



**GILLINGHAM TOWN COUNCIL**

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**FULL COUNCIL**

The minutes of the **Full Council** meeting held on **Monday, 27<sup>th</sup> January 2020**, at 7.30pm in the Council Chamber, Town Hall, Gillingham, Dorset.

**Present**

Cllr Barry von Clemens, Mayor	Cllr Mike Gould
Cllr Paul Harris, Deputy Mayor	Cllr Mick Hill
Cllr Fiona Cullen	Cllr John Kilcourse
Cllr Sharon Cullingford	Cllr Graham Poulter
Cllr Rupert Evill	Cllr Val Potheary
Cllr Alan Frith	Cllr Donna Toye
Cllr Alison Gale	Cllr Roger Weeks

**In Attendance**

Town Clerk, Julie Hawkins  
 Deputy Town Clerk, Clare Ratcliffe  
 Dorset Councillor(s), Cllr Val Potheary (see above)

**Press and Public**

Press: Michael Streeter, Gillingham and Shaftesbury News  
 Public: 5 members of the public

Prior to the start of the meeting, Councillor David Walsh, Dorset Council Planning Portfolio Holder, gave a presentation on the Dorset Local Plan.

<b>Minute no.</b>	
<b>178.</b>	<b>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.</b>
	There was no public participation.
<b>179.</b>	<b>To receive apologies for absence.</b>
	It was agreed and <b>RESOLVED</b> to accept the apologies received from Cllr Griffin, Cllr Robinson and Cllr Wareham as they were unable to attend the meeting due to personal reasons.
<b>180.</b>	<b>To approve the minutes of the Full Council meeting held on Monday, 16<sup>th</sup> December 2019.</b>
	It was agreed and <b>RESOLVED</b> that the minutes of the Full Council meeting held on Monday, 16 <sup>th</sup> December 2019, were agreed and approved. The Chairman duly signed the minutes.
<b>181.</b>	<b>To receive any questions pertaining to the previous minutes.</b>
	There were no questions pertaining to the previous minutes.

182.	<b>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.</b>
	There were no declarations of disclosable pecuniary interests declared. Cllr von Clemens declared a personal interest in Agenda Item 17 as he is Chairman of Dementia Friendly Gillingham.
183.	<b>To receive and consider reports from the Schools Councils, if available.</b>
	There were no reports from the Schools Councils this month.
184.	<b>To receive written reports from outside bodies, if available, for consideration and approval:</b>
	<b>a) Three Rivers Partnership (3RP) and Three Rivers Community Partnership Board of Trustees, the Gillingham Community Leisure Trust (GCLT)</b>
	Cllr von Clemens circulated a report prior to the meeting. Please refer to <b>Appendix A</b> . There were no further comments or recommendations
	<b>b) Town Meadow Group</b>
	Cllr Cullingford gave a verbal report. There has not been a meeting this month. The bollards between the Town Meadow and the Red Lion car park will be erected in February. Tree work has taken place this month and unfortunately there has been some damage to the daffodils which will be rectified in due course.
	<b>c) Gillingham Chamber of Commerce and Industry</b>
	Cllr Cullingford gave a verbal report. There will be a networking event for local businesses at The Slade Centre on Thursday 6 <sup>th</sup> February commencing at 6pm. There will be a presentation on the benefits of a Business Improvement District (BID).
	<b>d) DAPTC (Larger Towns: Cllr Von Clemens, Northern Area: Cllr Toye / Cllr Weeks).</b>
	There was no report this month.
	<b>e) Shaftesbury and District Transport Forum</b>
	Minutes of the meeting held on 6 <sup>th</sup> November 2019 were circulated to members. There were no comments. Cllr von Clemens will be attending the next meeting.
	<b>f) Gillingham Town Team</b>
	Cllr Gould circulated a report prior to the meeting. Please refer to <b>Appendix B</b> . There were no further comments or recommendations.
	<b>g) Bones (Youth Club) Management Committee</b>
	Cllr von Clemens circulated a report prior to the meeting. Please refer to <b>Appendix C</b> . There were no further comments or recommendations.
185.	<b>To receive, consider and adopt the following standing committee reports:</b>
	<b>a) General Purposes Committee meeting held on Monday, 13<sup>th</sup> January 2020.</b>
	It was agreed and <b>RESOLVED</b> that the report of the General Purposes Committee held on Monday, 13 <sup>th</sup> January 2020 is adopted.
	<b>b) Planning Committee interim meeting held on Monday, 16<sup>th</sup> December 2019 and the Planning Committee meeting held on Monday, 13<sup>th</sup> January 2020.</b>
	It was agreed and <b>RESOLVED</b> that the reports of the Planning Committee interim meeting held on Monday, 16 <sup>th</sup> December 2019 and the Planning Committee meeting held on Monday, 13 <sup>th</sup> January 2020 are adopted.

