



GILLINGHAM TOWN COUNCIL

FULL COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR
Tel: 01747 823588 Email: GTC@gillinghamdorset-tc.gov.uk

Minutes of the Full Town Council meeting held on **Monday, 25th February 2019** in the Jubilee Room at the Town Hall, School Road, Gillingham commencing at 7.30pm.

Present: Cllr Mrs S Hunt (Mayor)
Cllr B Von Clemens (Deputy Mayor)
Cllr Mrs A Beckley, Cllr Mrs S Cullingford
Cllr R Evill, Cllr A Frith, Cllr M Gould
Cllr P Harris, Cllr M Hill,
Cllr Mrs V Potheary, Cllr Miss N Purkis,
Cllr G Poulter, Cllr Mrs B Ridout,
Cllr J Robinson, Cllr Mrs D Toye and Cllr D Walsh.

Members of the Public There were thirteen members of the public present.

Members of the Press: There was one member of the Press present.

In attendance: Town Clerk, Mrs J Hawkins
Deputy Town Clerk, Mrs C Ratcliffe

Prior to the meeting at 7.15pm there was an excellent and well-prepared presentation by Gillingham Sixth Form Committee – Head Boy, Deputy Head Girl, plus three Year 12 Councillors - regarding the lack of car parking provision for Year 13 students.

637. To receive apologies for absence. There were no apologies.

638. To approve the minutes of the Full Council meeting held on Monday, 28th January 2019.

The Town Clerk referred to Full Council held on 28th January, draft minute no. 625. The precept for FY 2019/20 will be an increase of £5.34 per year on a band D equivalent and NOT £5.34 per month as previously stated. The minutes had been amended accordingly.

Cllr Mrs Potheary proposed that “**the minutes of the Full Council meeting held on Monday, 28th January 2019 as amended above, were approved as a correct record of the meeting**”. Cllr Hill seconded, and the vote was unanimous. **RESOLVED.** The Chairman duly signed the minutes.

639. Questions. There were no questions.

Full Council Meeting – Monday, 25th February 2019 (continued):

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

There were no declarations of disclosable pecuniary interests; however personal interests were declared by: Cllr Von Clemens, Cllr Mrs Cullingford and Cllr Mrs Hunt with regarding agenda item no. 15 – the Duke of Edinburgh Open Award Centre – all are trustees of the organisation.

641. To receive and consider reports from the Schools Councils if available.

Prior to the start of the meeting members of Gillingham Sixth Form Committee had made a very professional presentation regarding the lack of car parking available for Year 13 students.

Cllr Von Clemens proposed that **“the car parking concerns raised by Gillingham Sixth Form Committee should be referred to the Traffic Management working party”**. Cllr Mrs Ridout seconded, and the vote was unanimous. **RESOLVED.**

642. To approve and authorise payments for the second half of February 2019.

Cllr Mrs Cullingford proposed that **“payments nos. 23 to 41 to the gross value of £27,674.50 are agreed and authorised for payment”**. Cllr Poulter seconded, and the vote was unanimous. **RESOLVED.**

643. To receive written reports from outside bodies, if available, for consideration and approval:

a) Three Rivers Partnership (3RP) and Three Rivers Community Partnership Board of Trustees, the Gillingham Community Leisure Trust (GCLT)

Cllr Von Clemens summarised a report that had been circulated prior to the meeting. Please refer to Appendix A. There were no further comments.

b) Town Meadow Group

Cllr Mrs Cullingford summarised a report that had been circulated prior to the meeting. Please refer to Appendix B. Cllr Cullingford referred to the error in the date of the Festive Light Switch-on. The date of the event should read 29th November and not 30th November as appeared in the original report.

c) Gillingham Chamber of Commerce and Industry

Cllr Von Clemens had not been able to attend the last meeting but understood it was ‘business as usual’ and that membership continues to grow. All very encouraging.

d) DAPTC (Larger Towns: Cllr Mrs S Hunt/Cllr Von Clemens, Northern Area: Vacant)

Cllr Mrs Hunt had attended the larger towns meeting at Dorchester and would share the minutes of the meeting as soon as they were available. The vacancy for a representative to attend the DAPTC Northern Area meeting remains vacant.

e) Transport Forum

Cllr Mrs Ridout summarised two reports that had been circulated prior to the meeting; one report on the Transport Action Group and the other on the Blackmore Vale Community Rail Partnership. Please refer to Appendix C1 & C2. There were no further comments.

f) Gillingham Town Team

Cllr Gould summarised a report that had been circulated prior to the meeting. Please refer to Appendix D. There were no further comments.

