



GILLINGHAM TOWN COUNCIL

The Town Hall

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GILLINGHAM

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GENERAL PURPOSES COMMITTEE

The minutes of the **General Purposes Committee** meeting held on **Monday, 7th October 2019**, at 7.30pm in the Council Chamber, Town Hall, Gillingham, Dorset.

Present

Cllr Mick Hill (Chairman)	Cllr Paul Harris
Cllr Graham Poulter (Deputy Chair)	Cllr John Robinson
Cllr Fiona Cullen	Cllr Donna Toye
Cllr Rupert Evill	Cllr Roger Weeks
Cllr Alison Gale	

Non-Members

None

In Attendance

Deputy Town Clerk: Clare Ratcliffe

Press and Public

Press: Michael Streeter, Gillingham and Shaftesbury News

Public: 2 members of the public

Minute no,	
45.	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 were no public comments or questions. A resident asked to speak regarding agenda item no. 6(g), Traffic Management.
46.	To receive apologies for absence.
	It was agreed and RESOLVED that apologies were accepted from Cllr Griffin, Cllr Von Clemens and Cllr Wareham for personal reasons.
47.	To approve the minutes of the last meeting held on Monday 2nd September 2019.
	It was agreed and RESOLVED to approve the minutes of the General Purposes Committee held on Monday, 2 nd September 2019, and the minutes were duly signed by the Chairman as a correct record.
48.	Questions.
	There were no questions pertaining to the previous minutes.
49.	To receive any declarations of interest. Please note: members are required to comply with the requirements of the Localism Act 2011, section 27, disclosable pecuniary interests.
	There were no disclosable pecuniary interests declared.

50.	To receive and consider reports from sub-committee and task and finish groups, as follows:
(a)	Allotments and Burials (sub-committee)
	<p>Cllr Toye had tabled a report, which was summarised at the meeting. Please refer to Appendix A.</p> <p><u>Cemetery Regulations</u> It was agreed and RESOLVED that the cemetery regulations are amended as per the report.</p> <p><u>Cemetery Fees</u> It was agreed and RESOLVED that the cemetery fees remain unchanged for FY 2020/21 and the wording amended for clarity as per the report.</p> <p><u>Allotment Fees</u> It was agreed and RESOLVED that the allotment fees remain unchanged for 2021</p> <p><u>Allotment Agreements</u> It was agreed and RESOLVED that the allotment agreements remain unchanged for 2020.</p>
(b)	Annual Christmas Event and Festive Lighting (sub-committee)
	<p>A report had been circulated prior to the meeting. Cllr Von Clemens, Lead Member of the sub-committee, was not present at the meeting. Please refer to Appendix B. The report contained one recommendation.</p> <p>It was agreed and RESOLVED that a request is made to release funds for the Annual Christmas Event and Festive Lighting from budget no. 10.23 for the following:</p> <ul style="list-style-type: none"> • To purchase 100 x 4ft Christmas trees at £950. • To purchase lights and framework for a new tree on the corner of Station Road and additional lights for the Oak tree in the High Street at an approximate cost of £900. • To purchase road closure signs at an approximate total cost of £120. • To purchase advertisements in local press at an approximate total cost of £250. • To purchase a Christmas tree for the Town Meadow at an approximate total cost of £250. • To purchase services from 'Up-in-Smoke' at an approximate cost of £550. <p>(Note: the request comes to a total of £3,020)</p>
(c)	Annual Remembrance Day Parade (sub-committee)
	<p>Cllr Weeks commented that the usual arrangements for the Annual Remembrance Day Parade were in hand.</p> <p>Cllr Harris suggested that a Remembrance Day Parade briefing was held after Full Council on 28th October for all councillors. The briefing would outline the format of the parade and what is expected of those who would like to be part of the parade.</p> <p>It was agreed and RESOLVED that a Remembrance Day Parade briefing was held after Full Council on Monday, 28th October 2019.</p>
(d)	Cycle link project – Gillingham to Motcombe (sub-committee)
	Cllr Von Clemens reported that there had been no meeting this month.
(e)	Estate Management and Properties (sub-committee)
	<p>A report had been circulated prior to the meeting. Cllr Von Clemens, Lead Member of the sub-committee, was not present at the meeting. Please refer to Appendix C. The report contained two recommendations.</p> <p>It was agreed and RESOLVED that the two recommendations were taken en bloc.</p> <p style="text-align: right;">.../continued</p>