	<p><b>c) Finance Committee meeting held on Monday, 20<sup>th</sup> January 2020.</b></p> <p>The Chairman referred to Minute No. 118 and asked that the word '<i>budget</i>' in the final paragraph, is replaced with the word '<i>precept</i>'. It was agreed and <b>RESOLVED</b> that the report of the Finance Committee, held on Monday, 20<sup>th</sup> January 2020, with the amendment to Minute No. 118, is adopted.</p>
<b>186.</b>	<b>To receive and consider reports from the following, if available:</b>
	<p><b>a) Greener Gillingham Task and Finish Group</b></p> <p>Cllr Cullen had circulated a report prior to the meeting. Please refer to <b>Appendix D</b>. The report contained four recommendations.</p> <p>It was agreed and <b>RESOLVED</b> to change the status of the group from a Task and Finish to a Sub-Committee reporting to the General Purposes Committee, as this will be an on-going piece of work.</p> <p>It was agreed and <b>RESOLVED</b> to replace the kitchen and toilet items listed in the Green Audit of the Town Hall with 'green' alternatives as/when they need replacing.</p> <p>It was agreed and <b>RESOLVED</b> to achieve Fair Trade Town status by 31 December 2020</p> <p>It was agreed and <b>RESOLVED</b> to communicate to the public that we are working towards becoming a Fair-Trade Town and obtaining Plastic Free status, what this means for the community and how they can help.</p>
	<p><b>b) Woodwater Farm Sports Facility Task and Finish Group</b></p> <p>Cllr Poulter had circulated a report prior to the meeting. Please refer to <b>Appendix E</b>. The report contained one recommendation which was withdrawn. Cllr Poulter informed the meeting that the letter received from Forward Developments Ltd will be considered at the General Purposes meeting on Monday 3<sup>rd</sup> February 2020</p>
<b>187.</b>	<b>To approve and authorise any payments over £10,000, if any.</b>
	It was agreed and <b>RESOLVED</b> that the payment to Gillingham Community and Leisure Trust Ltd (RiversMeet) to the value of £10,000, is approved.
<b>188.</b>	<b>To review the current Grants Policy (reviewed by the Finance Committee on 20<sup>th</sup> January 2020).</b>
	It was agreed and <b>RESOLVED</b> that this Agenda Item is deferred until the February meeting of the Finance Committee.
<b>189.</b>	<b>To receive, consider and agree the Budget for the Financial Year 2020/21.</b>
	<p>Cllr Cullingford, Chair of the Finance Committee informed the meeting that the Finance Committee had discussed the budget in detail at the meeting held on 20<sup>th</sup> January 2020 where it was agreed and resolved that a recommendation was made to Full Council that the draft budget is reduced by £9,850. Please refer to Minute No. 118 of the Finance Committee meeting held on 20<sup>th</sup> January 2020. All members agreed with the recommendation of the Finance Committee.</p> <p>It was agreed and <b>RESOLVED</b> that the budget for the Financial Year 2020/21 is £930,187.</p>

