people have applied for water extraction licences for the Shreen Water to water their gardens.

Cllr Joyce replied that the TMG will investigate a water extraction licence but the criteria and rules for domestic and commercial extraction varies.

c) Gillingham Chamber of Commerce and Industry

Cllr Von Clemens reported that no meeting had taken place.

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

Cllr Mrs Hunt / Cllr Von Clemens / Cllr Walsh reported that no meetings had taken place this month.

e) Transport Forum

Cllr Mrs Ridout reported that a meeting scheduled for the Shaftesbury and District Transport Forum has been cancelled. Cllr Mrs Ridout had circulated the following information on the progress of bus stop requests prior to the meeting:

Full Council Meeting – Monday 25th June 2018 (continued):

519. To receive written reports from outside bodies, if available, for consideration and approval - continued:

e) Transport Forum – continued:

- **Rolls Bridge Road.** Following public demand, South West Coaches has requested a bus stop for Rolls Bridge Road, stopping in the vicinity of the bench outside the Town Council Cemetery. This stop is only requested for one side of the road because the route is 'one way'. The County Council is currently progressing the registration.
- **Hanover Lane.** Residents of Wyke are in confusion over where buses can/cannot stop. In particular, Tudor Court, off Milestone Way, which was a designated stop under Damory. South West Coaches are informing their drivers to be strict and only stop/pick up at designated stops, which has caused much concern to elderly members of the community living in that vicinity. I have asked the County Council for clarification. It is not currently marked as a stop on the dorsetforyou web site.
- **Highgrove, Peacemarsh.** This is currently under review because of a resident's request to move the stop further along the road for safety reasons.

Cllr Mrs Ridout referred to a recent newsletter published by the Blackmore Vale Community Rail Partnership, which gives an update on the work of the partnership. A copy is available from Cllr Mrs Ridout.

Cllr Mrs Ridout referred to the Blackmore Vale Community Rail Partnership project to commemorate World War One soldiers who worked on or for the railway. This will include a Blackmore Vale Soldiers Book of Remembrance. She will keep members updated.

Cllr Von Clemens asked Cllr Mrs Ridout if there had been any feedback from the new rail franchise, First MTR, as he understood that the Minister of Transport had called in the franchise, as they had failed to meet the criteria in their first six months; and that the service had proven to be worse than that of the previous company.

Cllr Mrs Ridout said she would raise this issue at the next Transport Forum meeting.

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

a) General Purposes Committee meeting held on Monday, 4th June 2018.

Cllr Mrs Ridout proposed that **“the report of the General Purposes Committee meeting held on Monday, 4th June 2018 should be agreed and adopted”**. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

b) Planning Committee meeting held Monday, 11th June 2018.

Cllr Walsh proposed that **“the report of the Planning Committee meeting held on Monday, 11th June 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, 18th June 2018.

Cllr Harris proposed that **“the report of the Staff and Salaries Committee meeting held on Monday, 18th June 2018 should be agreed and adopted”**. Cllr Mrs Toye seconded and the vote was unanimous. **RESOLVED.**

d) Policy and Resources Committee meeting held on Monday, 18th June 2018.

Cllr Harris proposed that **“the report of the Policy and Resources Committee meeting held on Monday, 18th June 2018 should be agreed and adopted”**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

Full Council Meeting – Monday 25th June 2018 (continued):

521. To receive Terms of Reference for the Working Parties reporting to the Full Council for consideration and approval.

The Terms of Reference for the Full Council had been circulated prior to the meeting; there were no amendments.

Cllr Von Clemens proposed “**that the Terms of Reference for the Full Council as presented should be agreed and approved**”. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

522. To review the working parties reporting to the Full Council and to agree lead member and membership:

a. Town Hall Consultation Group – The Mayor, Deputy Mayor, Chairman of the Committees, Town Clerk. Lead Member: The Mayor.

Cllr Harris proposed that “**the Town Hall Consultation Group should remain and members should be The Mayor, Deputy Mayor, Chairman of the Committees and Town Clerk. Lead Member: The Mayor**”. Cllr Evill seconded and the vote was unanimous. **RESOLVED.**

523. To formally review and adopt the Gillingham Town Council’s Standing Orders and Financial Regulations for the Financial Year 2018-2019.

