



NOTICE OF NEXT COUNCIL MEETING

Dear Councillors

You are hereby summoned to attend the following meeting:

Meeting of... **CORFE MULLEN TOWN COUNCIL**

Time... **18:45**

Date... **Tuesday 22 October 2024**

Place... **Small Hall of the Village Hall, Towers Way, Corfe Mullen**

A handwritten signature in black ink, appearing to read 'C Horsley'.

Catherine Horsley
Town Clerk
16 October 2024

PUBLIC PARTICIPATION: In accordance with Standing Orders, a maximum of 30 minutes is set aside before the business of the meeting commences to enable members of the public to raise any issues pertaining to the agenda for the attention of Councillors. Up to 5 minutes is allowed for each person. Members of the public will only be permitted to speak during the Public Participation agenda item.

Councillors will be discussing all the items listed on the agenda below.

AGENDA

- TC 24/129 To Receive and Accept apologies for absence** (LGA 1972 s85 (1))
- TC 24/130 To Record any declarations of interest** Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)
- TC 24/131 Paper A – To Approve minutes of the Town Council meeting held on 24 September 2024** – LGA 1972, sch 12, para 41
- TC 24/132 Paper B – To Approve Accounts for Payment** – a list of payments to be made will be sent out as close to the meeting as possible to ensure as many payments are captured as possible, therefore avoiding delays in payments to providers.
- TC 24/133 Paper C – To Approve Bank Reconciliation for September 2024**
- TC 24/134 Paper D – To Note the already Approved minutes of Committees:**
- Finance & Administration Committee – 9 July 2024
 - Planning & Highways Committee – 10 September 2024

- TC 24/135 Paper E – To Approve and/or Retrospectively Approve:**
- Recreation Ground Pit Area Maintenance
 - Office Window Repair
 - Ground Team Operational Playground Inspection Training
 - Purchase of Mechanical Brush
 - Tennis Court Floodlight Electrical Works
- TC 24/136 Paper F – TO FOLLOW - To Note Update from Working Party for Redevelopment of Corfe Mullen Recreation Ground and Sports Pavilion**
- TC 24/137 Paper G – To Approve Recommendations from the Finance & Administration Committee**
- TC 24/138 Paper H – To Note Update on Arrangements for Remembrance Sunday**
- TC 24/139 Paper I – To Consider and Approve Christmas 2024 Closing Times**
- TC 24/140 Paper J – To Consider Actions relating to Eligibility and Abolition of the Winter Fuel Allowance – Cllr D Sowry-House**
- TC 24/141 Paper K – To Consider Signing Up to the Armed Services Covenant**
- TC 24/142 Verbal – To Note Vandalism and Anti-Social Behaviour on Town Council Sites**
- TC 24/143 Verbal – To Note any updates from Representatives to Outside Bodies**
- DAPTC Town & Larger Parishes Committee – 27 September 2024 – Cllrs P Neil & J Lortie
 - Beacon Hill Liaison Sub Committee – 25 September 2024 – Cllr S Jefferies
- TC 24/144 Verbal - To Note the update from the Climate Change Working Party – Cllr P Neil**
- TC 24/145 Verbal – To Note Clerk’s Update**
- TC 24/146 Verbal – To Note Mayor’s Report**
- TC 24/147 Verbal – To Note Dorset Councillor Report**
- TC 24/148 Verbal – Matters for Forthcoming Agendas** No decisions can be taken¹
- TC 24/149 To Agree a date and time for the next meeting –Tuesday 26 November 2024 at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.**
- TC 24/150 To Resolve to exclude members of the press and public – to agree that agenda item TC 24/151 be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted under Public Bodies (Admissions to Meetings) Act 1960.**
- TC 24/151 Verbal – To Note Update on CMSA**
- TC 24/152 Close of meeting**

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)



Minutes of the Meeting of Corfe Mullen Town Council
held on Tuesday 24 September 2024 at 19:30 in the Small Hall of the Village Hall

Present: **Councillors**
D Sowry-House (Chair)
J Bonham
A Craven
S Florek
L Hardy
A Holland
P Holland
S Jefferies
A Joyce
J Lortie
P Neil
P Purvis

In Attendance: Rachel Virrill (Deputy Town Clerk)
Daryl Pearce (Deputy Town Clerk/Minute Taker)

Public Participation

There were no members of the public present.

TC 24/106 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

Apologies for absence were received and accepted from Cllr V Papilio who was unwell. Cllr P Cuckston was not present.

TC 24/107 To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest.

TC 24/108 Paper A – To Approve minutes of the Town Council meeting held on 27 August 2024 – LGA 1972, sch 12, para 41

The minutes of the meeting held on 27 August 2024 were **APPROVED**.

TC 24/109 Paper B – To Approve Accounts for Payment

Members raised the following queries:

- Line 505: Cost code shows as Corfe Mullen Youth Trust items, however, description states 'advertising costs for the Deputy Town Clerk role'. The Deputy Town Clerk confirmed this was an error and would be corrected to read 'advertising costs for Assistant Youth Support Worker role'.

- Line 312: Cost code for ink cartridges were also noted as Corfe Mullen Youth Trust items. The Deputy Clerk confirmed the ink cartridges were ordered on behalf of the Youth Trust and would be reimbursed to the Town Council.
- Line 557: Water usage/charges for the allotments appeared high. The Deputy Clerk confirmed the monthly invoice was due to water trough usage over the summer months, however, charges were likely to reduce over the Autumn/Winter months.
- Line 516: Fire alarm callout at Pavilion, what did the costs relate to? The Deputy Clerk confirmed the costs related to the callout and associated repairs.
- Line 551: What did the cost relate to? The Deputy Clerk confirmed the cost related to the installation of the new safety fencing adjacent to Wimborne Road and the Corfe Mullen Recreation Ground.
- Line 441: Why was the Town Council responsible for headstone repair costs at the cemetery? The Deputy Clerk explained the headstone repair was due to historic damage caused by the Council's ride-on mower.

It was **RESOLVED** to **APPROVE** the accounts for payment totalling £50,377.18

TC 24/110 Paper C – To Approve Bank Reconciliation for August 2024

It was **RESOLVED** to **APPROVE** the bank reconciliation for August 2024.

TC 24/111 Paper D – To Note the Already Approved minutes of Committees:

- Planning & Highways Committee – 13 August 2024
- Planning & Highways Committee – 27 August 2024

The already approved minutes of committee meetings were **NOTED**.

TC 24/112 Paper E – To Approve and/or Retrospectively Approve:

The Deputy Clerk presented the report, noting the following update:

- **Grounds team training:** Lantra qualifications held by the individual Grounds Team members were for life. The Deputy Town Clerk (DP) was qualified to provide yearly refresher training.
- **Cricket ball stop netting system, green waste removal and installation of compost bays:** unbudgeted expense during the current 2024/25 financial year, however, should be considered as part of 2025/26 financial year budgeting setting process.

It was **RESOLVED** to **APPROVE** the following:

- **Grounds Team training:** Option 1: Sampson Training to provide three-day training course and assessment for three Grounds Team members, including instructor's fees and expenses, course materials, administration, Lantra registration and certification for three awards per candidate, to be held at the Grounds Unit, at a total cost of £3,190+VAT.
- **Replacement Cricket Posts & nets:** To be discussed as part of budget setting process for the 2025/26 financial year.
- **Green Waste Removal and Installation of Compost Bays:** To be discussed as part of budget setting process for 2025/26 financial year.
- **Updated Multi-Use Goal Area (MUGA) sign:** To purchase updated sign at a total cost of £49.52+VAT.

TC 24/113 Paper F – To Consider and Approve the Council Insurance for the Year 2024/25

It was **RESOLVED** to **APPROVE** Broker – Clear Councils, Insurer - Aviva as the Town Council insurer from 1 October 2024 to 30 September 2025 at an annual premium cost of £5893.74 including Insurance Premium Tax (IPT) and policy administration fee.

It was **RESOLVED** to **APPROVE** Broker – Clear Councils, Insurer - MS Amlin as the vehicle insurer from 1 October 2024 to 30 September 2025 at an annual premium cost of £1772.63 including IPT and broker fee.

TC 24/114 Paper G – To Review and Note Annual Health & Safety Report 2024

The update was **NOTED**.

TC 24/115 Paper H - To Consider BH Live, Corfe Mullen to be renominated as an Asset of Community Value (ACV)

Members discussed renominating BH Live as an ACV, noting it was of great community value to the residents of Corfe Mullen. Cllr Hardy felt the nomination would be an intrusion on a commercial enterprise.

Members voted with 11 members voting in favour and one member against.

It was **RESOLVED** to **APPROVE** the renomination of BH Live as an Asset of Community Value.

TC 24/116 Paper I – To Receive and Note 2023/24 Annual External Audit Report

Members congratulated the Clerk and office team on an excellent audit report.

The External Audit Report for 2023/24 was **RECEIVED** and **NOTED**.

TC 24/117 Paper J – To Consider Options for Replacement Defibrillator at Corfe Mullen Recreation Ground

The Deputy Town Clerk presented the report with the 4 options available for a replacement defibrillator at Corfe Mullen Recreation Ground.

Members discussed the options and felt a defibrillator should be within easy reach of all areas in Corfe Mullen, noting additional defibrillators could be obtained via grant funding and future budgeting plans.

It was **RESOLVED** to **APPROVE** the purchase of a new defibrillator package from the British Heart Foundation to include a fully automatic defibrillator in locked external cabinet including an AED starter kit and post at a cost of approximately £1,469.99+VAT with average annual costs for replacement supplies (battery, pads, disposable items etc) c. £240+VAT. Electrician installation costs at an additional cost of c. £250+VAT.

TC 24/118 Paper K – To Consider and Approve How to Proceed with Community Engagement

Members discussed options for community engagement, with comments noted as follows:

- **Content for Parish Newsletter:** Quarterly Parish newsletters should be sent to all residents to include Town Councillors introductions, 'good news' items such as the installation of new equipment, relaunch of Corfe Mullen Neighbourhood Plan, public consultation for the proposed redevelopment of Corfe Mullen Sports

Pavilion and Recreation Ground and an explanation of how council tax is portioned.

- **Social media (Facebook page):** Facebook posts recently posted were positive with members content with the topics being shared.
- **Councillor Drop-in Sessions:** Previous coffee mornings held at Corfe Mullen Village Hall were very popular. Other engagement opportunities such as attending school fairs, Homewatch meetings, and the Town Council having a stand at Corfe Mullen Carnival would be positive steps towards engagement with residents.

