



GILLINGHAM TOWN COUNCIL POLICY AND RESOURCES COMMITTEE

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

Minutes of the **Policy and Resources Committee** meeting held on **Monday, 21st November 2016**, in the **Jubilee Room, Town Hall, School Road, Gillingham**, commencing at **7.30pm**.

Present: Cllr Mrs S Hunt (Chairman)
Cllr Ms A Baker (Vice Chairman)
Cllr A Frith, Cllr M Gould,
Cllr P Harris, Cllr D Milsted,
Cllr Mrs B Ridout, Cllr Mrs D Toye,
and Cllr B Von Clemens.

Apologies: Cllr R Monksummers and Cllr Mrs V Potheary.

In attendance: Mrs S Dobie, Town Clerk
and Mrs C Ratcliffe, Office Manager/Deputy Clerk.

Members of the Public and Press: There were two members of the public present.
There were no members of the press.

175. To approve the minutes of the last meeting held on Monday, 17th October 2016.

Cllr Mrs Ridout proposed that “**the minutes of the Policy and Resources Committee meeting held on Monday, 17th October 2016, should be approved as a correct record of that meeting**”. Cllr Ms Baker seconded and the vote was unanimous. **RESOLVED.**

176. Questions. There were no questions.

177. Declarations of Interest - Members are required to comply with the requirements of the Localism Act 2011, Section 27 regarding disclosable pecuniary interests.

There were no pecuniary interests disclosed; however, personal interests were declared as follows:

Policy and Resources Committee Meeting – Monday, 21st November 2016 (continued):

177. Declarations of Interest - Members are required to comply with the requirements of the Localism Act 2011, Section 27 regarding disclosable pecuniary interests (continued):

Agenda item no. 6(b)

- Cllr Von Clemens as Trustee of Gillingham Youth Foundation and, therefore, indirectly linked to Bones, Hipp!!Bones and the Duke of Edinburgh Open Award Centre.
- Cllr Mrs Ridout as Trustee of Gillingham Youth Foundation, Secretary of Hipp!!Bones and indirectly linked to Bones and the Duke of Edinburgh Open Award Centre via Gillingham Youth Foundation.
- Cllr Mrs Hunt as Treasurer of Hipp!!Bones and part of the Management Committee of Bones.
- Cllr Milsted as Director of Blackmore Vale Tourism Development Company.

178. To receive working party reports for consideration and approval, if available:

a) Sports and Cycle Link

Cllr Milsted informed the meeting that the working party had met on Thursday, 17th November 2016, and verbally summarised a report which was tabled at the meeting. Please refer to Appendix A.

Cllr Milsted commented that the meeting was both productive and rewarding. The report contained the following recommendations which he was happy to support as follows:

Gillingham Sports Pitch

Cllr Milsted proposed that “**Gillingham Town Council continue with Phase II of this project and apply for the remainder of the s106 monies held at NDDC, with the technical advice, as previously agreed, remaining in place**”. Cllr Ms Baker seconded and the vote was unanimous. **RESOLVED.**

The Cycle Link – Gillingham to Motcombe

Cllr Milsted proposed that:

“**a letter is written to Network Rail informing them of the locked gate and fenced off area at the under bridge 303 on BAE2 @ 104+1263**”;

“**Gillingham Town Council agree that they wish to progress the project in two phases: Phase I Kings Court to Harding’s Lane and Phase II Kings Court to Motcombe**”;

“**a letter is written to Motcombe Parish Council, outlining the project and asking the Parish Council if they would like to be involved with Phase II**”. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

Footpath 73

Cllr Milsted proposed that “**MacLachlan Solicitors are contacted to obtain the cost of providing the Easement Agreement**”. Cllr Mrs Hunt seconded and the vote was unanimous. **RESOLVED.**

Cllr Milsted thanked Mrs Julie Hawkins for her Power Point presentation on the current route of the Gillingham-Motcombe bridle way.

b) Gillingham Town Enhancement Plan

Cllr Mike Gould informed the meeting that he had met with the principle landowners at Station Road: Mr Baker and Mr Tizzard. Cllr Gould had also spoken to Mr Hopkins about the former Co-op Supermarket site in the High Street.

Mr Tizzard was keen to see the development of Station Road with shops and places to eat set in an attractive and well landscaped area.

Gillingham School has been approached to see if the Business Studies students would be prepared, as part of their studies, to work on a project to improve the economics and wealth creation of the High Street.

Old Station Yard, which belongs to Network Rail and leased to three successful local businesses, is no longer for sale. There are several years to go before their leases expire.

Policy and Resources Committee Meeting – Monday, 21st November 2016 (continued):

178. To receive working party reports for consideration and approval, if available:

c) Hardings Park Project Team

The Town Clerk presented a report on behalf of the Hardings Park Project Team. Please refer to Appendix B.