The Town Clerk informed members that Cllr Mrs Beckley wished to raise rule no. 5 – Dress Code.

Cllr Mrs Beckley suggested that rule no. 5 of standing orders should be reviewed to allow male members the opportunity to choose whether or not they attend Full Council wearing a collar and tie.

Cllr Walsh did not believe that the dress code should be lowered.

Cllr Mrs Beckley replied that the standard of dress should still be clean and tidy but to allow male members the option of wearing a tie.

Cllr Gould agreed with Cllr Mrs Beckley. Jeans should not be allowed or indeed hoodies.

Cllr Robinson commented that he had worn a jacket and tie all his working life; it presents a level of professionalism.

Cllr Walsh concurred with Cllr Robinson.

Cllr Mrs Beckley fully empathised with the comment made by Cllr Robinson and Cllr Walsh but reiterated that her suggestion was purely to relax the rule of wearing a collar and tie, rather than it remaining compulsory.

Cllr Von Clemens commented that previously he had opposed any change to rule no. 5, but was now inclined to agree with Cllr Mrs Beckley who was merely suggesting that on a point of fairness male members should be given the option of wearing a collar and tie.

Cllr Mrs Beckley proposed that “**Standing Orders - rule 5 - was amended to allow male members the option of wearing a collar and tie to Full Council meetings**”. Cllr Gould seconded. A vote was taken with 3 in favour and 10 against. **RESOLVED.**

Cllr Walsh proposed that “**the Standing Orders and Financial Regulations for FY 2018-19, with no amendments, were approved and adopted**”. Cllr Mrs Toye seconded and the vote was unanimous. **RESOLVED.**

Full Council Meeting – Monday 25th June 2018 (continued):

524. To fill the current vacancies on the Staff and Salaries and Policy and Resources Committee following the resignation of Cllr Gould (Staff and Salaries) and Cllr Robinson (Policy and Resources).

Cllr Mrs Potheary proposed “**that Cllr Evill should fill the vacancy of the Policy and Resources Committee**”. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

Cllr Harris proposed that “**Cllr Hill should fill the vacancy on the Staff and Salaries Committee**”. Cllr Walsh seconded and the vote was unanimous. **RESOLVED.**

525. To receive an update from the Dorset CCG regarding Shaftesbury Memorial Hospital.

Cllr Von Clemens informed members that on Tuesday evening, 29th May, Shaftesbury Town Council held an extraordinary meeting and one of the items was to discuss its plan to register Westminster Memorial Hospital, Shaftesbury with North Dorset District Council as a community asset. In his opinion this had never been discussed.

Under the Localism Act 2011, eligible local community and voluntary bodies and parish councils can identify and nominate land and buildings that are important to them such as a village shop, local pub, library etc. they can then nominate them for inclusion on a list of community assets maintained by the local council. If the nomination is successful, the asset will be listed on the local council's List of Assets of Community Value.

If the owner of a listed community asset decides to sell it or grant or assign a long lease (25 years plus), then they must inform the local authority in writing. If an eligible body wishes to develop a bid to buy the asset then they can notify the council in writing. This then triggers a six week interim moratorium period during which the owner cannot proceed to sell or otherwise dispose of the asset. At any time during this time, an eligible body can make a written request to be treated as a potential bidder. If no request is made then the owner is free to sell the asset at the end of the six week period.

If an eligible voluntary or community body makes an expression of interest to bid in the interim moratorium period then a full six month moratorium will be activated. This period runs from the date the owner notified the Council of his/her/their intention to dispose of the asset. During this period, the owner may continue to market the asset and negotiate sales.