Other suggestions included making meetings available for all by streaming or recording meetings should the financial year budget allow.

It was **RESOLVED** to **APPROVE**:

- Hosting a coffee morning at Corfe Mullen Village Hall on Friday, 1 November 2024 from 10am-12pm with Cllrs Sowry-House and Hardy in attendance.
- Working Party for the proposed redevelopment of Corfe Mullen Recreation Ground and Sports Pavilion to meet to consider who the key stakeholders were, to allow the first stage of the public consultation to take place. The list of key stakeholders to be shared at the next Full Council meeting on 22 October 2024.
- Contact the local Neighbourhood Planning Consultant for initial advice prior to relaunching the Neighbourhood Planning Steering Group.
- Draft and distribute next edition of the Town Council newsletter as soon as practicably possible.

TC 24/119 Paper L – To Approve Recommendations from the Planning & Highways Committee

Cllr Sowry-House provided an update on the meeting and site visits to Wimborne Road and Blandford Road adjacent to Lockyers School with the Dorset Council Highways Technical Team Leader on 16 September 2024. The site visits were during school pick up time with the traffic hazards experienced by school children clearly visible. Discussions with Dorset Council Highways were ongoing.

Members noted all future policies and procedures should incorporate infographics to make them accessible to all.

It was **RESOLVED** to **APPROVE** the Community Highways Request Policy.

The Chair suspended standing order 3x to allow the meeting to continue.

TC 24/120 Verbal – To Note Vandalism and Anti-Social Behaviour on Town Council Sites

The Deputy Clerk provided an update, noting further vandalism and anti-social behaviour had taken place on Town Council sites as follows:

- Damage to new dual recycling bin on Towers Way. CCTV had been passed to the Neighbourhood Policing Team.
- Corfe Mullen Village Hall toilets had been accessed during a private booking, resulting in toilet paper strewn across the gent's toilets.
- One of the public toilet's locks at the Recreation Ground lock had been damaged again and replaced.
- Continual littering across all sites, particularly Towers Way and the Recreation Ground.

Meetings had taken place with the Neighbourhood Policing Team, Dorset Council Anti-Social Behaviour Officer, Community Safety Officer and local schools to identify individuals involved to follow up on incidents.

The update was **NOTED**.

TC 24/121 Verbal – To Note any updates from Representatives to Outside Bodies

Cllr Jefferies due to attend the Beacon Hill Landfill Liaison group meeting on 25 September 2024 for an update on the current position with Suez.

Cllr Lortie due to attend the Dorset Association of Parish & Town Councils (DAPTC) Towns & Larger Parishes Committee meeting on 27 September 2024.

The update was **NOTED**.

TC 24/122 Verbal - To Note the update from the Climate Change Working Party (CCWP) –
Cllr P Neil

Cllr P Neil noted the CCWP had not met recently and would benefit from recruiting additional members. Cllr J Bonham and Cllr P Cuckston had expressed an interest in joining the working party.

The update was **NOTED**.

TC 24/123 Verbal – To Note Clerk’s Update

The Deputy Clerk provided the following update:

- SSE had attended Towers Way to repair the lamp adjacent to the Co-op car park. The engineer reported the issue was an ‘above ground’ electrical issue which Enerveo should repair. A response from Enerveo was awaited.
- Bulb replaced on one of the faulty tennis court floodlights at the Recreation Ground. Unfortunately, a more complicated electrical issue was causing the light not to work. Awaiting quotation for repairs.
- Work had commenced on the Village Hall/Council Office accessible car parking spaces and drop off area.
- Town Council had been issued with a Section 32 notice from Dorset Council Building Control in respect to the Village Hall building works, which did not affect the accessible car parking spaces and drop off area.
- Two bus shelters on Wareham Road at Windgreen had been installed with positive feedback received from residents.
- BCP Contractors had carried out selective herbicide treatment of the cricket pitches at the Recreation Ground.
- Community Engagement & Project Officer role had been advertised. Applications close on 25 October 2024.
- Ongoing issues with the Sports Pavilion electrics. Currently awaiting a quotation to replace some of the extractor fans which may be causing the issues.
- Due to the Clerks absence, the Staffing Committee meeting scheduled for 10 October 2024 would be cancelled.
- Corfe Mullen Village Hall Charity to hold a Christmas Fair on 7 December 2024 from 10am-3pm to fundraise for the Charity. Town Council and Village Hall staff members to be present serving refreshments. Town Councillors were welcome to be involved should they wish.

The update was **NOTED**.

TC 24/124 Verbal – To Note Mayor’s Report

The Mayor presented a joint Mayor and Dorset Councillor report under minute no. TC 24/125.

TC 24/125 Verbal – To Note Dorset Councillor Report

Cllrs Sowry-House and Florek provided the following update:

- Attended the Eastern Area Planning Committee, webinar for Adoption in the UK, Finance and Audit for Dorset and Wiltshire Fire & Rescue and Corporate Parenting pre-meeting.
- Clerk and Cllr Purvis attended the Julians Bridge Working Party at Wimborne Town Council on 12 September 2024.
- Met with two residents to discuss highways concerns.
- Met with local business to discuss challenges.
- Attended an on-site meeting with the Clerk and Dorset Councils Senior Technical Officer Team Leader for Economic Growth and Infrastructure to discuss Highways issues.
- Attended a meeting with the Head of Lockyer's School.
- Attended a meeting of Chairs and Vice Chairs of Dorset Council Planning.

Cllr Hardy provided an update on civic events attended on behalf of the Mayor as follows:

- Civic Day at Christchurch Town Council on 18 September 2024.
- Civic Day at Wareham Town Council on 19 September 2024.

The update was **NOTED**.

TC 24/126 Verbal – Matters for Forthcoming Agendas No decisions can be taken¹

Cllr Hardy noted the Town Council should consider signing the Wessex Armed Forces Covenant. Cllr Sowry-House advised the Council had previously discussed signing the covenant and should look to move this forward.

TC 24/127 To Agree a date and time for the next meeting – Tuesday 22 October 2024 at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.

TC 24/128 Close of meeting at 21:56

Signed as a correct record of the meeting.....Date

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CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024



Agenda Item: TC 24/132

Paper: B

Subject:	Accounts for Payment
Prepared By:	Rachel Virrill, Deputy Clerk
Purpose of Report:	To approve the accounts for payment as scheduled on the attached PDF.
Key Points:	<p>Accounts for payment is created direct from Scribe, the Council's accounting software.</p> <p>Each transaction has a number in the first column which is the transaction number in Scribe for ease of reference when Councillor's log into Scribe to check invoices.</p> <p>The description provides the details of the transaction, stating what it was for.</p> <p>The supplier is the person being paid.</p> <p>The pay type is whether it is IB (instant BACs), DD (direct debit) or Cheque. If it is a cheque the cheque number should be included.</p> <p>The notes column will provide any further explanation about the transaction.</p>
Recommendation:	To APPROVE Accounts for Payment totalling £32,971.00

Accounts for Payment - 22 October 2024

No	Date	Total	Description	Supplier	Payment	
					Ref	Comments
657	23.10.2024	£33.79	Materials & Supplies	Trade UK (Screwfix)	IB	Pothole repair crete
656	23.10.2024	£1,486.20	Grounds Maintenance	Bournemouth, Christchurch & Poole Council	IB	
655	30.10.2024	£2,417.35	NIC	HMRC	IB	
654	30.10.2024	£1,755.00	PAYE	HMRC	IB	
653	30.10.2024	£4,881.27	Pension Contributions	DCPF	DD	
652	25.10.2024	£13,528.73	Salaries	Central Computer Management Ltd	IB	
651	23.10.2024	£38.97	CMVH Items	Trade UK (Screwfix)	IB	Water softener salt
650	23.10.2024	£199.99	Equipment	Trade UK (Screwfix)	IB	Drill for Grounds Team
649	23.10.2024	£4,341.41	Equipment	Sutcliffe Play South West	IB	New Swing - Recreation Grd
648	23.10.2024	£0.00	Equipment	Trade UK (Screwfix)	DD	Returned item
647	15.10.2024	£119.94	Monthly Subscription	Skyguard Limited T/A Peoplesafe	Card	
646	16.10.2024	£13.60	Postage	Post Office Ltd	Card	Letters re: Remembrance
645	14.10.2024	£136.00	Postage	Post Office Ltd	IB	Sunday Road Closure
644	23.10.2024	£49.44	Monthly Subscription	Microsoft Ireland Operations Ltd.	IB	
643	23.10.2024	£128.70	Maintenance	Maintain UK Drains Limited	IB	Allotment pipe repair
642	23.10.2024	£174.00	Training	Institute of Cemetery & Cremation Management	DD	
641	21.10.2024	£327.48	Photocopying	Deos Group.co.uk Limited	DD	
639	29.10.2024	£171.04	Electricity Usage	British Gas	IB	
638	23.10.2024	£7.98	CMVH Items	Amazon Payments UK Ltd.	IB	Soap dispensers
637	23.10.2024	£9.59	Stationery	Amazon Payments UK Ltd.	IB	Envelopes
636	23.10.2024	£23.29	Stationery	Amazon Payments UK Ltd.	IB	A4 copier paper
635	23.10.2024	£59.42	Signs	Think Signs Ltd.	DD	MUGA sign
634	24.10.2024	£390.43	Phone Lines & Broadband	British Telecom plc	DD	
633	21.10.2024	£73.80	Fuel	UK Fuels Limited	IB	
632	23.10.2024	£30.48	PPE	Trade UK (Screwfix)	IB	Uniform
631	23.10.2024	£57.00	Materials & Supplies	Redlynch Leisure Installations	IB	Henbury Park repairs
630	23.10.2024	£174.00	Training	Institute of Cemetery & Cremation Management	IB	
629	23.10.2024	£58.00	Training	Dorset Association of Parish and Town Councils	IB	DP Clerks Conference
628	23.10.2024	£294.00	Maintenance	D&B Mechanical Ltd	IB	Boiler Service - Pavilion
627	23.10.2024	£115.50	Room Hire	Corfe Mullen Village Hall	IB	
626	23.10.2024	£35.00	Room Hire	Corfe Mullen Village Hall	IB	
625	23.10.2024	£1,763.99	Defibrillator	BHF Shops Ltd - British Heart Foundation	IB	
624	11.10.2024	£50.00	Gift	Daisy Delbridge Ltd	DD	Flowers for Clerk
623	23.09.2024	£25.61	Fuel	UK Fuels Limited	DD	
TOTAL		£32,971.00				



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/133

Paper: C

Subject:	Bank Reconciliation
Prepared By:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To review and approve Bank Reconciliation for September 2024.
Background:	Each month the bank accounts are reconciled with the payments and receipts to ensure they all balance. It is then presented to Council for review and approval. Any anomalies should be accounted for, and an explanation provided.
Key Points:	<p>The Receipts and Payments lists are included in the paper and bank statements will be initialled by a Councillor in accordance with the Financial Regulations.</p> <p>All Councillors have login read only access to the full accounts package (Scribe) and can view each individual transaction which has its correlating invoice uploaded to each transaction.</p>
Implications:	<p>Incorrect bank reconciliations would result in the year end accounts not balancing.</p> <p>Failure to reconcile the accounts monthly could result in missing transactions and a potential for fraud to take place.</p> <p>Reconciliations of the accounts monthly supports the quarterly budgeting reports, providing the Council with a clear and transparent view of the accounts overall.</p>
Recommendation:	To Approve the balanced Bank Reconciliation for September 2024.

