



**Minutes of the meeting of Corfe Mullen Town Council**

**held on Tuesday 27 April 2021 at 19:15 via Zoom**

**Present:**

**Councillors**

D Sowry-House (Chairman/Mayor)  
M Barron  
A Craven  
D Everett  
P Harrison  
B Honeyman  
T Howard  
S Jefferies  
J Lortie  
D Mattocks  
P Purvis  
J Stennett

**In Attendance:**

Nicola Gray (Town Clerk)  
Catherine Horsley (Deputy Town Clerk) (minute taker)

**Public Participation**

There was one member of the public present.

**TC 20/193 To Receive and Accept apologies for absence (LGA 1972 s85 (1))**

Apologies for absence were received and accepted from Cllr A Holland and Cllr P Holland who had family commitments.

**TC 20/194 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).

Declarations of interest were received pertaining to agenda item no. 20/208 from Cllr Harrison, Cllr Honeyman, Cllr Mattocks and Cllr Jefferies as CMSA Trustees.

**TC 20/195 To Approve minutes of meeting held on 23 March 2021 LGA 1972, sch 12, para 41** **A**

The minutes of the meeting held on 23 March 2021 were APPROVED, subject to inserting the full name of the Charity, Growing Compassionate Communities under minute no. 20/182.

**TC 20/196 To Note minutes of Committees**

**B**

- Finance & Administration Committee held on 12 January 2021

- Planning Committee held on 9 March 2021
- Planning Committee held on 23 March 2021

The minutes were NOTED.

**TC 20/197 To Approve Accounts for Payment** **C**

Cllr Craven asked at what point the residual value of the Ford Ranger truck would make the vehicle viable for continuing, given the recent spend of £1594.69 for the MOT, service, and repairs. The Clerk advised it was an unknown, however consideration should be given to whether the Town Council wanted to incur any further costs prior to the next MOT and service due in March 2022, or before any further repairs are required.

Cllr Craven asked if the annual subscription to the Institute of Cemetery and Cremation Management (ICCM) was mandatory. The Clerk confirmed it was good practice to maintain subscription and a valuable source of information in respect of managing the cemeteries.

Cllr Jefferies asked what the Vision ICT website charges for royal deaths related to. The Clerk confirmed this covered the recent death of Prince Philip and included upfront costs for the website to be updated automatically when any senior member of the royal family passes away in the future.

It was **RESOLVED** to approve Accounts for Payment.

**TC 20/198 To Approve Bank Reconciliations** **D**

It was **RESOLVED** to approve Bank Reconciliations for 31 March 2021.

**TC 20/199 To Approve Health & Safety Policy** **E**

The Clerk presented the policy, which was drafted by Ellis Whittam, HR Consultants as part of their service agreement, noting this was a standard document which legally needed to be approved by the Full Council. It was noted the policy should be reviewed on an annual basis or when there was a new member of staff.

It was **RESOLVED** to approve the Health & Safety Policy.

**TC 20/200 To Approve Equality & Diversity Policy** **F**

The Clerk presented the policy which was an amended SLCC standard template.

It was **RESOLVED** to approve the Equality & Diversity Policy.

**TC 20/201 To Review and Approve Standing Orders** **G**

The Clerk noted she has received the requisite special motion which had been supported by more than two thirds of Council, for the removal of the 2-year limit for the Chairman/Mayor and Vice Chairman/Deputy Mayor roles.

The Clerk advised the numbering of the Standing Orders had been inadvertently omitted from the document published with the meeting papers. However, an updated version of the document had been circulated via email to members ahead of the meeting, which was identical to the published version, with numbering included.

It was **RESOLVED** to approve and adopt the Corfe Mullen Town Council Standing Orders, with numbering included.

**TC 20/202 To Consider and Approve the Preparation for Meeting post 6 May 2021 H**

The Clerk presented the report which set out the position in respect of meetings beyond 6 May 2021, and the options available to Council.

It was noted the Court Case which had been held 21 April 2021 by the Court of Appeal, had a reserved judgement with an anticipated decision by 30 April 2021.

It was **RESOLVED** to approve the temporary Scheme of Delegation to be effective from 00:01 on 7 May 2021, unless legislation was amended prior to this date as a result of the Court Case.

**TC 20/203 To Consider the Information Regarding the Dog Warden Services I**

Members discussed position and expressed their extreme disappointment that the service had been withdrawn at short notice.

Cllr Craven proposed that a letter be written to Dorset Council expressing the Council's concerns, whilst also contacting BCP Council to enquire whether their provision of dog warden services could be utilised across the Parish. The proposal was seconded and all members voted in favour.