Full details can be obtained for North Dorset District Council from the following link:

<https://www.dorsetforyou.gov.uk/article/405932/Localism-and-North-Dorset-District-Council>

Cllr Von Clemens stated that for purposes of clarity the Dorset CCG released the following statement:

Dorset CCG, Dorset HealthCare and other local partners are keen to ensure that any proposals in relation to the Westminster Memorial Hospital site are fully understood and discussed by the organisations concerned and, importantly, by the SGSWWS reference group. We have asked if Shaftesbury Town Council would defer discussing the proposal to register the hospital as a 'community asset of value' because we feel there is not currently enough information or a clear understanding of the possible impact. We would much prefer that this information is available to everyone before there is a debate and vote. A community asset application would have to be decided on a set criterion and if it was placed on this register the community would be given six months' notice of its sale in which time they would be given the opportunity to buy.

Cllr Gould asked if it had been established who actually owned the hospital building. He suggested that if the building was sold there would be no guarantee the money from the sale would be used for the communities benefit. The community would only have the right to the facility not the building.

Cllr Von Clemens informed members that during the 'Save our Beds' campaign it had been established that the Westminster family had no tie on the land it actually belongs to the NHS. If the building is sold the money would go into the general funding but could be used for replacement buildings. He hopes to have more

Full Council Meeting – Monday 25th June 2018 (continued):

525. To receive an update from the Dorset CCG regarding Shaftesbury Memorial Hospital – continued:

information to pass to members once the next meeting has taken place. He was hopeful that whatever happens there will still be a high level of health care for the community.

Cllr Gould took the opportunity to explain that currently Shaftesbury Memorial Hospital supports Salisbury Hospital by providing expert help and assistance for aging residents (over 75) for up to six weeks. However, the NHS and Social Services do not have the same dialogue, and patients are left high and dry waiting for support. This is a concern that still needs to be addressed.

526. Primary Youth Councils

a) To receive a newsletter from Wyke Primary School Council

Cllr Von Clemens informed members that Wyke Primary School had enjoyed their visit to the Town Hall, meeting the Mayor and holding a school council meeting. The Town Clerk officially clerked the meeting.

527. To receive a copy of the draft quarterly newsletter for approval prior to circulation.

Cllr Mrs Hunt spotted a typo in the Green Flag article.

Cllr Mrs Toye proposed that **“the quarterly newsletter is corrected and approved for circulation”**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

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

A copy of the Mayor’s and Deputy Mayor’s activities for the last month had been circulated prior to the meeting. Please refer to Appendix B.

529. Matters Pertinent.

Cllr Mrs Ridout informed members that she was very pleased to announce that the local Action on Hearing Loss Group, who hold their meetings within the town hall, has won an award – ‘Action on Hearing Loss – Perfect Partners 2018’. This local group helps twenty to thirty people in a two hour slot twice a month, cleaning, re-tubing or providing batteries for their hearing aids. If the facility was not held in Gillingham they would have to travel to Salisbury Hospital.

The meeting closed at 8.15pm.

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 attended the meeting and submitted a report. See Appendix C.

Full Council Meeting – Monday 25th June 2018 (continued):

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. He had nothing to report pertaining to Gillingham.

c) District Councillor, Mrs Valerie Potheary

Cllr Mrs Potheary was present at the meeting; she had nothing to report pertaining to Gillingham.

d) District Councillor, Mrs Belinda Ridout

Cllr Mrs Ridout was present at the meeting. A report was circulated prior to the meeting. Please refer to Appendix D.

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 and a report was submitted for both the above. Please refer to Appendix E & F.

3. Public Questions

There were no public questions.

Minute no.

Gillingham Town Council

Town Meadow Group

Author: Cllr Stephen Joyce

The feedback from the event held by Gillingham in Gear was good, with a successful attendance by the public, and exhibitors. As far as the Town Meadow Group (TMG) were concerned there were no problems, and the ground was left clean and tidy. The Gillingham in Gear organisers, however, were not particularly happy with the £150 that they were being charged for the use of the site. After a lengthy discussion, the TMG came to the conclusion that they would reduce the fee by £50, and in future years charge £100 on an annual basis.

In regards to the proposed bollards, quotations for the cost of large rockery stones has been obtained from two different companies which includes the cost of transportation and the depositing of them in the correct positions along the boundary line that separates the Red Lion Car park from the meadow. Although the stones aren't too expensive, due to their large uncut size, (approximately £120 - £140 per tonne) it needs a tractor and dump trailer to transport them, and a JCB to position them in place, due to their weight. The stones would need to be transported from Stalbridge. Following discussion, the TMG decided that this option was now no longer feasible.

