



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 24th January 2022**, at **The Olive Bowl**, 23, Brickfields Business Park, Gillingham, commencing at **7.30pm**.

Julie Hawkins

Julie Hawkins, Town Clerk
Issue Date: 17th January 2022

This meeting will be held in accordance with the restrictions and public advice in place at the time. In accordance with the council's risk assessment those attending are requested to take a lateral flow test prior to arrival. Further information regarding lateral flow testing is available from the Gov.UK website [HERE](#)

Hand sanitiser will be available on arrival at the Olive Bowl. Face masks should be worn unless you have an exemption, or the Chairman advises otherwise.

If you test positive or have any Covid symptoms do NOT attend. Further information is available [HERE](#)

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

Members of the public are encouraged to view the meeting via MS Teams where there will be an opportunity for public participation.

Press and Public may join the meeting via MS Teams [Click here to join the meeting](#) or contact the Town Council (prior to the meeting during working hours) via email: gtc@gillinghamdorset-tc.gov.uk or see details our [website](#).

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

AGENDA

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 approve the minutes as a true and accurate record of the meeting of the Full Town Council held on 13th December 2021.
5. Questions.
6. To receive, consider and adopt the following standing committee reports:
 - a) Planning Committee Interim meeting held on Monday 13th December 2021.
 - b) HR Committee meeting held on Thursday 20th January 2022.
7. To receive and note a list of decisions made under the Temporary Scheme of Delegation as agreed by Full Council on 26th April 2021 (Minute No. 472).
8. To approve payments of £10,000 and over.
9. To approve the payments for December as agreed at the group meeting of Finance and Policy Committee members on 17th January 2022.
10. To approve and adopt the Draft Honorary Freeman Policy as recommended at the group meeting of Finance and Policy Committee members on 17th January 2022.
11. To approve the management accounts to 31st December 2021 as recommended at the group meeting of Finance and Policy Committee members on 17th January 2022.
12. To receive notification from Dorset Council of the tax base for FY 2022/23.
13. To consider and agree the Budget for the Financial Year 2022/23.
14. To consider and agree the Precept for the Financial Year 2022/23.
15. To receive and approve the internal auditor's report dated 18th January 2022 and the management responses.
16. To receive and note the conclusions of a Health and Safety Audit carried out on 24th November 2021.
17. To receive and consider a Health and Safety Report.

18. To receive and consider reports from sub-committees and task and finish groups, as follows:
 - a) The Queen's Platinum Jubilee Task and Finish Group.
19. To receive and consider written reports from outside bodies, if available, for consideration and approval:
 - a) Gillingham Town Team (Lead: Cllr Mike Gould)
20. To receive and consider a report regarding CCTV in Gillingham.
21. To receive a report on the Mayor's and Deputy Mayor's civic activities.
22. To receive and note reports from Dorset Councillors, if available.
23. To receive matters pertinent to this meeting. Note: Members are advised that inclusion of any item is at the Chairman's discretion and that a Council cannot lawfully decide upon any matter which is not specified in the summons (agenda).

Reports to follow:

Agenda Item no. 7 - List of decisions made under the Temporary Scheme of Delegation

Agenda Item no. 9 - List of payments for December (email only)

Agenda Item no. 10 - Draft Honorary Freeman Policy (email only)

Agenda Item no. 11 - Management accounts to 31st December 2021 (email only)

Agenda Item no. 12 - Tax base for FY 2022/23

Agenda Item no. 13 - Draft budget for the Financial Year 2022/23

Agenda Item no. 15 - Internal Auditor's report dated 18th January 2022

Agenda Item no. 16 - Health and Safety Audit Report

Agenda Item no. 17 - Health and Safety Report

Agenda Item no. 18a - The Queen's Platinum Jubilee Task and Finish Group

Agenda Item no. 19a - Gillingham Town Team Report

Agenda Item no. 20 - CCTV report

Agenda Item no. 21 – Mayor's report

Agenda Item no. 22 - Report from Cllr Belinda Ridout