Cllr Ms Baker queried the youth outreach work mentioned in the report. The Town Clerk and Cllr Von Clemens commented that, with the help of Mr A Nye, a DCC Senior Youth Worker, there would eventually be written guidelines on how this money should be spent. Currently, the freelance youth worker is providing the Town Council with an invoice and written evidence of the work carried out, which is then paid via the Three Rivers Partnership. The freelance youth worker is doing a lot of work with Bones – the newly formed youth club, which comes under the umbrella of Three Rivers Partnership. The grant for youth outreach work was awarded to the Town Council at the beginning of 2016 as part of the DCC Inspired 2012 Legacy fund and coincided with the demise of the DCC Youth Service. The transition between the old and new style DCC Youth Service has hampered youth outreach work being developed more quickly in the town.

The report contained two recommendations, for members' consideration and the following proposals were made:

Cllr Von Clemens proposed that **“the quotation from a local specialist company to provide additional car parking at Hardings Park to the value of £20,825 ex VAT should be agreed and monies taken from the £25K allocated within the General Reserve”**. Cllr Ms Baker seconded and the vote was unanimous. **RESOLVED.**

Cllr Mrs Ridout proposed that **“the quotation from a local specialist company to provide an additional run of 40m fencing to match existing to the value of £4,595 ex VAT should be agreed and monies taken from the £25K allocated within the General Reserve and the balance from the Hardings Lane project, budget no: 8.02”**. Cllr Von Clemens seconded and the vote was unanimous. **RESOLVED.**

d) Health and Safety

There were no matters arising this month.

179. Finance:

a) To approve cheques for payment for November 2016.

The Town Clerk tabled a list of cheques for payment at the meeting. There were no comments.

Cllr Milsted proposed that **“the cheques for payment for the month of November 2016 to the gross value of £90,292.14 should be approved for payment”**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

b) To approve grant payments for the FY 2017/18 for submission in the precept.

The Town Clerk presented a report that had been circulated to members prior to the meeting. Please refer to Appendix C.

All grants were considered en-bloc with the exception of: no. 2 (Hipp!!Bones), 13 (Blackmore Vale Tourism Development Company), 33 (Gillingham Duke of Edinburgh Open Award Centre), 34 (Gillingham Youth Foundation) and 35 (Bones Youth Club). These were excluded initially due to several members disclosing a personal interest in these organisations.

Cllr Ms Baker queried grant no. 23, for the church clock at Milton-on-Stour. The Town Clerk replied that there is a discretionary power that enables a local council to maintain a public clock – Parish Councils Act 1957, s2. The proposed grant is the same as agreed for FY 2016/17.

Policy and Resources Committee Meeting – Monday, 21st November 2016 (continued):

179. Finance (continued):

Cllr Von Clemens referred to grant no. 5, Gillingham Local History Society. The large legacy that the history society has recently received will be set aside to deal with the renewal of the lease and, therefore, should not influence their grant application.

Cllr Von Clemens suggested that grant no. 29, Life Education is awarded to reflect that only one of the schools mentioned in the grant application falls within the parish of Gillingham. In FY 2016/17 a grant of £250 was awarded. Should the grant remain the same or be increased to £315 to reflect the shortfall required to sponsor work at one school?

Cllr Von Clemens proposed that **“Life Education is awarded a grant of £250 for FY 2017/18”**. Cllr Mrs Ridout seconded.

An amended proposal followed:

Cllr Ms Baker who proposed that **“Life Education is awarded a grant of £315 for FY 2017/18”**. Cllr Harris seconded

A vote was taken on the amended proposal: 4 votes in favour, 3 against and 2 abstentions. The amended proposal was carried. **RESOVLED.**

Cllr Milsted commented that it was sad to see that no grant had been received from the Wessex Highlanders, although he was aware that the Wessex Highlanders have found it difficult to recruit new members and the existing members are getting older.

Cllr Milsted also commented that it was sad to see that a grant towards a Town Crier was not required and wondered whether the Town Crier Working Party should be reinstated. The Town Clerk replied that the person who had been offered the honorary position has now had to withdraw for personal reasons. The money set aside in FY 2016/17 for a uniform and grant of £1500 was never spent and will, therefore, be ring-fenced should the position be filled in the future. Consequently, there was no need to set aside any further monies at this time.

Cllr Milsted proposed that **“the £1500 should be earmarked in the General Reserve for 2017/18 for the appointment of a new Town Crier”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

Cllr Von Clemens, Cllr Mrs Hunt and Cllr Mrs Ridout withdrew from the room while grant nos. 2 (Hipp!!Bones), 33 (Gillingham Duke of Edinburgh Open Award Centre), 34 (Gillingham Youth Foundation) and 35 (Bones) were discussed.

Cllr Ms Baker took the Chair in the absence of Cllr Mrs Hunt.

Cllr Milsted had reservations about one of the four grants to be considered. Grants nos: 2 (Hipp!!Bones), 33 (Gillingham Duke of Edinburgh Open Award Centre) and 35 (Bones Youth Club) all provide valuable services to the young people of Gillingham. Hipp!!Bones and Bones have been beneficiaries of grants in the past. A proportion of the money requested by these organisations will be used to hire rooms in the former Youth Centre building now owned and operated by the Gillingham Youth Foundation. Grant no. 34 (Gillingham Youth Foundation) has been requested to help maintain the facilities at the former Youth Centre building for community use but the application has not been submitted with supporting paperwork – accounts and a business plan – to give some idea of income received to-date and future income projections.