Following a site meeting with members of TMG and representatives of Gillingham Town Council it was agreed that the proposed metal bollards would look too formal along the length of the boundary. The TMG has received several offers from outside bodies for donations of trees. If a series of trees are inter-dispersed with rustic benches, this would greatly reduce the number of removable metal bollards which would still be required for access onto the track and meadow.

The 'Great Get Together' was held on Sunday 24th June and was a great success. A huge thankyou to Mandy Greenwood for overseeing the event.

The next project will be how to get a water supply onto the meadow. The TMG had a quote last year from Wessex Water, and because it had to be connected from the other side of the road the cost was estimated to be around £8,000. A meeting will be set up with Wessex Water and/or the Environment Agency, to find out about an extraction licence to enable the TMG to extract water when needed, from the river, using an electric pump, powered from the electric box by the ramp.

Mayor's Report
29th May - 18th June 2018

| Date | Event | Comments |
|-----------------------|---|--|
| 5 th June | Gillingham Car Link AGM | An interesting and enlightening AGM. I thanked Car Link for all the wonderful work the dedicated volunteers provided. Last year they drove over 45,000 miles and gave up more than 4,000 hours of their time. |
| 14 th June | Wyke Primary School Youth Council Visit | I welcomed the children from the school council who held their meeting in the Council Chamber at the Town Hall. They put forward many interesting ideas. |
| 17 th June | Read Easy Garden Party | A superb afternoon strolling around the delightful gardens at Plank House. I enjoyed a lovely cream tea catching up with old friends. |
| 19 th June | Christians Against Poverty North Dorset Networking Lunch and 10 th Anniversary Celebration | I attended with the Deputy Mayor, congratulating CAP for their sterling work in the community visiting 428 families in their homes, enabling 100 people to be free of debt and the positive difference CAP has made. |
| 19 th June | Ferndown Civic Service | Mr Glenda Naylor accompanied me. It was an enjoyable service at St Mary's Church, Ferndown. |

Chairman of People and Communities Overview and Scrutiny Committee**Armed Forces Covenant Programme Management Board 9th May**

I am Chairman of this Board made up from members of the Military in Dorset, Local Authorities and Organisations that support the Armed Forces.

Holistic Transport 23rd May

I met with Leaders and DCC Cabinet with supporting Officers to look at Holistic Transport, the future of a Unitary Council and delivery.

Dorset Learning Disabilities Partnership Board 24th May

I represent Dorset County Council on this partnership board which works very closely with all stakeholders and service users in the Dorset area to iron out any issues that arise.

Overview and Scrutiny Management Board 11th June

As Chairman of People and Communities Overview and Scrutiny Committee I met with the Chairman of the other 3 Committees to look at and discuss a work programme for the next year. This is to ensure that all issues are covered but without duplication because it has been too easily realised that all issues cross over more than one committee and silo working is the enemy of "Good" scrutiny.

Organisational Transformation Programme Board 12th June

Who thinks up these titles?

I now join Dorset County Council's Cabinet in their fortnightly meetings looking at how the services we deliver will continue after Unitary is set up.

All agendas and minutes can be found on the www.dorsetforyou.com website

District Councillor Report to Full Council June 2018

Cllr Belinda Ridout

Wednesday, 6th June, NDDC Licensing Committee - to agree constitution and the membership of two sub-committees (3 members each), which take it in turns to conduct licence reviews/hearings and to consider applications for TENS. I remain Vice-chair of the Licensing Committee and a member of one of the sub-committees.

Thursday, 7th June first meeting of the new Shadow Dorset Council. The meeting was live-streamed and members used remote handsets to cast live votes on decisions such as the constitution and to ratify interim appointments. Cllr Hilary Cox was appointed the Chairman of the new Shadow Dorset Council and Cllr Peter Shorland (Leader of West Dorset) was appointed vice Chairman. Members nomination to committees were approved including the 20 seats of the newly established Shadow Executive Committee which meets for the first time on 18th June, when the Chairman will be elected, who will also be the Leader of the Shadow Dorset Council. The Shadow Council will ensure the safe and legal transition from the 6 existing councils to the new 'District Council' in April 2019. Elections are due to take place in May 2019.

