



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 26 February 2024**, at **The Council Chamber**, Town Hall, School Road, Gillingham, commencing at **7.30pm**.

Julie Hawkins

Julie Hawkins, Town Clerk
Issue Date: 19th February 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.

Prior to the start of the Full Council meeting, there will be a presentation at 7.00pm by James Passmore, Chief Executive of the Pickwick Academy Trust.

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 22 January 2024 and the Extraordinary Full Council meeting held on Monday 12 February 2024.
6. To receive, consider and adopt the following standing committee reports:
 - a) General Purposes Committee meeting held on Monday 5 February 2024
 - b) Planning Committee meeting held on Monday 22 January 2024 and Monday 12 February 2024.
 - c) Human Resources meeting held on Monday 5 February 2024.
 - d) Finance and Policy Committee meeting held on Monday 19 February 2024.
7. To approve payments of £10,000 and over.
8. To receive requests for virements of budgets.
9. To consider and agree the appointment of an internal auditor.
10. To receive and consider a report regarding investment opportunities.
11. To receive and consider a Health and Safety Report.
12. To receive and consider reports from sub-committees and task and finish groups, as follows:
 - a) Estate Management Sub-committee
 - b) Property Management Sub-committee
 - c) Council Agreements and Contracts Sub-committee
 - d) Five Year Action Plan Sub-committee
 - e) Sports and Leisure Sub-committee
 - f) D-Day Task and Finish Group
13. 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) Blackmore Vale Community Rail Partnership (Cllr Walden)

14. To review and adopt the Council's Risk Management Strategy and Assessment.
15. To receive and consider requests for free room hire.
16. To receive and consider requests for the use of Gillingham Town Meadow in accordance with the Town Council's Hire of Council Land Policy which can be viewed [here](#)
17. To review and adopt the following draft policies:
 - a) Hire of Council Land Policy
18. To consider and approve the purchase of artificial Christmas trees.
19. To receive and consider a request from Gillingham Rotary Club and Gillingham, Mere and Shaftesbury Lions Club to suspend the town council's Bench and Tree Donation Policy in order to place a plaque against a donated tree.
20. To receive and note a timetable for the forthcoming elections.
21. To receive and note a report on the Mayor and Deputy Mayor's civic activities.
22. To receive and note reports from Dorset Councillors, if available.
23. To receive and consider a report regarding the purchase of an electric utility vehicle.
24. To receive and consider a report from the Allotments and Burials Sub-committee.
25. 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. 8 - Appointment of an internal auditor report
Agenda item no. 10 - Report re. investment opportunities
Agenda item no. 11 - Health and Safety Report
Agenda item no. 12a - Estate Management Sub-committee Report
Agenda item no. 12b - Property Management Sub-committee
Agenda item no. 12c - Council Agreements and Contracts Sub-committee
Agenda item no. 12d - Five Year Action Plan Sub-committee
Agenda item no. 12f - D-Day Task and Finish Group Report
Agenda item no. 13b - Chamber of Commerce and Industry
Agenda item no. 13c - (DAPTC) Larger Town meetings
Agenda item no. 13e - Gillingham Transport Forum Report
Agenda item no. 14 - Draft Risk Management Strategy and Assessment
Agenda item no. 15 - Requests for free room hire
Agenda item no. 16 - Requests for the use of Gillingham Town Meadow
Agenda item no. 17a - Draft Hire of Council Land Policy
Agenda item no. 18 - Report re. the purchase of artificial Christmas trees
Agenda item no. 19 - Request from Gillingham Rotary Club and Gillingham, Mere & Shaftesbury Lions Club
Agenda item no. 20 - Timetable for the forthcoming elections
Agenda item no. 21 - Mayor and Deputy Mayor's Report
Agenda item no. 22 - Reports from Dorset Councillors
Agenda item no. 23 - Report regarding the purchase of an electric utility vehicle
Agenda item no. 24 - Report from the Allotments and Burials Sub-committee