	<p>It was agreed and RESOLVED as follows:</p> <ul style="list-style-type: none"> • that installation of play equipment (previously purchased) is carried out by an approved company at a cost not to exceed £1,500 ex VAT and finance from budget no. 9.10, Play Area Maintenance; • that a five-a-side goal end is purchased for the area of open space adjacent to The Gillings Play Area at a cost not to exceed £2,000 ex VAT and financed from budget no. 9.10, Play Area Maintenance.
(f)	Health and Safety (sub-committee)
	<p>Cllr John Robinson reported that a meeting with staff has been arranged for Friday, 18th October and the Annual Health and Safety Review by Ellis Whittam has been arranged for Tuesday, 29th October.</p>
(g)	Traffic Management (sub-committee)
	<p>A report had been circulated prior to the meeting. Please refer to Appendix D. Cllr Potheary, the lead member of the sub-committee, was not present at the meeting. The report contained one recommendation that no further action was taken regarding the request for double yellow lines at the Wyke Rd/Brewery Lane junction. The member of the public who had requested to speak about the issue was invited to comment.</p> <p>The resident had already spoken at length to Cllr Potheary and officers at Dorset Council regarding the seriousness of the problem, which has been ongoing for five years. Gillingham Town Council has previously supported a request for double yellow lines. To progress this, a TRO application needs to be submitted to Dorset Council.</p> <p>It was agreed and RESOLVED that Cllr Potheary should present a report to the next General Purposes Committee specifically about the request for double yellow lines, the process of a TRO application and any financial considerations. Please note: <i>Since the meeting, the Mayor has asked for this item to be discussed at Full Council on Monday, 28th October.</i></p>
(h)	Events – VE Day 75th Anniversary Celebrations (task and finish group)
	<p>Cllr Weeks had no report this month.</p>
(i)	Fingerpost Refurbishment (task and finish group)
	<p>Cllr Toye reported that no meeting had taken place this month.</p> <p>The Deputy Town Clerk verbally reported that volunteers at Milton-on-Stour have kindly offered to refurbish the finger post at Slaughtergate at an estimated cost of £350. Repairs will be financed from the surplus funds held by the Milton-on-Stour Village Committee from the refurbishment of the finger posts at Huntingford and the War Memorial at Milton-on-Stour. These fingerposts fall within the Ward of Milton-on-Stour.</p> <p>The fingerpost refurbishment work will be reported to the Dorset ANOB (Area Natural Outstanding Beauty) so that they can update their data base.</p> <p>An information day about fingerposts refurbishment was organised by the Dorset ANOB for its Landscapes for Life Week at the Blandford Men's Shed in late September. Details of the event were received at short notice and it was not possible to send a representative from Gillingham. The organisers hope to arrange a proper training day later in the year.</p> <p>It is likely that there are up to six fingerposts within the parish of Gillingham that will need to be assessed for repair. Further details have been requested from Dorset ANOB. Willing volunteers and/or GTC grounds staff will undertake refurbishment work.</p>