Cllr Harris queried with Cllr Milsted whether or not Gillingham Youth Foundation organised any youth clubs/youth work.

Cllr Milsted confirmed that Gillingham Youth Foundation was set up solely to be responsible for the freehold and maintenance of the building. The Foundation is a registered charity.

Policy and Resources Committee Meeting – Monday, 21st November 2016 (continued):

179. Finance (continued):

Cllr Milsted proposed that **“the grant award requested by Gillingham Youth Foundation for FY 2017/18 is deferred until further information has been received”**. Cllr Gould seconded and the vote was unanimous. **RESOLVED.**

Cllr Milsted proposed that **“a grant of £1,000 is respectively award to: Hipp!!Bones, Bones Youth Club and Gillingham Duke of Edinburgh Award Centre for FY 2017/18” and included with the grants for FY 2017/18**”. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

Cllr Von Clemens, Cllr Mrs Ridout and Cllr Mrs Hunt were invited to return to the meeting. Cllr Mrs Hunt resumed her role as Chairman.

Cllr Milsted left the room while the grant for the Blackmore Vale Tourism Development Company was discussed.

The Town Clerk informed members that grant no. 13, the Blackmore Vale Tourism Development Company, has been awarded for many years to help towards the printing costs of the tourism leaflet.

Cllr Harris proposed that **“the Blackmore Vale Tourism Development Company is awarded a grant for FY 2017/18”**. Cllr Frith seconded and the vote was unanimous. **RESOLVED.**

Cllr Milsted was invited to return to the meeting.

Cllr Frith proposed that **“taking into the account the recommendations made above in respect of grant no. 29 (Life Education) and grant no. 34 (Gillingham Youth Foundation) that a figure of £48,550 is included within the Precept for grant applications FY 2017/18”**. Cllr Harris seconded and the vote was unanimous. **RESOLVED.**

c) To consider an application for a one-off grant from the Gillingham Duke of Edinburgh Open Award Centre.

The Town Clerk explained that a request has been received from the Gillingham Duke of Edinburgh Open Award Centre for £1,000. The grant would be used to provide equipment (tents, compasses, Trangia fuel bottles, water proof maps and waterproof holders) to enable the young people participating in the award scheme to carry out their expeditions. Owing to a misunderstanding this grant was not considered last November for payment this October and will, therefore, need to be set against the small grant contingency budget for FY 2016/17. (**Note:** the grant considered for the same organisation in minute no. 179 (b), above, is for FY 2017/18).

Cllr Ms Baker commented that she had recently witnessed how successful the Gillingham Duke of Edinburgh Open Award Centre is in encouraging young people to participate in this very worthwhile scheme.

Cllr Ms Baker proposed that **“Gillingham Duke of Edinburgh Open Award Centre is awarded a grant of £1,000 to be paid from the small grant contingency budget no. 2.31”**. Cllr Mrs Toye seconded and the vote was unanimous. **RESOLVED.**

180. To receive recommendations, for consideration and approval, from the General Purposes Committee held on Monday, 7th November 2016 to provide funding for the following:

- a) “that a further 16 no. oak trees to be purchased, including all necessary stakes and guards, to complete the avenue of trees at Upper Lodden Meadow and monies to be released from income budget 1.24 – donations for trees/seats - £725, expenditure budget no 5.11 – Gillingham School, 500 celebrations - £457.17, expenditure budget no. 3.19 – tree surgery/tree planting - £611.09”.

Policy and Resources Committee Meeting – Monday, 21st November 2016 (continued):

180. To receive recommendations, for consideration and approval, from the General Purposes Committee held on Monday, 7th November 2016 to provide funding for the following (continued):

- b) “that the signage for the public open spaces is amended to reflect the new management from 1st April 2017 at a total cost of £2,053.42 and to be added to the Precept for FY 2017/18”.
- c) “that a recommendation is made to the Policy and Resources Committee to release funds for advertising costs £200 and for the hire of a Mascot costume £170 from expenditure budget no. 6.06 – Festive Lighting Parade 2016 – total £370”.
- d) “that a recommendation is made to the Policy and Resources Committee that the quotation to reduce the height of the leylandi hedge at the Cemetery for £1,275 is accepted and funded from budget no. 3.19”
- e) “that a man and hoist to assist with the erection of the large Christmas Tree in the Town Meadow at a total cost of £240 should be agreed and financed from budget no: 6.06 – Festive Lighting”
- f) “that a recommendation is made to the Policy and Resources Committee that the small planted area off Gyllas Way is cleared of all overgrown shrubbery and debris by contracting GTC grounds staff to do the work on a Saturday for a fee of £660 and funded from expenditure budget no. 3.19 – Tree Surgery/Tree Planting”.
- g) “CCTV - Camera no. 11 is replaced with the replacement camera held in stock and fitted during routine maintenance at no additional cost”.
- h) CCTV - “Camera no. 4 is replaced with new 350 Vision 18:1 heritage-style black mounted camera to be fitted during routine maintenance at a cost of £1,350 and funded from expenditure budget no. 3.03 – CCTV”,
- i) CCTV - Camera no. 12 is replaced with a new superior quality camera and that the nearly new camera is used for camera no. 16 and the spares salvaged from the failed camera at no. 16 are used to repair camera no. 8 and works to be completed during routine maintenance at a cost of £2,981 and funded from expenditure budget no. 3.03 – CCTV”,
- j) “a spare camera is purchased and held in stock to be fitted during a routine maintenance visit, should the need arise, at a cost of £1,350 and funded from expenditure budget no. 3.03 – CCTV”,
- k) “a total of £3,000 is included within the Precept FY 2017/18 in respect of CCTV bi annual maintenance contract”,
- l) “a total of £480 is allocated within the Precept FY 2017/18 in respect of annual CCTV wayleave payments.
- m) “a total of £5,000 is allocated within the Precept FY 2017/18 for CCTV additional repairs or replacement of old cameras that may fail during the year”.