Full Council Meeting – Monday, 25th February 2019 (continued):

643. To receive written reports from outside bodies, if available (continued):

g) Blackmore Vale Tourism Association

Cllr Von Clemens reported that no meeting had taken place this month.

h) Citizens Advice

Cllr Mrs Hunt had tabled a short report at the meeting. The Citizens Advice Dorchester, Sherborne and District and North Dorset will merge with Weymouth and Portland with effect from 1st April and renamed Citizens Advice Central Dorset, which will best reflect the new area of benefit for the charity. Citizens Advice are obliged to phase out the dual role of being a Councillor and a Trustee following national guidance and concerns about potential conflict of interest. Councillor involvement has been of huge benefit to the organisations over the years and their help to develop Briefing Meetings to extend and improve liaison with Councils in the future will be valued.

644. To receive the following Committee reports for consideration and adoption:

a) General Purposes Committee held on Monday, 4th February 2019.

Cllr Mrs Ridout proposed that **“the report of the General Purposes Committee meeting held on Monday, 4th February 2019 is agreed and adopted”**. Cllr Von Clemens seconded, and the vote was unanimous. **RESOLVED.**

b) Planning Committee meeting held on Monday, 11th February 2019.

Cllr Walsh proposed that **“the report of the Planning Committee meeting held on Monday, 11th February 2019 is agreed and adopted”**. Cllr Mrs Potheary seconded, and the vote was unanimous. **RESOLVED.**

c) Staff and Salaries Committee meeting held on Monday, 18th February 2019.

Cllr Frith proposed that **“the report of the Staff and Salaries Committee meeting held on Monday, 18th February 2019 is agreed and adopted”**. Cllr Harris seconded, and the vote was unanimous. **RESOLVED.**

d) Policy and Resources Committee meeting held on Monday, 18th February 2019.

Cllr Mrs Hunt proposed that **“the report of the Policy and Resources Committee meeting held on Monday, 18th February 2019 is agreed and adopted”**. Cllr Harris seconded, and the vote was unanimous. **RESOLVED.**

645. To receive and agree the revised Standing Orders (previously discussed by the Policy and Resources Committee on 18th February 2019).

The Town Clerk referred to the Document Control at the beginning of the document. This had been updated to include the relevant legislation together with a note regarding the statutory requirements that pertain to Standing Orders.

Cllr Frith proposed that **“the revised Standing Orders as circulated is agreed and adopted”**. Cllr Harris seconded, and the vote was unanimous. **RESOLVED.**

646. To receive and agree the revised Code of Conduct (previously discussed by the Policy and Resources Committee on 18th February 2019).

Cllr Frith proposed that **“the revised Code of Conduct as circulated is agreed and adopted”**. Cllr Hill seconded, and the vote was unanimous. **RESOLVED.**

Full Council Meeting – Monday, 25th February 2019 (continued):

647. To receive and agree the Mayor's Handbook (previously discussed by the Policy and Resources Committee on 18th February 2019).

Cllr Harris commented that whilst previously suggested amendments had been incorporated into the revised document, one had been missed. Item no. 9.1 Mayor's Allowance should be changed to read Civic Responsibilities. The Mayor's Allowance no longer exists; it was changed to Civic Responsibilities when finalising the Precept for FY 2019/20.