(j)	Gillingham Gateways (task and finish group)
	<p>A report had been circulated prior to the meeting. Please refer to Appendix E. The report contained two recommendations.</p> <p>It was agreed and RESOLVED that the recommendations were taken en-bloc.</p> <p>It was agreed and RESOLVED as follows:</p> <ul style="list-style-type: none"> • that sculptures to be used as part of the landscaping scheme for the roundabouts at Ham and Peacemarsh are purchased for £9,600 and funded from earmarked monies held in the General Reserve; • that landscaping for the roundabouts at Ham and Peacemarsh is undertaken up to a maximum of £15,000 and funded from earmarked monies held in the General Reserve.
(k)	Events – Green Gillingham (task and finish group)
	In the absence of Cllr Von Clemens, Lead Member, Cllr Cullen reported that the event will be taking place on Thursday, 25 th April 2020.
(l)	High Street Facilities Refurbishment (task and finish group)
	Cllr Toye had nothing to report this month.
(m)	Gillingham Royal Forest Steering Group (DWT lead) (task and finish group)
	The recent Dorset Wildlife Trust (DWT) Press Release was well received with interest from BBC Regional News.
(n)	Town Seating and Planted Areas Refurbishment (task and finish group)
	It was reported that the design is with a local metal craft company. Unfortunately, the person who produces the CAD drawings has been off work due to sickness. Hopefully, there will be some designs and quotations available next month.
51.	To receive a report on the monthly activities of Gillingham Direct.
	A report was circulated prior to the meeting. Please see Appendix F.
52.	To receive matters pertinent to this meeting. <u>Please note:</u> 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).
	<p>Details of the budget setting for FY2020/21, as follows:</p> <p>Step 1 Application forms for funding requests for FY 2020/21 will be issued to all town councillors w/c 7th October 2019. Please complete and return to the Town Clerk by Friday, 18th October 2019.</p> <p>Step 2 Items for inclusion in the budget for FY 2020/21 will be received by the Finance Committee to be held on Monday, 21st October 2019.</p> <p>Step 3 A budget workshop will be held in the Council Chamber on Thursday, 31st October 2019 at 7pm.</p> <p>Step 4 A draft budget will be presented to the Finance Committee for Monday, 18th November 2019.</p>

Step 5

The Finance Committee (acting as Full Council) will consider and agree 'in principle' the budget for FY 2020/21.

Step 6

At Full Council on Monday, 27th January 2020, when the number of Band 'D' equivalents are known, members will receive and agree the budget and set the precept for FY 2020/21

There being no other business on the agenda, the meeting closed at 8.33pm.

Signed: _____

Date:

4th October 2019

**Chairman of General Purposes Committee,
Cllr Mick Hill**

PLEASE NOTE: These minutes appear as draft minutes until reviewed and ratified by Full Council.

Minute no.50(a)

Gillingham Town Council

Allotment and Burials sub-committee

Notes of meeting held on 3rd October 2019

Present: Cllr Donna Toye (Lead Member), Cllr Rupert Evill, Cllr Alan Frith
and Cllr Paul Harris

The sub-committee reviewed the following documents and fees:

1. Cemetery Regulations

It was recommended that the cemetery regulations were amended to ease legibility, clarity and to reflect other town council policies.

- a) The 'state of repair' section should be aligned with the topple testing carried out by GTC grounds staff. No other significant changes
- b) Job titles should be changed, where possible, to read Gillingham Town Council.
- c) The word radio has been changed to music/media.
- d) Fencing, which had confusing references, should be changed to edging.
- e) Notice given to Gillingham Town Council for an interment should be increased from two to three days.

2. Cemetery Fees

It was recommended that there is no change to the fee structure. A full review will be undertaken next year. The following amendments to wording/content should be made:

- a) The definition of child should be changed to anyone under the age of 18. Originally this was specified as anyone under 16 years. It is generally considered that adult status commences at 18 years. The number of burials in the 16 to 17 age group is very low.
- b) Under the two charges for kerbing – should be changed to 'kerbing/edging'.

3. Allotment Fees

The allotment rents help towards the provision of allotments. The current fees are adequate, and no increase is necessary, as follows:

- a) 2020 – no change
- b) 2021 – no change

4. Allotment Agreements

The agreements have been reviewed recently. No changes necessary, as follows:

- a) Allotment Agreements for Park Farm – no change.
- b) Allotment Agreements for Cemetery Road – no change.