Cllr Milsted suggested that proposals (a) to (j) were taken en-bloc as they related to current policy decisions and will be financed from existing budgets; whereas, proposals (k) to (m) relate to next year’s precept FY 2017/18.

Cllr Milsted proposed that **“items (a) to (j) above were agreed and financed from the relevant budgets as stated”**. Cllr Mrs Ridout seconded and the vote was unanimous. **RESOLVED.**

Cllr Milsted proposed that **“items (k) to (m) were agreed and included in next year’s precept FY 2017/18”**. Cllr Ms Baker seconded and the vote was unanimous. **RESOLVED.**

Policy and Resources Committee Meeting – Monday, 21st November 2016 (continued):

181. To receive a report from the working party, temporarily convened to review the licence for the letting of Hardings Park and the public open spaces owned by the Town Council, and to consider the new Letting Agreements.

Cllr Milsted informed the meeting that a temporary working party had convened to review the letting agreements for Hardings Park and the Public Open Spaces owned and managed by the Town Council. Please refer to Appendix D.

Cllr Ms Baker apologised that she had been unable to attend the working party as previously intended and suggested that the rule regarding vehicles entering Hardings Park or Public Open Spaces should be amended as follows:

“The hirer shall not be permitted to take vehicles on to the site except when prior written permission has been received from the Town Clerk. Otherwise, the only vehicles permitted on site are for site maintenance purposes and emergencies services.”

Cllr Milsted proposed that **“the revised Letting Agreement for Hardings Park and the new Letting Agreement for Public Open Spaces owned and managed by Gillingham Town Council, taking into account the above amendment is agreed”**. Cllr Harris seconded. The majority were in favour. Cllr Ms Baker abstained. **RESOLVED.**

181. Matters Pertinent.

The Town Clerk commented that approximately 90% of the grant recipients for FY 2016/17 had written letters of thanks.

Closure: The meeting closed at 8.25pm.

Minute no. 178 (a)

Sport and Cycle Link Working Party

Author: Mrs Sylvia Dobie, Town Clerk

1. **Gillingham Sport Pitch** – Phase I is nearing completion. To complete the project the next stage will be the provision of the grandstand units, changing rooms, floodlights and groundworks. Gillingham Town Football Club have secured £100K match funding. There are approximately £56K section 106 monies held at NDDC and £22K held in balances in the GTC general reserve.

NDDC will require a written request for this money to be transferred to the Town Council, and will require estimates of all outstanding work so that they have an audit trail of the envisaged spend.

(A breakdown of expenditure, complete with all invoices has been submitted to NDDC in respect of the £220,466 received to carry out Phase I).

RECOMMENDATION:

- **That Gillingham Town Council continue with Phase II of this project and apply for the remainder of the s106 monies held at NDDC, with the technical advice, as previously agreed, remaining in place.**
2. **Cycle Link – Motcombe – Gillingham** - A very comprehensive meeting took place on Thursday, 17th November 2016, which included representatives of GTC, NDDC, DCC, Dorset Countryside, Ramblers, Rights of Way Officers – GTC and Motcombe PC, Walkers are Welcome, 3RP and Shaftesbury Town Council.

Cllr D Milsted and the Town Clerk gave a plotted history of how the cycle link was first mooted and specific thanks were given to Mr Martin Lea, whose initiative it was.

Mrs Julie Hawkins gave a Power Point presentation of the route of the existing bridle path leading from Motcombe to Kings Court and what the previous working party members had suggested for the diversion of the footpath from Kingscourt, leading to the new sport pitch at Hardings Lane.

After a great deal of discussion it was unanimously agreed that it was still a very worthwhile project and that, with the new input of members of the working party, it may still be achievable. The Power Point presentation will be sent to each organisation for information.

It had been noted that one landowner has once again locked a gate and fenced off an area at the under bridge on land belonging to Network Rail.

Those present agreed that it would be better to progress this matter in two phases. Phase I would be Kings Court to Hardings Lane, as this was more viable at this time. Phase II would be Kings Court to Motcombe, which would take longer as there are several landowners involved. Motcombe Parish Council will also need to agree that they wish to progress with the Phase II of the project.