Corfe Mullen Town Council

Prepared by: _____
 Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
 Name and Role (RFO/Chair of Finance etc)

Date: _____

Bank Reconciliation at 30/09/2024		
	Cash in Hand 01/04/2024	590,612.10
	ADD Receipts 01/04/2024 - 30/09/2024	611,231.11
		1,201,843.21
	SUBTRACT Payments 01/04/2024 - 30/09/2024	239,920.38
A	Cash in Hand 30/09/2024 (per Cash Book)	961,922.83
	Cash in hand per Bank Statements	
	Petty Cash 30/09/2024	0.00
	Cooperative Current Account 30/09/2024	288,675.92
	Public Sector Deposit Fund 30/09/2024	676,000.19
		964,676.11
	Less unrepresented payments	2,753.28
		961,922.83
	Plus unrepresented receipts	
B	Adjusted Bank Balance	961,922.83
	A = B Checks out OK	

Corfe Mullen Town Council

16 October 2024 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
515	Rates	01/09/2024	TC 24/109	Cooperative Current	DD	Rates	Dorset Council	Z	432.00		432.00
514	Rates & Utilities	01/09/2024	TC 24/109	Cooperative Current	DD	Rates	Dorset Council	Z	227.00		227.00
494	Rates & Utilities	02/09/2024	TC 24/87	Cooperative Current	DD	Water Usage	Water2business	Z	10.07		10.07
489	Street Lighting and Furniture	04/09/2024	TC 24/109	Cooperative Current	IB	Maintenance	Scottish & Southern Electri	S	704.90	140.98	845.88
486	Printing/Postage/Stationery	05/09/2024	TC 24/109	Cooperative Current	Card	Postage	Co-op Supermarket	Z	6.80		6.80
479	Pavilion - Utilities	05/09/2024	TC 24/87	Cooperative Current	DD	Electricity Usage	British Gas	L	112.67	5.63	118.30
481	Bank Charges	05/09/2024	TC 24/87	Cooperative Current	DD	BACs Charges	The Co-Operative Bank	Z	3.98		3.98
529	Vehicle Fuel	09/09/2024	TC 24/109	Cooperative Current	DD	Fuel	UK Fuels Limited	S	80.77	16.16	96.93
529	Equipment Fuel	09/09/2024	TC 24/109	Cooperative Current	DD	Fuel	UK Fuels Limited	S	13.17	2.63	15.80
522	Office IT & Software	13/09/2024	TC 24/109	Cooperative Current	DD	Monthly Subscription	Newburgh Networks Limite	S	45.00	9.00	54.00
523	Office IT & Software	13/09/2024	TC 24/109	Cooperative Current	DD	IT Support	Newburgh Networks Limite	S	31.25	6.25	37.50
536	Office IT & Software	13/09/2024	TC 24/109	Cooperative Current	IB	Annual Subscription	Newburgh Networks Limite	S	744.15	148.83	892.98
537	Office IT & Software	13/09/2024	TC 24/109	Cooperative Current	DD	Monthly Subscription	Newburgh Networks Limite	S	60.00	12.00	72.00
537	Office IT & Software	13/09/2024	TC 24/109	Cooperative Current	DD	Monthly Subscription	Newburgh Networks Limite	S	60.00	12.00	72.00
566	Health & Safety Services	15/09/2024	TC 24/109	Cooperative Current	DD	Monthly Subscription	Skyguard Limited T/A Peop	S	99.95	19.99	119.94
541	Rates & Utilities	17/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	3.85		3.85
555	Bus Shelters	17/09/2024	TC 24/109	Cooperative Current	Card	Fees	Dorset Council	Z	25.00		25.00
387	Waste & Recycling	18/09/2024	TC 24/109	Cooperative Current	DD	Waste Collection	Dorset Council	Z	321.16		321.16
540	Telephone/Internet	18/09/2024	TC 24/109	Cooperative Current	DD	Monthly Subscription	Buzz Networks Ltd.	S	39.80	7.96	47.76
387	Office - Waste Collection	18/09/2024	TC 24/109	Cooperative Current	DD	Waste Collection	Dorset Council	Z	38.95		38.95
387	Pavilion - Waste	18/09/2024	TC 24/109	Cooperative Current	DD	Waste Collection	Dorset Council	Z	49.84		49.84
519	Employment Services	20/09/2024	TC 24/109	Cooperative Current	DD	Monthly Subscription	Central Computer Manager	S	40.00	8.00	48.00
575	Meeting Room Hire	23/09/2024	TC 24/109	Cooperative Current	IB	Room Hire	Corfe Mullen Village Hall	Z	111.00		111.00
623	Equipment Fuel	23/09/2024		Cooperative Current	DD	Fuel	UK Fuels Limited	S	21.34	4.27	25.61
610	Miscellaneous	24/09/2024	FA 24/29	Cooperative Current	Card	Gift	Co-op Supermarket	Z	2.50		2.50
602	Telephone/Broadband/Mobiles	24/09/2024	FA 24/29	Cooperative Current	DD	Mobile Costs	EE	S	9.49	1.90	11.39
434	Ground Staff Building (premise	25/09/2024	CS 24/18	Cooperative Current	DD	Fire Safety	Chubb Fire Limited	S	18.67	3.73	22.40
510	Ground Staff Building (premise	25/09/2024	TC 24/109	Cooperative Current	IB	Health & Safety	Amazon Payments UK Ltd.	S	4.99	1.00	5.99
512	Ground Staff Building (premise	25/09/2024	TC 24/109	Cooperative Current	IB	Cleaning	Clean Deep Services Limite	S	86.00	17.20	103.20
512	Public Toilets	25/09/2024	TC 24/109	Cooperative Current	IB	Cleaning	Clean Deep Services Limite	S	372.00	74.40	446.40
546	Public Toilets	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Trade UK (Screwfix)	S	23.99	4.80	28.79
542	PPE & Uniform	25/09/2024	CS 24/06	Cooperative Current	IB	PPE	Amazon Payments UK Ltd.	S	11.40	2.28	13.68
548	PPE & Uniform	25/09/2024	TC 24/109	Cooperative Current	IB	PPE	Amazon Payments UK Ltd.	S	11.25	2.25	13.50
525	Cleaning Materials & Supplies	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Trade UK (Screwfix)	S	15.15	3.03	18.18

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
517	Litter & Dog Bins	25/09/2024	TC 24/109	Cooperative Current	IB	Equipment	Glasdon UK Limited	S	725.22	145.05	870.27
518	Security (Alarm & CCTV)	25/09/2024	TC 24/109	Cooperative Current	IB	Security	K9 Security (Guarding) Ltd	S	640.00	128.00	768.00
550	Contractor Costs	25/09/2024		Cooperative Current	IB	Grounds Maintenance	Bournemouth, Christchurch	S	2,049.75	409.95	2,459.70
528	Play Areas	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Sutcliffe Play South West	S	49.52	9.90	59.42
539	Play Areas	25/09/2024		Cooperative Current	IB	Materials & Supplies	Transtools Ltd	Z			
545	Play Areas	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Online Playgrounds	S	55.00	11.00	66.00
556	Play Areas	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Trade UK (Screwfix)	S	25.80	5.16	30.96
367	Councillor Training	25/09/2024	TC 24/109	Cooperative Current	IB	Training	Dorset Association of Parish	Z	50.00		50.00
562	Audit Fees	25/09/2024	TC 24/109	Cooperative Current	IB	Audit Fees	BDO LLP	S	1,365.00	273.00	1,638.00
513	Meeting Room Hire	25/09/2024	TC 24/109	Cooperative Current	IB	Room Hire	Corfe Mullen Village Hall	Z	111.00		111.00
521	Office IT & Software	25/09/2024		Cooperative Current	IB	Annual Subscription	Newburgh Networks Limited	S			
554	Office IT & Software	25/09/2024	TC 24/109	Cooperative Current	IB	Monthly Subscription	Microsoft Ireland Operator	S	41.20	8.24	49.44
511	Printing/Postage/Stationery	25/09/2024	TC 24/109	Cooperative Current	IB	Stationery	Amazon Payments UK Ltd.	S	5.12	1.02	6.14
538	Repairs & Maintenance	25/09/2024	TC 24/109	Cooperative Current	IB	Maintenance	South West Facilities Ltd	Z	95.00		95.00
563	Office Cleaning (inc Windows)	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Amazon Payments UK Ltd.	S	11.10	2.22	13.32
520	Recreation/Sports Facility Main	25/09/2024	TC 24/109	Cooperative Current	IB	Pest Control	Lunesdale Services	Z	75.00		75.00
549	Recreation/Sports Facility Main	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Amazon Payments UK Ltd.	S	22.48	4.50	26.98
516	Pavilion - Health & Safety	25/09/2024	TC 24/109	Cooperative Current	IB	Fire Safety	Dorset Fire & Security	S	145.97	29.20	175.17
543	Pavilion - Cleaning & Supplies	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Eastern Shires Purchasing	S	19.90	3.98	23.88
512	Pavilion - Cleaning & Supplies	25/09/2024	TC 24/109	Cooperative Current	IB	Cleaning	Clean Deep Services Limited	S	602.00	120.40	722.40
567	Salaries	25/09/2024	TC 24/109	Cooperative Current	BACS	Salaries	Central Computer Manager	Z	13,538.41		13,538.41
576	Public Toilets	25/09/2024	TC 24/109	Cooperative Current	IB	Maintenance	Stanner Electrical Contract	S	95.00	19.00	114.00
563	Cleaning Materials & Supplies	25/09/2024	TC 24/109	Cooperative Current	IB	Materials & Supplies	Amazon Payments UK Ltd.	S	11.10	2.22	13.32
574	Meeting Room Hire	25/09/2024	TC 24/109	Cooperative Current	IB	Room Hire	Corfe Mullen Village Hall	Z	49.00		49.00
564	Printing/Postage/Stationery	25/09/2024	TC 24/109	Cooperative Current	IB	Stationery	Amazon Payments UK Ltd.	S	11.86	2.37	14.23
577	Office Cleaning (inc Windows)	25/09/2024	TC 24/109	Cooperative Current	IB	Cleaning	R Evetts	Z	10.00		10.00
544	Plant Maintenance	25/09/2024		Cooperative Current	IB	Equipment	Landscape Supply Company	S	48.80	9.76	58.56
526	Street Lighting and Furniture	25/09/2024	FA 24/29	Cooperative Current	IB	Electricity Usage	SSE Energy Solutions (South)	S	71.51	14.30	85.81
526	Street Lighting and Furniture	25/09/2024	FA 24/29	Cooperative Current	IB	Electricity Usage	SSE Energy Solutions (South)	L	173.13	8.66	181.79
512	VH Reimbursement	25/09/2024	TC 24/109	Cooperative Current	IB	Cleaning	Clean Deep Services Limited	Z	51.60		51.60
527	VH Reimbursement	25/09/2024	TC 24/109	Cooperative Current	IB	CMVH Items	Stanner Electrical Contract	Z	78.00		78.00
578	Pavilion - Cleaning & Supplies	25/09/2024	TC 24/109	Cooperative Current	IB	Cleaning	R Evetts	Z	25.50		25.50
312	CMYT - Reimbursement	25/09/2024	TC 24/109	Cooperative Current	IB	CMYT Items	Amazon Payments UK Ltd.	Z	17.89		17.89
547	CMYT - Reimbursement	25/09/2024	TC 24/109	Cooperative Current	IB	CMYT Items	Amazon Payments UK Ltd.	Z	21.50		21.50
551	Recreation Ground Fence	25/09/2024	TC 24/109	Cooperative Current	IB	Equipment	Bournemouth, Christchurch	S	4,981.00	996.20	5,977.20

