



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 13th December 2021**, in **The Council Chamber, Town Hall**, Gillingham, commencing at **7.30pm**.

Julie Hawkins

Julie Hawkins, Town Clerk
Issue Date: 6th December 2021

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 Town Hall. 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.

FULL COUNCIL 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 22nd November 2021 and the Full Council Budget meeting held on 6th December 2021.
5. Questions.
6. To approve payments for the previous month.
7. To approve payments over £5,000 in accordance with Financial Regulations.
8. To approve payments of £10,000 and over.
9. To consider and adopt the following draft policies:
 - a) Tree and Bench Memorial Policy
 - b) Sponsorship Policy
10. To re-instate the current Grants Policy which was suspended on 3rd November 2021 (Minute no. 629).
11. To consider setting up a Task and Finish Group to review the current Grants Policy.
12. To receive and consider draft tender documents for Street Cleaning Contracts.
13. To consider a report from the Estate Management Subcommittee.
14. To receive and consider written reports from outside bodies, if available, for consideration and approval:
 - a) Gillingham Town Team
15. 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.

16. To receive and consider a Health and Safety Report.
17. To receive and consider the final report from the Dorset Parish Independent Remuneration Panel.
18. To receive and consider the Quarterly Newsletter (Winter 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.
21. 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).

To follow:

Agenda Item no. 6	List of payments for November
Agenda Item no. 7	List of payments over £5,000
Agenda Item no. 8	List of payments over £10,000
Agenda Item no. 9a	Draft Tree and Bench Memorial Policy
Agenda Item no. 9b	Draft Sponsorship Policy
Agenda Item no. 12	Draft tender documents for Street Cleaning Contracts
Agenda Item no. 13	Estate Management Subcommittee Report
Agenda Item no. 14	Town Team Report
Agenda Item no. 15a	The Queen's Platinum Jubilee Task and Finish Group
Agenda Item no. 16	Health and Safety Report
Agenda Item no. 18	Draft Newsletter
Agenda Item no. 17	Dorset Parish Independent Remuneration Panel Report
Agenda Item no. 19	Report on the Mayor's and Deputy Mayor's Civic Activities
Agenda Item no. 20	Dorset Councillor Reports