Cllr Hill proposed that **"the Mayor's Handbook, as amended above, is agreed and adopted"**. Cllr Harris seconded, and the vote was unanimous. **RESOLVED.**

648. To receive and agree the Pay Policy (previously discussed by the Staff and Salaries Committee on 18th February 2019).

Cllr Frith proposed that **"the Pay Policy as circulated is agreed and adopted"**. Cllr Mrs Cullingford seconded, and the vote was unanimous. **RESOLVED.**

649. To receive and agree the Training and Development Policy (previously discussed by the Staff and salaries Committee on 18th February 2019).

Cllr Frith proposed that **"the Training and Development Policy as circulated is agreed and adopted"**. Cllr Mrs Toye seconded, and the vote was unanimous. **RESOLVED.**

650. To consider and agree an information pack and advertisement for a contractor to work with the Gillingham Town Council Grounds Team between April and September 2019 (deferred by the Policy and Resources Committee on 18th February 2019).

Cllr Mrs Hunt referred to a report that had been circulated prior to the meeting. Please refer to Appendix E. The report contained four recommendations.

Cllr Frith proposed that **"a Horticultural Grounds Person is employed to work on a 6-month fixed-term contract from April 2019 at Spinal Column Point 6 (£9.96 per hour)"**. Cllr Harris seconded, and the vote was unanimous. **RESOLVED.**

Cllr Frith proposed that **"the job advert, as presented, for a Horticultural Grounds Person to work on a six- month fixed-term contract is placed in the local press, websites and on social media. The cost of the advert not to exceed £300 to be taken from Budget No. 4.08, Staff Expenses"**. Cllr Mrs Ridout seconded, and the vote was unanimous. **RESOLVED.**

Cllr Mrs Toye proposed that **"the information pack, as presented is approved"**. Cllr Hill seconded, and the vote was unanimous. **RESOLVED.**

Cllr Frith proposed that **"the Horticultural Grounds Person is employed on the six-month fixed-term contract as recommended by Ellis Whittam, Employment Law Specialists"**. Cllr Mrs Cullingford seconded, and the vote was unanimous. **RESOLVED.**

651. To receive and consider a request from the Duke of Edinburgh Open Award Centre for the following:

- a) **To connect to the Town Council's electricity supply (via a separate meter) to a portacabin to be erected on school grounds adjoining the Town Hall.**
- b) **To allow an access gate to be inserted into the northern boundary of the Town Hall car park so that access to the portacabin can be achieved when the school grounds are locked.**

Full Council Meeting – Monday, 25th February 2019 (continued):

651. To receive and consider a request from the Duke of Edinburgh Open Award Centre (continued):

Following a short discussion, it was apparent that not all members had received information relating to this item. It was also evident that there was a lack of detail available and, therefore, it would be difficult to make any definite decisions.

Note: Cllr Mrs Cullingford, Cllr Mrs Hunt and Cllr Von Clemens had previously declared personal interests at the beginning of the meeting regarding this agenda item.

Cllr Walsh and Cllr Mrs Ridout declared personal interests as Trustees of the Gillingham Youth Foundation at this point in the meeting.

Cllr Von Clemens proposed that **“the requests made by the Duke of Edinburgh Open Award Centre were deferred pending further information”**. Cllr Mrs Pothercary seconded, and the vote was unanimous. **RESOLVED.**

Note: Since the meeting this request has been withdrawn.

652. To nominate a councillor/s to work with Gillingham Town Football Club to plan future community use of the football pitches.

Cllr Mrs Hunt, Cllr Poulter, Cllr Harris volunteered to work with Gillingham Town Football Club. There were no further comments.

Cllr Mrs Pothercary proposed that **“Cllr Mrs Hunt, Cllr Harris and Cllr Poulter were nominated as the Town Council representatives to work with the Gillingham Town Football Club to plan future community use of the football pitches”**. Cllr Mrs Toye seconded, and the vote was unanimous. **RESOLVED.**

653. To authorise the release of the funds to Gillingham Community and Leisure Trust Limited (GC<) for Financial Year 2018 /2019 as agreed by Minute No. 480 of the Full Council meeting held on 26th February 2018.