Corfe Mullen Town Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
582	VH Reimbursement	25/09/2024		Cooperative Current	IB	CMVH Items	Corfe Mullen Village Hall	Z	-51.60		-51.60
583	VH Reimbursement	25/09/2024		Cooperative Current	IB	CMVH Items	Corfe Mullen Village Hall	Z	-78.00		-78.00
579	VH Reimbursement	25/09/2024		Cooperative Current	IB	CMVH Items	Corfe Mullen Village Hall	Z	-45.11		-45.11
580	CMYT - Reimbursement	25/09/2024		Cooperative Current	IB	CMYT Items	Corfe Mullen Youth Trust	Z	-219.40		-219.40
581	CMYT - Reimbursement	25/09/2024		Cooperative Current	IB	CMYT Items	Corfe Mullen Youth Trust	Z	-17.89		-17.89
584	CMYT - Reimbursement	25/09/2024		Cooperative Current	IB	CMYT Items	Corfe Mullen Youth Trust	Z	-21.50		-21.50
553	CMSA Reimbursement	25/09/2024	TC 24/109	Cooperative Current	IB	CMSA Items	Corfe Mullen Village Hall	Z	54.00		54.00
561	Utilities	26/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	15.04		15.04
559	Pavilion - Utilities	26/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	20.05		20.05
560	Pavilion - Utilities	26/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	27.99		27.99
558	Rates & Utilities	26/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	8.82		8.82
557	Water	26/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	125.26		125.26
612	Vehicle Maintenance	26/09/2024	FA 24/29	Cooperative Current	Card	Maintenance	Wimborne Tyres Auto Cent	S	16.50	3.30	19.80
561	VH Reimbursement	26/09/2024	TC 24/109	Cooperative Current	DD	Water Usage	Waterplus	Z	45.11		45.11
613	Health & Safety Services	27/09/2024	FA 24/29	Cooperative Current	DD	Health & Safety	Peninsula Business Service	S	263.40	52.68	316.08
552	Utilities	29/09/2024	TC 24/109	Cooperative Current	DD	Electricity Usage	British Gas	L	94.64	4.73	99.37
586	Insurance	30/09/2024	FA 24/29	Cooperative Current	IB	Council Insurance	Clear Insurance Managem	Z	884.06		884.06
586	Insurance	30/09/2024	FA 24/29	Cooperative Current	IB	Council Insurance	Clear Insurance Managem	Z	1,768.12		1,768.12
586	Insurance	30/09/2024	FA 24/29	Cooperative Current	IB	Council Insurance	Clear Insurance Managem	Z	884.06		884.06
569	PAYE	30/09/2024	TC 24/109	Cooperative Current	IB	PAYE	HMRC	Z	1,716.20		1,716.20
570	National Insurance	30/09/2024	TC 24/109	Cooperative Current	IB	NIC	HMRC	Z	2,409.96		2,409.96
568	Pension	30/09/2024	TC 24/109	Cooperative Current	IB	Pension Contributions	DCPF	Z	4,871.74		4,871.74
585	Insurance	30/09/2024	FA 24/29	Cooperative Current	IB	Vehicle Insurance	Clear Insurance Managem	Z	1,772.63		1,772.63
586	Insurance	30/09/2024	FA 24/29	Cooperative Current	IB	Council Insurance	Clear Insurance Managem	Z	884.06		884.06
586	Insurance	30/09/2024	FA 24/29	Cooperative Current	IB	Council Insurance	Clear Insurance Managem	Z	294.69		294.69
586	VH Reimbursement	30/09/2024	FA 24/29	Cooperative Current	IB	Council Insurance	Clear Insurance Managem	Z	1,178.75		1,178.75
Total									46,013.03	2,769.13	48,782.16

Corfe Mullen Town Council

16 October 2024 (2024-2025)

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
169	Cemetery Fees	02/09/2024		Cooperative Current	IB	Transfer of Burial Rights	DS Randall-Snow	Z	92.00		92.00
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	7.50		7.50
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	15.00		15.00
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
195	Pitch Fees	02/09/2024		Cooperative Current		Pitch Fees	Taverna FC	Z			
195	Pitch Fees	02/09/2024		Cooperative Current		Pitch Fees	Taverna FC	Z			
195	Pitch Fees	02/09/2024		Cooperative Current		Pitch Fees	Taverna FC	Z			
196	Tennis Court Fees	02/09/2024		Cooperative Current	Cash	Tennis Court Fees	Helen Rawles	Z	7.50		7.50
196	Tennis Court Fees	02/09/2024		Cooperative Current	Cash	Tennis Court Fees	Helen Rawles	Z	7.50		7.50
196	Tennis Court Fees	02/09/2024		Cooperative Current	Cash	Tennis Court Fees	Helen Rawles	Z	7.50		7.50
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
194	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Tuesday Morning Tennis G	Z	7.50		7.50
202	Pitch Fees	02/09/2024		Cooperative Current		Pitch Fees	Wimborne Town FC Youth	Z	54.00		54.00
203	Pitch Fees	02/09/2024		Cooperative Current		Pitch Fees	Wimborne Magpies U14s g	Z	54.00		54.00
198	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Sara Butt	Z	7.50		7.50
199	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Simon Dunford	Z	5.50		5.50
200	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Simon Dunford	Z	5.50		5.50
201	Tennis Court Fees	02/09/2024		Cooperative Current		Tennis Court Fees	Simon Dunford	Z	5.50		5.50
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
241	Bank Interest	03/09/2024		Public Sector Depos	IB	Bank Interest	PSDF	Z	3,009.13		3,009.13
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
204	Pavilion Lounge Hire	03/09/2024		Cooperative Current		Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	24.00		24.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	24.00		24.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	24.00		24.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	24.00		24.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	24.00		24.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	29.00		29.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
197	Tennis Court Fees	04/09/2024		Cooperative Current	Cash	Tennis Court Fees	Thea Hodgson	Z	7.50		7.50
197	Tennis Court Fees	04/09/2024		Cooperative Current	Cash	Tennis Court Fees	Thea Hodgson	Z	7.50		7.50
197	Tennis Court Fees	04/09/2024		Cooperative Current	Cash	Tennis Court Fees	Thea Hodgson	Z	7.50		7.50
197	Tennis Court Fees	04/09/2024		Cooperative Current	Cash	Tennis Court Fees	Thea Hodgson	Z	7.50		7.50
197	Tennis Court Fees	04/09/2024		Cooperative Current	Cash	Tennis Court Fees	Thea Hodgson	Z	7.50		7.50
197	Tennis Court Fees	04/09/2024		Cooperative Current	Cash	Tennis Court Fees	Thea Hodgson	Z	7.50		7.50
206	Tennis Court Fees	04/09/2024		Cooperative Current		Tennis Court Fees	Corfe Mullen Lawn Tennis	Z	2,496.00		2,496.00
207	Tennis Court Fees	04/09/2024		Cooperative Current		Tennis Court Fees	Corfe Mullen Junior Tennis	Z	135.00		135.00
208	Tennis Court Fees	04/09/2024		Cooperative Current	IB	Tennis Court Fees	Lisa Birley	Z	7.50		7.50
242	Bank Interest	04/09/2024		Public Sector Deposil	IB	Bank Interest	PSDF	Z	92.83		92.83
209	Pitch Fees	04/09/2024		Cooperative Current	IB	Pitch Fees	Corfe Mullen United Junior:	Z	40.00		40.00
215	Tennis Court Fees	09/09/2024		Cooperative Current	IB	Tennis Court Fees	Richard Davies	Z	5.50		5.50
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z	27.00		27.00
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z	27.00		27.00
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
210	Cricket Fees	09/09/2024		Cooperative Current	Cheque	Pitch Fees	Corfe Mullen Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z	46.00		46.00
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z	92.00		92.00
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
212	Cricket Fees	09/09/2024		Cooperative Current		Pitch Fees	Wimborne Cricket Club	Z			
213	Pavilion Lounge Hire	09/09/2024		Cooperative Current		Lounge Hire Fees	Corfe Mullen United Junior:	Z			
216	Allotment Rents	11/09/2024		Cooperative Current	IB	Allotment Rent	Allotment Holders	Z	6.92		6.92
217	Tennis Court Fees	12/09/2024		Cooperative Current	IB	Tennis Court Fees	Sara Butt	Z	7.50		7.50
218	Cricket Fees	16/09/2024		Cooperative Current	IB	Pitch Fees	Wimborne Cricket Club	Z	-46.00		-46.00
219	Pitch Fees	17/09/2024		Cooperative Current	IB	Pitch Fees	Wimborne Town U14 Girls	Z	54.00		54.00
220	Pitch Fees	18/09/2024		Cooperative Current	IB	Pitch Fees	Taverna FC	Z	78.00		78.00
221	Pitch Fees	24/09/2024		Cooperative Current	IB	Pitch Fees	Merley Cobham FC	Z	54.00		54.00
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
223	Recreation	26/09/2024		Cooperative Current		Lounge Hire Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
222	Pitch Fees	26/09/2024		Cooperative Current		Pitch Fees	Dorset Macmillan Bike Ride	Z			
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
225	Tennis Court Fees	26/09/2024		Cooperative Current	IB	Tennis Court Fees	Tuesday Morning Tennis G	Z	11.25		11.25
226	Precept	27/09/2024		Cooperative Current	IB	Precept	Dorset Council	Z	275,562.50		275,562.50
224	Tennis Court Fees	30/09/2024		Cooperative Current	Cash	Tennis Court Fees	Helen Rawles	Z	7.50		7.50
229	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Wimborne Magpies U14s g	Z	54.00		54.00
230	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Southside Vipers	Z	78.00		78.00
230	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Southside Vipers	Z			
230	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Southside Vipers	Z			
230	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Southside Vipers	Z			
230	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Southside Vipers	Z			
230	Pitch Fees	30/09/2024		Cooperative Current	IB	Pitch Fees	Southside Vipers	Z			
231	Tennis Court Fees	30/09/2024		Cooperative Current	IB	Tennis Court Fees	Rosemary Kempshall	Z	7.50		7.50
231	Tennis Court Fees	30/09/2024		Cooperative Current	IB	Tennis Court Fees	Rosemary Kempshall	Z	7.50		7.50
231	Tennis Court Fees	30/09/2024		Cooperative Current	IB	Tennis Court Fees	Rosemary Kempshall	Z	7.50		7.50
224	Tennis Court Fees	30/09/2024		Cooperative Current	Cash	Tennis Court Fees	Helen Rawles	Z	7.50		7.50
227	Tennis Court Fees	30/09/2024		Cooperative Current	IB	Tennis Court Fees	Corfe Mullen Junior Tennis	Z	135.00		135.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
232	Pavilion Lounge Hire	30/09/2024		Cooperative Current	IB	Lounge Hire Fees	Mini Munchkins Day Nurser	Z	80.00		80.00
Total									285,892.38		285,892.38



