



GILLINGHAM TOWN COUNCIL

The Town Hall

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GILLINGHAM

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FULL COUNCIL AGENDA

All members of the Full Council are summoned to a meeting on **Monday, 23rd November 2020**, commencing at 7.30pm.

Julie Hawkins

Issue Date: 16th November 2020

Mrs Julie Hawkins
Town Clerk

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 click here](#) or **contact the Town Council (prior to the meeting during working hours)** via email: 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. 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.

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, 26 th October 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, 2 nd November 2020
	b) Planning Interim Committee meetings held meeting on Monday, 26 th October 2020 and the Planning Committee held on Monday, 9 th November 2020
	c) Finance Committee meeting held on Monday, 16 th November 2020
9.	To approve and authorise any payments over £10,000, if any.
10.	To receive the External Auditor's report and certificate, section 3 (Part 3 Annual Governance and Accountability Return (AGAR)) for the year end 31 st March 2020 and agree to carry out the following: prepare a "Notice of Conclusion of Audit" which details the rights of inspection in line with the statutory requirements. Publish the "Notice" along with the certified AGAR (sections 1, 2 and 3) before 30 th November 2020 which must include publication on the town council's website.
11.	To receive information on the 2021 census and a request to designate two officers to act as Census Liaison Managers.
12.	To receive a report regarding a future review of the Gillingham Neighbourhood Plan and to set up a task and finish group.
13.	To receive and consider a response to the Dorset Council's Climate Emergency Strategy and Action Plan consultation from the Greener Gillingham Sub-Committee, if available.
14.	To receive and consider applications for Free Room Hire, if any.

15.	To review and agree the following documents:
	a) The Town Council's Financial Regulations (Cllr Cullingford to lead)
	b) The Town Council's Planning Protocol Guidance Document (Cllr Val Potheary to lead)
	c) The Town Council's Equality and Diversity Policy (Cllr B von Clemens)
16.	To receive and consider a report regarding the Woodwater Farm Sports Facility, if available.
17.	To receive and consider a report from the Future Workshops Task and Finish Group, if available.
18.	In accordance with the Performance and Development Reviews Policy and Procedures document, section 3: to nominate two councillors to appraise the Town Clerk (councillors should not hold Chair or Deputy Chair positions).
19.	To receive the following motions from Cllr Gould:
	a) That meetings of the standing committees and Full Council shall commence at 7pm.
	b) That Para. 3x of the Standing Orders is amended so that meetings shall not exceed a period of 90 minutes (currently 2 hours).
20.	To consider and agree that Dorset Council can advertise and consult on the proposed Traffic Regulations Orders (Cllr Potheary to lead):
	a) To introduce no waiting at any time (double yellow lines) on a section of Wyke Road.
	b) To replace the current 'no waiting' restriction on Bay Road (outside the Co-op supermarket) to no waiting at any time and no loading or unloading.
21.	To receive information from the Committee on Standards in Public Life regarding a consultation into the institutions, processes and structures in place to support high standards of conduct. The terms of reference of the review are to: <ul style="list-style-type: none"> • review the evidence as to how well ethical standards are upheld in public life in the UK • review the evidence on the strength of the UK's arrangements for regulating and promoting ethical standards • review the adequacy and continuing relevance of the Seven Principles of Public Life, • identify examples of best practice in the regulation of ethical standards • identify examples of best practice in the promotion of cultures that celebrate and encourage high ethical standards. The main consultation document is available here . PLEASE NOTE: The consultation is intended for individual responses.
22.	To receive for information the Reads Charity accounts for March 2019 to February 2020.
23.	To receive a report on the Mayor's and Deputy Mayor's civic activities.
24.	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).

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

To view Dorset Council's agendas and minutes visit [here](#).