Cllr Mrs Pothercary proposed that **“funds are released to Gillingham Community and Leisure Trust Limited as per Full Council held on 26th February 2018, minute no. 480 and financed from budget no. 2.15 - GCLT”**. Cllr Mrs Toye seconded, and the vote was unanimous. **RESOLVED.**

654. To receive the 2017/18 Annual Report for Citizens Advice Dorchester, Sherborne and Districts and North Dorset.

Cllr Mrs Hunt referred to the Annual Report, a copy of which had been given to each member.

655. To receive a report on the Mayor's and Deputy Mayor's activities for the last month.

Cllr Mrs Hunt reported that she had undertaken very few activities this month and a full report would be available next month.

656. To receive in writing matters pertinent to this meeting.

There were no matters pertinent to this meeting.

The meeting closed at 8.07pm

Full Council Meeting – Monday, 25th February 2019 (continued):

1. County Councillors' Reports, as follows:

a) County Councillor, Andrew Cattaway

Cllr Cattaway did not attend the meeting; no report was submitted.

b) County Councillor, David Walsh

Cllr Walsh was present at the meeting; no written report had been submitted. Cllr Walsh verbally reported that the Council Tax has been set. There will be a £96 annual increase (band D equivalent) for those living in North Dorset. He was pleased to report that front line services had been protected along with adult and children's services. A full report will be available later in the week.

2. District Councillors' Reports, as follows:

a) District Councillor, Alexander Chase

Cllr Chase was not present at the meeting; no report was submitted.

b) District Councillor, Michael Gould

Cllr Gould was present at the meeting; no written report had been submitted.

c) District Councillor, Mrs Valerie Pothecary

Cllr Mrs Pothecary was present at the meeting; no written report had been submitted. Cllr Mrs Pothecary informed members that during the transition period from district to unitary authority, the Shadow Council will remain in place as an interim arrangement until 2nd May 2019

d) District Councillor, Mrs Belinda Ridout

Cllr Mrs Ridout was present at the meeting; no written report had been submitted. Cllr Mrs Ridout commented that she has been very busy preparing for a planning meeting on Tuesday, 26th February. The outline planning application for Bay along with others in Gillingham will be discussed at this meeting.

e) District Councillor, David Walsh (Deputy Leader of NDDC and Portfolio Holder for Planning and Economic Development) and a member of the Shadow Dorset Executive Committee.

Cllr Walsh was present at the meeting; no written report had been submitted. Cllr Walsh commented that there was very little to add to his county councillor report.

3. Public Questions. There were no public questions.

Gillingham Town Council

Report on the 3RP Board Meeting held on Tuesday 29th January 2019

Author Cllr Barry von Clemens

Present: Mark Hebditch; Bob Messer; Clive Drake; Paul Barber; Phil Wilson;
Barry von Clemens

- Treasurer reported that all accounts are doing well 3RP continues to manage several accounts for local groups. The lottery continues to receive regular payments from members, but it was agreed that this needs to be revisited and revamped over the coming year.
- Bob Messer reported that under Environment GANG will not be looking to take on any major projects this coming year and will be working on existing projects.
- The Community Partnership Team is continuing its work in helping local groups in the 3RP catchment with help being given to some local groups to place bids for grants with several organisations.
- GCLT reported that the new refurbished gym is now up and running and there is a high uptake on the membership. It is felt that the footfall has proven that this was a good investment decision. Business in general is doing well.
- CLT has held its first meeting and a steerage group has now been formed with Gillingham being accepted for the last place with Wessex Community Land Trust. The next meeting will establish if the community land trust held under 3RP is the right vehicle to take this project forward or if a new trust would need to be set up. This will be the first time this project has been established in North Dorset with Gillingham, once again, leading the way.

