



Minutes of the Meeting of Corfe Mullen Town Council
held on Tuesday 26 November 2024 at 19:10 in the Small Hall of the Village Hall

Present: **Councillors**
D Sowry-House (Chair)
A Craven
P Cuckston
S Florek
A Holland
P Holland
S Jefferies
A Joyce
J Lortie
P Neil
V Papilio
P Purvis

In Attendance: Catherine Horsley (Town Clerk)
Daryl Pearce (Deputy Town Clerk) - Minute Taker

Public Participation

There were no members of the public present.

TC 24/153 To Receive and Accept apologies for absence (LGA 1972 s85 (1))
Apologies for absence were received and accepted from Cllr J Bonham who had a personal commitment and Cllr L Hardy who had a work commitment.

TC 24/154 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 24/155 Paper A – To Approve minutes of the Town Council meeting held on 22 October 2024 – LGA 1972, sch 12, para 41

The minutes of the meeting held on 22 October 2024 were **APPROVED**.

TC 24/156 Paper B – To Approve Accounts for Payment

The Clerk presented the report, noting line 756 should read Playground Inspection Training not First Aid Training.

Members raised the following query:

- Line 751: Replacement Tennis Courts Flood Light Bulb - was this a regular occurrence and if so, should LED options be considered. The Clerk confirmed this was the first time the light bulb had been replaced since the Town Council

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took over responsibility of the sports provision at the Recreation Ground in June 2022.

It was **RESOLVED** to **APPROVE** the accounts for payment totalling £37,917.03

TC 24/157 Paper C – To Approve Bank Reconciliation for October 2024

Members raised the following query:

- Line 34: Grounds Unit utilities appeared high. The Clerk reminded members the invoice was received from the 2nd Corfe Mullen Scouts and reviewed by Full Council on 26 March 2024. The Clerk confirmed she had completed a reconciliation against the additional information provided by the Scouts, noting the unit and standing charge costs were high, however, the Scouts had moved to an alternative energy provider at a lower cost per unit and standing charge than previously.

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

TC 24/158 Paper D – To Note the Already Approved minutes of Committees:

- Staffing Committee – 30 July 2024
- Community Services Committee – 13 August 2024
- Planning & Highways Committee – 24 September 2024
- Planning & Highways Committee – 8 October 2024
- Planning & Highways Committee – 22 October 2024
- Finance & Administration Committee - 8 October 2024

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

TC 24/159 Paper E - To Approve Quotation for Tree Works Across Town Council Sites

The Clerk presented the report, noting the tree works were in addition to previous tree works carried out as part of the remedial tree survey works.

It was **RESOLVED** to **APPROVE** contractor, TreeStuff to carry out essential tree works at the Grounds Unit, Recreation Ground and Springdale Road Open Space at a total cost of £2964+VAT.

TC 24/160 Paper F – To Approve Recommendations from the Community Services Committee

The Clerk presented the report, noting the tree works quotes under bullet point 2 had been approved under minute no. TC 24/159, albeit the Grounds Team had completed the tree works in the Community Orchard. Cllr Craven as Chair of the Community Services Committee provided additional information from discussions at the Community Services Committee meeting held on 12 November 2024.

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

- Gully cleaning on all Town Council sites at a total cost of £768.40+VAT with any additional removal of waste charged at £95.00+VAT per tonne.
- To proceed with obtaining tree works quotes for the Community Orchard, outside Sports Pavilion (cricket nets side), Grounds Unit Compound and Springdale Road Open Space.
- To proceed with the Woodland Trust native tree application for further sapling donations.

- To advise Dorset Wildlife Trust relating to replacement tick and adder signage at Springdale Road Open Space.
- Clerk to review archive documentation relating to Town Councils responsibility of streetlighting on unadopted Pine and Wayground Road.
- Public consultation of the Sports Pavilion and Recreation Ground Redevelopment Project to commence in the new year with key stakeholders split into smaller groups.

TC 24/161 Paper G – To Approve Recommendations from the Extra-Ordinary Finance & Administration Committee

The Clerk presented the report, noting the percentage increases for sports fees effective from 1 April 2025 and the allotment rents effective from 1 April 2026. The Cemetery charges increase was not calculated as a percentage with a flat increase of £2.00 across all Cemetery charges.

Cllr Craven noted the fees charged for the use of sports pitches and allotment rents were lower in comparison to comparable facilities provided by other neighbouring local authorities.