5. Recommendations

- **Cemetery Regulations**

That the cemetery regulations are amended as per paragraph 1 of this report.

- **Cemetery Fees**

That the cemetery fees remain unchanged for FY 2020/21 and the wording amended for clarity as per paragraph 2 of this report.

- **Allotment Fees**

That the allotment fees remain unchanged for 2020 and 2021.

- **Allotment Agreements**

That the allotment agreements remain unchanged for 2020.

Minute no. 50(b)

Gillingham Town Council

Annual Christmas Event Sub Committee

Notes of a meeting held on Tuesday 10th September 2019

In Attendance: Cllr B Von Clemens, Cllr M Hill, Cllr A Gale,
Mrs M Bailey, Mr S Dobie, Works Manager and
Mrs J Ezzard, Mayor's Executive Assistant

Apologies: Cllr S Cullingford

1. To receive an update regarding the schools participating at the event.

Gillingham Primary and Wyke Primary schools have agreed to perform on the stage. St Mary's Primary school will take part in the lantern competition only. Milton on Stour Primary school have not responded to either our letter or email inviting them to participate.

2. To receive parade updates.

Mrs Bailey will be inviting carnival members throughout the carnival season to join our parade. Letters of invitation have been sent to the nursery schools and local children's groups.

3. To discuss the event sponsorship

It was agreed that the working party will not be asking for further sponsorship this year.

4. To discuss new lighting requirements

A new twinkle tree will be made and sited on the corner of Station Road. Cllr Hill has offered the use of his workshop for the purpose of welding. New lights and materials will need to be purchased. Additional lights are also required for the oak tree in the High Street.

5. To discuss the purchase of the 4ft Christmas trees

A new local company has approached the Town Council offering to supply and trim the 4ft Christmas trees at a cost of £9.50 per tree plus vat. The usual supplier will charge £14.50 per tree plus vat. It was recommended that the lower quote is accepted.

Mr Dobie advised the working party that last year some of the businesses did not turn on their tree lights. It was suggested that when Cllr Von Clemens delivers the letters about the trees and the Christmas event, that he speaks to the business proprietors/managers to request their full co-operation.

6. To choose judges and book a date for the Christmas Window Competition

Due to the reduced number of shops taking part each year in the Christmas Window competition, it was suggested that the competition is handed over to the Gillingham Chamber of Commerce. It is hoped that they will be able to offer a fresh approach.

7. Any other business

The draft radio advertisement sponsored by 'We do Vans', with 'The Breeze' radio was approved. Councillors will be invited to take part in the parade but must be dressed in festive outfits.

Request the release of funds to pay for the road closure signage, the Town Meadow Christmas tree, Up in Smoke and press advertisements.

8. Date of the Next Meeting

Tuesday 5th November at 9am in the Chantry Office.

9. Recommendations

That funds are released from budget no 10.23, Festive Lighting Event 2019, for the following:

- To pay for 100 x 4ft Christmas trees at £950.
- To pay for the purchase of lights and framework for a new tree on the corner of Station Road and additional lights for the High St, oak tree; approximate cost £900.00
- To pay for the purchase of road closure signs; approximate total cost £120.00
- To pay for advertisements in the local press; approximate total cost £250.00
- To pay for the Town Meadow Christmas tree: approximate cost £250.00
- To pay for services from Up in Smoke: approximate cost £550.00

Minute no. 50(e)

Gillingham Town Council

Estate Management and Properties Sub-committee

Update following meeting held on Thursday, 1st August 2019 and 19th September 2019

Author: Clare Ratcliffe, Deputy Town Clerk

Present: Cllr Barry Von Clemens, Cllr Alan Frith, Deputy Town Clerk
Works Manager and Deputy Works Manager.

Apologies: > Cllr Mike Gould, Cllr Keith Wareham and Bob Messer (GANG)

1. South West in Bloom

Pride in Parks

Judging of our larger open spaces took place on Wednesday, 25th September. It was a wet day but despite that some of our volunteers made themselves available to meet the judges on the open spaces or over lunch at the Town Hall. The results of this award will not be known until Spring 2020.

