



**Minutes of the Meeting of Corfe Mullen Town Council held on Tuesday 28 February 2023  
at 19:00 in the main hall of the Village Hall**

**Present:**                   **Councillors**  
D Sowry-House (Chair)  
A Craven  
D Everett  
P Harrison  
A Holland  
P Holland  
B Honeyman  
S Jefferies  
J Lortie  
D Mattocks  
P Neil  
P Purvis

**In Attendance:**       Catherine Horsley (Town Clerk & RFO)  
Rachel Virrill (Deputy Town Clerk – minute taker)

**Public Participation**

Cllr Sowry-House welcomed everyone to the meeting. There were five members of the public present, one of whom wished to speak pertaining to agenda item TC 22/266 - to consider supporting a request for salt bins.

The member of the public introduced himself as a resident of Highmoor Road and shared concerns regarding the road surface during icy weather causing the road to be hazardous to both pedestrians and vehicles due to its steep incline. The resident requested a grit bin to be placed in the cul-de-sac and handed a petition with 50 signatures to the Clerk to provide a strategic grit bin in the location. The resident informed he had raised a complaint with Dorset Highways regarding the road surface and was awaiting a response.

Cllr Sowry-House thanked the member of the public for their representation and opened the meeting.

**TC 22/257    To Receive and Accept apologies for absence (LGA 1972 s85 (1))**

Apologies for absence were received and accepted from Cllr Stennett and Cllr Howard who both had personal family commitments.

**TC 22/258    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 Harrison declared a non-pecuniary interest as a member of the Carnival Committee pertaining to agenda item TC 22/270 – to consider request from the Corfe Mullen Carnival Committee.

**TC 22/259 Paper A – To Approve minutes of the Town Council meeting held on 24 January 2023 – LGA 1972, sch 12, para 41**

The minutes of the meeting held on 24 January 2023 were **APPROVED**.

**TC 22/260 Paper B - To Approve Accounts for Payment**

It was **RESOLVED** to APPROVE the Accounts for Payment, totalling £27,413.22.

**TC 22/261 Paper C – To Approve Bank Reconciliation for January 2023**

Cllr Lortie raised the following query:

- Line 693: Why were traffic surveys listed under the Recreation/Sports Facility cost code. The Clerk clarified the payment related to the traffic surveys in the Waterloo Valley and confirmed she would review the allocated cost centre.

It was **RESOLVED** to APPROVE the bank reconciliation for January 2023.

**TC 22/262 Paper D – To Note the already Approved minutes of Committees: -**

- Community Services Committee – 8 November 2022
- Planning Committee – 10 January 2023
- Planning Committee – 24 January 2023

The already approved minutes were **NOTED**.

*Cllr Sowry-House brought forward agenda item TC 22/266 to enable discussion whilst the resident who spoke during the public participation was present at the meeting.*

**TC 22/266 Paper H – To Consider Supporting a Request for Salt Bins**

The Clerk presented the report and provided an overview of Dorset Highways' process to request salt bins, scoring and classification of strategic or community salt bins.

Members discussed the request, however, felt they needed to fully understand the scoring process used by Dorset Highways in order to agree how to proceed. Cllr Purvis offered to meet with the resident outside of the meeting to gain a better understanding of the road surface issues.

It was **RESOLVED** to liaise with Dorset Highways regarding the road surface on Highmoor Road, to follow up their response to the residents complaint and to check the scoring process for classification of strategic or community salt bins. Request for salt bin to be revisited at a future meeting.

It was **RESOLVED** for Cllr Purvis to meet with the resident to discuss the issues with the road surface and report back at a future meeting.

*Following the discussion, Cllr Sowry-House returned to the standing agenda.*

**TC 22/263 Paper E - To Receive and Note Interim Internal Audit Report**

Members congratulated the Clerk and staff on the interim internal audit report.

The Interim Internal Audit Report was received and **NOTED**.