Members discussed the proposed redevelopment of the Sports Pavilion and Recreation Ground and the importance of considering storage options for user groups and additional activities as part of the architect's designs of the Sports Pavilion and Recreation Ground as a whole. It was also noted, allotment sizes in terms of square meterage should be clearly defined to provide clarity and consistency to all allotment holders.

It was **RESOLVED** to **APPROVE** and/or **NOTE** the following:

- To award a small grant to the Citizens Advice East Dorset & Purbeck totalling £1800.
- Risk Management Strategy & Schedule 2024/25.
- Records Management & Retention Policy.
- Transfer of £80,000 from general reserves to earmarked reserves for the Sports Pavilion Refurbishment/Rebuild Project.
- CIL receipts totalling £15,271.11 and Section 106 Receipts totalling £204,848.02.
- To obtain quotations to purchase a replacement 'see saw' play equipment at the Recreation Ground, funded by CIL receipts.
- To obtain quotations and designs for a typographical board to be located by the outdoor gym equipment at the Recreation Ground overlooking the Stour Valley, funded by CIL receipts.
- Sports Fees for 2025/26: Increase of 5% to tennis, football and cricket club's sports fees effective from 1 April 2025 to 31 March 2026.
- No increase on the current fee of £7.50 per tennis court per hour for casual tennis users effective from 1 April 2025 to 31 March 2026.
- No increase on the fee of £5.50 per tennis court per hour for approved coaches effective from 1 April 2025 to 31 March 2026.
- Increase of 5% for the early learning provider, Mini Munchkins use of the sports pavilion/storage at a daily fee of £84, Monday to Friday 8am-6pm term time only effective from 1 April 2025 to 31 March 2026.
- £15.50 per hour to hire the sports pavilion lounge effective from 1 April 2025 to 31 March 2026.
- Increase of £2 per Cemetery charges and regulations for 2025/26 with no fee for non-residents/residents to inter the body of a child whose age at the time of death did not exceed 12 years.

- Increase of 5% rounded up to the nearest pound of the annual allotment rents effective from 1 April 2026 as follows:
 - Full plot (125 sqm) - £37
 - Half plot (62.5 sqm) - £19
 - Raised bed - £16
 - Starter plot (31 sqm) - £16
- National pay award for local government services employees for the 2024/25 financial year effective from 1 April 2024.
- Set the 2025/26 financial year budget for employees to include a potential increment rise in addition to a 6% provision for the National Pay Award 2025/26.

TC 24/162 Paper H - To Consider Public Spaces Protection Orders for Anti-Social Behaviour and Controlled Drinking Zones in Corfe Mullen – Cllr A Craven

The Clerk presented the report, noting a meeting had been scheduled on 27 November 2024 with Dorset Council Community Safety Officers and the Local Neighbourhood Police Sargent Payne to discuss the feasibility and process for putting Public Spaces Protection Orders (PSPOs) in place.

Members discussed at length the implications of the recent vandalism and anti-social behaviour experienced in Corfe Mullen along with the intention, enforcement and impact of Dorset Council issuing PSPO's for Corfe Mullen sites.

Members felt issuing PSPO's across Corfe Mullen sites sent a strong message within the community, that the types of behaviours being experienced were unacceptable and provided evidence for more Police Officer presence in Corfe Mullen.

Cllr Sowry-House noted Dorset Council Ward Councillors from neighbouring parishes Wimborne, Colehill and Pamphill & Shapwick would be drafting an article for the Bournemouth Echo in the new year relating to the impact of anti-social behaviours on our communities.

It was **RESOLVED** for the Clerk to progress with submitting PSPO application(s) to Dorset Council for locations in Corfe Mullen as follows:

- Towers Way (Co-op, Council Office, Village Hall and Library)
- Recreation Ground, Badbury View Road
- Cemeteries, Blandford Road/Newtown Lane
- Henbury View Play Area, Hillside Road
- Springdale Road Open Space Car Park
- Windgreen Esso Petrol Station, Wareham Road
- Hillview Post Office, Wareham Toad

TC 24/163 Paper I - To Consider Request from Early Years Provider, Mini Munchkins

The Clerk presented the report, noting the implications should members agree to the request from Mini Munchkins to use changing rooms 8 & 9 at the Sports Pavilion as a baby room.

Members noted their concerns regarding the suitability of the proposed use and the costs to convert the space to a baby room given the planned redevelopment of the Sports Pavilion facilities in the near future.

It was **RESOLVED** not to support the request from Early Years Provider Mini Munchkins to use changing rooms 8 & 9 at the Sports Pavilion as a baby room.