The Shadow Dorset Council consists of all 174 members (some double-hatted) for the Dorset Area (drawn from the existing Dorset are councils). It was established when the Structural Order, confirming the creation of the new unitary council, was approved by Parliament and ratified by the Secretary of State for Housing, Communities & Local Government, James Brokenshire MP. The new Dorset Council will serve around 377,000 residents and combined with the new authority for Bournemouth, Christchurch and Poole, will be within the twenty largest local authorities in the country.

The Shadow Executive Committee, 20 members, consists of two members from the 5 sovereign councils (leader, plus another executive member), and 10 members from the County Council. The Overview & Scrutiny Committee, 16 members, consists of chairs and vice chairs (NDDC: Jane Somper and Noc Lacey-Clarke), with the chairman elected from the largest minority political group.

Interim appointments:

Head of paid services and CEO: Matt Prosser, current CEO of Dorset Councils Partnership.

Section 151 officer: Jason Vaughan, current Section 151 officer for DCP.

Members Allowances: agreed with the amendment that Special Responsibility Allowance (RSA's) should not be included. Members were not comfortable that members allocated roles within the new Shadow Council/Executive should get SRA on top of existing allowances.

19th June, 2018 – NDDC Planning Committee at Durweston – there were no planning applications with relevance to Gillingham or the surrounds.

Agendas and minutes for all meetings are available at www.dorsetforyou.gov.uk

DEPUTY LEADER NDDC / PORTFOLIO HOLDER – Planning and Economic Development Strategy**Accelerating Home Building Joint Member Working Group 2nd May****Agenda Item 3: Update on the House Building Market**

1. It was reported that there was some evidence of interest from smaller builders and developers that were new to the local market
2. I asked how affordable housing will be defined in relation to the proposed developments in Gillingham.
3. A discussion took place re “Modular Housing” and a report will come to the next meeting

Agenda Items 4: Impact of Sub 5 Year Land Supply

1. After a long discussion I pointed out the anomaly of sites with planning permission not being built out and felt that more should be done in highlighting to central government the slow pace of delivery on some sites following planning approval.

Agenda Item 5: Housing Infrastructure Fund

Gillingham; It is likely that any HIF funding will be used for the construction of the road rather than the wider delivery of infrastructure. This will simplify the process and minimise and public subsidy issues.

Agenda Item 10: AOB

1. It was suggested that national policy appears to be prioritising quantity rather than quality and asked whether there were any control that could exerted locally to improve quality. We received a brief overview of the current situation and agreed that national policy tends to discourage local standards but one option could be formally adopting the nationally prescribed space standards.
2. I asked whether there should be a joint design policy for all three councils.
3. Policy to encourage quality of design to be added to the portfolio holder’s forward plan for future consideration.

DCP Deputies fortnightly meeting with SLT 9th May

Deputy Leaders are responsible for overseeing the Council’s performance as one of their Key roles

South West Councils 10th May

As Deputy Leader of NDDC I represent the District on the South West Councils which obviously involves representatives from all councils in the South West region.

Full Council 18th May

MEMBERSHIP OF COMMITTEES, WORKING PARTIES, OTHER BODIES AND OUTSIDE BODIES.

DECISION

- That Council dis-applies the requirement for proportional political balance of committee for 2017/18.
- That Council agrees the amended membership, Chairmen and Vice Chairman of the Council's committees and other bodies for 2018/19, and notes the membership of Joint Committees and Cabinet Working Parties as set out in Appendix A to these minutes.
- That Council agrees the amended Council's representatives on Outside Bodies for 2018/19, as set out in Appendix B to these minutes.

