



## GILLINGHAM TOWN COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR

### GENERAL PURPOSES COMMITTEE

#### MINUTES – 1<sup>st</sup> March 2021

The minutes of the General Purposes Committee meeting convened on Monday, 1<sup>st</sup> March 2021, at 7.30pm. The meeting was held remotely using appropriate technology in accordance with The Local Authorities 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<sup>th</sup> April 2020.

#### Present:

Cllr Mick Hill (Chairman)	Cllr John Robinson
Cllr Graham Poulter (Deputy Chairman)	Cllr Donna Toyne
Cllr Fiona Cullen	Cllr A von Clemens
Cllr Rupert Evill	Cllr Barry von Clemens
Cllr Dennis Griffin	Cllr Roger Weeks
Cllr Paul Harris	Cllr Keith Wareham

#### Non-members of this Committee:

Cllr Sharon Cullingford

#### In attendance:

Deputy Town Clerk, Clare Ratcliffe

#### Press and Public:

Michael Streeter, Gillingham and Shaftesbury News

**181. 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 was no public participation.

**182. To receive and accept apologies for absence.**

There were no apologies for absence.

**183. To approve the minutes as a true and accurate record of the General Purposes Committee meeting held on Monday 1<sup>st</sup> February 2021.**

It was agreed and **RESOLVED** to approve the minutes of the General Purposes Committee held on Monday, 1<sup>st</sup> February 2021, as a true and accurate record. The minutes will be duly signed when it is possible to do so.

**184. To receive any questions pertaining to the previous minutes.**

There were no questions pertaining to the previous minutes.

**185. 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.**

There were no declarations of disclosable pecuniary interests.

**186. To receive and consider reports from sub-committee and task and finish groups, as follows:**

**a) Allotments and Burials (sub-committee)**

Cllr Evill reported that there was no meeting this month.

**b) Annual Christmas Event and Festive Lighting (sub-committee)**

Cllr B von Clemens reported that there was no meeting this month.

**c) Annual Remembrance Day Parade (sub-committee)**

Cllr Griffin reported that there was no meeting this month.

**d) Cycle link project – Gillingham to Motcombe (task and finish group)**

Cllr B von Clemens reported that there was nothing to report this month.

**e) Estate Management and Properties (sub-committee)**

Cllr B von Clemens reported that there was no meeting this month, but gave a verbal report, as follows:

8 <sup>th</sup> February	Work on Interpretation Panels (BvC, plus staff)
15 <sup>th</sup> February	Submitted three management plans for Green Flag judging later in the year (staff).
18 <sup>th</sup> February	Work on Interpretation Panels (BvC, GANG, DWT, plus staff)
26 <sup>th</sup> February	Work on Lodden Lakes – transfer of Public Open Space (staff)
1 <sup>st</sup> March	All Party Parliamentary Group – Levelling Up Parks (attended by BvC and Deputy Town Clerk – invite received via Keep Britain Tidy/Green Flag)

2 <sup>nd</sup> March	Work on Lodden Lakes – transfer to Public Open Space (BvC plus staff)
8 <sup>th</sup> March	Meeting re St Mary’s boundary wall (BvC, JK plus staff)
19 <sup>th</sup> March	Rescheduled EM sub-committee meeting

**f) Health and Safety (sub-committee)**

Cllr Robinson reported that there was no meeting this month, but a meeting will be scheduled for April.

**g) Traffic Management (sub-committee)**

Cllr A von Clemens reported that a meeting had been held 23<sup>rd</sup> February 2021 and the notes of the meeting had been circulated prior to the meeting. Please refer to **Appendix A below**.

The report contained no recommendations and there were no further comments or questions.

**h) Gillingham Gateways (task and finish group)**

Cllr Mike Gould, Lead Member, was not present at the meeting. The Deputy Town Clerk confirmed that there was no report this month.

**i) Gillingham Royal Forest Steering Group (DWT lead) (task and finish group)**

The Deputy Town Clerk confirmed that there was no report this month.

**j) Greener Gillingham (sub-committee)**

Cllr Cullen verbally reported that the working party were still finalising the draft carbon management plan, which should be ready by next month.

**k) Town Seating and Planted Areas Refurbishment (task and finish group)**

Cllr B von Clemens reported that there was no update this month.

**187. To receive a monthly report on enquiries received by Gillingham Town Council.**

A report had been circulated prior to the meeting. Please refer to **Appendix B below**.

**188. To receive matters pertinent to this meeting. 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).**

There were three matters pertinent, as follows:

- a) **Dorset Council – Car Parking Policy.** Please refer to **Appendix C below**.
- b) **Temporary Traffic Management Order: New Road, Gillingham.** All vehicles will be prohibited from proceeding along New Road Gillingham from the junction with B3081 Newbury to the junction with Cole Street Lane (in both directions), approximately 1110 metres. The Order is needed to comply with health and safety regulations which require the provision of safe working areas and to minimise the likelihood of danger to highway users. It will come into operation on 8th March 2021 and will remain in force for 18 months and can be extended with the approval of the Secretary of State for Transport if necessary; however, it is anticipated that the works will be completed by 20th March 2021. This Order will enable Dorset Council to carry out carriageway maintenance and resurfacing works.
- c) **Overnight Temporary Traffic Management Order: Various streets in Gillingham.** Dorset Council has made an Order under Section 14 [1] of the Road Traffic Regulations Act 1984, as amended. All vehicles will be prohibited from proceeding along Various Streets as listed: [i] Newbury from the junction with Le Neubourg Way to the junction with High Street; [ii] High Street from the junction with Newbury to the junction with St Martin's Square; [iii] St Martin's Square from the junction with High Street to Turners Lane; [iv] Turners Lane from St Martin's Square to Le Neubourg Way. The Order is needed to comply with health and safety regulations which require the provision of safe working areas and to minimise the likelihood of danger to highway users. It will come into operation at 19:00 on 15th March 2021 and will remain in force for 18 months; however, it is anticipated that the works will be completed by 2nd April 2021 at 06:00. The road will be open during the day and over the weekend. This Order will enable Dorset Council to carry out carriageway maintenance and resurfacing works.