TC 24/164 Paper J - To Consider Request from Corfe Mullen Carnival Committee

The Clerk presented the report, reminding members of the previous request in June 2024 to relocate the Carnival Committee shed from the Scout Hut compound to the Grounds Unit compound.

Members raised concerns with access to the Grounds Unit compound which would be limited, impact on the Councils insurance and the ability to store Council items in the future. Members felt the Carnival Committee may want to explore installing another shed or a larger shed in the Scout Hut compound which would be more convenient for Carnival Committee members when requiring access.

It was reiterated when commencing the Sports Pavilion and Recreation Ground redevelopment project consultation to engage with key stakeholders to understand what services and facilities they would like to see provided as part of the project, particularly storage for different groups and organisations using the Recreation Ground would be key when considering the proposed plans.

It was agreed for the Clerk to respond to the Carnival Committee's request suggesting that they explore installing another shed or a larger shed in the Scout Hut compound which would be more convenient for Carnival Committee members when requiring access.

The report was **NOTED**.

TC 24/165 Paper K - To Consider Response to Consultation for Enabling Remote Attendance and Proxy Voting at Local Authority Meetings

The Clerk presented the report, noting the consultation was seeking views from individuals, local authority representatives and Town and Parish Councils and encouraged individual members to complete the online survey.

Members discussed their experience of remote meetings during Covid-19, which had worked well in terms of inclusion, accessibility and open and transparency. Members felt the definition of 'place' should be re-evaluated and redefined to reflect where an individual was physically located. While members expressed support for remote attendance at meetings, they did not support the use of proxy voting, due to members not benefitting from listening and being part of a debate which may influence voting decisions.

It was **RESOLVED** to respond to the consultation to support remote attendance and not to support proxy voting at local authority meetings.

TC 24/166 Paper L – To Note Update from the recent Joint Julians Bridge Working Party

The Clerk presented the report, noting Cllr Purvis was meeting with a representative from National Highways on 2 December 2024.

The update was **NOTED**.

TC 24/167 Verbal – To Note Feedback from Weekly Councillor Coffee Meetings

Cllr Sowry-House provided a summary of the number of attendees and subjects discussed, noting some good conversations had been had with members of the community.



It was felt from January 2025, coffee mornings should be relocated to the lounge area adjacent to the main hall of the Village Hall and to look at options to develop the Coffee Morning.

The update was **NOTED**.

TC 24/168 Verbal – To Note Vandalism and Anti-Social Behaviour on Town Council Sites

The Clerk provides an update as follows:

- Recent anti-social behaviour at Towers Way Co-op was under Police investigation.
- Lock to the public toilets at the Recreation Ground had been damaged and replaced again by the Grounds Team.
- Dorset Council public toilets at Towers Way had also been vandalised again and were closed whilst repairs were carried out.
- Wooden dragon's teeth on the grass verges at the Recreation Ground had been removed and found strewn across the Recreation Ground, which had been replaced by the Grounds Team.
- Tiles in one of the Sports Pavilion changing rooms had been damaged by a Football team, which had subsequently been repaired by the Grounds Team.
- Dorset Police installed a mobile CCTV camera on 22 November 2024 which was operational on Wareham Road adjacent to Corfe Mullen library.
- Dorset Council Community Safety Officers in conjunction with the local neighbourhood police team had issued one second stage community consequences letter, one stage three community consequences letter and one invite to a young person and guardians to sign an Acceptable Behaviour Contract.

The verbal update was **NOTED**.

TC 24/169 Verbal – To Note any updates from Representatives to Outside Bodies

Cllr Jefferies noted there were no new updates from the Beacon Hill Landfill Liaison Sub-Committee.

Cllrs Lortie and Jefferies had both attended the Dorset Association of Parish & Town Councils (DAPTC) Annual General Meeting held on 23 November 2024. Cllr Lortie advised the meeting was well-attended with guest speakers Cllr Nick Ireland, Leader of Dorset Council and Cllr Mike Cox, Deputy Leader of BCP Council. All members voted to approve DAPTC transitioning to a Company Limited by Guarantee and to increase subscription fees

Cllr Purvis advised he had met with Dorset Council Highways Officers at Hillview roundabout to discuss road safety and redesign options for the roundabout which was currently with the Dorset Council Highways Design Team to progress.

The update was **NOTED**.

At 21:10, the Chair Suspended Standing Order 3w to enable the meeting to continue.

TC 24/170 Verbal - To Note the update from the Climate Change Working Party (CCWP)

Cllr Neil noted he had received a response from MP Vikki Slade relating to future proof housing in Dorset, which he would forward to the Clerk for circulation to members.

