



GILLINGHAM TOWN COUNCIL

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

FULL COUNCIL

AGENDA

All members of the Full Council are summoned to a meeting on
26th April 2021, commencing at 7.30pm.

Julie Hawkins

Julie Hawkins, Town Clerk
Issue Date: 19th April 2021

**All in attendance should be aware that filming, photographing
and recording may occur during the meeting.**

This meeting will be held in accordance with s.78 of the Coronavirus Act 2020, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came in to force on 4th April 2020.

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

All members will be sent an email with joining instructions prior to the meeting.

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 to allow for any connection problems.

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 and accept apologies for absence.
3. To approve the minutes as a true and accurate record of the Full Council meeting held on 22nd March 2021.
4. To receive any questions pertaining to the previous minutes.
5. To receive declarations of interest. Please note; members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.
6. To receive and consider 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)
(Lead: Cllr Barry von Clemens)
 - b) Town Meadow Group (Lead: Cllr Sharon Cullingford)
 - c) Gillingham Chamber of Commerce and Industry (Lead: Cllr Barry von Clemens)
 - d) Dorset Association of Parish and Town Councils (DAPTC):
Larger Town meetings (Lead: Cllr Barry von Clemens)
Northern Area meetings (Lead: Cllr Donna Toye and Cllr Roger Weeks)
 - e) Shaftesbury and District Transport Forum (Lead: Cllr Barry von Clemens)
 - f) Gillingham Town Team (Lead: Cllr Mike Gould)
 - g) Gillingham Youth Centre Management Committee (Lead: Cllr Barry von Clemens)
 - h) Rural Market Town Group (Lead: Cllr Sharon Cullingford)
7. To receive, consider and adopt the following standing committee reports:
 - a) General Purposes Committee meeting held on Monday, 5th April 2021
 - b) Planning Interim Committee meetings held meeting on Monday, 22nd March 2021 and the Planning Committee held on Monday, 12th April 2021

8. To receive and consider a report regarding the return of face-to-face council meetings following the announcement that s.78 of the Coronavirus Act 2020 will not be extended.
9. To receive and consider a proposal from the Three Rivers Partnership regarding a Lottery grant application.
10. To approve payments, as follows:
 - a) The list of payments for the previous month.
 - b) The list of payments between £5,000 and £9,999.
 - c) The list of payments over £10,000.
11. To receive any requests for virement of budgets.
12. To receive and approve a report from the internal auditor dated 22nd March 2021 and agree the management responses.
13. To receive information regarding Section 137 of the Local Government Act 1972
 - a) To receive details of the Council's expenditure incurred under s.137 of the Local Government Act 1972 for FY 2020/21.
 - b) To receive notification from the National Association of Local Councils (NALC) of the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972.
14. To receive and consider applications for free room hire, if any.
15. Data Protection.
 - a) To receive and approve a Data Protection Compliance Report.
 - b) To receive and approve a Records Management Policy and Data Retention Schedule.
 - c) To review and approve the Data Protection and Data Breach Policy.
16. To review and agree the following documents:
 - a) Compliments and Complaints Policy
 - b) Review 'Dealing with Abusive, Persistent or Vexatious Complaints and Complainants Policy
 - c) General and Earmarked Reserves Policy

17. To receive and consider reports from the following task and finish/sub-committee groups:
 - a) Dorset Council Community Governance Review Task and Finish Group (Lead: Cllr B von Clemens)
 - b) Five Year Action Plan Sub-committee
 - c) Council Agreements and Contracts Sub-committee (Lead: Cllr Graham Poulter)
(Please note that this sub-committee usually reports the Finance Committee)
 - d) Finance Sub-committee (Lead: Cllr B von Clemens)
(Please note that this sub-committee usually reports the Finance Committee)
18. To receive and consider the Quarterly Newsletter (Spring Edition), prior to circulation.
19. To receive a report on the Mayor's and Deputy Mayor's civic activities.
20. To receive and note reports from Dorset Councillors, if available. Dorset Council agenda and minutes are available to view [here](#).
21. To receive matters pertinent to this meeting. Please 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).