



GILLINGHAM TOWN COUNCIL

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

FULL COUNCIL MINUTES

Minutes of the Full Council meeting held on **Monday 24th October 2022** at The Town Hall, School Road, Gillingham, commencing at 7.30pm.

Present:

Cllr Sharon Cullingford, Mayor
Cllr Barry von Clemens, Deputy Mayor
Cllr Fiona Cullen
Cllr Rupert Evill
Cllr Alan Frith
Cllr Mick Hill
Cllr Val Potheary

Cllr Graham Poulter
Cllr Sarah Snook
Cllr Donna Toyne
Cllr Alison von Clemens
Cllr Mark Walden
Cllr Roger Weeks

In attendance:

Town Clerk, Julie Hawkins
Projects and HR Admin Officer, Serena Burgess

4 members of the public

The following joined the meeting via MS Teams:

Debra Edwards, RFO

878. 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.

There was no public participation.

879. To receive apologies for absence.

It was agreed and **RESOLVED** to accept the apologies for absence from Cllr Ashfield, Cllr Bashford, Cllr Harris and Cllr Kilcourse who were unable to join the meeting for personal reasons.

Cllr Harris had submitted apologies, but these were not picked up by the clerk until after the meeting.

880. Declarations of Interest: Members are required to comply with the requirements of Section 27 of the Localism Act 2011 disclosable pecuniary interests.

Cllr B von Clemens declared a disclosable non-pecuniary interest in Agenda item no. 9a as a trustee of the Duke of Edinburgh Open Award Centre.

Cllr Potheary declared a disclosable non-pecuniary interest in Agenda item no. 9g) as a Vice President of the North Dorset Rugby Football Club.

Cllr Walden declared a personal interest in Agenda item no. 9l) as a board member of the Blackmore Vale Community Rail Partnership.

881. To receive questions pertaining to the previous minutes.

There were no questions.

882. To approve the minutes as a true and accurate record of the Full Council meeting held on 26th September 2022 and the Extra Ordinary Full Council meeting held on 28th September 2022.

It was agreed and **RESOLVED** to approve the minutes of the meeting of Full Council held on 26th September 2022 and the Extra Ordinary Full Council meeting held on 28th September 2022 as a true and accurate record. The Chairman duly signed the minutes.

Cllr Snook abstained from voting.

883. To receive, consider and adopt the following standing committee reports:

a) General Purposes Committee meeting held on Monday 3rd October 2022.

It was agreed and **RESOLVED** that the minutes of the General Purposes meeting held on Monday 3rd October 2022 are approved and adopted.

Cllr Snook abstained from voting.

b) Planning Committee meeting held on Monday 26th September and Monday 10th October 2022.

It was agreed and **RESOLVED** that the minutes of the Planning Committee meeting held on Monday 26th September 2022 and Monday 10th October 2022 are approved and adopted.

Cllr Snook abstained from voting.

c) Finance and Policy meeting held on Monday 17th October 2022

It was agreed and **RESOLVED** that the minutes of the Finance and Policy Committee meeting held on Monday 17th October 2022 are approved and adopted.

d) Human Resources meetings held on Friday 30th September 2022 and Wednesday 19th October 2022

It was agreed and **RESOLVED** that the minutes of the Human Recourses Committee meeting held on Friday 30th September 2022 and Wednesday 19th October 2022 are approved and adopted.

884. To approve payments of £10,000 and over.

There were no payments of £10,000 and over.

885. To receive and consider the six-monthly Management Accounts to 30th September 2022.

A report had been circulated prior to the meeting. Please refer to [Appendix A](#)
There were no questions. Cllr Cullingford passed on her thanks to the RFO for having produced a very clear set of accounts.

It was agreed and **RESOLVED** to approve and adopt the six-monthly Management Accounts, as presented.

886. To receive and consider recommendations from the Finance and Policy Committee regarding grant applications for FY2022/23.

A report had been circulated prior to the meeting. Please refer to [Appendix B](#)

Cllr Toye asked for a condition to be included on the grant awarded to the Citizens Advice – ‘*A condition of the grant is that it is to be used to benefit the Gillingham office.*’

Cllr Potheary expressed her disappointment that the Citizens Advice grant award had been reduced, as they provide such a valuable service to residents and are being called upon even more in the current cost of living crisis. She asked for the award to be reconsidered.

Small Grants

a) Gillingham DOFEOAC (Duke of Edinburgh Open Award Centre)

It was agreed and **RESOLVED** to award a grant of £1,000 to Gillingham DOFEOAC.