Cllr Neil emphasised the importance of incorporating sustainability as a key element of the Corfe Mullen Neighbourhood Plan along with aligning with the Future Homes Standards ahead of legislation.

The update was **NOTED**.

TC 24/171 Verbal – To Note Clerk’s Update

The Clerk provided the following update:

- Hosted and attended Dorset Association of Parish & Town Councils (DAPTC) workshop on 12 November 2024 with a presentation from Graham Samson relating to working with Dorset Council survey findings and recent visit to Cornwall Council who became a Unitary Authority in 2009 to understand the lessons learnt and roles of community area partnership.
- Neighbourhood Planning Consultant who recently supported Sturminster Marshall Parish Council in the development of their Neighbourhood Plan had confirmed she was unable to support and commit to the development of Corfe Mullen’s Neighbourhood Plan due to workload for the remainder of the 2024/25 financial year and the 2025/26 financial year. Although this was disappointing, the Consultant had recommended another local Planning Consultant based in Bournemouth who had been contacted, awaiting a response.
- Report to be presented at the next Full Council meeting scheduled on 17 December 2024 relating to consideration of an additional match-funded defibrillator and possible locations in the village.
- Several ‘Thank You’s’ received from organisations who had been awarded small grants and the difference the grants had made to their organisations.
- Engaging with website provider who specifically develops websites for Town & Parish Councils. A website demo to be arranged in December 2024, ahead of Council agreeing how to proceed.
- SSE and Enerveo due to meet on site at Towers Way to agree how to proceed with failing streetlight by the Co-op carpark by the end of November 2024.
- Emergency First Aid and Playground Inspection training had been completed by the Grounds Team along with staff members from neighbouring parishes.
- Deputy Clerk had met with contractors at the Allotment site relating to obtaining quotations for replacement raised beds and vertical paths being turned over to grass.

The update was **NOTED**.

TC 24/172 Verbal – To Note Mayor’s Report

The Mayor presented a joint Mayor and Dorset Councillor report under minute no. TC 24/173

TC 24/173 Verbal – To Note Dorset Councillor Report

Cllrs Sowry-House and Florek provided the following updates:

- Attended Eastern Area Planning Committee on 6 November 2024 with discussion relating to planning decision for Lidl in Sandford, Wareham.
- As a result of recent complaints from nearby landowners, attended Castle Court School firework display on 8 November 2024 to understand the noise levels which were within the legal limit.
- Attended the Dorset History Centre on 11 November 2024 who had regained accreditation to enable them to apply for future grants and funding.
- Attended the Joint Julians Bridge Work Group on 14 November 2024.
- Attended Dorset Council Strategic & Technical Planning Committee on 18 November 2024 whereby discussion took place relating to Battery Energy Storage Systems (BESS) in Wareham and Lytchett Minster.



- Met with a resident on 20 November 2024 regarding the installation of a plaque at Bournemouth Town Hall to remember Indian Army service men and woman during WWI.
- Attended Corporate Parenting Board pre-meeting on 20 November 2024.
- Attended Dorset Fire & Rescue Performance meeting on 21 November 2024.
- Attended Dorset Council Strategic & Technical Planning Committee pre-meeting on 22 November 2024 ahead of the meeting on 26 November 2024.
- Dorset Council devolution deal with 'The Heart of Wessex' which included Dorset, Somerset and Wiltshire Councils.
- Community Governance Review being conducted by BCP Council.
- Dorset Council were purchasing land to build new homes to negate the use of temporary accommodation in Bed & Breakfasts.

The update was **NOTED**.

TC 24/174 Verbal – Matters for Forthcoming Agendas No decisions can be taken¹

There were no matters for forthcoming agendas.

TC 24/175 To Agree a date and time for the next meeting – Tuesday 17 December 2024 at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.

TC 24/176 To Resolve to exclude members of the press and public – to agree that agenda item TC 24/177 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.

There were no members of the public present at the meeting.

TC 24/177 Paper M – To Approve Recommendations from the Extra-Ordinary Staffing Committee

The Clerk presented the confidential report, providing a summary of the recent recruitment process for the role of Community Engagement & Project Officer.

The report was **NOTED**.

It was **RESOLVED** to **APPROVE** the recommendation for the Staffing Committee to review the Community Engagement & Project Officer job description and specification at their next meeting on 12 December 2024 and to readvertise post in the new year.

TC 24/178 Close of meeting at 21:27

Signed as a correct record of the meeting  Date 17-12-24

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)