Minute no. 643 (b)

Gillingham Town Council

Town Meadow Report

Notes from the meeting held on Tuesday, 19th February 2019

Author: Cllr Mrs Sharon Cullingford

Meeting held 1st February 2019 at the Community Room:

- Christmas Tree Chipping went well on the 5th January.
- Top soil and sand dressing was applied by Steve Joyce which helps to maintain the meadow's drainage.
- Five bookings this year: 5th Jan - Yale tree chipping; 8th June – Gillingham in Gear; 6th July - Town Fete; 13th July - Hot Rock Carnival; 29th Nov– Festive Lights Switch on.

The committee have organised the following events to raise funds for the meadow:

- Sat 13th April, "Lovely Cakes" at the Vicarage School Room from 10am to 1pm. Lovely Cakes will split half of the proceeds taken with The Town Meadow.
- Friday 26th April, there will be a Quiz evening at the Olive Bowl, to help raise funds, this is normally a sell out and it is hoped to raise around £800. Match funding is also being explored
- Tuesday 14th May, Annual General Meeting to be held at 7.30pm in the Jubilee Room at the Town Hall.
- Saturday 6th July, The Biennial Town Meadow Fete will be held, sponsorship for the marques is being sought, tables are being sold for £10 to local committees, clubs etc. so they can promote. Would the Town Council be interested in having a table?
- The Committee are looking to purchase some new safety bollards to erect between the Red Lion Car Park and the meadow, these will lay flat when access is required for setting up an event, they will then lock in an upright position when an event is held and it is hoped these will be purchased with the funds raised from the quiz in April;
- During Half term weeks the River Dipping and Bug Hunting will continue to take place;
- The committee are publishing a leaflet to promote friends of the meadow to distribute at events to encourage new friends and volunteers to join the meadow team, £5 per annum, to go towards the upkeep of the meadow,
- Unfortunately during the weekend of 16th/17th of February a youth climbed one of the new lamp posts and destroyed the lantern, fortunately this was captured on CCTV and the footage has been handed to the police. The estimated cost of the damaged caused will be more than £350, which sadly comes out of funds raised.

Gillingham Town Council

**Notes of the Shaftesbury & Gillingham Area Transport Forum meeting
held on Wednesday, 13th February 2019 at Shaftesbury Town Hall**

Author: Cllr Mrs Belinda Ridout

1. **Gillingham bus/train connectivity** – the connection margin is too tight, and people tend to catch the prior to bus, sometimes with a lengthy wait for the train. To improve the situation and instil confidence in achieving the connection, it was suggested to make the proposal to South West Coaches and the Dorset Travel, that the 20 past the hour bus service becomes the 20 to the hour service - same journey but in a different order to achieve a better connection.
2. **Russell Saunders DCC** – who has taken over part of Erica Pretty's role in POPP informed members of a 'Friends Against Scams' initiative which involves talks to community organisations and local authorities.
3. **Accessibility to doctor's surgeries** - Hugh de long, DCC, reported on two pilot initiatives in Weymouth and North Dorset, involving discussions with local medical teams looking at accessibility to individual medical centres. Mark Hebditch (Gillingham Health Forum) also reported on a current accessibility study of Gillingham's two doctor surgeries at The Barn and Peacemarsh, the results to be published in due course. It is apparent that health centres and doctors in general do not promote public transport or help with the timing of appointments to coincide with public transport timetables. It was suggested that perhaps the TAG could help to make improvements by way of literature detailing local public transport, including timetables, bus stop locations and community car link schemes. The lack of bus infrastructure at Shires Gate was mentioned (south of the Peacemarsh roundabout). I reported that Dorset Travel has previously indicated that there is no funding to cover infrastructure at this stop and has suggested that Gillingham Town Council might like to fund 'cage' markings on both sides of the road (above ground infrastructure not being possible at this point). It was suggested that the TAG may also be able to help with this, once results from the accessibility study have been published.
4. **Salisbury Park & Ride** –as from Easter there will be a charge for this service.
5. **Mere** – to be noted that as from 6th March, roads in and around Mere will be closed for major repairs, 9.30am to 3.30pm, causing major disruption to public transport.
6. **Gillingham Car Link** – desperately needing new drivers, with the current 20 drivers serving 700 customers. Working in partnership with Shaftesbury Car Link to help improve the service.
7. **Railway timetable changes** – to come into effect 19th May 2019. Not finalised but look out for extended services on the Monday-Friday service from Waterloo to Salisbury (extending to Gillingham and beyond) and additional and extended service on the Monday to Friday evening service from Waterloo (extending to Gillingham rather than terminating at Salisbury).