Cllr Cullingford and Cllr B von Clemens abstained from voting.

b) Gillingham Enterprise CIC

It was agreed and **RESOLVED** to award a grant of £470 to Gillingham Enterprise CIC.

c) Gillingham Singers

It was agreed and **RESOLVED** to award a grant of £750 to Gillingham Singers.

d) Gillshed

It was agreed and **RESOLVED** to award a grant of £1,000 to Gillshed.

e) Home Start North Dorset

It was agreed and **RESOLVED** that no grant is awarded this year and the applicant should re-apply when a financial need can be shown.

f) Hope for Tomorrow

It was agreed and **RESOLVED** to award a grant of £1,000 to Hope for Tomorrow, with the condition that the grant is used solely towards the rebuild of the mobile cancer care unit 'Kayleigh', which supports residents in the Parish of Gillingham.

g) North Dorset Rugby Football Club

Cllr Poulter proposed that North Dorset Rugby Football Club are not awarded a grant this year due to not having demonstrated a financial need, this being a requirement of being awarded a grant. Cllr Hill seconded the proposal. 6 Councillors voted in favour of the proposal. Cllr Walden voted against the proposal.

Cllr Potheary, Cllr Snook, Cllr Toye, Cllr A von Clemens and Cllr B von Clemens abstained from voting. The Chairman did not vote.

Therefore, it was agreed and **RESOLVED** not to award a grant to North Dorset Rugby Football Club.

h) North Dorset Disability Information Service (NorDDis)

It was agreed and **RESOLVED** to award a grant of £1,000 to NorDDis.

i) Read Easy Blackmore Vale North

It was agreed and **RESOLVED** to award a grant of £850 to Read Easy Blackmore Vale North.

j) Royal National Institute for Deaf People

It was agreed and **RESOLVED** to award a grant of £360 to the Royal National Institute for Deaf People.

k) (Gillingham) Walkers are Welcome - Walking Guide Reissue

It was agreed and **RESOLVED** to award a grant of £1,000 to Walkers are Welcome.

l) (Gillingham) Walkers are Welcome - Partnership work with Gillingham Royal Forest and Blackmore Vale Community Rail Partnership - £1,000

It was agreed and **RESOLVED** to award £1,000 to Walkers are Welcome. This amount to be financed from Earmarked Reserves Account no. 5090.

Cllr Walden abstained from voting.

Term Grants

It was agreed and **RESOLVED** that a virement of £4,000 is made from Budget no. 6100 Small Grants Scheme to Budget no. 6102 - Term Grants Scheme.

a) Citizens Advice Central Dorset

Cllr Poulter proposed that Citizens Advice Central Dorset are not awarded a grant this year as, in his opinion, they do not meet the financial need criteria in the Grants Policy. The proposal was seconded by Cllr Hill. 3 Councillors voted in favour of the proposal; 7 Councillors voted against the proposal. Cllr Cullen, Cllr Cullingford and Cllr Snook abstained from voting. The proposal therefore failed.

Cllr Potheary proposed that £5,000 is awarded to Citizens Advice Central Dorset – Cllr Toye seconded the proposal. 9 councillors voted in favour of the proposal; 3 councillors voted against the proposal. Cllr Cullen abstained from voting.

Therefore, it was agreed and **RESOLVED** to award a grant of £5,000 to Citizens Advice Central Dorset, with the condition that the grant is to be used to benefit the Gillingham office.

b) Gillingham Carnival Committee

It was agreed and **RESOLVED** to award a grant of £1,400 to Gillingham Carnival Committee, with the condition that it is spent on insurance due for renewal in August 2023.

c) Gillingham Youth Club

It was agreed and **RESOLVED** to award a grant of £7,520.22 to Gillingham Youth Club.

Cllr Potheary abstained from voting.

d) Hipp!!Bones

The Chairman informed the meeting that Hipp!!Bones had withdrawn their application on 14 October due to having received another grant.

e) The Blackmore Vale Charity - The Vale Pantry

It was agreed and **RESOLVED** to award a grant of £1,500 to The Blackmore Vale Charity - The Vale Pantry, with the condition that the grant is used to support residents of the Parish of Gillingham.

f) The Shaftesbury Refugee Group

It was agreed and **RESOLVED** to award a grant of £1,667 for this financial year to the Shaftesbury Refugee Group, with the condition that the grant is used to support refugees residing in the Parish of Gillingham.

Cllr Potheary abstained from voting.

Any further funding for future financial years will require separate applications.

g) Youth Resources Services - The Rendezvous

It was agreed and **RESOLVED** to award a grant of £4,169 to The Rendezvous with the condition that the grant is used to support residents of the Parish of Gillingham.

887. To receive and consider a Health and Safety Report.

A report was circulated prior to the meeting. The report was noted.

888. 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 reported verbally that a constructive workshop with sports clubs had taken place on Thursday 20th October to discuss sports pitches and associated infrastructure on the Southern Extension sites. A report will be circulated after the next Task and Finish Group meeting.

b) Neighbourhood Plan Sub-Committee

A report had been circulated prior to the meeting. Please refer to [Appendix C.](#)

Cllr Cullingford thanked the sub-committee for their work and, in particular, Cllr Poulter who had gone 'above and beyond.'

It was agreed and **RESOLVED** that the draft updated Gillingham Neighbourhood Plan should be amended as detailed in Para. 2 of the report.

It was agreed and **RESOLVED** that the Town Council's Planning Consultant is asked to help produce the necessary documentation for consultation and examination, including a draft statement setting out that Gillingham Town Council, as the qualifying body, consider that the updates are not significant or substantial and do not change the nature of the neighbourhood development plan.