**Minutes of the Meeting of Finance & Administration Committee held at 19:00
on Tuesday 9 July 2024 in the small hall of the Village Hall**

Present: **Councillors**
J Lortie (Chair)
S Florek
L Hardy
D Sowry-House
V Papilio

In Attendance: Rachel Virrill (Deputy Town Clerk – Minute taker)

Public Participation

There were no members of the public present.

The Chair invited Cllr Sowry-House to speak following attendance at the 4th Birthday celebrations of Legs and Company Leg Club who had been awarded a grant by the Council as part of the small grants programme. Cllr Sowry-House shared the great job done by everyone involved and how valuable the service was to Corfe Mullen residents.

FA 24/16 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

Apologies for absence were received and accepted from Cllr Craven due to family commitments.

FA 24/17 To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

There were no declarations of interest.

FA 24/18 Paper A - To Approve minutes of meeting held on 21 May 2024 LGA 1972, sch 12, para 41

It was **RESOLVED** to **APPROVE** the minutes of the meeting held on 21 May 2024.

FA 24/19 Paper B – To Approve Accounts for Payment

It was **RESOLVED** to **APPROVE** the accounts for payment totalling £9987.22.

FA 24/20 Paper C – To Note the Budget Monitoring Reports for the quarter ended 30 June 2024

The Chair presented the report, highlighting the underspend of £65,866.76 during Q1, due to most of the expenditure due during Q2/3 of the 2024/25 financial year as listed below:

- Banking – CCLA transfers, twice yearly on receipt of the precept.
- Insurance – due in October 2024.

- Employees – salaries underspend due to recruitment of Senior Administrator/Deputy Clerk and Grounds Team Leader.
- Exceptional & Capital – majority of spend during Q2/3 of the 2024/25 financial year.
- Subscriptions – payable annually.
- Office IT & Software – overspend due to upgraded office hardware/software to Microsoft 365.
- Precept – paid twice yearly, in April and September.
- Rates – paid over 10 months.
- Office costs – fire safety maintenance conducted 6 monthly. Office cleaning ceased.
- Recreation Utilities – unrepresented payment of £1475.90 to 2nd Corfe Mullen Scouts Group.
- Pavilion H&S – fire safety maintenance conducted 6 monthly.
- Streetlighting – repairs and upgrade to LED on some columns to which the Town Council are responsible for.
- Contractors – BCP had yet to invoice for work carried out to date during the 2024/25 financial year.

Cllr Hardy noted the commentary in the Internal Audit Report for the year ending 31 March 2024 relating to the high level of general reserves and asked if this was being addressed. The Deputy Clerk confirmed following approval at the Full Council meeting held on 25 June 2024, orders for two new bus shelters, outdoor gym equipment, playground swings and Recreation Ground fence had been placed which were a significant expenditure from the allocated budget.

The Chair provided new members of the Committee with some background to the Councils previous finances and reiterated the Councils finances were in a very strong position.

Members **RECEIVED** and **NOTED** the Quarter 1 Budget Monitoring and Reserves Balance Reports for the quarter ended 30 June 2024.

FA 24/21 Paper D – To Approve Grants to Local Organisations Policy for the 2024/25 Financial Year

Members felt it was necessary to include an additional clause to cover the Council should any unfortunate matters arise, e.g. unethical behaviour or awarded grant not being used as intended.

It was **RESOLVED** to recommend to Full Council to **APPROVE** the Grants to Local Organisations Policy for the 2024/25 financial year, subject to the additional clause, to be updated and presented to the next Full Council meeting scheduled on 23 July 2024.

FA 24/22 Paper E – To Review and Approve Fund Transfers

It was **RESOLVED** to recommend to Full Council to **APPROVE** the fund transfers as listed in appendix 1.

FA 24/23 Matters for forthcoming agendas No decisions can be taken¹

¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

JBL
8/10/24

Cllr Sowry-House noted as part of the budget setting process for the 2025/26 financial year, for Council to consider an additional budget line to mark the 80th anniversary of the end of World War Two to support activities to commemorate the historic moment in time.

FA 24/24 **To Agree a date and time for the next meeting** – Tuesday 8 October 2024 at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.

FA 24/25 **Close of Meeting at 19:35.**

Signed as a correct record of the meeting..... *F. Lister* Date..... *8/10/24*



Minutes of the meeting of the Planning & Highways Committee held on Tuesday 10 September 2024 at 18:30 in the small hall of the Village Hall

Present: **Councillors**
P Neil (Chair)
P Cuckston
S Florek
L Hardy
A Holland
V Papilio
D Sowry-House

In Attendance: Catherine Horsley (Town Clerk & RFO)
Daryl Pearce (Deputy Town Clerk)
Rachel Virrill (Senior Administrator)

Public Participation

There were no members of the public present.

PC 24/99 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

Apologies for absence were received and accepted from Cllr J Bonham due to personal commitments.

PC 24/100 To Record any declarations of interest Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)

Cllr Sowry-House declared a non-pecuniary interest due to his roles as Vice-Chair of the Dorset Council Eastern Area Planning Committee and Chair of the Dorset Council Strategic and Technical Planning Committee.

Cllr Florek also declared a non-pecuniary interest due to being a member of the Dorset Council Eastern Area Planning Committee.

PC 24/101 Paper A - To Approve minutes of meeting held on 27 August 2024 LGA 1972, sch 12, para 41

The Chair thanked the Clerk and team for the work involved to prepare comprehensive objections to those planning applications with objections following the meeting on 27 August 2024.

It was **RESOLVED** to **APPROVE** the minutes of the meeting held on 27 August 2024.

PC 24/102 Paper B – To Note Planning Decisions Report – decisions between 21 August 2024– 4 September 2024

The planning decisions report was **NOTED**.

A large, stylized handwritten signature in black ink.

PC 24/103 To Consider and Comment on Householder Planning Applications received from Dorset Council Planning Services:

Application No: P/HOU/2024/04684
Location: 31 Warland Way Corfe Mullen BH21 3TH
Proposal: Erect Timber framed single storey garden room.
<https://planning.dorsetcouncil.gov.uk/plandisp.aspx?recno=407926>

It was **RESOLVED** that there were no objections.

Application No: P/HOU/2024/04725
Location: Annexe Mountain Cottage Brickyard Lane Corfe Mullen BH21 3RJ
Proposal: Rear extension to existing annex and dormer in existing roof structure.
<https://planning.dorsetcouncil.gov.uk/plandisp.aspx?recno=407973>

Members noted the location of the proposed development was within the Green Belt and 5km of protected Dorset Heathlands. However, the proposed works were within the existing boundary.

It was **RESOLVED** that there were no objections.

Application No: P/HOU/2024/05010
Location: 127 Wareham Road Corfe Mullen BH21 3JZ
Proposal: Erect ground and first floor extension, and conversion of single skinned garden building.
<https://planning.dorsetcouncil.gov.uk/plandisp.aspx?recno=408288>

Members noted the proposed development did not change the footprint of the dwelling and that no planning notice was displayed on site.

It was **RESOLVED** that there were no objections.

Cllr Neil referenced the Dorset Council guidance document dated December 2023 relating to a sustainability statement and checklist for planning applications over the 10% threshold to complete and submit the checklist. It was felt all of the planning applications met the criteria with all applicants encouraged to complete the checklist.

PC 24/104 To Consider and Comment on Notification of Appeal received from Dorset Council Planning Services:

Application No: P/HOU/2024/01897
Location: Newtown Newtown Lane Corfe Mullen BH21 3EY
Description: Pitched roofs to replace flat roofs to existing side extensions. Conversion and extension to existing garage to include office space.
<https://planning.dorsetcouncil.gov.uk/plandisp.aspx?recno=404701>

Members noted the planning application had gone straight to appeal due to no response received from Dorset Council Planning within the 8 weeks' timescale.

It was **RESOLVED** that there were no additional comments to those previously submitted.