Gillingham Town Council

**Notes of the Blackmore Vale Community Rail Partnership Board Meeting
held on Monday, 11th February at Castle Gardens, Sherborne
Attended by Belinda representing FOGS and GTC**

Author: Cllr Mrs Belinda Ridout

1. Apologies received from Andrew Harrowell, new Community Rail Manager, SWR. Shame because we all wanted to discuss the new Stations Adoption Booklet plus more.
2. **Grass Banks and verges.** It was agreed to invite Steve Stockwell, head of the Estate team, SWR, to next Board meeting to go through all the concerns and queries with Friends Groups, particularly the ban on using any power tools, i.e. tools with a motor. Noted: that no railway staff can use power tools except for the Estate Team.
3. **Toilets** – Glen Hatherley, Stations Manager, reported that there is currently a feasibility study being undertaken on accessibility to toilets, particularly out of hours. Crewkerne has been selected as one of the 20 stations selected for the study. Await results.
4. **New Pedestrian Bridge** – Gillingham along with Yeovil Junction has been included in a bid for the DfT's 'Access for all'. Local Authority support is needed.
5. **Regrade Gillingham Station** – this request being investigated by Glen Hatherley.
6. **Free Ticket Travel for volunteers** (20 free tickets to travel on SWR network for each volunteer group). Necessary to give at least a week's notice by email to Andrew Harrowell to approve by letter.
7. **Back on Track Vouchers** – For information: these are handed out at the discretion of station and train staff for any inconvenience caused, etc., but limited number of vouchers.
8. **BMV CRP Website:** workshop to be organised to show Friends Groups how to upload photos/reports directly to the website.
9. **New Membership of the Board** – Alex Green, Templecombe, Daniel Wright, ACORP and County Councillor Hayward Burt (Somerset) and likewise for Wiltshire.
10. **ACORPB** - £10,000 pa available to station adoption groups only. All stations adopted now become a member of ACORP for free, to take advantage of ACORP funding.
11. **'How to Get Involved'** leaflet now in all 6 stations.
12. **Tourism Leaflet Stands** – all stations have two stands. Glen not sure where they have all come from and to investigate. 'Places to Go' is one. Glen gave the ok to move one of the Gillingham stands into the Booking Hall.
13. **Line Guide** – Caroline Rowland to produce a draft template for the 6 stations along the BMV CRP line and then create specific topic Line Guides.

14. **Sponsorship on stations** – Glen Hatherley confirmed that there is no problem with sponsorship plaques as long as they are discreet. Send information to Phillip Bell to put on website.
15. **Outside Noticeboards** – all stations to have the same BMC CRP noticeboard. Match funding to be sought.
16. **WW1 Project – railway personnel lost in WW1.** Caroline has tracked down 2000 forces personnel involved in all 6 stations plus redundant stations along the BMV line in WW1. First book to be launched on 21st March, then 'Lost Railway workers along the BMV Line' to be launched to coincide with the centenary of the signing of the Treaty of Versi 28th June 2019. Railway workers' names will be commemorated on a memorial at each of the 6 stations modelled on the memorial at Waterloo station. To invite any living relatives, press, Mayors, etc. Workshop to be organised to show people how to discover ancestry on line at individual stations.
17. **Passenger Surveys** – by Survey Monkey plus comments boxes at the stations using SWR's 'Tell Us What you think' slips.
18. **Special Line Events** – Race Day Special – Templecombe to Wincanton
19. **Station Adoptions** – Daniel Wright, ACORP, is processing Station Adoption forms on behalf of the CRP. Gillingham's has been submitted and we are awaiting a Safety Brief, probably end of February, after which we can become fully adopted and tap into ACORP funds. Glen Hatherley will train two members of each group, who will then train the rest of their group and any new members. Safety Terms will be sent out to all volunteers.