190.	<b>To receive, consider and agree the Precept for the Financial Year 2020/21.</b>
	<p>Cllr Cullingford informed the meeting that by reducing the budget by £9,850 to £930,187, the precept figure will be reduced to £899,268, which is a 4.74% increase in the precept.</p> <p>For a Band D property, this equates to an increase of 4.89% i.e. an extra £10.01 a year. The charges for the other bands are set proportions of this Band D charge.</p> <p>It was agreed and <b>RESOLVED</b> that the Precept figure for the Financial year 2020/21 is £899,268</p>
191.	<b>To receive and consider the Tenders for drainage works at Marlott Road play area.</b>
	<p>Cllr von Clemens informed the meeting that tender documents were prepared complete with a timetable. Four grounds work contractors were contacted, and two contractors had visited the site with the Works Manager. Quotations were received as follows:</p> <ul style="list-style-type: none"> <li>• Contractor No. 1 - £21,550 Ex VAT</li> <li>• Contractor No. 2 – Declined to quote.</li> <li>• Contractor No. 3 – No response.</li> <li>• Contractor No. 4 - £10,600 Ex VAT</li> </ul> <p>Contractor No. 4 was the preferred contractor. This contractor has worked for larger local authorities and can supply testimonials, if required.</p> <p>It was agreed and <b>RESOLVED</b> that Contractor No. 4 is awarded the contract for drainage works at Marlott Road Play Area, subject to two satisfactory references being received and the work financed from Budget No. 5316 Play Area Projects – Marlott Road.</p>
192.	<b>To receive and consider the Tenders for the repair to a land drain at Maple Way.</b>
	<p>Cllr von Clemens informed the meeting that tender documents were prepared complete with a timetable. Three grounds work contractors were contacted. All three contractors had visited the site with the Works Manager. Quotations were received as follows:</p> <ul style="list-style-type: none"> <li>• Contractor No. 1 - £5,625 Ex VAT</li> <li>• Contractor No. 2 - £7,430 Ex VAT</li> <li>• Contractor No. 3 - £3,850 Ex VAT</li> </ul> <p>Contractor No. 3 is the preferred contractor. This contractor has worked for larger local authorities and can supply testimonials, if required.</p> <p>It was agreed and <b>RESOLVED</b> that Contractor No. 3 is awarded the contract to repair a failed land drain on public open space at Maple Way, subject to two satisfactory references, and the work to be financed from Budget No. 5403, Highway Devolution.</p>
193.	<b>To receive, consider and agree an Honorary Freeman Policy.</b>
	<p>A copy of a draft Honorary Freeman Policy was circulated prior to the meeting. Please refer to <b>Appendix F</b>. It was suggested that paragraph no. 2.3 was removed.</p> <p>It was agreed and <b>RESOLVED</b> that paragraph no. 2.3 should be removed, and with this amendment, the draft Honorary Freeman Policy should be approved and adopted.</p>

<b>194.</b>	<b>To receive and consider applications for free room hire.</b>
	<b>a) Alzheimer's Society Dorset and Dementia Friendly Gillingham</b>
	Aims and Objectives: to support people with dementia and their carer's with varying activities Room: Council Chamber Room hire: weekly Value of Room hire: £1,200
	<b>a) Lip Reading (not for profit organisation)</b>
	Aims and Objectives: to enable people with significant hearing loss to learn to lip read so that they can continue to communicate with other members of the community. Room: Council Chamber Room hire: weekly during term time (April 2020 to Mar 2021) Value of room hire: £900
	<b>b) Wyvern Savings and Loans</b>
	Aims and Objectives: Ethical savings and loans, run by the local community for the community. Room: Chantry Community Office Room hire: weekly Value of Room hire: £780
	It was agreed and <b>RESOLVED</b> that the Lip-Reading group, Wyvern Savings and Loans and the Alzheimer's Society and Dementia Friendly Gillingham are permitted free room hire as detailed above.
<b>195.</b>	<b>To consider and receive a report following a review of the Local Council Risk Management undertaken by the Mayor and Deputy Mayor.</b>
	It was agreed and <b>RESOLVED</b> that the Local Council Risk Management was deferred until February 2020.
<b>196.</b>	<b>To receive a report on the Mayor's and Deputy Mayor's civic activities.</b>
	A list of the Mayor's activities over the last month was circulated prior to the meeting. Please refer to <b>Appendix G</b> .
<b>197.</b>	<b>To receive matters pertinent to this meeting. <u>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).</u></b>
	<b>a) Correspondence from some members Greener Gillingham</b> re concerns over the nationwide introduction of 5G. The letter was addressed to Gillingham Town Councillors and circulated to all members. If any councillors would like to discuss this at a meeting, please let the Town Clerk know.
	<b>b) DC Voluntary Sector Funding Public Consultation</b> a real chance to put your views about how you think Dorset Council will manage their funding for the sector after FY 2020-21 and a chance to comment on the possible criteria for the new grants programmes, so every reply is very important in influencing the decision makers. This consultation is now open and runs until 11 <sup>th</sup> March. <a href="https://www.dorsetcouncil.gov.uk/your-council/consultations/consultation.aspx?consult=159a88ce-e8e9-430d-9348-d5e229212c37">https://www.dorsetcouncil.gov.uk/your-council/consultations/consultation.aspx?consult=159a88ce-e8e9-430d-9348-d5e229212c37</a>

There being no other business on the agenda, the meeting closed at 8.30pm.

Signed: \_\_\_\_\_ Date: 24<sup>th</sup> February 2020

The following reports were submitted by Dorset Councillors:

- Dorset Councillor, Belinda Ridout, was not present at the meeting but a report had been tabled. Please see Appendix H.
- Dorset Councillor, Val Potheary, gave a verbal report, a copy of which appears as Appendix I.