RECOMMENDATION:

- That a letter is written to Network Rail informing them of the locked gate and fenced off area at the under bridge 303 on BAE2 @ 104+1263.
 - That Gillingham Town Council agree that they wish to progress the project in two phases: Phase I Kings Court to Harding's Lane and Phase II Kings Court to Motcombe.
 - A letter is written to Motcombe Parish Council, outlining the project and asking the Parish Council if they would like to be involved with Phase II.
3. **Footpath 73** – Completion of the pre-application consultation for footpath 73 and map modification order is near completion. Three written responses from landowners, confirming they have no objections, are pending. All have verbally agreed they have no objections. One other land owner has agreed that they are happy for residents to walk over a small strip of their land, pending a legal agreement is in place for the easement.

RECOMMENDATION:

- That MacLachlan Solicitors are contacted to obtain the cost of providing the Easement Agreement.

Minute no. 178 (c)

Hardings Park Project - Update October 2016

**Adventure Play Area, Multi Use Games Area, Skate Park
and Outside Table Tennis Facility**

Author: Hardings Park Project Team

(Town Clerk, Assistant Town Clerk and Works Manager)

1. The project to-date:

Wheeled Sports Facility (skate park): This project was completed 1 week ahead of schedule on Friday, 14th October. Press Release was issued, with the permission of the Mayor, and there has been positive feedback from users.

Outdoor Table Tennis Facility: The facility has been fully funded by external funding. Our grounds team will be preparing concrete pads for the tables before they are finally moved into position – between the surface of the old skate park and the new concrete skate park. A Press Release will be prepared in due course.

MUGA: Three revised quotations have now been received from the original contractors who were asked to quote in 2013. The revised quotes were requested without providing a formal written specification to quote against and it has become evident that often suppliers of MUGAs will outsource the resurfacing works to companies who specialise in groundwork/surfacing; therefore, it was been agreed by the project team to write a formal specification for the supply and installation of two types of MUGA and a separate specification two types of RESURFACING works. The specifications have been sent to eight companies; some will be able to quote for both MUGA and resurfacing works and others will only be able to quote for either the MUGA or the resurfacing works. It is hoped that this method will provide a more satisfactory outcome. The return date for the tenders is Friday, 9 December at 12 noon.

Site Signage: A brief has been prepared for the site signage. Catherine Annetts, Dorset Countryside Interpretation Officer, has agreed to work up a design at a cost of £22 per hour. Anticipated cost for artwork £300-£400 (this does not include sign production). It was agreed at the Policy and Resources Committee held on 19th September 2016 and ratified at Full Council on 24th September 2016, that the cost of the provision for additional signage at Hardings Park is taken from the balances in hand following the completion of the Skate Park installation or, if there is a shortfall, from the Contingency Budget for the F.Y. 2016-17.

Outreach work: This work is being carried out by Mrs Michelle Watling, a freelance youth outreach worker, who is also busy along with other volunteers, setting up a new Youth Club – Bones - which will come under the umbrella of The Three Rivers Partnership.

A meeting with Mr Anthony Nye, DCC Senior Youth Worker for the North Zone, took place on Monday, 14th November. Cllr Von Clemens, the Town Clerk and Assistant Town Clerk were present. The North Zone covers: Blandford, Sturminster Newton, Shaftesbury, Gillingham and Sherborne. Mr Nye explained how the Youth Service will be targeting young people in need who have been referred to the Youth Service by a number of agencies; for example: schools, social services, housing associations, youth clubs etc. The work will be done either in small groups or on an individual basis. Ms Luciana Vega, is the part time youth worker assigned to Gillingham.

A total of £15,000 grant funding was awarded to the Town Council from DCC Legacy Inspired 2012; £9,400 was towards the cost of refurbishing Hardings Park and £5,600 was for Outreach Youth Work. So far, the only amounts for outreach work that have been claimed are: £292.40 in June by Richard Watson and £141.90 in October and £86 in November by Michelle Watling. This leaves a total of £5,079.70 still remaining for youth outreach work in Gillingham. It may be possible, under the terms of the grant, for Mr Nye and his team to draw upon this resource in the near future.

2. Finance

The first 2.5% retention fee of £3,330.90 will be paid to Maverick in November 2016 and a further 2.5% £3,330.90 will be paid in April 2017 (if all is well with the skate park) and the costs of the signs to the value of £1,000 will mean there will be £49,792.13 held in balances for the Hardings Park Project. (£15,651.18 held in the General Reserve and £34,140.95 held in the NS&I account). The cost of the MUGA and resurfacing work will be within the ballpark of this amount, but with limited monies left over within the budget.

Providing additional car parking is not part of this project but linked to the provision of a new Works Depot, however, the additional car parking would complete the refurbishment of Hardings Park.