STANDARDISATION OF THE OFFICER SCHEME OF DELEGATION

DECISION That in so far as they have power so to do members:

(a) Agreed without alteration the adoption of the revised draft officer scheme of delegation as set out in appendix 2 to take effect on 1st June 2018, provided that any such adoption be subject to the draft scheme also being adopted without alteration by the other two Councils of the Dorset Councils Partnership;

(b) Agreed the proposed amendment to the Code of Conduct for Members and Officers Dealing with Planning Matters as set out in Appendix 3; and

(c) Agreed to delegate to the Monitoring Officer power to make any amendment to the final scheme and/or the Code of Conduct for Members and Officers Dealing with Planning Matters:

(i) that the Monitoring Officer considers to be of a typographical, procedural or clarifying nature identified during or subsequent to the adoption process and/or to better align any definitions in the proposed officer scheme of delegation with definitions used elsewhere in the Constitution; and /or

(ii) to reflect any agreed change to the Code of Conduct for Members and Officers Dealing with Planning Matters as per recommendation

(b) above and any change to any delegation that the Monitoring Officer considers relates to a planning function that arises out the views of any meeting held before 1st July 2018 to allow the planning chairs, vice-chairs and portfolio/brief holders of the Councils of the Dorset Councils Partnership to consider issues relating to such matters.

Cabinet 29th May

Gillingham Neighbourhood Plan

I introduced the report and congratulated the brilliant work of the Gillingham Neighbourhood Plan group, the Town Council and the officers who had worked alongside them in the production of the Neighbourhood Plan.

Cllr Ridout, speaking as Chairman of Gillingham Town Council, advised that Gillingham Town Council, as the Qualifying Body, were happy to accept all modifications proposed by the examiner and requested that Cabinet recommended to Full Council that the amended Neighbourhood Plan proceed to referendum. She thanked the Neighbourhood Plan group for all their hard work in producing the Neighbourhood Plan. Cllr Pothecary said that she was delighted to have been part of the Neighbourhood Plan Group and to work in tandem with the District Council to produce this Neighbourhood Plan for Gillingham. Cllr Gould supported the comments made by Cllr Pothecary. He added that it had been a long and frustrating journey to reach this point. He thanked the Neighbourhood Plan group for all their hard work and NDDC officers for their support.

The Principal Planning Policy Team Leader congratulated the Neighbourhood Plan Group and the Town Council for their massive achievement. He also thanked his team for all their hard work in assisting to produce the final version of the Neighbourhood Plan.

It was proposed by Cllr Walsh and seconded by Cllr Carr-Jones Decision

To agree that the Gillingham Neighbourhood Plan, as modified, can proceed to referendum; and To recommend that full Council, make' the Gillingham Neighbourhood Plan at its next 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 'make' the Gillingham Neighbourhood Plan

Reason for Decision To progress the Gillingham Neighbourhood Plan to referendum so that pending a favourable vote, the plan can be 'made'.

Dorset Waste Partnership Joint Committee 11th May

A meeting of the DWP Joint Committee took place to look at the coming year for the organisation.

Planning Portfolio Holder meeting 13th June

I had my monthly meeting with Planning Managers and Planning Policy Managers to look at issues facing North Dorset.

Development Working Party 14th June

I chaired the 6-weekly meeting of this other "DWP" which involves all Towns and Parishes in North Dorset, where they are able to update and discuss with each other local issues such as Neighbourhood Planning and Projects that they working on. At each meeting a specific town is focused upon with regards 106 monies and works undertaken within their area. This time it was Shaftesbury's focus. Members also received a briefing on Community Led Housing.

Strategic Planning Forum 18th June

This was a very important meeting that I chaired especially with regards to structuring the new Unitary "Dorset Council" because there are issues which will impact our new Neighbouring Unitary of Bournemouth, Poole and Christchurch as well and that must not be forgotten. Whatever happens in one part of Dorset will impact all of our County.

As can be read in final para of my Shadow Executive report, it is realised how important it is that we have a planning structure suited to developing Dorset over the next Plan period, up until 2024. All of our Local Authorities being Planning Authorities have issues arising from either a lack of an adopted 5 Year Plan or having constraints preventing them from delivering the development necessary for them to achieve the wants in their Local Plans.