South West in Bloom – Pennant Award

This is the award for the town that was judged in July. Staff will know the outcome of this award when they go to the award ceremony at Newquay on 11th October. They will also collect the awards for all the individual 'It's Your Neighbourhood 2019' entries.

2. Shreen Meadow

DWT have surveyed the site recently and took some photos. DWT will be helping GANG and the GTC to bid for some Wessex Water funding to improve the amenity and biodiversity value of our attenuation ponds.

3. Ham Farm – BMX track

After meeting with a local resident about improving the BMX track, the group has now reached a decision to remove the humps and turn the track into a 'strider' track for youngsters.

4. Hardings Park – Skate Park – Wheeled Sports

We have been told that the current track is a very challenging track for those learning to master scooters and BMX. It can also be very crowded. It may be possible to complement the existing facility with a pump track. Apparently, there is a new pump track at Stalbridge which is attracting a lot of interest. This project may be worth exploring further as there could be potential sources of funding from s106 agreements and British Cycling. Web links as follows:

<https://www.facebook.com/Dirt-Kraft-1252664204811933/>

<https://www.facebook.com/architrailmtb/>

Funding options article

<https://www.britishcycling.org.uk/road/article/20190304-road-British-Cycling-earmarks-more-than-%C2%A32-million-for-small-scale-funding-from-the-Places-to-Ride-fund-to-transform-community-cycling-facilities-0>

More information here

https://www.britishcycling.org.uk/zuvvi/media/bc_files/facilities/places_to_ride/Places_to_Ride_-_small_grants_advice_and_support.pdf

Places to ride programme here

https://www.britishcycling.org.uk/zuvvi/media/bc_files/facilities/places_to_ride/Places_To_Ride_Programme_Prospectus.pdf

5. Play Area - Marlott Road

A site meeting with Matt Reeks, DC Countryside and Open Spaces took place on 1st August. It was an informal meeting. Matt has vast experience of purchasing and installing play equipment. It was interesting to hear what he had to say. Marlott Road is a particularly wet site and some drainage works will be required before installing new equipment. Quotations are being sought for drainage works and play equipment providers have been contacted.

6. Play Area – King John Road

The replacement activity trail equipment purchased last year for installation by our grounds staff has never been done. The Works Manager has requested that the equipment is now installed by the supplier. An estimate for the work has been received but needs to be clarified by the Works Manager.

Approximate installation of Burma Bridge and Monkey Bars £675

Removal of spoil, rubbish etc £328

Welfare facilities £212

7. Gyllas Way - Planted Areas

Bloor Homes are awaiting an estimated cost to bring the small area of land between Horsefields and Shires Gate up to a manageable standard. We have recently received an outline for managing this area from an arboriculture expert.

Action: The Works Manager will investigate and cost the proposed works and forward to Bloor Homes.

A resident would like a fence line improved between the open space and a car parking turning area. The extent of the open space in this location needs to be clarified by Bloor Homes.

Action: Chase Bloor's for details of boundary of open space.

8. Natural Heritage and Landscape Assessment

This is pending – awaiting further information from DC Landscaping.

9. Trees

Tree Works

Tree work is on-going. TPO consent will be required for some of the work. Applications will be made in due course after all the necessary information has been collated.

Tree Purchases

Action: A list of trees to be purchased will be made after consultation with the Deputy Works Manager.

10. Grass cutting/Footpath Maintenance – SLA/Agency Agreement with Dorset Council

A meeting was held on Thursday, 5th August 2019 at 11am in the Town Hall. The Works Manager and Deputy Works Manager were invited to view new cutting regime and equipment used by DC Countryside in Blandford on 27th August. The new mowing equipment is 'cut and collect' to promote wildflowers alongside roadside verges.

The financial remuneration for grass verge cutting and footpath maintenance work is still available and has been received.