PC 24/105 To Note Non-Material Amendment Application received from Dorset Council:

Application No: P/NMA/2024/04871
Location: 33 Corfe View Road Corfe Mullen BH21 3LY
Proposal: Non-material amendment to approved P/A P/HOU/2022/04740 (Bungalow Conversion- extensions to form 2 storey dwelling amended by plans received 22.2.2023) to reduce the window sizes and replacement of two sets of sliding doors into one set.
<https://planning.dorsetcouncil.gov.uk/plandisp.aspx?recno=408137>

Cllr Sowry-House provided some background to the application which related to the reduced size of windows and replacement sliding doors only. Members had no concerns with the proposed amendments.

The Non-material amendment application was **NOTED**.

PC 24/106 Verbal – To Note Highways Update

The Clerk confirmed there were no further updates to the items listed on the highways schedule. However, a site meeting had been arranged with Dorset Council Highways Senior Technical Officer on 16 September 2024 to discuss some of the outstanding items, particularly Wimborne Road, Blandford Road and Hillview Roundabout.

Members noted and discussed new requests received from residents at the following locations:

- Central Avenue at the junction with Wareham Road: parked cars within 10 metres of the junction.
- Froud Way at the junction with Hillview Roundabout: inconsiderate parking resulting in several near misses.
- Wimborne Road at the junction with Blandford Road: road safety of school children during pick up/drop off times.

The highways update was **NOTED**.

PC 24/107 Paper C - To Consider and Approve Community Highways Request Policy

The Clerk presented the report, noting should the policy be approved, it would be published on the Town Council website, with any new requests received from members of the public being referred to the policy. All new requests required at least one Town Councillors support and 10 signatures.

Members felt the policy was a positive way to support public engagement. Cllr Neil requested infographics to be included within the policy to provide guidance which was accessible to all.

It was **RESOLVED** to **RECOMMEND** to Full Council approval of the Community Highways Request Policy.

PC 24/108 Matters for forthcoming agendas No decisions can be taken¹

There were no matters for forthcoming agendas.

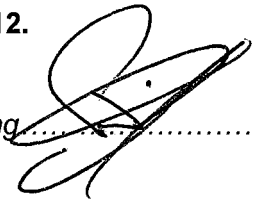


¹ Councils cannot lawfully decide items of business which are not specified in the summons/agenda (LGA1972 sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)

PC 24/109 To Agree a date and time for the next meeting – the date and time of the next meeting will be Tuesday 24 September 2024 at 18:30 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.

PC 24/110 Close of Meeting at 19:12.

Signed as a correct record of the meeting.....

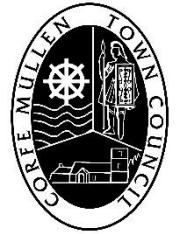


Date.....



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024



Agenda Item: TC 24/135

Paper: E

Subject:	Items requiring Approval
Prepared By:	Daryl Pearce, Deputy Town Clerk
Purpose of Report:	To Approve and/or Retrospectively Approve Items
Background:	Various items requiring retrospective approval or approval as listed.
Key Points:	<p>1. Approval - Grounds Maintenance - Recreation Ground 'Pit Area' and adjacent borders from pit area to skate park to clear, cut back all 'wild' vegetation to make accessible:</p> <p>Quote obtained for contractor to cut back the pit area to maintain the fire break with adjacent properties in Stour View Gardens and provide a wildlife habitat and useable space for all. Bramble will be cut, some very small overcrowding trees will be removed, and shrubs reduced in height, benches exposed for members of the public to sit. Once this has been cut, thinned out, and useable, the grounds team will be able to maintain each year as they will have completed their brush-cutter training and be equipped to maintain the yearly growth.</p> <p>When the work has been completed, to consider approaching the scouts and guides to see if they would like to use the area as a 'forest school'.</p> <p>The adjacent wild vegetation from the pit area around the perimeter of the Recreation Ground to the skate park has been left to encroach onto the Recreation Ground and should be cut back to the tree line. This wild area is good to have but does need yearly maintenance to stop invasive species from taking over and to stop encroachment.</p> <p>Total cost of £1,900+VAT.</p> <p>2. Approval - Replace Three Office Blown Windows: Two like for like quotes obtained to replace the glass and dispose of the old glass as follows:</p> <p>Option 1: Total Cost £196.00+VAT Option 2: Total Cost £255.00+VAT</p> <p>3. Approval - Next phase – Grounds Team Play Park Training - RPII 2-Day Operational Playground Inspectors Training Course</p>

Currently the Grounds Team are only trained for the weekly visual checks and not the in-depth checks or repairs that are required to ensure the Town Council remains compliant.

The two day course is aimed at those who are responsible for the operational (monthly to quarterly) playground inspections and those in a supervisory or maintenance role. The course will run on Monday 18 November & Tuesday 19 November 2024 from 9:30am until 4pm. The first day will consist of a presentation and questions and day two will consist of on-site practical training, written examination and a practical on-site examination.

The course will cover the relevant aspects of BS EN 1176 Parts 1-7, looking at how it impacts our work in playgrounds and playground safety. It will provide guidance and understanding of how to apply the standard, covering the following areas:

- Introduction to Safety
- The importance of play to children and child development
- Playground accidents, types, severity and reasons
- The legal framework for playgrounds and inspectors; negligence etc.
- Statute Law applicable
- Types and hierarchy of inspections
- Risk Assessment
- Reporting and Paperwork
- Inspection of specific play items and surfacing
- Checking of maintenance and other playground actions taken
- Common faults with standard play items
- How to inspect, including approaches and ancillary items

The standard course cost is £730 + VAT per candidate including training and examination costs.

The course will be hosted by the Town Council at Corfe Mullen Village Hall, with all practical training taking place at Corfe Mullen Town Council play parks. This reduces the cost for the Town Council to £500 + VAT per candidate (including training and examination costs).

Total cost of £1500 + VAT for three candidates from Corfe Mullen Grounds Team

4. Approval - To Purchase a Mechanical Brush (Stihl MM56 with brush attachment):

To reduce the usage of chemical weed and moss killer supporting the Town Council's commitment to biodiversity and climate change. The quote includes the brush attachment and is compatible with different 'heads' (rotavator, etc). The brush clears debris, removes moss and

	<p>weeds. Currently the grounds team scrape heavy moss areas and remove, then they apply a chemical, wait up to 2 weeks until the moss has browned and is then scraped or brushed up. This brush will require only one visit improving efficiency and will be able to get into the grooves of paths and tarmac to ensure removal. Currently there are no electric/battery options for this machine. Quotes for the machine engine and brush attachment are as follows:</p> <p>Total cost of £470.00+VAT</p> <p>5. Retrospective Approval – Tennis Courts Floodlights Electrical Works: Electrician attended site on 18 September 2024 to change a blown bulb on one floodlight. Unfortunately, changing the bulb didn't resolve the issue. On further investigations, it appeared the capacitor for the floodlight had exploded within the electrical box. All electrical boxes were checked and appeared rusted through, with earth wires floating in the boxes rather than connected to the base of the box as they should be. Quotation requested to supply and fit new electrical boxes and replace the capacitors for the faulty floodlight. An email was sent to all members so the works could be completed as soon as possible. Members voted with 9 members voting for option 1 and 5 members voting for option 2.</p> <p>Option 1: Supply and install 8 IP-rated MCG 500mm x 400mm x 200mm Steel Enclosures with Mounting Plates to replace existing enclosures. Transfer all current elements from the old enclosures to the new ones. Supply and install 2 new capacitors for faulty floodlight. Total cost of £1,265.00+VAT</p> <p>Option 2: Supply and install 8 Hellermann 500x400x200mm IP66 GRP enclosures with plain door and key lock to replace existing enclosures. Transfer all current elements from the old enclosures to the new ones. Supply and install 2 new capacitors for faulty floodlight. Total cost of £1561.00 + VAT</p>
<p>Implications:</p>	<p>1. Budget of £4500 allocated during 2024/25 financial year to carry out maintenance of the 'pit area'.</p> <ul style="list-style-type: none"> • The Occupiers Liability Act 1984 requires landowners to take reasonable care of trees to ensure the safety and duty of care to people entering the land. • Health & Safety at Work Act 1974 (s.3) places a requirement on employers to take reasonable care to ensure the health and safety of third parties, as well as employees. Reasonable care can be defined as having an effective management system for the care of trees in place. • Town Council owned trees have no specific legal protection, other than being owned by the Council, however, where trees grow within a designated Conservation Area, they benefit from the same protection as any other tree under the Town & Country Planning Act 1990. There are also a limited number of trees owned by the Town Council that are subject

	<p>to Tree Preservation Orders under Section 198 of the Town & Country Planning Act 1990.</p> <ol style="list-style-type: none"> 2. The £1,000 budget allocated for office repairs and maintenance in the 2024/25 financial year has been exceeded due to recent drainage and rodent issues. However, the office cost center is currently operating under budget. Replacing the damaged windows will help reduce heat loss and lower energy costs. 3. Town Council would be liable if its sites were not compliant with health & safety. Training enables any issues to be identified and/or either repaired to the correct standard before failing or monitored. Previously, two Grounds Team members had the qualification, but since they have left employment, the current team do not have qualified staff. This would be an unbudgeted spend. 4. There is a remaining budget of £1,471.77 allocated for Grounds Team tools and equipment during the 2024/25 financial year. 5. With the clocks due to change, the tennis courts flood lights are a necessity to ensure play continues during the winter months. Health & safety of users may be impacted if there is insufficient lighting. Recreation income would be reduced if users are unable to play during the winter months.
<p>Recommendation:</p>	<p>To consider and RETROSPECTIVELY APPROVE/APPROVE the following:</p> <ol style="list-style-type: none"> 1. Grounds Maintenance - Recreation Ground 'Pit Area' at a total cost of £1900 + VAT. 2. Replacing Three Blown Office Windows. 3. RPII 2-Day Operational Playground Inspectors Training Course for all Grounds Team staff members at a total cost of £1500+VAT. 4. Purchase of Stihl MM56 with brush attachment at a total cost of £470.00+VAT 5. Option 1: Tennis Courts Floodlights Electrical Works at a total cost of £1265 + VAT