It was **RESOLVED** to write to Dorset Council and to contact BCP Council for the provision of dog warden services across the Parish

**TC 20/204 To Consider the Request from Resident in Respect of Roy's Meadow J**

Members discussed the historical issues whilst the meadow was being established and noted the Parish Council had sought professional advice on the matter when it has been unsuccessful. It was noted replanting of seeds had taken place three times, none of which had been successful.

The Chairman proposed to write to the family in a sympathetic way to explain the position. The Clerk requested for those members who were aware of the history of the meadow to provide detail via email to enable a letter to be drafted, which would be circulated to all members before being sent to the family.

It was **RESOLVED** to write to the family of the late Roy Hanham explaining the difficulties which had been experienced in establishing the requested meadow and that the current meadow was considered a suitable meadow in Roy's memory.

**TC 20/205 To Agree Arrangements for the Parish Footpath Survey K**

It was noted the resources to carry out the surveys were held in the Town Council office ready for collection. The Chairman suggested putting information regarding the footpaths on the Town Council website for members of the public to also have the opportunity to report any defects with the footpaths, should they wish.

**TC 20/206 To Note the Update on Repairs to the Recreation Ground Public Toilets L**

The Deputy Clerk presented the report which provided quotes from contractors for repairs to the Recreation Ground Public Toilets.

The Clerk noted the quote for Contractor 5 had been received after the meeting papers had been published, which was unfortunate as it was less than £500.00 and would of haven considered satisfactory enough for the Clerk and the Chairman to have appointed the Contractor and the work be completed sooner.

Members discussed the quotes and agreed the quote provided by Contractor 5 to carry out all of the repairs to the toilets provided the best value for money but noted an electrician would still be required to fix the automatic opening/closing of the doors.

It was **RESOLVED** to appoint Contract 5 – Service 1st to carry out the repairs at a cost of £465.00 as soon as possible.

**TC 20/207 To Note the Update on Flooding Issues at the Allotment Site M**

The report was NOTED.

**TC 20/208 To Resolve to sign the Lease documents in respect of the lease extension Verbal for the Sports Pavilion to CMSA**

Cllrs Harrison, Jefferies, Mattocks and Honeyman, having declared an interest, removed themselves from the meeting.

It was **RESOLVED** to sign the Lease documents in respect of the lease extension for the Sports Pavilion to CMSA and Cllr Purvis and the Chairman would duly sign.

**TC 20/209 To consider the Dog Competition entries and resolve to choose three Verbal winners**

The Clerk noted more than 20 entries had been received across age groups 5-6, 7-8 and 9-11 years. Members of Staff had chosen their overall favourite from all entries and those nine finalists were then divided into the 3 age groups and judged anonymously by Councillors who voted for their favourite in each age group.

The Clerk confirmed the winners, noting they would be contacted by 29 April 2021, with results published on the Town Council website and Social Media by 30 April 2021 as follows:

Age 5-6 years – Lydia Watkins  
Age 7-8 years – Madison Wright  
Age 9-11 years – Arthur Cornwell

All 3 winners would receive a £30 gift voucher of their choice along with their poster design made into signs to be displayed across the Town Council sites. The cost of the prizes would be allocated from the Chairman's Allowance.

The Chairman thanked all entrants and congratulated the winners.

**TC 20/210 To Note Clerk's Update Verbal**

The Clerk provided an update, with the key points noted as follows:

- The Clerk had liaised with two Police Officers who were gathering evidence for the Police investigation in respect of the vandalism at the Recreation Ground public toilets, noting there had been slow progress, but progress, nonetheless.
- The Town Council Office was now open to members of the public.
- Internal Auditor was due on 28 April 2021 to carryout year-end audit.

The report was NOTED.

**TC 20/211 To Note Mayor's Report**

**Verbal**

Nothing to report.

**TC 20/212 To Note Dorset Councillors' Report**

**Verbal**

Cllr Barron advised he would be resigning as a member of the Planning Committee as he would be sitting as a member of the Dorset Council Eastern Area Planning Committee and he would be required to have an unfettered approach to the decision making on that committee, which would not be possible if he sat on the Town Council Planning Committee. The Chairman thanked Cllr Barron for his contributions to the Town Council Planning Committee.

Cllr Harrison noted he had been contacted regarding the ownership of the Defibrillator on the outside of the Co-op at Towers Way and asked if this was the Town Council's responsibility. The Clerk confirmed the Town Council was only responsible for the Defibrillator at the Recreation Ground.

The report was NOTED.

**TC 20/213 Matters for Forthcoming Agendas** No decisions can be taken<sup>1</sup>

**Verbal**

Cllr Harrison noted he had been contacted in respect of a location for the Community Fridge and asked members if they had any suggestions to let him know.

**TC 20/214 To Agree a date and time for the next meeting**

The date of the next meeting to be confirmed.

**TC 20/215 Close of meeting**

The meeting closed at 21:20.

*Signed* ..... *Date* .....

<sup>1</sup> 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)