It was agreed and **RESOLVED** that Gillingham Town Council, as the qualifying body, carry out a pre-submission public consultation on the draft updated Gillingham Neighbourhood Plan as soon as possible.

It was agreed and **RESOLVED** that the Neighbourhood Plan Sub-committee, on behalf of Gillingham Town Council, submit an application to Locality for funding and/or assistance for the next review of the Gillingham Neighbourhood Plan.

It was agreed and **RESOLVED** that funding for the consultant is approved up to a maximum of £5,000 to be funded from Budget no. 7617 and Earmarked Reserves no. 7617.

Cllr Toye abstained from voting on this proposal.

The Town Clerk thanked Philip Reece, Dorset Council Planning Policy Officer, for all his help.

889. To receive and consider reports from outside bodies, if available:

a) Town Meadow Group (Cllr Cullingford)

Cllr Cullingford verbally reported that there had been a meeting last week and a recommendation has been made to the Estate Management sub-committee for a bench and bin. Discussions on lease compliance are continuing.

b) Gillingham Town Team (Cllr Frith)

A report had been circulated prior to the meeting. Please refer to [Appendix D](#). The report was noted.

It was agreed that a reminder should be sent to the Town Team to include Cllr Frith, as the Town Council's representative, in meeting invites and correspondence.

c) Gillingham Chamber of Commerce (Cllr B von Clemens)

Cllr B von Clemens verbally reported that there had been a meeting but there was nothing to report.

d) Shaftesbury and District Transport Forum (Cllr B von Clemens)

Cllr B von Clemens verbally reported that there are never any meeting invites or correspondence received from this group.

It was agreed and **RESOLVED** that Gillingham Town Council will no longer support the Shaftesbury and District Transport Forum.

It was agreed and **RESOLVED** to set up a Gillingham and District Transport Forum.

It was agreed and **RESOLVED** that the following councillors will form the Gillingham and District Transport Forum: Cllr Cullen, Cllr Cullingford, Cllr Potheary, Cllr B von Clemens and Cllr Walden. Dorset Councillor, Cllr Belinda Ridout, will be invited to join this group.

e) Blackmore Vale Rail Partnership (Cllr Walden)

A report had been circulated prior to the meeting. Please refer to [Appendix E](#). The report was noted.

Cllr Walden expressed his admiration for the Friends of Gillingham Station for winning a Silver Award for their planting scheme.

890. To receive and consider a request from Rendezvous to use Hardings Park for an event on 26 October 2022.

It was agreed and **RESOLVED** that the Town Clerk is given delegated powers to grant licences for the use of the town council's public open spaces up to, but not to exceed, 499 people.

891. To receive and consider an application from the Gillingham Community Christmas Meal organisers for free use of Chantry Community Office until Christmas 2022.

It was agreed and **RESOLVED** to give free use of Chantry Community office for the Gillingham Community Christmas Meal organisers until Christmas 2022.

892. To receive a report on the Mayor's and Deputy Mayor's civic activities.

A report had been circulated prior to the meeting. Please refer to [Appendix F](#). The report was noted.

The Mayor added that, since writing the report, she had attended a fantastic concert on Saturday 22nd October organised by Dementia Friendly Gillingham.

893. To receive and note reports from Dorset Councillors, if available.

A report by Cllr Belinda Ridout had been circulated prior to the meeting. Please refer to [Appendix G](#). The report was noted.

Cllr Potheary informed the meeting that she had circulated information regarding grant funding from the Prime Foundation. Further information is available [here](#).

894. To receive matters pertinent to this meeting

- a)** Cllr B von Clemens requested councillors spread the word regarding the 'Let's Talk Libraries' consultation as it is imperative that Gillingham gives a response. The survey closes on 22 December 2022 – the consultation can be completed on the Dorset Council website [here](#), alternatively, paper copies are available from Gillingham Library.

- b)** Cllr Weeks reminded councillors that the Remembrance Sunday Parade will take place on Sunday 13 November. Those taking part in the parade should assemble at 10.15am outside the Royal British Legion, Gillingham Branch, in School Lane. Although there may be no band this year, there will be a bass drum. There will also be an informal gathering at the War Memorial at 11.00 am on Friday 11 November.

- c)** The Town Clerk informed the meeting that notification has been received from Vodafone that they will be switching off 3G on the Vodafone UK Network in 2023. This is being done as part of a network modernisation programme, which will allow the company to bring 4G and 5G to more people. Older devices that are 3G-only should be changed to a 4G device. Further information is available on the Vodafone website www.vodafone.co.uk/business/3G-switch-off.

- d)** The Town Clerk informed the meeting that Dorset Council will be closing the footbridge along Footpath N64/84 between the Square (grid reference ST806264) and Waitrose (grid reference ST806263) for 2 weeks, commencing 14 November. The closure will remain in force for 21 days; However, it is anticipated that the works will be completed by 25th November 2022.