A local company has provided a quote for providing an additional car park, similar in style to the existing car park for £20,825 ex VAT. The local company that supplied the fencing at Hardings Park has provided a quote to move and use the existing fencing and to provide a run of 40m of new fencing for £4,595 ex VAT. The total cost of providing up to 20 extra car parking spaces will be £25,360 ex VAT. If the town council are minded to wait until the next financial year to carry out this work, the cost of the project may increase.

It was agreed at the Policy and Resources Committee held on 19th September 2016 and ratified at Full Council on 24th September 2016 that monies held within the General Reserve, £25k not earmarked, should be allocated to the Hardings Park Project in respect of providing additional car parking. There will be sufficient funds within the project to cover the additional £360.00.

3. Recommendation:

- a) That the quotation from a local specialist company, to provide additional car parking at Hardings Park, to the value of £20,825.00 net should be agreed and monies taken from the £25K allocated within the General Reserve.**
- b) That the quotation from a local specialist company, to provide additional run of 40m fencing, to match existing, to the value of £4,595.00 net should be agreed and monies taken from the £25K allocated within the General Reserve and the balance from the Hardings Lane project, budget no: 8.02.**

13. **Blackmore Vale Tourism Development Co Ltd** – £3,000 – To help pay for & distribute throughout the South a Leaflet promoting Gillingham & Shaftesbury called Welcome to Gillingham and Shaftesbury.
14. **Victim Support in Dorset** – No longer required.
15. **Read Easy** – £635 – for a contribution towards the annual running costs of the group, including a contribution towards the annual affiliation fee to Read Easy UK. These running costs include paying the coordinator's expenses as well as some costs associated with publicity, as our primary aim for the coming year is to further raise public awareness of our service. Funding applications will also be made to grant giving bodies associated with Shaftesbury.
16. **North Dorset Rugby Football Club** - £1000 – to assist with the provision of new coaches and subsequent training to RFU Level 1 – the entry point for Coaches of children (U7-U13). Only by doing this does the Club manage to maintain its core nucleus of coaches to assist with training of youths and minis, prior to coaching the 15-a-side game at RFU Level 2 and to assist with the refurbishment of pitches and grounds on a continual basis as well as with the major reseedling programme necessary at the end of each playing season. This now includes a further 8.5 acres which will come into use at the end of this Season, and will thereafter require constant maintenance. Shaftesbury Town kindly provided a special one-off grant last year (£2K) to help develop this newly acquired land to a useable state.
17. **Gillingham Town Youth Football Club** - £1500 – On-going running and maintenance of club equipment and facilities to keep their club working and safe. Cost it will cover include: training equipment, Mower maintenance, White lining and goal equipment, building maintenance and safety checks (changing rooms and W.C's on site).
18. **CAB** - £10,000 Accounts received. Agreed Full Council.
19. **Wessex Multiple Sclerosis** - £200 – To help towards the purchase of a new Thera Trainer rehabilitation exercise bike for the benefit of members (attached details). In 2016 received a grant of £250.
20. **RiversMeet** - £10K agreed if Works Depot project carried out on the site of the proposed Community Hall.
21. **NDDC** – Community Resource Worker – No GRANT.
22. **Gillingham Area Car Link Scheme** - £1000 – To help cover the cost of administration and insuring in the coming year. Partly because of previous grants they have been able to lower their donations requested from clients, and they wish to continue with these lower rates.
23. **Milton-on-Stour Church Clock** – £250 – Agreed.
24. **Dorset Blind Association** - £250 – To assist with the future costs of transport to and from the social club at Shaftesbury.
25. **The Wessex Highlanders** – No application received.
26. **St Mary's Church Clock** - £250 – Agreed
27. **Gillingham Outdoor Bowling Club** – Annual Grant