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/136

Paper: F

Subject:	Proposed Redevelopment of Recreation Ground and Sports Pavilion
Prepared By:	Catherine Horsley, Town Clerk & RFO
Purpose of Report:	To Note Update from Working Party for Redevelopment of Corfe Mullen Recreation Ground and Sports Pavilion
Background:	<p>The sports pavilion at Corfe Mullen Recreation Ground is circa 30 years old and is currently used by Mini Munchkins, an early learning provider, and sports clubs, namely football, cricket and tennis.</p> <p>The current building provides a sports lounge with prep area to provide refreshments, 9 changing rooms with shower facilities, 1 ref room with shower facilities along with 4 storage rooms used by Corfe Mullen Lawn Tennis Club, Corfe Mullen United Juniors Football Club, Corfe Mullen Juniors Tennis Club and Mini Munchkins.</p> <p>The current building has had substantial works carried out over the last 2 years since the Town Council took back responsibility of the building from Corfe Mullen Sports Association (CMSA) in June 2022 to ensure the building was fit for purpose and met health & safety requirements.</p> <p>It has always been an aspiration of the Town Council to redevelop the sports pavilion and facilities at Corfe Mullen Recreation Ground to make better use of the space and recreational facilities provided to all demographics in Corfe Mullen by making a hub for the community, providing an additional income to the Town Council and to leave a legacy for future generations.</p> <p>The Town Council has reserves comprising of Section 106 monies and earmarked reserves for the sports pavilion project totalling circa £280,609.69 to date. However, to fulfil the aspirations of the Town Council to redevelop the site with a purpose-built building, a loan from the Public Works Loan Board (PWLB) and grant funding will be required.</p> <p>To apply for a Public Works Loan, the Town Council will need to demonstrate that it has consulted with all demographics within the community it serves, to understand what facilities they would like to see at the Recreation Ground, within a financial envelope, recognising that any Public Works Loan taken out will have an impact on those who pay Council Tax through the Precept.</p> <p>The role of Community Engagement and Project Officer is currently out to advert closing on 25 October 2024, with interviews w/c 4 November 2024. This role will be vital to progress with community engagement for the redevelopment of the sports pavilion and facilities provided at the Recreation Ground.</p>

<p>Key Points:</p>	<p>Prior to the Town Council engaging with an architect/project manager, the working party, currently made up of two Town Councillors, Cllr Craven, Chair of the Community Services Committee and Cllr Sowry-House, Chair of the Town Council have met to consider who the key stakeholders are as follows:</p> <ul style="list-style-type: none"> • Scouts & Guides • Early Years Provider • Operations/Grounds Team Representative • Regular Village Hall Users • Football Clubs • Cricket Club • Tennis Clubs • Café/Catering Providers • Legs & Company • Members of the Public (specifically regular users of the Recreation Ground, be it dog walkers, skate park, gym equipment and play area users) • Small businesses/Groups/Potential hirers • Corfe Mullen Youth Club Representative including young people • Local NHS providers including GPs and Dentists <p>Members to consider any further key stakeholders in order to arrange the first meeting of the working party with all key stakeholders to agree the Working Party Terms of Reference and consider the facilities and services to be offered at the Recreation Ground particularly the sports pavilion.</p> <p>Following the meeting(s) of all key stakeholders, the Town Council can then engage with an architect/project manager to put together some designs of what the site may look like.</p>
<p>Implications:</p>	<p>It is important that users of the sport pavilion and Recreation Ground along with members of the community are engaged with the aspirations of the Town Council and feel part of the decision-making process.</p> <p>If the Town Council are unable to demonstrate positive community engagement, this could impact on the application for a Public Works Loan and any grant funding.</p> <p>The Working Party are not the decision makers. They will make recommendations and provide regular updates to the Full Council for consideration. The Full Council will make resolutions on how to progress and feedback to the Working Party.</p> <p>The Section 106 monies are earmarked for recreational facilities in Corfe Mullen and if these monies are not spent in this way, the monies would need to be returned to the Unitary Authority.</p> <p>The Internal Auditor has highlighted previously that the general reserves held by the Town Council are at the higher end of what is recommended as best practice. Any general reserves over and above 3-6 months of operating costs could be earmarked for the project,</p>

	<p>reducing the amount of Public Works Loan and impact on the Precept.</p> <p>Should the future building provide various services and facilities for the community, this would provide additional income to the Town Council and in turn reduce the impact of the level of Precept.</p>
Recommendation:	<p>To NOTE key stakeholders listed above and CONSIDER any further stakeholders in order to arrange the first working party meeting at a date/time and location to be agreed.</p>



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/137

Paper: G

Subject:	To Approve the Recommendations from the Finance & Administration Committee
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To Approve the resolutions made at the Finance & Administration Committee meeting held on 8 October 2024.
Background:	<p>The Finance & Administration Committee does not hold delegated authority from the Full Council to make decisions except for Accounts for Payment, therefore all resolutions require approval by Full Council.</p> <p>Budget Monitoring Report Q2 2024/25: In accordance with Financial Regulations 4.8, Budget Monitoring for each quarter should be presented to Council.</p> <p>Small Grants Programme Applications: Each year the Town Council set aside an agreed sum within the budget for small grants to be made to local organisations. The criteria for a grant to be awarded are set out in the Grants for Local Organisations Policy. Applicants are expected to meet a number of requirements including providing their financial information and details of other grants applied for and/or awarded.</p> <p>Budget items for the 2025/26 Financial Year: Ahead of the budget setting process, items should be considered to include in the draft 2025/26 budget to be presented to the Finance & Administration Committee meeting scheduled on 7 January 2025.</p>
Key Points:	<p>It was RESOLVED to recommend APPROVAL to the Full Council the following items:</p> <p>Budget Monitoring Reports for the quarter ended 30 September 2024: Members RECEIVED and NOTED the Budget Monitoring Report for quarter 2 ending 30 September 2024.</p> <p>Fund Transfers: The fund transfers were APPROVED.</p> <p>Small Grants Programme Applications:</p> <ul style="list-style-type: none"> • The budget for small grants in the 2024/25 financial year is £8,500. • 12 organisations applied for a small grant totalling £10,901.10, leaving a shortfall of £2,401.10, if all grants were awarded in full. • Finance & Administration Committee recommendation would leave a balance of £863.90 available for further grant funding during 2024/25 financial year.

The Committee considered each application, with their recommendations as follows:

Organisation	Requested £	Recommended to Full Council £
Corfe Mullen Foodbank	£536.10	£536.10
Corfe Mullen United Juniors Football Club	£1700.00	£850.00
Vision Wimborne Dial-a-ride	£250.00	£250.00
Corfe Mullen Home Watch	£2750.00	£1000.00
Planet Wimborne	£200.00	£200.00
Legs & Company Leg Club	-	£2000.00
Victim Support	£200.00	£200.00
Women's Institute (WI)	£300.00	£200.00
Mosaic	£600.00	£600.00
Corfe Mullen Carnival	£3415.00	£1000.00
Corfe Mullen Carnival (Father Christmas Evening Parade)	£350.00	£350.00
Corfe Mullen 5km run and Children's one-mile fun run	£600.00	£450.00
TOTAL:	£10,901.10	£7636.10

Budget items for the 2025/26 Financial Year: As part of the budget setting process, the Committee considered items to be included with comments in *italics*, and suggestions as follows:

General Expenditure Items

1. Play Equipment – contingency for replacement play equipment no longer fit for purpose and/or safe for users
2. Ongoing twice-yearly maintenance/groundwork in February and September at the Recreation Ground Pit Area
3. Contracted out sports pitch maintenance and grass cutting
4. Allotments - installation of fit for purpose raised beds
5. Annual gully cleaning at all Town Council sites
6. Outstanding tree survey actions and ongoing tree work
7. Remembrance Sunday
8. Corfe Mullen Youth Trust year 3 of 3 commitment to fund salaries and Lockyers Hub rental costs (*Members noted importance of covering salaries and rental costs*)
9. Corfe Mullen Village Hall – commitment to fund salaries (*Members noted importance of covering Village Hall salaries*)
10. Small Grants Programme to include warm space provision (*Potentially include additional Small Grants Funding in June 2025*)
11. Vandalism – contingency for replacement of vandalised equipment and/or service provision
12. Street Furniture – additional bench at Henbury View Play Area.

Exceptional & Capital Items

13. Neighbourhood Plan
14. Community amenity/asset transfers – the 'Pound', County Field, Library Garden, land on Corfe Halt Close.

	<p>15. Road Safety Measures – including pedestrian crossings and recommendations of the Joint Julians Bridge Working Party with Wimborne Minster Town Council</p> <p>16. LED Street Lighting – remaining columns on Pine Road and Wayground Road</p> <p>17. Promoting public consultation for proposed future development of the sports pavilion at the Recreation Ground</p> <p>18. Porch and small hall extension as per granted planning permission</p> <p>19. Bus Shelters year 2 of 2 commitment</p> <p>20. Dropped Kerbs year 2 of 5 commitment</p> <p>21. 80th Anniversary of the end of the World War II</p> <p>22. Cemeteries – rebuild of external walls and pillars at the new cemetery. Landscaping of a memorial garden.</p> <p>23. Public Toilets – vandal proof sanitary wear.</p> <p>24. Compost Bays – rebuild fit for purpose bays at the Recreation Ground and Old Cemetery.</p> <p>25. Cricket nets – installation of pulley system.</p> <p>26. Skate Park Shelter.</p> <p>27. Streaming equipment for use during meetings.</p>
<p>Implications:</p>	<p>Failure to approve the recommendations from the Finance & Administration Committee would result in unlawful decisions and the Council not compliant with its financial regulations.</p> <p>Small Grants Programme: Awarding all the grants requested in full would create an overspend of £2,401.10.</p> <p>Budget Monitoring Report Q2 2024/25: It is required as part of the Town Councils’ internal controls to monitor the budget at least on a quarterly basis. Failure to do so would result in not being able to satisfy the external audit checks in respect of internal controls and possible fraudulent transactions being made without Council checks. Members should be checking for any anomalies and unusual variances which have not been explained.</p> <p>Budget items for the 2024/25 Financial Year: It is important to start the process as some tough decisions will need to be talked about in terms of balancing the budget to continue to provide a service to residents alongside the cost-of-living crisis and increased costs.</p>
<p>Recommendation:</p>	<p>To APPROVE the recommendations from the Finance & Administration Committee meeting held on 8 October 2024.</p>



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/149

Paper: H

Subject:	To Note Update on Arrangements for Remembrance Sunday
Prepared By:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the arrangements of the forthcoming Remembrance Sunday commemorations.
Background:	None
Key Points:	<ul style="list-style-type: none">• Temporary Road Closure Application submitted to Dorset Council. Permission has been granted for the Remembrance Sunday Parade on Sunday 10 November 2024 (appendix 1).• Letter sent to local residents, businesses along the parade route, emergency services and transport advising of the temporary road closures.• The event organiser from last year has been contacted, awaiting response regarding supporting the event again this year.• The Carnival Committee has been contacted to see if they can assist with Community Safety Accreditation Scheme (CCAS) accredited marshals on the day. Awaiting a response.• As per last year's event, the Town Council vehicle will be driving ahead of the parade playing Central Band of the RBL music through loudspeakers.• A first aider will not be present at the event.• Appropriate Public Liability Insurance in place.
Implications:	<p>If unable to appoint Marshalls, the event will not be able to take place.</p> <p>Accredited Marshalls are required for the health & safety of members of the public in attendance.</p> <p>The 2024/25 budget allows for £350 towards arrangements for Remembrance Sunday commemorations.</p>
Recommendation:	To NOTE update.



