



## 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 27 March 2023**, at **The Council Chamber**, Town Hall, School Road, Gillingham, commencing at **7.30pm**.

*Julie Hawkins*

Julie Hawkins, Town Clerk  
Issue Date: 20<sup>th</sup> March 2023

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.

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

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

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 27 February 2023.

6. To receive, consider and adopt the following standing committee reports:
    - a) General Purposes Committee meeting held on Monday 6 March 2023.
    - b) Planning Committee meetings held on Monday 27 February 2023 and Monday 13 March 2023
    - c) Human Resources Committee meetings held on Monday 6 March and Monday 20 March 2023.
    - d) Finance and Policy Committee meeting held on Monday 20 March 2023.
  7. To approve payments of £10,000 and over.
  8. To receive and consider a Health and Safety Report.
  9. To receive and consider a Health and Safety Review undertaken on the 24th February 2023 by WorkNest Ltd (Formally Ellis Whittam Ltd).
  10. To receive and consider reports from sub-committees and task and finish groups, as follows:
    - a) Sports and Leisure Task and Finish Group (Cllr Cullingford)
  11. To receive and consider reports from outside bodies, if available:
    - a) Town Meadow Group (Cllr Cullingford)
    - b) DAPTC Larger Towns (Cllr Cullingford / Cllr B von Clemens)
    - c) DAPTC Northern Area Town and Parish Councils (Cllr Cullingford / Cllr Weeks)
    - d) Gillingham Chamber of Commerce (Cllr B von Clemens)
    - e) Gillingham Transport Forum (Cllr B von Clemens)
    - f) Blackmore Vale Community Rail Partnership (Cllr Walden)
  12. To receive and consider a report regarding 'Motion for the Ocean'
  13. To review and adopt the Council's Risk Management Strategy and Assessment.
  14. To receive, consider and agree the nominations for the appointment of Mayor and Deputy Mayor of Gillingham for the Council Year 2023/24, as follows:
    - **Town Mayor:**  
  
**Cllr Barry von Clemens** - Proposed by Cllr Fiona Cullen and Seconded by Cllr Rupert Evill.
  
    - **Deputy Mayor:**  
  
**Cllr Roger Weeks** - Proposed by Cllr Val Potheary and Seconded by Cllr Graham Poulter.
  15. To receive a letter of resignation from Cllr Laura Ashfield and the Notice of Casual Vacancy for the Town Ward from Dorset Council.
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16. To consider and agree that a request is made to the National Association of Local Councils (NALC) for legal advice regarding the council's responsibilities and obligations at the closed churchyard at the Parish Church of St Mary the Virgin.
17. To consider and agree that in accordance with s101 LGA 1972, the Agreements and Contracts Subcommittee are delegated the authority to set the new utility contracts on behalf of the town council.
18. To receive and consider applications for Free Room Hire.
19. To receive notification from the Dorset Association of Parish and Town Councils (DAPTC) that Gillingham Town Council has been awarded a Triple Star Award for training.
20. To receive and consider a report on the purchase of a 3 tonne hydraulic tipping trailer.
21. To receive, consider and approve the Quarterly Newsletter (Spring Edition), prior to circulation.
22. To receive and note a report on the Mayor and Deputy Mayor's civic activities.
23. To receive and note reports from Dorset Councillors, if available.
24. In confidence. Under the Public Bodies (Admissions to Meetings) Act 1960, the press and public shall be excluded during the discussion of agenda item no. 22 as the committee will be considering information about individual members of the public.
25. To consider and agree nominations for Freedom of the Town.
26. 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).

**Reports attached:**

Agenda item no. 8 - Health and Safety Report  
Agenda Item no. 9 - Health and Safety Report from Worknest  
Agenda Item no. 12 - 'Motion for the Ocean'  
Agenda Item no. 13 - Risk Management Strategy and Assessment  
Agenda Item no. 15 - Notice of Casual Vacancy for the Town Ward from Dorset Council  
Agenda Item no. 18 - Applications for Free Room Hire  
Agenda Item no. 19 - Letter from DAPTC re. Triple Star Award  
Agenda Item no. 20 – Trailer report  
Agenda Item no. 21 - Draft Newsletter (Spring Edition)  
Agenda Item no. 22 - Report on the Mayor and Deputy Mayor's civic activities  
Agenda Item no. 23 - Dorset Councillors reports  
Agenda Item no. 25 - Nominations for Freedom of the Town