GILLINGHAM TOWN COUNCIL

GRANT APPLICATIONS NOV 2016 - F.Y. 2017-18 - S137/S19/S144/S145/TOWN CRIER COSTS

DATE	ACC CODE	RECIPIENT	NETT 2016-17		AGREED 2017-18	NOTES
21/11/2016	2.01	Gillingham Town Twinning Association	500.00		500.00	S144 LGA 1972
21/11/2016	2.02	Hipp Bones	1000.00		1000.00	S19 LGA (Misc Prov)
21/11/2016	2.03	Gillingham Carnival Committee	1500.00		1500.00	S145 LGA 1972
21/11/2016	2.04	GCC - Churches Together	1000.00	No application received	0.00	S144 LGA 1972
21/11/2016	2.05	Gillingham Local History Society	2400.00		2400.00	S137 LGA 1972
21/11/2016	2.06	Gillingham Imperial Silver Band	1000.00		1000.00	S145 LGA 1972
21/11/2016	2.07	NoRDISS	1000.00		1000.00	S137 LGA 1972
21/11/2016	2.08	Home Start - North Dorset	1000.00		1000.00	S137 LGA 1972
21/11/2016	2.09	Dorset & Somerset Air Ambulance	5000.00		5000.00	S137 LGA 1972
21/11/2016	2.10	N.D.Club for Visually Impaired	100.00		100.00	S137 LGA 1972
21/11/2016	2.11	Gillingham in Gear	300.00		300.00	S137 LGA 1972
21/11/2016	2.12	Gill. Walkers are Welcome	485.00		600.00	S137 LGA 1972
21/11/2016	2.13	Blackmore Vale Tourism Dev.Co.Lt	3000.00		3000.00	S137 LGA 1972
21/11/2016	2.14	Victim Support in Dorset	250.00	No longer required	0.00	S137 LGA 1972
21/11/2016	2.15	Read Easy	880.00		635.00	S137 LGA 1972
21/11/2016	2.16	North Dorset Rugby Football Club	1000.00		1000.00	S19 LGA (Misc Prov)
21/11/2016	2.17	Gillingham Town Youth Football Club	1800.00		1500.00	S19 LGA (Misc Prov)
21/11/2016	2.18	CAB	10000.00		10000.00	S142(2A) LGA 1976
21/11/2016	2.19	Wessex Multiple Sclerosis	250.00		200.00	S137 LGA 1972
21/11/2016	2.20	RiversMeet - GC<	20000.00	First - ten year agreement land transfer	10000.00	S145 LGA 1972
21/11/2016	2.21	NDDC-Community Resource Worker	7000.00	Monies earmarked to the Staff Budget	0.00	
21/11/2016	2.22	Gillingham Area Car Link Scheme	1000.00		1000.00	S144 LGA 1972
21/11/2016	2.23	Milton on Stour - Church Clock Mt.	250.00	Annual Payment	250.00	S19 LGA (Misc Prov)
21/11/2016	2.24	Dorset Blind Association	250.00		250.00	S137 LGA 1972
21/11/2016	2.25	The Wessex Highlanders	1000.00	No application received	0.00	S19 LGA (Misc Prov)
21/11/2016	2.26	St. Mary's Church Clock	250.00	Annual Payment	250.00	S19 LGA (Misc Prov)
21/11/2016	2.27	Gillingham Outdoor Bowling Club	500.00	Annual Payment	500.00	S19 LGA (Misc Prov)
21/11/2016	2.28	Friends of Wavertree Credit Union	500.00	No longer required	0.00	S137 LGA 1972
21/11/2016	2.29	Life Education	250.00		315.00	S137 LGA 1972
21/11/2016	2.30	Royal British Legion - Insurance	250.00	Annual Payment	250.00	S137 LGA 1972
21/11/2016	2.31	Mr. D Watham - Town Crier	500.00	No Town Crier	0.00	Advert CostS19LGA (Misc Prov)
21/11/2016	2.32	Contingencies-one off grants	5000.00		3000.00	S137 LGA 1972
21/11/2016	2.33	Gillingham DOE Open Award Centre	0.00		1000.00	S19 LGA (Misc Prov)
21/11/2016	2.34	Gillingham Youth Foundation	0.00	Referred back to Precept meeting £2K	0.00	S19 LGA (Misc Prov)
21/11/2015	2.35	Bones Youth Club	0.00		1000.00	S19 LGA (Misc Prov)
21/11/2015	2.36	Lip Reading Class	0.00	Use of room for free in lieu of grant	0.00	S137 LGA 1972
		Total	69215.00		48550.00	

Minute no. 179 (b)

Grant Applications 2017-18 – s137, s144 and s145**Author: Mrs Sylvia Dobie, Town Clerk**

For those members who have not been available to inspect the Grant applications to be included within the 207-18 Precept, I have listed below the organisation, with the requested amounts and the reason for the grant applications for member's information.

1. **Gillingham Twinning Association** - £500 – To assist 'running costs' of entertaining visitors from France ie: exchange and committee visits, gifts to hosts and the Town Council when visiting France.
2. **Hipp!!Bones** – £1000 – The club is self-funding and needs a minimum of £5K per annum to survive. Qualified staff alongside volunteers. Special equipment, transport programme needs, insurance and hire costs all have to be funded.
3. **Gillingham Carnival Committee** - £1000 – To cover the cost of Insurance.
4. **GCC Churches Together** – No application received.
5. **Gillingham Local History Society** - £2,400 – Towards running costs of the Museum.
6. **Gillingham Imperial Silver Band** – £1000 – towards the cost of maintenance and insuring instruments and to replenish the music library.
7. **NoRDISS** – £1000 – Heating costs – some of the volunteers are disabled and need higher than usual heating levels. Plus Car Costs: These have increased in the last few months as they have had to provide helpers from farther afield.
8. **Home Start North Dorset** - £1000 – To enable them to continue working with more struggling and fragile families in the Gillingham area, with practical help and emotional support through their home visiting service. The average cost of supporting a family is around £600 for six months (their long term support for families usually lasts about six months; this enables a close working relationship when managing change, and building resilience so fragile families become stronger and more independent permanently. The £600 figure includes all costs including Organisers salaries, administration, volunteers training and travelling costs etc.
9. **Gillingham in Gear** – £300.00 – To assist with the purchase of new banners.
10. **Dorset and Somerset Air Ambulance** - £5000.
11. **North Dorset Visually Impaired** – £100 – To subsidise their Christmas Lunch.
12. **Gillingham Walkers Welcome** - £600 – Walking Festival 2017. To replace banners for advance advertising for the festival. Original six banners made three years ago. These now need replacing. The original cost was £300. Walks Packs – The walks packs published and printed in early 2016 have now sold out. Walkers are Welcome intend to make to make these routes available on line. There are a new set of routes. The monies raised by the sales are sufficient to pay for printing costs for a new pack. Walkers are Welcome need £250 to pay for developing the new route description and getting material print ready.