11. Closed Churchyard – St Mary the Virgin

A meeting will be arranged with the PCC on Wednesday, 9th October. Still awaiting information from a dry-stone walling specialist. Town Clerk, Deputy Clerk and Works Manager to attend.

12. War Memorial – High Street, Gillingham

The aerial survey was completed late summer and available on request. The stonemason has recommended the works detailed below and a quotation to carry out the work has been requested. Fortunately, no large repairs are required. I have suggested that an aerial survey is carried out annually to monitor decay. The nearby trees are possibly the responsibility of Dorset Council and this is being investigated by Cllr Pothecary and Cllr Von Clemens on behalf of the residents at Barnaby Mill.

1	Replace the degraded stones at the base with carefully selected stone of the best quality.
2	Keep the base of the memorial clean from algal growth by periodic washing with pressure-washer, noting if any joints wash out and repoint them. I can provide a dry mix for repointing that can be stored by the council and show one of the members/volunteers how to repoint effectively, thus saving costs.
3	As there was some necessary high-level repair carried out recently and the worst problems addressed, it is not urgent to carry out more work.
4	Choose notable positions on the ground that allow decent views of the lantern and take high resolution pictures of the stonework. Next spring repeat the procedure and overlay the images to assess if there has been any loss
5	If possible, trim the lower boughs of the surrounding trees to increase the air-flow through the area and lessen the containment of humidity.

13. Maple Way

Water Leak

This has been investigated by the Works Manager. It appears that the leak is a result of a cracked land drain which GTC is responsible for. A quotation for the work has been received and advice will be taken from DC Senior Highways Technician.

Football

The domestic goal end is still used on this small area of grass and continues to cause annoyance to residents.

Action: Works Manager will only mow the perimeter of this grassed area in future, so that it will not be suitable for football.

To encourage the young people to play football elsewhere, it is recommended that a 5-a-side goal end will be installed on the grassed area adjoining the Gillings Play Area by Wyke School. The goal end will be similar to those already purchased for: Hyde Rd, Church View, Fern Brook, and Lower Lodden. Estimate cost for supply only £1,300.

14. Shaftesbury Road – Bus Stop

A request for a bus shelter near the roundabout at Ham Farm made last year is now being followed up and a response awaited from DC.

15. Herbaceous boarders / Front gardens at Town Hall

No update available.

16. Litter Free Dorset

The Gillingham Litterpickers have drawn down some of the Litter Free Dorset grant to purchase equipment.

17. Report from GANG

Bob Messer was not present at the meetings.

18. Any Other Business

None.

19. Date of Next Meeting

Proposed date: Thursday, 31st October 2019 at 9am.

20. Recommendations

That installation of previously purchased play equipment for King John Road play area is carried out by an approved company at a cost not to exceed £1,500 ex VAT and financed from budget no. 9.10 Play Area Maintenance.

That a five-a-side teen goal end is purchased for the area of open space adjacent to The Gillings Play Area at a cost not to exceed £2,000 ex VAT and financed from budget no. 9.10 Play Area Maintenance.

Minute no. 50(g)

Gillingham Town Council

Notes of the Traffic Management Sub-Committee

Thursday, 19th September, 2019

Author: Cllr Val Pothecary

Present: Cllr Val. Pothecary (VP), Cllr Barry Von Clemens (BVC),
Roger Bell (Community Highways Officer) (RB).

Apologies: Cllr. Mike Gould, Cllr Rupert Evill, Cllr Alison Gale, PCSO Vicky Levy

Actions/updates from previous meetings:

- Double Yellow Lines prior to start of terraced houses on Wyke Road/Build out/prioritisation proposal at Brewery Cottages, Wyke - awaiting TRO.
Update: Rolly Skeats has agreed to move the installation of Double Yellow Lines up the priority order. It was agreed to wait until this had been done before pressing Vanessa Penny to install build out/prioritisation outside of Brewery Cottages.
- Cemetery Road, vehicles parked inappropriately. **Action:** Council to issue a Polite Parking Notice re flat-bed lorry outside Garden of Remembrance. **Action:** PCSO will speak to the Housing Association re tenancy agreement (business use?) **Update:** The situation seems to have improved. **Action:** VP will check with PCSO Vicky Levy to see if contact has been made with the Housing Association
- **Action:** VP to check if Belinda Ridout has written re Railway directional signage. **Update:** VP was advised that Cllr Belinda Ridout is dealing with this issue.
- Riversmeet traffic concerns. **Update:** RB has arranged for lines to be placed along all entrances and exits. Riversmeet are very pleased with the results.
- Concerns re partial collapse of wall and bank. The Oaks. **Action:** RB to investigate.
- **Update:** VP discussed the correspondence from Mr Hooley with Rolly Skeats during our site visit and also received an update from Rhian Smith (Dorset Council Paralegal – Property and Regulatory Legal and Democratic Services). Rhian wrote that she had advised Mr Hooley that a TRO would be needed to satisfy his request. An application for a TRO was a lengthy business and there was no guarantee that it would be successful. **Action:** It was agreed to recommend to Council that no further action be taken.
- Speeding at Common Mead Lane. **Update:** RB advised that patching would shortly be done at Common Mead Lane, followed by resurfacing next year. When the work is completed a 30 roundall would be placed outside of Thorngrove.
- Request for Queen Street to be made a 'no through road'. **Update:** Data has been received from Highways regarding the amount of vehicles illegally going the wrong way through the NO ENTRY sign at Queen Street. These show 14 on a 5 day average flow and 13 on a 7 day average flow. VP was advised that the figures are a good catalyst for a campaign – if it is felt that the cost benefit is in everyone's favour. **Action:** VP will report the figures to the Police for action.
- Request from a resident of Rookery Close for a hatched yellow box at the traffic lights. **Action:** VP to request a yellow box from the Traffic Light Team. **Update:** VP has contacted the appropriate department and is awaiting confirmation that this request is acceptable. A further email will be sent requesting a response within 5 days, as per Dorset Council policy.

New Items:

1. A request has been received by a resident of Fern Brook Lane requesting 'No Through Road' signage. **Action:** RB will investigate.
2. A request has been received for a dropped kerb at Bourne Way. **Action:** Details were given to RB who agreed to investigate.

PCSO items: There were no PCSO's present.

AOB RB stated that a new dropped kerb had been installed at Gylla's Way.

BVC advised that recently a dog had been severely injured on the road opposite the turning to Purns Mill. He was informed that several dogs had been killed at the same location in the past. Residents were very upset and a petition had been set up. **Action:** BVC and VP will meet with a local resident to discuss the issue. RB will speak to Neal's Yard Remedies to see if any assistance can be given to make this part of Peacemarsh Road safer.

Recommendations

- **That the Town Council takes no further action regarding double yellow lines at Brewery Lane.**

Minute no. 50(j)

Gillingham Town Council

Gillingham Gateways

Meeting held on Friday, 4th October 2019 at 10am.

Author: Clare Ratcliffe, Deputy Town Clerk

Present: Cllr Barry Von Clemens, Cllr Paul Harris, Cllr Graham Poulter,
Aaron Carpenter (DC Landscapes), Pauline Dawkins (Sculpture Artist),
Works Manager Deputy Town Clerk.

Apologies: Cllr Sharon Cullingford, Cllr Mike Gould,

1. UPDATE

1.1 Roundabout Refurbishment at Ham and Peacemarsh

The landscaping design and sculptures have been approved by the DC Highway Collision Team.

The timing of the landscaping will coincide with the delivery/installations of the sculptures.

The exact position of the sculptures will be agreed in the next few weeks so that the landscaping can be tweaked accordingly.

It is anticipated that the work will commence next spring and be completed before the end of June.