The meeting closed at 8.43 pm

Gillingham Town Council**FY2022/23 Management Accounts – 6 months to 30th September 2022****Author: Debra Edwards, RFO****Request for Virements Q2****Summary Report for the 6 months to 30th September 2022****Page 1 - Income**

Income received for the first 6 months of the year ending 31st March 2023 totalled £1,231,740 against the Income budget for the year of £999,956; exceeding budget by £231,784 which is detailed below.

A summary of income received is as follows -

- Precept of £969,242 for the year has been received.
- Cemetery income received - £2,965 against full year budget of £6,000.
- Room hire and Civil Wedding room hire income received - £1,355 against full year budget of £5,000.
- Rent of Registrar office income received £2,188 against full year budget of £4,259. Dorset Council is invoiced on a quarterly basis.

Other income received –

- Commuted sum LAP & LEAP Wathen Court - **£244,998**. (Earmarked/Restricted).
- S106 funds for the Petanque Court - £4,000 received. (Earmarked/Restricted). Construction started.
- Dorset Council contribution for verges - £4,007.
- Grant from Education & Skills Fund agency (apprenticeships) - £1,500.
- Sponsorship of trees - £932 (Earmarked).
- Sale of Assets and other Sundry income - £553.

Page 1a - Expenditure

Expenditure for the first 6 months of the year ending 31st March 2023 totalled £455,499 against the Expenditure budget for the year of £999,956.

A summary of the budget per Cost centre and the actual expenditure is shown on page 1a.

Detailed expenditure for each Cost centre is on Pages 5 to 23.

Some expenditure has been taken from Earmarked reserves and not budget and is summarised below under Earmarked Reserves.

Net Surplus at 30th September 2022 - £776,241

Page 2 - Balance Sheet

Summary

Total Reserves at 30th September 2022 - £1,472,703 (at 31/3/22 £696,462)

Made up of –

- General Reserves of £922,731 (at 31/3/22 £352,466) (62.66% at 30/9/22)
- Earmarked Reserves of £549,972 (at 31/3/22 £343,996) (37.34% at 30/9/22)

Cash at Bank and in hand - £1,261,686 (at 31/3/22 £728,790).

The final payment of the Precept totalling £484,621 and the commuted sum of £244,998.22 both received in September 2022 have increased the cash at bank significantly at the period end.

We are aiming to find a higher interest deposit account for the commuted sum received.

Page 3 - Virements

Proposed Virements for Q2 2022/23 are included in the management accounts

Pages 4a to 4d Earmarked Reserves

Detailed schedule of Earmarked Reserves

Opening Earmarked Reserves at 1/4/22 - £343,996

Earmarked Reserves received 1/4/22 to 30/9/22 - £251,430

Earmarked Reserves used 1/4/22 to 30/9/22 - £45,454

Closing Earmarked Reserves at 30/9/22 - £549,972

Pages 5 to 23 Cost Centre Budget reports

Detailed Cost centre reports with Budget, Earmarked Reserves, Actual Expenditure and Budget and Earmarked Reserve Balances.

Projects are ongoing and further expenditure is expected in the next few months.

General

Payroll costs under Cost Centre 10 (page 15) are detailed showing a surplus to budget at 30/9/22 of £20,496 due to staff vacancies.

However, the 22/23 pay review is outstanding and any increase will be funded from this payroll budget.

Fuel costs have risen dramatically, and budget has been exceeded.

Additional costs for fuel will be covered through virements from the Vehicle budget where possible. (Cost centre 15, page 20).

Full Council – 26 September 2022

Minute no. 886

Gillingham Town Council

**Recommendations from the Finance and Policy Committee
regarding grant applications for FY2022/23**

Author: Town Clerk

Grant applications for FY2022/23 were considered by the Finance and Policy Committee on Monday 17th October 2022. Please refer to Minute nos. 465 and 466 and the following recommendations are made to Full Council:

1. The `Small Grants Scheme` is for grants of a value up to £1,000 per grant. Total amount available £12,500

- a) Gillingham DofEOAC (Duke of Edinburgh Open Award Centre) - £1,000
- b) Gillingham Enterprise CIC - £470
- c) Gillingham Singers - £750
- d) Gillshed - £1,000
- e) Home Start North Dorset – no grant recommended this financial year – applicants should re-apply when they can show a financial need.
- f) Hope for Tomorrow - £1,000 - with the condition that the grant is used solely towards the rebuild of the mobile cancer care unit 'Kayleigh', which supports residents in the Parish of Gillingham.
- g) North Dorset Rugby Football Club - £500
- h) North Dorset Disability Information Service (NorDDis) - £1,000
- i) Read Easy Blackmore Vale North - £850
- j) Royal National Institute for Deaf People - £360
- k) (Gillingham) Walkers are Welcome - Walking Guide Reissue - £1,000
- l) (Gillingham) Walkers are Welcome - Partnership work with Gillingham Royal Forest and Blackmore Vale Community Rail Partnership - £1,000

This amount to be financed from Earmarked Reserves Account no. 5090.