28. **Friends of Wyvern Credit Union** – No longer required.
29. **Life Education** - £630 – Visit to two schools – Milton-on-Stour and Stower Provost - to deliver their health programme is £650 per day. Schools contribute £335 per day. There is a shortfall of £315 per day. They do not expect GTC to contribute the entire grant, however, any contribution, no matter how large or small, would be very much appreciated. (NB: Stower Provost is not in the Gillingham Parish).
30. **Royal British Legion** – £250 - Street Closure – Remembrance \Parade – AGREED
31. **Town Crier** – No Longer in Post
32. **Contingency Fund for One-off grants** - £5000.
33. **Gillingham DOE Open Award Centre** - £1000.00 – Equipment – 6 walkie talkies Motorola @ £123.59 inc. vat, 6 Cerne Abbas maps £60, 6 Berghaus Ruck sacks @£81 each = £486.00. Also to help with transport for their camps and hikes. Mini Bus hires @ £75 per day. Plus fuel and coach hire is also needed some times. Cost for a child to join is approx. £330.41 and with the help of this grant it can pay for a youngster who may otherwise not be able to afford to join.
34. **Gillingham Youth Foundation** - £2000 – To enable a community facility to remain open for the benefit of the Gillingham Community covering all age groups. To maintain equipment for community use e.g. sports equipment, computers, games and cooking facilities.
35. **Bones Youth Club** - £1000 – To help with start-up costs: tuck, maintenance of equipment and rent
36. **Lip Reading Class** – Use of room for free in lieu of grant.
37. Other

**Review the Licence for the Letting of Hardings Park
and the Public Open Spaces owned and managed by Gillingham Town Council**

Meeting held on Friday, 4th November 2016

Author: Mrs C Ratcliffe, Assistant Town Clerk

Present: Cllr Milsted, Cllr Mrs S Hunt, Cllr B Von Clemens, Cllr Mrs D Toye

Apologies: Cllr Ms A Baker and Cllr Mrs B Ridout

In attendance: Mrs C Ratcliffe, Assistant Town Clerk

1. Revised Lettings Agreement for Hardings Park and Public Open Spaces

Following a recommendation made at the Policy and Rescores Committee held on 17th October 2016, a working party was convened on Friday, 4th November 2016, to review the Licence for the hire of Hardings Park and to draft a new Letting Agreement for public open spaces owned and managed by Gillingham Town Council.

- The working party concluded that the current Licence for Hardings Park should be referred to as a Letting Agreement.
- That the letting agreement issued for Hardings Park and the public open spaces owned and managed by Gillingham Town Council should exclude the sale, distribution or consumption of alcohol.
- That motorised vehicles are not permitted at Hardings Park or on any public open spaces owned and managed by Gillingham Town Council, with the exception of maintenance and emergency vehicles.
- That the letting agreement issued for Hardings Park and any public open space owned and managed by Gillingham Town Council will include a clause that it is the Hirer's responsibility to seek any permissions required by the Local Authority, for example; the playing of music, public performances, etc.
- That the adventure play area, skate park, table tennis facility and multi use games area at Hardings Park will not form part of any activity organised by the Hirer and that these facilities must remain readily accessible to members of the General Public.

A revised Letting Agreement for both Hardings Park and for Public Open Spaces is attached to this report.

2. Designated Public Place Orders (DPPOs) and Public Places Prevention Orders (PPPOs).

An officer at North Dorset District Council has informed a member of staff at the Town Council, that the Designated Public Place Orders (DPPOs) currently in place at Hardings

Park, the Garden of Remembrance and Wesley Gardens will shortly be superseded by Public Places Prevention Orders (PPPOs), if still required.

DPPOs help local authorities to deal with the problems of alcohol related anti-social behaviour in public places. This order is not a total ban on drinking alcohol in public places but makes it an offence to carry on drinking when asked to stop by a constable or authorised officer. The order allows officers to deal with people who are behaving antisocially as a result of drinking alcohol.

A PPPO can cover a very broad spectrum of 'anti-social behaviour' such as: sleeping rough to driving cars with loud exhausts systems in a designated area. It is intended that a PPPO in North Dorset will only cover the remit of a DPPO with regards to alcohol consumption; whereas in West Dorset it will be used for alcohol consumption, control of dogs, dog fouling, cycling in restricted areas and the feeding gulls.

NDDC is in the process of working with the police to 'evidence the need' for replacing existing DPPOs with the new PPPOs.

No further information about these changes is known at the moment.

3. Recommendation

- That the revised Letting Agreement for Hardings Park and the new Letting Agreement for Public Open Spaces owned and managed by Gillingham Town Council is approved.