Minute no. 650

Gillingham Town Council

Appointment of 6 Month Fixed Term Seasonal Horticultural Grounds Worker

Author: Mrs Julie Hawkins, Town Clerk

1. Introduction

Each year the town council appoints a seasonal Horticultural Grounds Worker to work for six months between April and September.

In the past the council has used self-employed contractors who have been paid on the production of an invoice each month.

At the Policy and Resources Committee meeting held on 18th February, members requested clarification on the terms of the appointment. Advice has been sought from the Council's Employment Law Specialists, Ellis Whittam, who recommend that the position is advertised as a Fixed Term Contract.

Ellis Whittam has provided the council with a template contract which is attached for your consideration.

The job advertisement has been amended accordingly.

2. Financial Implications

Money has been allocated within the Precept for 2019 / 2020 for this position.

3. Recommendations

- **That a Horticultural Grounds Person is employed to work on a 6-month fixed-term contract from April 2019 at Spinal Column Point 6 (£9.96 per hour).**
- **That the job advert, as presented, for a Horticultural Grounds Person to work on a six-month fixed-term contract is placed in the local press, websites and on social media. The cost of the advert not to exceed £300 to be taken from Budget No. 4.08, Staff Expenses.**
- **That the information pack, as presented/amended is approved.**
- **That the Horticultural Grounds Person is employed on the six-month fixed-term contract as recommended by Ellis Whittam Employment Law Specialists.**

Gillingham Town Council

Report from the Town Team

Author: Cllr Mike Gould

1. A letter of intent for the £25 million has now been circulated and will be forwarded to the district council.
2. The Town Team is following up the BID proposal with the support of the district council.
3. Discussions are ongoing with the leisure operator and land owners in Station Road.
4. Meeting arranged with Gillingham School for Tuesday, 5 March 2019.
5. The NDDC grant of £5,000 less VAT is now held by the Town Team to cover the initial survey costs, which is out to tender and arranged by NDDC.

Gillingham Town Council

Duke of Edinburgh Open Award Centre

The following request has been received from Mr Tony Baverstock, Chairman of the Gillingham Duke of Edinburgh Open Award Centre.

Gillingham DofE has been in talks with Gillingham School to find a location for the storage of their equipment, presently at the Youth Centre. The Board of Trustees feels that a new location will considerably ease access to said storage, currently constrained by the availability of GYF staff to unlock the building.

Gillingham School has offered the option of granting the DofE permission to locate a cabin on their land. This secure cabin will be the property of the DofE; it will come fully equipped with wiring to internal fittings and simply needs a power supply to function.

The most acceptable location (to the school) of the cabin is to the rear of the town hall. It has already been discussed that DofE purchase and manage living plants to screen the structure from ground perspective.

The proposed location of the cabin lends itself to the board of trustees requesting permission of GTC to:

- a. Allow the installation of a metered supply from the Town Hall to the cabin.

An electrician will need to advise on the size of supply, however any costs associated with providing this supply would be met by the DofE. Ongoing bill payments would be set up under a service level agreement between GTC and DofE. The alternative would be generator supply.

- b. Allow pedestrian access to the cabin from the GTC car park

This would be by way of a sympathetically aesthetic and secure gate installed at the side of the town hall car park (see diagram below); costs met by DofE. This would only be for the use of the team leaders to access the unit on foot, or, with specific notice to GTC to spend around 30 minutes to load/unload expedition kit from a transporting vehicle outside of office hours. A full kit requirement is normally prepared inside beforehand and loaded the evening before. Expedition dates are published by the start of the academic year as at <http://www.gillinghamdofe.co.uk>.

The board of Trustees is fully aware of the use of the Town Hall car park for weddings and other functions and, with effective communication, can ensure that said access would not interfere with these events. At such times alternative access would be via school grounds or planned to proceed at a more convenient time.