2. The `Term Grants Scheme` is for grants of a value in excess of £1,000 which may be payable as a one-off payment or by instalments over a period of time not to exceed three years. Total amount available £18,815

- a) Citizens Advice Central Dorset - £5,000
- b) Gillingham Carnival Committee - £1,400 – with the condition that it is spent on insurance due for renewal in August 2023.
- c) Gillingham Youth Club - £7,520.22
- d) Hipp!!Bones - application withdrawn on 14 October due to having received another grant.
- e) The Blackmore Vale Charity - The Vale Pantry - £1,500 - with the condition that the grant is used to support residents of the Parish of Gillingham.
- f) The Shaftesbury Refugee Group - £1,667 - with the condition that the grant is used to support residents of the Parish of Gillingham.
- g) Youth Resources Services - The Rendezvous - £4,169 - with the condition that the grant is used to support residents of the Parish of Gillingham.

Recommendations:

- **That the recommendations of the Finance and Policy Committee, as detailed in this report for the small grants scheme, are approved.**
- **That a virement of £4,000 is made from Budget no. 6100 Small Grants Scheme to Budget no. 6102 Term Grants Scheme.**
- **That the recommendations of the Finance and Policy Committee, as detailed in this report for the term grants scheme, are approved**

Full Council – 24 October 2022

Minute no. 888b

Gillingham Town Council

Neighbourhood Plan Sub-committee

Author: Town Clerk

Notes of a meeting of the Neighbourhood Plan Sub-committee held at Gillingham Town Hall on 10th October 2022 at 10am.

Present: Cllr Sharon Cullingford (Joint Lead Member), Cllr Graham Poulter (Joint Lead Member), Cllr Paul Harris, Cllr Mick Hill, Cllr Val Potheary, Cllr Roger Weeks, Julie Hawkins (Town Clerk).

Apologies: Cllr John Kilcourse

1. To receive and consider a response from the Town Council's Neighbourhood Plan Consultant on the draft updated Gillingham Neighbourhood Plan.

Members noted the following points:

- The main consideration is in terms of whether the changes are simply correcting errors or whether they go further than this and, in particular, whether the changes will alter the interpretation of the policies that the Neighbourhood Plan contains.
- The NPPG makes clear that *“Minor (non-material) updates to a neighbourhood plan or Order would not materially affect the policies in the plan or permission granted by the Order. A local planning authority may make such updates at any time, but only with the consent of the qualifying body. Consultation, examination and referendum are not required.”*

This leans on Section 61M(4) of the Town and Country Planning Act 1990 as the legislation that deals with this, although the subsequent regulations only appear to deal with material modifications and do not recognise minor / non-material updates per se. It refers specifically to *“modification proposal”* as a proposal submitted by a qualifying body under paragraph 1 of Schedule A2 to the 2004 Act – and in that sense these all appear to be modifications requiring examination.

- The consultant has noted some very modest changes proposed to some of the policies and has advised the Town Council to check with Dorset Council to ascertain whether these can be treated as non-material. The main change that may need further scrutiny would be the addition of Peacemarsh as a local centre under

Policy 9, which was not previously included. Whilst the consultant understands the justification for this, she states that it makes a material difference to the interpretation of that policy.

- The consultant refers to the proposed deletion of the local centre in Milton-on-Stour under Policy 9 and states that this could also potentially be material.
- The consultant has noted some changes to the descriptions to which the policies refer but, as far as she can tell, these are mainly corrections or deletions (in response to changes) and not additions.
- The consultant has advised the Town Council to contact Dorset Council to see if the updates are considered to be non-material and, if they do not, which elements they consider to be material.

2. To receive and consider a response from a Dorset Council Senior Planning Policy Officer on the draft updated Gillingham Neighbourhood Plan.

Members considered the comments made by a Senior Planning Policy Officer and the following was agreed:

- It was agreed that reference to land North of Common Mead Lane should be removed from Para 6.1 of the updated draft Gillingham Neighbourhood Plan.
- It was agreed that Para 6.1 is amended to clarify that the Barnaby Mead site consisting of 50 homes is under construction (as of 2022) and all 1800 homes for the Southern Extension now have planning permission, some of which are under construction (Lodden Lakes Phase 1).
- It was agreed that the information in Para 6.5 that refers to the website (Self Build Portal) is removed as the website does not belong to the Government.
- It was noted that the Waste Plan referred to at the end of paragraph 7.15 was adopted on 31 December 2019 and so is no longer draft. It was agreed that the word 'draft' should be removed from paragraph 7.15 and the following link to the website added:

<https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning-policy/dorset-county-council/waste-planning-policy/2019-waste-plan>

- It was agreed that the paragraph numbering should be amended from para 7.15 onwards.
- It was agreed that reference to the Motcombe Neighbourhood Plan, Policy MOT5, should be added to paragraph 7.16 of the Gillingham draft updated Neighbourhood Plan (Gillingham Royal Forest). The following wording was agreed:

As the Gillingham Royal Forest crosses the parish boundary, co-ordination with the Motcombe Neighbourhood Plan is encouraged - please refer to Motcombe Neighbourhood Plan Policy MOT5 [dab55129-28b9-06bd-2a9c-e458fbab1c49](https://www.dorsetcouncil.gov.uk) ([dorsetcouncil.gov.uk](https://www.dorsetcouncil.gov.uk))