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/139

Paper: I

Subject:	Christmas 2024 Closing Times
Prepared By:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	For members to consider and approve the Town Council closure dates for the Christmas and New Year Period.
Background:	Each year the Town Council includes two additional statutory days in staff leave to be taken at a time when the Council decides to close for public holiday purposes as it sees fit.
Key Points:	<ul style="list-style-type: none"> • Christmas Day and Boxing Day bank holidays fall on a Wednesday and Thursday. • New Year's Day falls on a Wednesday which is also a bank holiday. • It should be recognised that neither the Clerk nor Deputy Clerk work a 24 hour on call service but informally agree to respond to emergencies, if possible, outside of working hours. • All local Council employees have two statutory days given as part of the NALC green book employment contract, which Corfe Mullen Town Council uses for all its employees, to provide for any statutory closures. This includes any forced closure dates at any time of the year. • These two days should cover any additional closures enforced at Christmas and/or New Year, as this is their purpose. • It is recommended to close on Monday 23 December 2024 and Tuesday 24 December 2024 and for staff to take these as the two statutory days given within their leave as there do not appear to be any other dates for the remainder of the year which require a forced closure. • Propose to close the office on Friday 27 December 2024 with applicable staff to have the option of taking 1 additional annual leave day if requested. • A minimum of one Grounds Person would be required to work Friday 27 December 2024 to carry out the rounds at all Town Council sites.
Implications:	Little or no implications as the Town Clerk and Deputy would be available for any necessary emergencies.
Recommendation:	To APPROVE closure of all Town Council services on Monday 23 December 2024 and Tuesday 24 December 2024, with the Town Council Office closing on Friday 27 December 2024. Staff to take these days as the two statutory days leave already granted, along with additional annual leave if requested.



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/140

Paper: J

Subject:	Abolition of Winter Fuel Allowance
Prepared by:	Catherine Horsley, Town Clerk & RFO
Purpose of Report:	To Consider Actions relating to Eligibility and Abolition of the Winter Fuel Allowance
Background:	<p>In line with the Town Council's Standing Orders (9), the Clerk received in writing (email) from Cllr Sowry-House in his role as Dorset Ward Councillor a request for a motion for Corfe Mullen Town Council Full Council meeting to consider options to support members of its community over the coming winter who may be struggling as a result of HM Government's decision to change the criteria of eligibility to receive the winter fuel allowance.</p> <p>This is an adapted Motion from Dorset Council and part of a growing movement across Dorset.</p>
Key Points:	<p>Previously, the Town Council has supported the warm spaces initiative held in the Village Hall during the winter 2022/23 and at St Nicholas Church, run by Corfe Mullen Foodbank during winter 2023/24. These initiatives provided a safe warm space for members of the community to attend for a hot drink and/or companionship.</p> <p>Council should consider if a further small grant should be awarded to Corfe Mullen Food Bank to support the running of the warm space at St Nicholas Church for the coming winter 2024/25.</p> <p>As part of the Town Councils commitment to community engagement, it was resolved at the previous Full Council meeting held on 24 September 2024 to re-commence Friday coffee mornings in the Village Hall from 1 November 2024. This event could be a good place to ensure those attending are aware of their rights to claim qualifying benefits.</p> <p>HM Government resources are available to print off for those attending the coffee mornings and/or visiting the Town Council office along with use of IT facilities (PC, printer etc) for those who may not have access to IT.</p> <p>Winter Fuel Allowance Motion:</p> <ol style="list-style-type: none">1. Corfe Mullen Town Council encourages those on Pension Credit, who could be eligible to apply, to do so, offering help to complete the necessary forms, which for many could be a barrier through a proactive publicity campaign. https://commonslibrary.parliament.uk/research-briefings/cbp-10094/2. Corfe Mullen Town Council sign up to the 'Save Winter Fuel Payment for Struggling Pensioners', petition being run nationally by Age UK. https://www.ageuk.org.uk/our-impact/campaigning/save-the-winter-fuel-payment/

	<p>3. Corfe Mullen Town Council work with those local charities, which support the most vulnerable in our communities, offering guidance to gain access to the resources they need, particularly in support of those who qualify to benefit from the Cost-of-living Support Fund to help cope effectively with their heating needs during the cold Winter months.</p> <p>4. Corfe Mullen Town Council writes to the Chancellor of the Exchequer, urging a review of the decision to means test the Winter Fuel Payment and ask the government to ensure that vulnerable pensioners, particularly those who do not claim pension credit, were protected from fuel poverty with an assurance that energy companies would treat the vulnerable with a degree of leniency in respect of energy debt.</p>
<p>Implications:</p>	<p>The Town Council represents the community it serves and should be seen to support all demographics within its community in whatever way it can ensuring any decisions are legal and compliant. Not all pensioners have access to IT facilities, making resources inaccessible to all. Providing a facility to assist members of the community, supports the Town Council's commitment with their community engagement statement.</p> <p>Corfe Mullen Town Council is non-political, any resolutions are made collectively through a vote and should be considered in the best interests of the Town Council and the community it serves.</p>
<p>Recommendation:</p>	<p>To consider and APPROVE the following:</p> <ul style="list-style-type: none"> • Award small grant to Corfe Mullen Food Bank to support the warm space initiative at St Nicholas Church, Corfe Mullen. • How to proceed with points 1-4 of the Winter Fuel Allowance Motion above.



CORFE MULLEN TOWN COUNCIL – REPORT

Meeting Date: 22 October 2024

Agenda Item: TC 24/141

Paper: K

Subject:	Armed Services Covenant
Prepared by:	Catherine Horsley, Town Clerk & RFO
Purpose of Report:	To Consider Signing Up to the Armed Services Covenant
Background:	<p>At the Dorset Association of Parish & Town Councils (DAPTC) Annual General Meeting (AGM) in 2023, members agreed to promote the adoption of the Armed Forces Covenant amongst member Parish and Town Councils across Dorset.</p> <p>The Town Council has previously expressed an interest in supporting the Covenant, albeit has not resolved to do so, to date.</p>
Key Points:	<p>Contact has been made in the first instance with the Wessex Reserve Forces & Cadets Association, Employer Engagement Director to understand the Town Council’s commitment relating to partnering with Defence through signing the Armed Forces Covenant.</p> <p>Armed Forces Covenant (Draft template shown in Appendix 1):</p> <p>The Armed Forces Covenant is a promise by the nation ensuring that those who serve or have served in the Armed Forces, and their families, should be treated with fairness and respect in the communities, economy and society they serve with their lives.</p> <p>Its two principles are that, recognising the unique obligations of, and sacrifices made by, the Armed Forces:</p> <ul style="list-style-type: none"> • Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. • Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved. <p>By signing the Armed Forces Covenant, the Town Council demonstrates its commitment to support the Armed Forces community, and this provides the signatory with the opportunity to be recognised by the Employer Recognition Scheme Award.</p> <p>Employer Recognition Scheme Award</p> <p>The scheme encompasses bronze, silver and gold awards for employer organisations that pledge, demonstrate or advocate support to defence and the Armed Forces community, and align the Town Council’s values with the Armed Forces Covenant.</p>
Implications:	By adopting the Covenant, the Town Council can increase awareness with other local employers in the community. Dorset has a significant number of serving personnel living within its communities as well as many retirees.

	<p>The Town Council represents the community it serves and should be seen to support all demographics within its community in whatever way it can ensuring any decisions are legal and compliant.</p> <p>By signing the Covenant, supports the Town Council's commitment to their community engagement statement.</p>
Recommendation:	To APPROVE signing the Armed Forces Covenant.



Organisation Name

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

Organisation name

Signed:

Name:

Position:

Date:

Add organisation logo

The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom
His Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of the Armed Forces Covenant

1.1 We **Organisation Name** will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *In some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

2.1 We recognise the value serving personnel, reservists, veterans and military families bring to our business and to our country. We will seek to uphold the principles of the Armed Forces Covenant, by:

- **Promoting the Armed Forces:**

Promoting our work, activities and events through our own digital and social media channels as well as working with the press

Publishing our Covenant pledges on a dedicated Covenant section/page on our website

Promoting the fact that we are an Armed Forces friendly organisation, to our staff, contractors, customers, suppliers and wider public

- **Veterans:**

Working with and advertising vacancies through Career Transition Partnership (CTP), to ensure employment opportunities are made available to veterans.

Guaranteeing interviews with veterans who meet the essential criteria in the job specification.

Recognising military skills and qualifications in our recruitment and selection process.

- **Service Spouses & Partners:**

Guaranteeing interviews with military spouses/partners who meet the essential criteria in the job specifications.

Partnering with and advertising vacancies on Forces Families Jobs, to ensure employment opportunities are made available to Service Spouses & Partners.

Endeavouring to offer a degree of flexibility in granting leave for services spouses and partners before, during and after a partner's deployment.

- **Reserves:**

Supporting our employees who are already members of the Reserve Force.

Granting additional leave to our Reservist employees to support annual training.

Guaranteeing interviews with Reservists who meet the essential criteria in the job specifications.

- **Cadet Force Adult Volunteers:**

Supporting our employees who are volunteer leaders in military cadet organisations.

Granting additional leave to our Cadet Force Adult Volunteer employees to attend annual training and courses.

Actively encouraging members of staff to become volunteer leaders in cadet organisations.

Recognising the benefits of employing cadets/ex-cadets within the workforce.

- **National Events:**

Supporting Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities

- **Armed Forces Charities:**

Supporting Armed Forces charities with fundraising and supporting staff who volunteer to assist

- **Commercial Support:**

Offering a discount to members of the Armed Forces community and advertising this through the Defence Discount Services

- **Any additional commitments the organisation wishes to make:**

2.2 We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.