



**GILLINGHAM TOWN COUNCIL**

The Town Hall  
School Road  
GILLINGHAM  
Dorset SP8 4QR

**Tel:** 01747 823588

**Email:** [gtc@gillinghamdorset-tc.gov.uk](mailto:gtc@gillinghamdorset-tc.gov.uk)

**Web site:** [www.gillinghamdorset-tc.gov.uk](http://www.gillinghamdorset-tc.gov.uk)

---

## FULL COUNCIL

All members of the Full Council are summoned to a meeting on **Monday, 28<sup>th</sup> September 2020**, commencing at 7.30pm.

*Attawkins.*

Issue Date: 21<sup>st</sup> September 2020

Mrs Julie Hawkins  
Town Clerk

**Prior to the start of the meeting there will be a presentation starting at 7.15pm by PSCO Nicky Fear and/or PCSO Vicky Leavy on Policing in Gillingham with regards to Anti-Social Behaviour and Covid-19 Legislation.**

**All in attendance should be aware that filming, photographing and recording may occur during the meeting.**

This meeting will be held in accordance with s.78 of the Coronavirus Act 2020, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came in to force on 4 April 2020.

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

All members can use MS Teams as part of their councillor email package. Details of how to join the meeting are sent in advance of each meeting.

**Press and Public** may join the meeting via **MS Teams**, please contact the Town Council (prior to the meeting during working hours) via email: [gtc@gillinghamdorset-tc.gov.uk](mailto:gtc@gillinghamdorset-tc.gov.uk) to request joining instructions. Currently, there is no facility to join the meeting via telephone.

**All attendees should try to join the meeting at least 5 minutes prior to the start of the meeting to allow for any connection problems.**

## A G E N D A

- |    |   |
|----|---|
| 1. | Public Participation. <u>Please note:</u> a period up to a maximum of fifteen minutes will be allowed for public comments and questions restricted to items listed on the following agenda. |
| 2. | To receive and accept apologies for absence.  |

3.	To approve the minutes as a true and accurate record of the meeting held on Monday, 24 <sup>th</sup> August 2020 and the Extra-ordinary meeting held on Tuesday, 1 <sup>st</sup> September 2020.
4.	To receive any questions pertaining to the previous minutes.
5.	To receive declarations of interest. <u>Please note</u> : members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.
6.	To receive and consider reports from youth organisations, if available.
7.	To receive and consider 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).
	b) Town Meadow Group (Cllr Cullingford).
	c) Gillingham Chamber of Commerce and Industry (Cllr von Clemens).
	d) DAPTC (Larger Towns: Cllr von Clemens, Northern Area: Cllr Toye / Cllr Weeks).
	e) Shaftesbury and District Transport Forum (Cllr von Clemens).
	f) Gillingham Town Team (Cllr Gould/Cllr Frith).
	g) Gillingham Youth Centre Management Committee (Cllr von Clemens).
8.	To receive, consider and adopt the following standing committee reports:
	a) General Purposes Committee meeting held on Monday, 7 <sup>th</sup> September 2020
	b) Planning Interim Committee meetings held meeting on Monday, 24 <sup>th</sup> August and the Planning Committee held on Monday, 14 <sup>th</sup> September 2020
	c) Finance Committee meeting held on Monday, 21st September 2020
9.	To approve and authorise any payments over £10,000, if any.
10.	To receive and consider recommendations from the Finance Committee regarding grant applications for FY2020/21.
11.	To receive and consider applications for Free Room Hire, if any.
12.	To review and agree the following policy documents:
	a) The Town Council's Financial Regulations (Cllr Cullingford to lead)
	b) Data Breach Policy (Cllr B von Clemens to lead)
	c) Information Security Policy (Cllr B von Clemens to lead)
	d) Stress Management Policy (Cllr Robinson to lead)
	e) Allotments Policy (Cllr Evill to lead)
13.	To receive and consider a report regarding the Woodwater Farm Sports Facility, if available.
14.	To receive and consider a report from the Future Workshops Task and Finish Group, if available.
15.	To receive and consider the Quarterly Newsletter (autumn edition) prior to circulation.
16.	To receive and consider a report on Christmas opening hours.
17.	To receive a report on the Mayor's and Deputy Mayor's civic activities.

---

18.	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).
-----	---

---

**PLEASE NOTE:  
THE PLANNING COMMITTEE WILL BE MEETING  
IMMEDIATELY FOLLOWING FULL COUNCIL**

**Attached:**

Agenda item no.9:	Items over £10,000
Agenda item no. 10.	Grant Applications
Agenda item no. 11:	Free Room Hire Applications (Community Church & RV Gillingham)
Agenda item no. 12(a):	Financial Regulations
Agenda item no. 12(b):	Data Breach Policy
Agenda item no. 12(c):	Information Security Policy
Agenda item no. 12(d):	Stress Management Policy
Agenda item no. 12(e):	Allotments Policy
Agenda item no. 13:	Woodwater Farm Sports Facility
Agenda item no. 14:	Future Workshops task and finish group
Agenda item no. 15:	Quarterly Newsletter
Agenda item no. 16:	Christmas Opening Hours
Agenda item no. 17:	Mayor's Activities for August/September

**To follow, if available:**

**District Councillors reports:**

Report from Cllr Belinda Ridout (attached)

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

**To view Dorset Council's agendas and minutes visit:**

<https://moderngov.dorsetcouncil.gov.uk/uuCoverPage.aspx?bcr=1>