**3RP Board Meeting  
Report of meeting held on Tuesday 18<sup>th</sup> January 2020**

**Author: Cllr Barry von Clemens**

**Present:** Mark Hebditch, Bob Messer, Clive Drake, Paul Barba, Barry von Clemens

- The Chairman gave a briefing his activities over the past six weeks a number are mentioned later in this report.
- The Treasurer reported that the accounts are looking healthy with all the accounts of the local groups that 3RP look after are all in order. 3RP continues to offer the facility to operate under our umbrella.
- **Environment:** Bob Messer reported on the activities of GANG and Green GANG. The work that GANG is carrying out on the footpath from Waitrose to the Square was explained.
- **Lottery and Fundraising:** 3RP and GCLT continue to look at how to revamp the lottery no action has been carried out over the Christmas period an update will be given at the next meeting. 3RP has a small income from the lottery which is divided between the fund held for a future community hall and the grants fund. At present GCLT receives no income from the lottery. The board is to continue to promote that 3RP can offer grant up to £250. The application form is to be updated as some of the current contact details are no longer valid. We have made a small number of grants over the past few months.
- **Health and Wellbeing:** Barry and Mark reported on the Health Champions which will be launched at the Barns Surgery in Gillingham on Thursday, 23 January, and will be in place every Thursday from then on. Health Champions are working with great success in Shaftesbury. A brief update on the future meeting on the creation of a community pantry was also given this meeting to be held at the Abbey View surgery on Tuesday, 21 January. An update was given on the orienteering project by Dorset Public health. The course is planned to be an easy route for those with health issues and to encourage people to take regular exercise as part of the social prescribing and wellbeing ethos.
- **Gillingham CLT:** Barry reported that the CLT is developing well and is now at the point where it has started to look at possible sites to develop.
- **GCLT:** Paul reported that membership is up over the Christmas period and the service that the centre is offering the town continues to be developed. The Christmas Fare stall holders enjoyed a good footfall and were happy with the event. Unfortunately, the live events were not that well attended but this was the first event. GCLT hopes that the 2020 event will be better attended and will grow over the coming years to become a regular Christmas diary event.



Cllr Barry von Clemens

#### **4. WALKING BOOKLET FOR THE TOWN**

Billy Kelly, with input from the History Society, has put together a very attractive pictorial booklet, for a walk round Gillingham. A digital format will be available soon and it is hoped a printed version can be produced. However, the cost of production would be around £800.

#### **5. SHERBORNE SCHOOL - GILLINGHAM LAND HOLDINGS**

Following the informal meeting at the Slade Centre with town residents, town councillors and a Dorset Councillor, where concern was raised about land owned by Sherborne School. This was referred to a Town Team meeting held on 15 October 2019 and referenced in a report for information presented to the Town Council in December.

A site visit, on 8 January 2020, was attended by: the Estate Manager of Sherborne School, a representative of Waitrose, neighbouring residents and Town Team representatives.

Sherborne School apologised that they had failed to look after the ransom strip close to Waitrose and were keen to rectify this as soon as possible and organised for work to commence a few days later.

The Estates Manager and the representatives of Town Team also visited the school's other site directly opposite Waitrose (the field along Le Neubourg Way). It was agreed that this area would also benefit from being tidied up. It was suggested that this work could be undertaken once the road improvements have finished along Le Neubourg Way (anticipated finished date end of January/early February).

#### **6. CAR PARKING AT THE STATION**

Simon Ashworth, a Town Team member, is looking at how car parking capacity can be increased.

#### **7. TOWN TEAM LEGAL STATUS**

The conversion of the Town Team from a limited company to a community interest Company is with Companies House.

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**GILLINGHAM TOWN COUNCIL**

**Town Team had a meeting on 16 January 2020**

**Author: Cllr Mike Gould**

Present: Ian Day (Chair), David Beaton, Mark Hebditch, Jeremy Burge, Cllr Mike Gould  
Hugh de longh (Dorset Council)  
Tim Brown (Dorset Council, Economic Development)

Apologies: Cllr Barry Von Clemens, Cllr Paul Harris, Julie Hawkins (Town Clerk),  
Philippa Turnbull.

**1. MEETING WITH DORSET UNITARY**

Following Town Teams meeting on 12 December 2019 with John Sellgren, Director of Place Dorset Council and Dorset Councillors to discuss support for sustainable growth for Gillingham and negate it becoming a dormitory town by supporting new employment opportunities and new leisure activities, it was agreed that there is a need for pro-active planning for Station Road and the town centre, to ensure the right sort of development, in line with the Neighbourhood Plan.