- It was agreed that Figure 8.1 which shows the town centre boundary, should be redrawn around the rear of Rawson Court to make sure the boundary lines are the same as the original document.
- It was noted that the final paragraph of Policy 8 has become part (h) of the list, and this should be reverted back to a separate paragraph. Members noted that a planning application has been submitted for the JH Rose site (P/FUL/2022/02964) and that the Town Council has supported the application, despite it being ahead of a masterplan. Members agree that a comprehensive masterplan would be ideal but agreed with the Planning Policy Officer that, in reality, without the cooperation of the landowners it is going to be very difficult to realise such a plan. Members agreed that all reference to a Masterplan for the Station Road Area should be removed.
- It was agreed that the development south-west of Bay should be removed from Figure 11.7 as this has now been built.
- Members referred to page 65 'Hard and Soft Landscape' and agreed that the words "natural feeling" should remain.

Members noted that the procedures for the pre-submission consultation is described by [Regulation 14 of the NP General Regulations 2012](#). The legislation was slightly amended to allow for Neighbourhood Plan reviews.

As a minimum, the Town Council will need to run a 6 week public consultation to people living and working in the Gillingham Neighbourhood Plan area and also consult bodies described in [Schedule 1](#) of the legislation that may have an interest in the plan. The main difference between this consultation and the previous one is that the Town Council also need to include a statement setting out whether or not they think the modifications are so significant or substantial that they change the nature of the plan. It was agreed that the Council's planning consultant should be asked to help draft a statement.

It was noted that the Government's [Planning Practice Guide to Neighbourhood Planning](#) provides a plain English interpretation of the legislation.

It was agreed that a report should be submitted straight to Full Council in October rather than to the Planning Committee in November.

3. Timeframe to revise Neighbourhood Plan

It was noted that Locality has extended their grant period. It was agreed that further information should be sought regarding the assistance available from Locality. Further information is available via the link below:

Cllr Poulter volunteered to carry out the research and report back to the next Neighbourhood Plan Subcommittee meeting.

It was agreed that a timetable of work should be agreed. The Town Clerk was tasked with investigating the timeframe for the statement and consultation.

It was agreed that permission should be sought from Full Council to go ahead with a consultation on the draft updated Neighbourhood Plan as soon as possible.

4. AOB

Cllr Cullingford thanked everyone for their hard work in updating the Neighbourhood Plan.

5. Next Meeting

The next meeting will be held in the Council Chamber at 10am on Monday 14th November.

Recommendations:

- **That the draft updated Gillingham Neighbourhood Plan should be amended as detailed in Para. 2 of this report.**
- **That the Town Council's Planning Consultant is asked to help produce the necessary documentation for consultation and examination, including a draft statement setting out that Gillingham Town Council, as the qualifying body, consider that the updates are not significant or substantial and do not change the nature of the neighbourhood development plan.**
- **That Gillingham Town Council, as the qualifying body, carry out a pre-submission public consultation on the draft updated Gillingham Neighbourhood Plan as soon as possible.**
- **That the Neighbourhood Plan Sub-committee, on behalf of Gillingham Town Council, submit an application to Locality for funding and/or assistance for the next review of the Gillingham Neighbourhood Plan.**
- **That funding for the consultant is approved up to a maximum of £5,000 to be funded from Budget no. 7617 and Earmarked Reserves no. 7617.**

Full Council – 24 October 2022

Minute no. 889b

Town Team Report for September 2022

- Cinema Group. Meeting with potential developer now delayed until October due to availability of participants.
- BID feasibility. Final drive to get maximum take up of Feasibility Questionnaire has now been initiated with a mailing to 260 Town businesses. Conclusions should be possible by the time of our next report.
- Events – Spring Market plan is taking shape.
- Milk Station – we are exploring the possibility of sighting a Milk Station somewhere in the Town Centre.
- Community links with Gillingham School.
- An Arts Reach production of Richard 2nd takes place in the School Theatre on November 2nd and a School production of Sister Act is scheduled for February. Now that covid restrictions are lifted both are open to anyone in the Town.
- Slade Centre will host an art exhibition by Year 8 later in the year and the plan is for this to be a regular event.

Full Council – 24 October 2022

Minute no. 889e

Blackmore Vale Line Community Rail Partnership Report

Cllr. Mark Walden

On the 19th of October I had the pleasure of attending the Stations in Bloom Awards held in Sherborne at the garden centre outside the old castle. This was a great opportunity to meet Friends of Gillingham Station and other station volunteers from Winchester to Yeovil and Corfe Castle which were all up for awards and it was very clear at the beginning that Gillingham had stiff competition, including our neighbours Templecombe who have won multiple national awards.

I was delighted to see Gillingham Station winning a Silver Award for Inspiring Planting Schemes Celebrating Gillingham's Agricultural Heritage. I passed a massive congratulations on behalf of GTC and have spoken to Friends of Gillingham Station to say that I would be happy to meet them in future meetings to get their feedback and pass it to GTC, where appropriate.