Cost of sculptures for Ham Farm:

2 no. Stag	£4,000
2 no. Doe	£3,000
Fabrication	£1,000
Delivery/Installation	£1,600
TOTAL	£9,600

The work will be invoiced in three instalments of £3,200. The first payment will be made prior on placement of the order and the final payment due when the project is completed.

Landscaping costs submitted to-date:

Ham	£8,140
Peacemarsh	£5,962
TOTAL	£14,102

Included in the cost is 3 years maintenance (which will be carried out regularly – at least once a month).

The costs will be revised to include the concrete bases required for the sculptures.

1.2 Railway Station – Butterfly and Bee Garden

This project is progressing and the necessary permissions from South Western Trains / Network Rail are being dealt with.

Dorset Councillor Belinda Ridout is liaising with DC Landscapes and the railways companies.

There has only been a provisional quotation provided for this work. Once permissions have been received then a more detailed quotation will be prepared.

1.3 Entrance Signage and associated landscaping

The Deputy Clerk will find out from DC Commercial the timescale of this project. Once more information is known, the landscaping around these signs can be discussed and costed.

1.4 Bus Shelter at Ham Farm

The possibility of a bus shelter at the bus stop by Aldi is back on the agenda. Money for the shelter is available from s106 funding. Cllr Gould and the Deputy Clerk are pursuing this project with various officers from Dorset Council.

2. FINANCIAL IMPLICATIONS

The roundabout refurbishment is being financed from a grant of £70,000.

The amount allocated in the original project outline for the refurbishment of both roundabouts was £26,500.

The total anticipated cost of the roundabout refurbishment is £25,100

3. CONCLUSION

That the roundabout refurbishment as described above is progressed.

4. RECOMMENDATIONS

That the quotation for the sculptures for £9,600 is agreed and funded from earmarked monies held in the general reserve.

That the cost for landscaping is agreed up to a maximum of £15,500 and funded from earmarked monies held in the general reserve.

Minute no. 51

Gillingham Town Council

Gillingham Direct August - September 2019

The following matters have been dealt with by Gillingham Direct:

	Issue	Reference No.
1	Assistance given to a homeless person over 3 days	
2	The trees at the junction of Peacemarsh and Wessex Way need their support straps loosened.	DC, Steve Maros
3	Cement spilt along the bridge at Newbury	DC 1130920
4	Complaint received regarding the loss of the 20 minutes waiting parking bays at the train station	
5	Uneven kerb outside Reynolds Shop	DC 1121023
6	Over hanging lavender bushes near the bridge at Newbury	DC 1131078
7	Faulty street light causing a private drive to crack	SSE
8	The trees on the verge opposite 45 Horsefields need trimming back.	DC Steve Maros
9	The drains are not working on Shaftesbury Road outside the Grange. Pedestrians are getting wet as cars pass.	DC 1131187
10	Large puddles are forming in the gully outside Wheels in Station Road making it difficult for pedestrians to cross.	DC 1131189
11	Netplay signage is hanging down	GTC removed it.
12	Several potholes along Lockwood Terrace	DC 1131190
13	A member of the public wanted to know why the whole of wavering Lane wasn't resurfaced.	DC 1131196
13	Fly tipping in Gyllas Way	DWP FT141786338
14	Dead deer in the hedge along Hunger Hill	DWPDA142056066

15	Fly tipping in Bay Lane past Hookins Farm	DWP FT142808695
16	Seat damaged at the rear of the town car park next to the river.	GTC
17	Estate agency sign on a council verge in Tomlins Lane	
18	Mobile toilet left in Bay Lane following road repairs	DC Rolly Skeetes
19	Query received regarding a TPO request for the wooded area east of Shreen Way.	
20	The junction of New Road / Brickyard Lane Completely flooded.	DC 1132271
21	Sydenhams roundabout flooded	DC 1132272
22	Overgrown vegetation on the footpath behind 13-17 Camelot Way	DC 1132429

23 no. Replacement recycle bins have been collected.

3 no. Wedding Ceremonies

2 no. Blue Badge application form requests

7 no. Bus Pass application form requests