John Sellgren suggested a planning brief, done by Dorset Council, if there are no resources to do this externally. Valuable work has already been done with the Atkins Report and Gillingham's Neighbourhood Plan and the brief will build on this. However, it was pointed out that the development brief would have limited value unless there was an assessment which demonstrated land value increases and opportunities for landowners.

Town Team has already carried out extensive work confirming the viability of a four-screen cinema but there is a funding gap to convert the old Co-op supermarket site. A survey carried out by the Neighbourhood Plan team confirmed local young people's support for a state-of-the-art cinema in the town.

A further meeting with John Sellgren is planned for 20 February 2020, in Gillingham.

Town Team have had some informal meetings with a national company of architects who are now preparing a vision document for Gillingham, at no cost to the Town Team.

**2. BUSINESS IMPROVEMENT DISTRICT (BID)**

There is to be a presentation to Gillingham Chamber of Commerce of BID on 6 February 2020, by Tammy Sleet manager of Wimborne BID.

**3. BOURNEMOUTH UNIVERSITY**

The three students are now actively engaged in looking at ways to market and promote town, amongst other things.

**Bones Management Committee Report**

**Update Report - January 2020**

**Author Cllr Barry von Clemens**

Present: Mark, Maddie, Karen, Barry, Su, Tony.

- The youth worker reported that the Thursday sessions are doing well with up to 80 young people attending. The youth working is concentrating on increasing the numbers on the Wednesday evening.
- It was agreed that the youth worker would be employed under a self-employed tenure. Once the HMRC accounts have been put in place this will transfer to a PAYE status.
- It was agreed that the youth worker role is to be made a permanent position with the help of Town Council funding for the position for the next financial year (please refer to Minute No. 132 of the Full Council meeting held on 28<sup>th</sup> October 2019). The post will be advertised to comply with the employment rules, and it is hoped that the current postholder will apply for the position.
- The management committee is to continue to with its plans to have the young people represented on the committee. It is hoped that they will hold committee posts as well.
- Bones will operate during the Half Term with session possibly to be moved to the daytime for the half term period. This is to be confirmed. Easter opening is to be decided at a following meeting.



Cllr Barry von Clemens

**Gillingham Town Council**  
**Greener Gillingham Task and Finish Group**  
**Author: Cllr Fiona Cullen, Lead Member**

This report provides an update on progress to date.

**1. Main Tasks Completed to Date**

- a) Green Audit of the Town Hall
- b) Bottle Refill Station in place at the Town Hall
- c) Supporting TerraCycle scheme set up by the town Greener Gillingham group

**2. Recommendations**

- a) **To change the status of this group from a Task and Finish to a Sub-Committee reporting to the General Purposes Committee, as this will be an on-going piece of work**
- b) **To replace the kitchen and toilet items listed in the Green Audit of the Town Hall with 'green' alternatives as/when they need replacing**
- c) **To achieve Fair Trade Town status\* by 31 December 2020**
- d) **To communicate to the public that we are working towards becoming a Fair Trade Town and obtaining Plastic Free status, what this means for the community and how they can help**

Further updates will be provided in March.

\*The Five Goals for a Fairtrade Town:

- 1) Local council passes a resolution supporting Fairtrade and agrees to serve Fairtrade products
- 2) A range (of at least two) Fairtrade products are readily available in the area's retail outlets and served in local catering outlets
- 3) Local workplaces and community organisations support Fairtrade and use Fairtrade products whenever possible
- 4) Media coverage and events raise awareness and understanding of Fairtrade across the community
- 5) A local Fairtrade steering group is convened to ensure the Fairtrade Town campaign continues to develop and gain new support

**GILLINGHAM TOWN COUNCIL**

**WOODWATER FARM SPORTS FACILITY TASK AND FINISH GROUP**

**Author: Cllr Graham Poulter**

Since our last Report GTFC has submitted its application to the FA and a few minor issues have been raised.

The Club needs a sign saying they have a defibrillator and stretcher, a baby monitor in the Ref's room, a simple buzzer, to the main changing rooms presumably as an alarm in the event of a sudden illness to the Ref and a physical barrier between the Ref's room and the pitch presumably to prevent the baying mob from lynching the Ref. Finally a security screen in front of the entry fee hatch is required for the security of the person taking the entrance fee and to deter theft.

The Club regards these issues as simple to achieve so the application will proceed but a swift decision is not anticipated.