I used the opportunity to network and I spoke to Tim Mears who is the Station Manager for South Western Railway. He has advised me that there will be a number of works that will be conducted at Gillingham Station very shortly including;

1. Repainting of a large part of Gillingham Station to match GWR colours which will refresh much of the station itself (in the next 2-3 weeks)
2. Refurbish the toilets which are getting outdated and tired. This will be completed by the end of the financial year (April 2023)
3. Fill a number of potholes on the road/carpark (in the next 2-3 weeks)
4. Amend and add some double yellow lines around the station and car park (in the next 2-3 weeks)
5. Refresh the car park lines (in the next 2-3 weeks)
6. Look into a water source for Friends of Gillingham Station who currently have to carry a number of water cans from afar (requested by FoGS)

As we all know, Gillingham would not be the town we know today without our railway station. We should all be proud of our fantastic volunteers who put many hours of their time to make Gillingham Station a welcoming town for all.

Full Council – 24 October 2022

Minute no. 862

Gillingham Town Council

Mayor's Report – October 2022

Author: Cllr Sharon Cullingford

Sunday 18th September

I was invited by Gillingham Town Twinning with President David Lloyd to lay the wreath at the Friendship Tree on the Town Meadow in memory of the passing of Her Majesty Queen Elizabeth II. We held a two-minute silence.

In the evening we congregated at the Flagpole to invite the Town for the National Moment of Reflection.



Friday 30th September

I had the pleasure of being welcomed by President Ceila Kilcourse visiting and opening the Rotary Macmillan Coffee Morning at the Methodist School Room. The Rotary Club did exceedingly well, raising over £750 for the worthy cause. The event was very well organised by Muriel Sheen and her lovely team of ladies.

Sunday 2nd October

I attended the first of the Carnival Events, a Treasure Hunt starting at the Football Social Club. The treasure hunt was attended by at least 40 families which took us on a good walk around Gillingham.

Monday 3rd October

I had the honour of presenting the baby show prizes at the Baby Show held at Gillingham Bowling Club. Edna Norris and Esther Hussey were the judges, and how they did it I do not know, as all the babies were gorgeous. In the evening I attended the Carnival Bingo with Cllr Ashfield at the Vicarage Schoolroom - a completely packed event that was very well supported.



Wednesday 5th October,

I attended the Carnival Quiz evening at the Social Club and took along a team comprising of Henry Cullingford, Adam Butler and Stephen Ashfield. A super evening was had by all - unfortunately we came second from last but had good fun during the quiz. I highly recommend it for future years.

Friday 7th October

On behalf of Gillingham Town Council, I read a tribute to Elizabeth Kendell at her Remembrance Tea. Elizabeth was a Town Councillor between 1990 and 1995. She was passionate about the Green Open Spaces, was one of the founder members who set up Gillingham Action For Nature Group (GANG) and was responsible for instigating the wild flower bank and trees along Le Neubourg Way.

In the evening I attended the Darts and Skittles Competition. I did not partake in the darts, however I did take part in the skittles - again another Carnival Event that was well supported and enjoyed by many.

Saturday 8th October – Gillingham Carnival Day

Cllr von-Clemens and I attended the childrens judging event at Gillingham school in the afternoon. We then led the walking procession behind the Shaftesbury Town Band, which dispersed in Queen Street.

We were then taken to Coles Fair and introduced to Mr William Cole, the owner of the fair, and had our photograph taken with him. We proceeded on to the Bowling Club for afternoon tea with the marshalls and judges and spent the time speaking with them, thanking them for their volunteer work.



In the evening, Cllr Barry von Clemens and I were driven by a Past Mayor and Freeman, Mrs Janet Robson, in the carnival procession. I don't believe I have attended such a crowded carnival - the highest numbers I have seen attend the evening event. It was lovely to see the community come together with so many smiling faces. Barry and I were both overwhelmed by the smiling faces and waves we received.

After the procession we congregated back at Space Inflatos where Barry and I presented all the prizes to the deserving winners.

Finally I went back to join the event held by the British Legion with the band, Mustang Sally. Another well supported event.

Many congratulations to the Gillingham Carnival Committee for laying on such a fantastic week of events; a lot of hard work but the week's events catered for every single age group in our town.

Gillingham Ward Monthly Report**Cllr Belinda Ridout – October 2022**

Cost of living help – Information on cost-of-living support will be included in the next edition of the Dorset Council News magazine due to be distributed to every household in the Dorset Council area from the end of October.

A pull-out section will have relevant sign-posting information included. The Dorset Council webpages are being updated regularly:

<https://www.dorsetcouncil.gov.uk/w/cost-of-living-help> for advice on money, food, housing utilities and mental health or contact your local Citizens Advice

<https://citizensadvisedorset.org.uk/> 0800 1448848 or Age UK (for over 55's)

<https://www.ageuk.org.uk/northsouthwestdorset/> 01305 269444 for free independent and confidential advice and support.