It is a huge issue and one that can not be looked at in isolation but must include all aspects of Planning, Housing and Spatial Strategy for Dorset.

Having Portfolio Holders with specific responsibilities, as with NDDC where as you know I have the portfolio for Planning. No official appointments will be made until 29th June!!

All agendas and minutes can be found on the www.dorsetforyou.com website

Shadow Dorset Executive Councillors Report 25th June 2018

Cllr David Walsh

I am a member of the Dorset Councils Shadow Executive and as a member of the Cabinet I am not involved in the Shadow Overview and Scrutiny Committee unless of course they choose to scrutinise any decision I may make!!

Shadow Dorset Council 7th June

1. Election of Chairman It was proposed by Cllr J Somper seconded by Cllr P Shorland that Cllr H Cox be elected Chairman for the 2018/19 shadow period. There were no other nominations.

Cllr H Cox took the chair and signed the declaration of acceptance of office.

2. Election of Vice-Chairman It was proposed by Cllr D Walsh seconded by Cllr G Carr-Jones that Cllr V Potheary be elected Vice-Chairman for the 2018/19 shadow period. It was proposed by Cllr M Penfold seconded by Cllr H Cox that Cllr P Shorland be elected Vice-Chairman for the 2018/19 shadow period.

Upon being put to the vote Decision That Cllr P Shorland be elected Vice-Chairman of the Shadow Dorset Council for the 2018/19 shadow period. Cllr P Shorland took the vice-chair and signed the declaration of acceptance of office.

3. The Constitution was agreed. In response questions regarding the future Executive Committee being politically proportional and the development of Area Committee Board meetings, the Chairman advised that all these matters could be considered as part of the Governance Task and Finish Group for the new authority.

4. Public Participation The Chairman welcomed Mr John Parker – Chairman of the Dorset Association of Town and Parish Councils. He stated that this was a significant moment in the process of forming what was to be a brand-new

5. That the selected Interim Statutory Officers be appointed with immediate effect.

6. Decisions

(i) That seats and appointments to the Shadow Executive Committee of the Shadow Dorset Council be allocated, as nominated by Dorset Councils for 2018/19 and as set out in the appendix to these minutes.

(ii) That seats and appointments on committees of the Shadow Dorset Council be allocated, as nominated by Group Leaders, for 2018/19 and as set out in the appendix to these minutes.

(ii) That Chairmen and Vice-Chairmen of committees for the year 2018/19 be appointed at the first meeting of each committee.

(iv) That authority be given to Group Leaders to make in-year changes to appointments.

7. Adoption of Members' Allowances scheme The Interim Head of Paid Service advised members that the Bournemouth, Dorset and Poole (Structural Changes) Order required that the Shadow Dorset Council must prepare and adopt a scheme for the payment of allowances to its members. The council was asked to consider the recommendations of an Independent Remuneration Panel, drawn from the membership of panels of the existing Dorset area councils. The recommendations of the panel were set out within the report for members' consideration. Cllr S Jespersen proposed the following amendment "that the Members' Allowances Scheme be approved without the inclusion of the special responsibility allowances (SRA)". The amendment was seconded by Cllr A Alford.

Upon being put to the vote the motion was CARRIED

Decision (Substantive)

That the Members' Allowances Scheme be approved without the inclusion of the special responsibility allowances (SRA).

Shadow Executive meeting 18th June

The committee is made up from 20 members, 10 from the County Council and 2 from each Local Authority.

I have been nominated by the County Council, with Graham Carr-Jones and Sherry Jespersen from NDDC.

We elected Cllr Rebecca Knox to be Chairman of the Shadow Executive Committee, and as ex officio Leader of the Shadow Dorset Council.

Cllr Gary Suttle was elected as Vice-Chairman of the Shadow Executive Committee, and as ex officio Deputy Leader of the Shadow Dorset Council.

The Committee considered a report by the Interim Monitoring Officer on the operating arrangements for the Shadow Executive Committee, its meetings,

task and finish groups, the duty upon existing councils to co-operate with the Shadow Council/Executive, and the working relationship between the Committee and the Programme Board.