Turning now to the Clubs fundraising activities, it was hopeful that the Spirit of Christmas event held at Riversmeet would kick start the fundraising but regrettably the outcome was extremely disappointing, and no funds were in fact raised. Despite this it is understood there is, at the present time, an intention to hold the event again.

The Club has a Facebook page up and running for crowd funding and propose starting the campaign in a few weeks when the requisite artwork has been done but until then nothing much will happen.

So far, the Club has a School function booked for March, a weekend football competition in May, a Cider Festival in June and a music festival in July, there will be a second football competition on one of the festival days. There are monthly functions at the Clubhouse, the next on the 25<sup>th</sup> January. In addition further events will be planned throughout the summer months.

There has been no communication from the Football Foundation regarding the Grant.

Attached is a letter received from Forward Developments Ltd and which although dated 6<sup>th</sup> January was only received by the Council on the 20<sup>th</sup> January. The letter has not yet been considered by this Group and no reply has yet been sent. In order that a response may be sent as soon as possible Full Council is asked to approve the following recommendation:

**RECOMMENDATION**

**That the Woodwater Farm Sports Facility Task and Finish Group be authorised to consider the letter from Forward Developments Ltd dated 6<sup>th</sup> January 2020 and to reply to it on behalf of Gillingham Town Council.**

***Please note that the above recommendation was withdrawn at the meeting.***

# GILLINGHAM TOWN COUNCIL

## HONORARY FREEMAN POLICY



GILLINGHAM TOWN COUNCIL  
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Publication Date	
Policy Owner	Full Council
Date of Review and Adoption	27 <sup>th</sup> January 2020
Minute Number	
Related Legislation / Applicable Section of Legislation	Section 249 of the Local Government Act 1972
Policy Author	Jill Ezzard, Mayor's Executive Assistant
Applies to	All members and officers of Gillingham Town Council
Version Number	01
Next Review Date	January 2021
Notes	

# HONORARY FREEMAN\* POLICY

## 1. POLICY STATEMENT

From time to time, members of the community demonstrate outstanding commitment and contribution to the wellbeing of the town, and it is recognised that their efforts should be acknowledged. The Council will do this, in special circumstances that meet the criteria of this policy, by awarding to an individual the title of 'Honorary Freeman of the Town of Gillingham, Dorset'. This honour will be awarded only on rare and exceptional occasions.

Section 249 of the Local Government Act 1972 confers power on a local council to admit to be honorary freemen or honorary freewomen of its area persons of distinction and persons who have rendered eminent service to that place or area. Section 249(9) of the 1972 Act (as amended) enables councils to spend reasonable sums of money in the exercise of these powers.

## 2. ELIGIBILITY

2.1 Individuals from all walks of life who have made a contribution to Gillingham are eligible to be nominated as an Honorary Freeman.

2.2 In keeping with the special nature of the award it shall be strictly limited to those who have made a very significant voluntary contribution to the community of Gillingham and who have demonstrated "service above self", or a significant national contribution relative to the Town of Gillingham.

Preference will be given to a person who performs in a voluntary capacity, but this should not preclude the honour being awarded to a person whose dedication and contribution is significantly above that expected from their occupation.

2.3 ~~All nominees should have carried out their largely voluntary roles for a period of at least 20 years.~~

2.4 The honour shall be awarded for the individual's lifetime and not as a hereditary award.

2.5 The maximum number of Freemen at any one time is not restricted.

2.6 Any nominated Town Councillor should have retired from the post. It would be expected that the nominee will have given extensive and distinguished service to the community which transcends local government i.e. service to other organisations, voluntary and community groups, in a largely voluntary capacity and not usually for long service on the Town Council.

2.7 The nominee must have made an outstanding contribution to the Town and must involve one or more of the following factors:

- A significant allocation of the person's time in serving members of the community for the improvement of their wellbeing.
- The promotion, achievement and/or delivery of community services in which a real personal contribution has been made.
- Whilst difficult to define, the contribution must be outstanding in that it can be seen to stand above the contributions of most other persons.