AONB Community Tree Scheme – Dorset AONB Team has recently invited all town and parish councils to make their views known on the kind of support the new Community Tree Scheme can offer local councils in the Dorset Council area who wish to improve biodiversity, build climate resilience and engage their communities through planting and managing trees on land accessible to the public.

The project will focus primarily on the planning stages (rather than directly on providing and planting trees) including training to build knowledge within communities. I know many parishes have already undertaken their own tree planting projects, but this is just a reminder that the short survey will be open until at least the end of October. The scheme could prove useful for future tree planting projects.

Verge Cutting - Dorset Council's policy of not cutting some roadside verges for ecological reason will not change. To maintain the highways for users and improve biodiversity in verges, all roadside verges are cut at least once a year – this cut is scheduled for late summer and currently in progress across the council area.

In places where tall verges are dangerous for road users, verges are cut more regularly. Anyone can report dangerous overgrown verges on the council website. Go to 'Report a problem with verges, trees and hedges.' Alternatively contact your local parish/town council or myself.

Barn Owl numbers – Dorset Council has recorded its highest number of barn owl chicks yet in its annual monitoring of barn owl boxes at council farms in Dorset.

Over the past four years, 20 barn owl boxes have been installed at a cluster of council-owned farms in North Dorset. This summer 9 chicks were recorded at four of these farms, the highest number recorded yet. Alongside boxes, the county farms were given advice by the council's Natural Environment team on managing farmland with barn owls in mind by keeping areas of grass uncut and rough edges to create habitats for voles which are the main food source of barn owl.

Planning advice – advice is available on the Dorset Council website for residents who are converting or extending an existing property as to whether the project needs planning permission or building regulations advice. The difference between the two is explained. You may require both Building Control and Planning permission, one or the other or even neither for your project. Building Control surveyors can visit your site. For on-line advice, go to: 'The difference between Planning and Building Control.'

Local Transport issues – I have been working with Gillingham Town Councillors to re-establish a bus service to serve the Wyke/Peacemarsch area of Gillingham since the sudden removal of the additional X2 route around the Wyke area a couple of years ago.

It was hoped that Dorset Council's application to Government for funding under the 'Bus Back Better' initiative would have been at least partially successful, but not to be and we are hoping for success second time around. However, in the meantime, residents are without a regular service to connect them to vital services and facilities within the town and it has been highlighted to me that several resident's well-being is suffering as a consequence.

We have been looking at all options available to us. I attended the recent Transport Forum meeting in Shaftesbury which gets providers and transport users together to discuss the issues and put our case to the new-in-post Dorset Council Transport Manager. A subsequent meeting took place at Gillingham Town Council between Ward Councillors, Gillingham Town Councillors and residents, following which a further request for a solution has been made to Dorset Council. Of course, transport issues are not just confined to Gillingham and ideally we need a transport service to cover Gillingham and the villages.

Gillingham Library – as you will have seen, Dorset Council has installed solar panels on Gillingham Library, as part of an energy saving project to install a wide range of energy efficiency and renewable energy measures at 15 library sites across the council area - this will save £40,000 a year in electricity and gas costs and reduce annual energy use by more than 275,000 kilo-watt hours (over a quarter of the energy used last year across all 15 sites).

The panels installed at Gillingham, along with state-of-the-art upgrades to the existing building management system, will save around 57,000 kilo-watt hours of energy each year and 13 tonnes of carbon emissions. Addressing the energy efficiency of council-owned buildings is one of the key actions set out in the council's Climate & Ecological Emergency Strategy.

Mental Health Campaign – Dorset Suicide Prevention Group (multi-agency group comprising councils, public services, NHS and third sector organisations) is launching a rural mental health campaign this month. Gillingham is a focus of the campaign.

Free mental health awareness training will be available to anyone in the Gillingham community and surrounding area who would like a better understanding of mental health and how to support others. Email: phdcomms@dorsetcouncil.gov.uk for session and booking information. Look out for more information to be available at public buildings (Gillingham library) from mid-October and videos, blogs and articles through the council's social media channels.

Library consultation – Dorset Council has launched the second phase of public consultation to inform how to develop and deliver the library service in the future. Library users and non-users are being asked to share their views. The consultation runs from 29th September 2022 to 22nd December 2022. On line: <https://www.dorsetcouncil.gov.uk/lets-talk-libraries%20consultation>

Over 7,500 responses were received in the first phase of public consultation, which have shaped a new draft Dorset Council library strategy. There is a dedicated children's survey for ages 5-15 years and a survey for businesses, partners and employees. A customer services officer can help to fill in the survey over the phone. Call 01305 221000. Paper copies available from Gillingham Library.

Cllr. Belinda Ridout, Councillor for the Gillingham Ward
Cllrbelinda.ridout@dorsetcouncil.gov.uk – 07496413114

For those residents not online who have important questions or concerns, call Dorset Council on 01305 221000, 8am to 8pm, 7 days a week or email: communityresponse@dorsetcouncil.gov.uk

All minutes of meetings can be found on the Dorset Council website: <https://www.dorsetcouncil.gov.uk>