The meeting closed at 7.53pm

**Gillingham Town Council****Traffic Management Sub Committee****Notes of Meeting held on 23<sup>rd</sup> February 2021****Author: Cllr Alison von Clemens**

Present: Cllr Alison von Clemens, Lead Member  
Cllr Barry von Clemens  
Cllr Valerie Potheary  
Cllr Mike Gould  
Cllr John Robinsons  
Community Highways Officer, Enrico Dimarino  
PCSO Nicola Fear  
PCSO Victoria Biggs

**1. Speeding Lorries on B3092.**

Concerns over the speed of lorries travelling along the B3092 towards Mere. A 30 roundel has been placed on the road. The PCSO's reported that there was nowhere safe that the speed camera van could be parked, nor anywhere where they could safely stand with a speed gun along that stretch of road and be able to safely stop any vehicles that may be speeding. The Community Highways Officer did say that sometimes an empty lorry can sound as if it is going faster than it is, he has had personal experience of this.

**2. Additional Ideas for improved safety on Bay Road**

Road safety issues had been raised on Bay Road at our previous traffic management meeting on 23<sup>rd</sup> January 2021. At this meeting it was thought that the narrow road would restrict any improvements. Cllr Gould brought some further suggestions to this month's meeting and after much discussion it was decided that Enrico would investigate whether we would be able to place a white gate on the verge, on Bay Road at the entrance coming into Gillingham from Mere. Enrico did say that there had been a lot of positive feedback where the gates had been placed in other areas in helping to reduce speed.

**3. Bicycle Racks**

We are hoping that the new bicycle racks will be put in place before the pavement refurbishments are completed. Enrico is going to follow this up.

**4. Large Vehicles going over the kerb**

Lorries and coaches are going over the kerb and onto the grass verge at the bend at Barn Surgery. This has been discussed with Highways. Enrico is going to follow this up.

**5. Date of next meeting**

The next meeting will be held on Tuesday, 23<sup>rd</sup> March at 4pm.

**6. Recommendations**

There were no recommendations.

General Purposes Committee – 1<sup>st</sup> March 2021

Minute no. 187

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**Gillingham Town Council**

**Gillingham Enquiries February – March 2021**

1. Drains blocked in Kings Court Road. Logged with Dorset Council ref. 1162608
2. Increased reports of dog fouling.
3. Gardening equipment stolen from six sheds at Cemetery Road Allotments. Police crime number 55210022809.
4. The handrails are loose on the bridge over the river at the end of Gyllas Way. Logged with Dorset Council ref. MNT50933
5. Fly tipping on Gyllas Way. Logged with Dorset Council ref. DWP-FT307340936
6. 4 Potholes along Back Street in East Stour. Logged with Dorset Council ref. 1164159

**Gillingham Town Council****Matters Pertinent****New Free Parking Policy**

Dear Town and Parish Councils

Thank you for your feedback and comments with regards to the new Dorset Council Free Parking Policy. Overall, there was a lot of support for the policy, but for those who made suggestions for change the comments have been considered and the policy updated as follows:

To support local economy, Dorset Council will give a total of **6 free parking days** in Dorset Council car parks each year. This is made up of the following:

- At the request of the Town or Parish Council free parking in all Dorset Council car parks for **four** days each year, for events which generate valuable footfall for that town. These four days cannot be used in December but can be used on Sundays
- At the request of the Town or Parish Council free parking in all Dorset Council Town Centre car parks for that town on **one** weekday in December
- Free parking in all Dorset Council Town Centre car parks on **Small Business Saturday** in December

No other days in December will be considered unless the Town Council or Local BID is willing to meet the cost of the lost income at an amount to be calculated by the Council's parking team based on average weekend costs for that time of year.

Any requests for free use of the six days will be compiled by the Parking Services Team and a record maintained. Requests for free parking days should be emailed to [parking@dorsetcouncil.gov.uk](mailto:parking@dorsetcouncil.gov.uk) at least **six weeks** prior to the free parking date and you should expect a response within 5 working days.

Notes:

- i. It is the decision of Parking Services Manager whether to include free parking in all Dorset Council car parks in area or in specific car parks only.
- ii. It is the decision of the Town/Parish Council whether to include free parking in car parks that are owned by them but managed by Dorset Council.
- iii. It is the decision of the Town/Parish Council whether to use all 6 free parking days or not.
- iv. By 'year' the policy is referring to a calendar year.



- v. If an event is cancelled, the free parking day can be reallocated, but 5 days' notice must be given otherwise the day will be lost. Days cannot be reallocated in December. Cancellations should be emailed to [parking@dorsetcouncil.gov.uk](mailto:parking@dorsetcouncil.gov.uk)
- vi. Free days not taken in one calendar year **cannot** be carried over to the next calendar year with no exceptions.
- vii. It is the responsibility of the requester (Town/Parish Council, BID, other) to advertise free parking days, cover pay & display machines and put up free parking signs.
- viii. Dorset Council are not responsible for payments made in error.

**This policy commences from 1st March 2021.**