### **3. NOMINATION PROCEDURES**

- 3.1** Nominations must be made in the strictest confidence without the nominee's knowledge. Any resident or elector of the Town of Gillingham may make a nomination, but it must be sponsored by a Town Councillor.
- 3.2** Nominations must be made in writing to the Town Clerk. The submission should be evidence-based by outlining the voluntary service provided by the individual to the community and any other examples of 'community spirit' to justify the honour. On receipt of a nomination, it will be circulated to all Councillors for confidential consideration.
- 3.3** All nominations of Honorary Freeman are to be treated in the strictest of confidence. The nominee should not be informed that they have been nominated as it is not fair to raise expectations in case they are not met. It is imperative that submissions are not discussed with any other persons. Any disclosure will make the application invalid.
- 3.4** All Councillors will be invited to discuss nominations received for the Honorary Freeman role. The Council may request further information from the proposer, if required, at an Extra-Ordinary meeting of Full Council.
- 3.5** Councillors' reasons for any objection to a nomination must be given. No fewer than two-thirds of the Town Councillors must agree the nomination.
- 3.5** The decisions of the Council on all nominations (whether affirmative or negative) are final.
- 3.6** If the Councillors agree that the nominee should be made an Honorary Freeman of the Town, the nominee will be invited to accept the honour. If agreed, the nomination will then be put before Council and a formal vote taken, again in confidence.
- 3.7** The award shall be made at the annual Mayor Making ceremony.

### **4. ENTITLEMENTS**

- 4.1** Any person declared an Honorary Freeman of the Town may designate him/herself "Honorary Freeman of the Town of Gillingham".
- 4.2** The recipient will be awarded a certificate and badge, to commemorate receiving the award and their name will be added to the Honorary Freeman Board at the Town Hall.

### **5. SUSPENSION OF POLICY**

- 5.1** This policy may be suspended in the event of unforeseen circumstances such as illness or relocation of nominee.

Signed by  
The Mayor of Gillingham: \_\_\_\_\_

Date: \_\_\_\_\_

\* This term relates to both men and women

**Gillingham Town Council**

**Mayor's Report December 2019 – January 2020**

Date	Event	Comments
12 Dec	100 <sup>th</sup> Birthday	Lovely to meet Molly and her family to celebrate her 100 <sup>th</sup> Birthday
17 Dec	Ferndown's Carol Service	A great evening with my fellow Mayors joining the community of Ferndown.
22 Dec	Gillingham's Carol Service	As always, a wonderful service with our fabulous community of Gillingham joining together to celebrate Christmas.
25 Dec	Gillingham's Christmas Meal	A fabulous event for those who faced a lonely Christmas a huge thanks to the organisers and all the volunteers who gave up their Christmas day to help others.
5 Jan	Imogen's 10 <sup>th</sup> Birthday	Always a pleasure to meet up with this remarkable young lady who despite a major heart condition lives life to the full.
16 Jan	Beavers Visit to Town Hall	It was great to welcome the Beavers to the Town Hall for a tour and to ask some excellent questions.

Dorset Councillor, Belinda Ridout - Ward Report

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### **Climate Change and Ecological Emergency Executive Advisory Panel (EAP)**

Task and Finish topic areas: Transport, Waste & Energy, Buildings and Assets, Leadership and Influence and Natural Environment.

Members of the EAP met on Thursday, 23<sup>rd</sup> January. Wendy Carmichael has been appointed Corporate Sustainability Officer to assist Anthony Littlechild, Low Carbon Dorset with pulling together the actions from the 'Task & Finish' groups and drawing up the Zero Carbon plan for submission to Cabinet in April. Chair of the EAP, Cllr Ray Bryant recently attended the Climate Change Conference in London run by the Local Government Association (LGA).

A tremendous amount of work and resources are needed to meet the Government absolute carbon neutral deadline of 2050 and that to set stages of carbon neutral is more achievable for local authorities. There are lots of changes in the pipeline: tax on overuse of plastic; possible compulsory recycling; national planning policy changes; setting up a 'knowledge hub'.

There is a £20m budget to help councils with public transport schemes. A National Renewables Strategy is required. Partnership working is key with exchange of ideas between local authorities and working with other bodies, e.g. NHS. Dorset is ahead of the game with regards to climate change action and one of the first local authorities to encourage public involvement through the 'call for ideas'. However, the bottom line is that the costs will run into £billions and for local authorities to achieve carbon neutral, this needs central Government funding.

### **Dorset Council 'Call for Ideas' Update**

As of 16<sup>th</sup> January 2020, there had been a total of 542 responses received with 282 people prepared to speak at the forthcoming Inquiry Day. *(Note: The 'call for ideas' is still open using the on-line form but the deadline now closed for speaking at the Inquiry Day.)*

There has been a positive and constructive tone to responses, the main theme being to do with planning: planning regulations, enforcement, high standards of construction, energy efficiency, solar panels, ground/air source heating and a call to relax Listed Building regulations i.e. insulation regulations. All ideas have been passed to the 'Task and Finish' groups.

