



GILLINGHAM TOWN COUNCIL

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

FULL COUNCIL

AGENDA

All members of Gillingham Town Council are summoned to a meeting of Full Council on **Monday 22 January 2024**, at **The Council Chamber**, Town Hall, School Road, Gillingham, commencing at **7.30pm**.

Julie Hawkins

Julie Hawkins, Town Clerk
Issue Date: 15th January 2024

Press and members of the public are welcome to join the meeting in person at the Town Hall or online via MS Teams - [Click here to join the meeting](#) – a link can also be found on the [website](#).

All attendees should try to join at least 10 minutes prior to the start of the meeting.

Please be aware that filming, photographing and recording may occur during the meeting. A designated area will be available in the Council Chamber for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

1. Public Participation. Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions restricted to items listed on the following agenda.
2. To receive apologies for absence.
3. Declarations of Interest: Members are required to comply with the requirements of Section 27 of the Localism Act 2011 disclosable pecuniary interests.
4. To receive questions pertaining to the previous minutes.

5. To approve the Minutes as a true and accurate record of the Full Council meeting held on Monday 15th January 2024.
6. To approve payments of £10,000 and over.
7. To receive and consider a report from the Property Management Subcommittee regarding tenders for the replacement of the roof and installation of PV panels at Roman Court Workshops.
8. To receive and consider the internal auditor's no. 2 of 3 2023/24 report dated December 2023.
9. To receive and consider a Health and Safety Report.
10. To receive and consider reports from sub-committees and task and finish groups, as follows:
 - a) Five Year Action Plan Sub-committee
 - b) Sports and Leisure Panel
 - c) D-Day 80th Anniversary Task and Finish Group
11. To receive and consider reports from outside bodies, if available:
 - a) Town Meadow Group (Cllr Toye)
 - b) Chamber of Commerce and Industry (Cllr B von Clemens)
 - c) Dorset Association of Parish and Town Councils (DAPTC) Larger Town meetings (Cllr B von Clemens)
 - d) Dorset Association of Parish and Town Councils (DAPTC) Northern Area meetings (Cllr Cullingford and Cllr Weeks)
 - e) Gillingham Transport Forum (Cllr B von Clemens)
 - f) Gillingham Youth Centre Management Committee (Cllr B von Clemens)
 - g) Blackmore Vale Community Rail Partnership (Cllr Walden)
12. To consider and agree the five free parking days for Gillingham in 2024.
13. To receive and consider a draft calendar of meetings for Civic Year 2024/25.
14. To receive and consider a report on the Christmas opening hours 2024.
15. To review and consider the following draft policy:
 - a) Room Hire Policy
16. To consider expanding the town council's social media presence to include LinkedIn and X.
17. To receive and consider a report on the town's festive lights.
18. To receive and note a report on the Mayor and Deputy Mayor's civic activities.

19. To receive and note reports from Dorset Councillors, if available.
20. To receive matters pertinent to this meeting. Note: Members are advised that inclusion of any items is at the Chairman's discretion and that a Council cannot lawfully decide upon any matter which is not specified in the summons (agenda).

To follow:

- Agenda item no. 6 – List of payments of £10,000
- Agenda Item no. 7 - Report from the Property Management Subcommittee
- Agenda item no. 9 - Health and Safety Report
- Agenda item no. 10c - D-Day 80th Anniversary Task and Finish Group
- Agenda item no. 12 - Free parking days for Gillingham in 2024
- Agenda item no. 13 - Draft calendar of meetings for Civic Year 2024/25
- Agenda item no. 14 - Report on the Christmas opening hours 2024
- Agenda item no. 15 - Draft Room Hire Policy
- Agenda item no. 16 - Report of the town council's social media platforms
- Agenda item no. 17 - Report on the town's festive lights.
- Agenda item no. 18 - Report on the Mayor and Deputy Mayor's civic activities