With regard to decision making, it was explained that the relationship between the Shadow Executive Committee and each of the Dorset councils needed to allow for decisions to be made in the right place under a duty to cooperate. The Committee would be responsible for decisions which took effect after 1 April 2019. Where decisions would normally be made by individual councils but would have a significant impact beyond 1 April 2019 they would consult the Committee before a decision was reached by the respective council.

The arrangements were supported by members as crucial in enabling decisions to be made throughout the transition period to the new council, but there needed to be flexibility about final decisions on issues that had been underway for some time as it was not intended to stop any ongoing activity, and in some cases, it would not be appropriate for decision making to move away from the sovereign council so consultation would be key. It was also noted that the spend thresholds for decisions from the different councils would be monitored and the Forward Plan would be populated for the entire shadow period.

Task and Finish Groups were discussed, and it was noted that there would be a need to review them to ensure that the right groups were in place, including those that were currently paused within the programme. The existing groups would continue subject to the review in an 'executive advisory' capacity. In terms of appointments, it was also noted that the arrangements would be discussed outside of the meeting by the Leader of the Shadow Dorset Council, Deputy Leader, Interim Head of Paid Service, and Interim Monitoring Officer.

In respect of the alignment of policies and procedures, it was agreed that delegation should be given to the Leader of the Shadow Dorset Council to determine the arrangements, which linked with the review of the Task and Finish Groups. It was noted that there could also be a key role for portfolio holders as well.

Decisions

1. Consider the arrangements made for the first meeting of the Shadow Executive Committee as a starting point in deciding their future meeting arrangements.
2. That the arrangements for decision making described in section 2.2 of the Monitoring Officer's report be adopted, and that these be notified to the county and district councils.

3. That as a holding position the continuation of the Task and Finish Groups established by the Dorset Area Joint Committee as working groups of the Shadow Executive Committee be approved, subject to a review by the Interim Head of Paid Service in consultation with the Leader of the Shadow Dorset Council.

4. That the Shadow Executive Leader be invited to designate portfolio lead members from amongst the Shadow Executive Committee.

5. That arrangements for the appointment to any vacancies on Task and Finish Groups be delegated to the Leader of the Shadow Dorset Council and Deputy Leader, after consultation with the Interim Head of Paid Service and Interim Monitoring Officer.

6. That delegated authority be granted to the Leader of the Shadow Dorset Council to determine arrangements for each of the interim statutory officers, (after consulting the chairman of the relevant task and finish group) to agree policies and procedures for the new council where this will involve making only minor changes to align existing council policies as single policies of the Dorset Council.

Reason for Decisions

To ensure that meetings of the Shadow Executive were focused upon delivering the requirements set out in the Structural Changes Order and that they provided an appropriate framework within which the Shadow Executive could make decisions about the implementation of the Dorset Council and could make decisions about existing county and district council matters which would impact upon the new Dorset Council.

Members commented on feedback received at the first Shadow Dorset Council meeting in relation to the need to ensure consistent communications and engagement with members, town and parish councils and the public. The need to ensure high quality and consistent communications was a high priority and it was confirmed that resource had been increased in this area and additional officers were joining the Programme team.

There was also a need to ensure that the information being shared included topics that residents would want to know about so that members could pass it on. Cllr Graham Carr-Jones, as the lead member of the Wider Member Engagement Task and Finish Group indicated that there was also a responsibility upon members to engage with the process as there had been limited feedback from members to regular briefings.

Information had been circulated to the Shadow Executive Committee outside of the meeting in relation to an issue about local development plans and the proposed arrangements to consider the issue. It was requested that the Interim Monitoring Officer would contact Cllr David Walsh, as the Chairman of the Strategic Planning Forum, after the meeting to have a conversation about the proposed arrangements. It was acknowledged that the sensitivity of local plans for the different areas of Dorset, which were all at different stages, could not be overestimated and had to be managed very carefully.

All Agendas and Minutes can be found at:

[www.https://dorsetareacouncils.wordpress.com/agendas-reports-and-minutes/](https://dorsetareacouncils.wordpress.com/agendas-reports-and-minutes/)