### **Climate Change Inquiry**

This will take the form of two sessions, one on Friday, 21<sup>st</sup> February from 10am to 3.30pm at South Walks House, Dorchester and another evening session to be advised, 4-9pm. A short list of speakers is to be approved by EAP Panel members.

### **Energy Local Bridport**

A very interesting briefing on 21<sup>st</sup> January at the Dorford Centre, Dorchester explaining the setting up of a local energy scheme. Dorset Community Energy, a not-for-profit Community Benefit Society, has just launched an innovative new project 'Energy Local Bridport' in partnership with Octopus Energy and Energy Local CIC. Bridport is likely to be the first town in England where local householders can purchase low-cost locally generated renewable electricity through the existing electricity grid.

Energy Local Bridport will initially supply electricity to 60+ households in Bridport from the wind turbine near Salway Ash. There is more information on the Dorset Community Energy website: [www.dorsetcommunityenergy.org.uk/energy-local-bridport](http://www.dorsetcommunityenergy.org.uk/energy-local-bridport).

### **Northern Planning Committee**

Met at Sturminster Newton on 21<sup>st</sup> January. There were no applications of relevance to the Gillingham ward. However, we were notified of an Appeal decision for a development on the slopes of Shaftesbury, facing Gillingham. The Inspector upheld the Council's view that development on the slopes would be significantly detrimental to the character of the area and contrary to Local Plan and Neighbourhood Plan policy.

### **Other items**

#### **Treasury Management Briefing, Thursday, 23<sup>rd</sup> January**

An informative briefing by Mark Swallow, Arlingclose, Independent Treasury Management Services, advising on the management of councils' investments and cash flow, banking, etc: money markets (short term) and capital market transactions (long term), including the identifying, monitoring and control of associated risks in pursuit of optimum performance.

A Treasury Management Statement must be agreed annually by Full Council, following guidelines as set down by the CIPFA, Chartered Institute of Public Finances and Accounting. There is now more freedom for local authorities to invest in non-traditional treasury investments, e.g. physical assets to bring in income. Responsibility for borrowing, investments and risk management remains with the local authority and guidelines are there to ensure local authorities are publicly accountable and follow good professional practise. Responsible investment is an area all local authorities must address, ensuring investment in ethical companies.

**Surgery held every Thursday evening at the Town Hall, Gillingham, between 5-7pm to discuss any issues you may have. It would be advisable to make an appointment by phoning 07496413114 or email the town council: [cllrbelinda.ridout@dorsetcouncil.gov.uk](mailto:cllrbelinda.ridout@dorsetcouncil.gov.uk)**

All agenda and minutes can be found on the Dorset Council website:  
[www.dorsetcouncil.gov.uk](http://www.dorsetcouncil.gov.uk)

Dorset Councillor, Val Potheary - Ward Report

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### **Overview**

Apart from attendance at civic events there was a comparatively quiet end to 2019.

The council is now very busy preparing the Budget for 2020/21. On 13<sup>th</sup> January councillors were invited to a series of presentations from the different Directorates who had, as far as possible, worked out the costs of delivering their services. This was followed in the afternoon by formal meetings of the three scrutiny committees, where recommendations were made for the forthcoming Cabinet meeting tomorrow.

The cost of delivering Adult and Children's Social Care accounts for 70% of the council's overall budget and being mandatory, demand led services, means that it's very challenging to calculate exactly how much to budget for.

### **Meetings**

This month I have attended an Adults and Housing Roadshow and an update on the Council Plan, which has been out for consultation. Feedback on the Council Plan from the public and town and parish council's has been very encouraging. There is widespread support of the proposed priorities.

Last week I attended a meeting of the Northern Area Planning Committee. We decided upon three applications – none of which appertained to Gillingham.

We also had a Treasury briefing from Arlingclose regarding the councils' investments, borrowings, and risk management.

The councils Budget meeting will take place on Tuesday 18<sup>th</sup> February at 6.30pm.

### **Personal**

Several Councillor Champions have been introduced and I have been designated as a Councillor Champion for Domestic Violence - to liaise with and respond to important work across directorates and other organisations in Dorset to help raise the profile of domestic violence services. I have also been designated a councillor champion for Economic Growth and Development to raise awareness of Dorset as a business location locally and nationally and oversee the impact of the council's activities on the local economy.

Yesterday I represented the council at a Holocaust Memorial Service at Wimborne Minster.

All council meeting details and decisions can be found at:  
<https://moderngov.dorsetcouncil.gov.uk/uuCoverPage.aspx?bcr=1>