- TC 22/264 Paper F – To Review and Approve Records Management & Retention Policy**
- It was **RESOLVED** to APPROVE and adopt the Records Management & Retention Policy.
- TC 22/265 Paper G – To Consider Supporting requests for pedestrian crossings**
- Members discussed the residents requests for pedestrian crossings on Blandford Road and Lockyer's Road and felt further discussion and consultation with Dorset Councils Road Safety team was required in order to agree how to proceed.
- It was **RESOLVED** for Cllr Purvis and the Clerk to arrange a site visit with Dorset Councils Road Safety team and report back following the site meeting.
- TC 22/267 Paper I – To Consider and Approve Arboricultural Consultant to Carryout Tree Survey of all Town Council sites**
- It was **RESOLVED** to APPROVE Arboricultural Consultant Quotation 3, NB Tree Management, at a total cost of £1545.00.
- TC 22/268 Paper J – To Consider and Approve Fire Safety Training for Staff**
- It was **RESOLVED** to APPROVE option 2, Dorset Fire Protection fire marshal training for up to 12 staff members at a total cost of £495.00+VAT. Total cost to be split between the Town Council, Corfe Mullen Village Hall and Corfe Mullen Youth Trust.
- TC 22/269 Paper K – To Note Update and Approve work items for the Sports Pavilion, Corfe Mullen Recreation Ground**
- The Clerk presented the report and read out an email received from Corfe Mullen Sports Association (CMSA) relating to previous legal proceedings between the Council and the CMSA.
- Cllr Sowry-House suspended Standing Orders in order to speak with a Trustee of the CMSA who was attending the meeting as a member of the public.*
- Cllr Sowry-House thanked the Trustee for the email received and verbally confirmed that all liabilities following previous legal proceedings between the Council and the CMSA had been dropped.
- It was **RESOLVED** for the Clerk to respond to the CMSA on behalf of the Council confirming legal proceedings and any liabilities to the CMSA had been dropped and would not be progressed any further.
- Members discussed the responsibility of maintaining the tennis court nets and the recommendation from Corfe Mullen Juniors Tennis Club for them to procure and maintain net bands/hooks at cost price on behalf of the Council.
- It was **RESOLVED** for Corfe Mullen Juniors Tennis Club to procure and maintain net bands/hooks at cost price on behalf of the Council.
- Members discussed the configuration of the shower facilities at the Sports Pavilion and whether by reinstating showers to the dry changing rooms was necessary based on pitch bookings and requirements of the adult football leagues.
- It was **RESOLVED** to APPROVE plumbing work to reinstate showers in changing rooms 1, 2 and 3 and associated pipework at a total cost of £3247.00+VAT.

Members noted the request from Wimborne Cricket Club to use the Astro turf cricket wicket/pitch at the Recreation Ground which was being considered by Corfe Mullen Cricket Club who maintain and own 50% of the cricket wicket.

The concerns raised by the CMSA relating to not all CMSA affiliated teams using Corfe Mullen Recreation Ground as their home ground received discounted pitch fees. Members reconsidered the fee structure and agreed only Corfe Mullen United and Corfe Mullen United Juniors would receive the discounted pitch fees as Corfe Mullen teams as previously agreed.

It was **RESOLVED** to retrospectively APPROVE plumbing works including supply of five new taps, installation of AAV's in loft and pipework to ensure functionality as part of legionnaires requirement at a total cost of £1287.00+VAT.

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

- Roofing repairs above ladies toilet at a total cost of £2000.00+VAT
- Roofing repair to re-fix slipped wooden vent at a total cost of £150.00+VAT

*The Trustee of the CMSA thanked members for allowing him to speak and stated that he could be contacted regarding any queries with the Sports Pavilion building if required. Cllr Sowry-House thanked him and reapplied Standing Orders.*

#### **TC 22/270 Paper L – To Consider Request from the Corfe Mullen Carnival Committee**

Members considered the request, noting the following comments:

- Mini Munchkins hire the Sports Pavilion lounge area, during term time, Monday to Friday, 8am-6pm. Therefore, the Carnival Committee would be unable to access the Sports Pavilion lounge area before 6pm.
- Clarification on which tasks required support from the Grounds Team on 13 June 2023, to ensure tasks did not impact the Grounds Teams duties.
- Permission should be sought from the Council if the use of drones is required as flying of any aircraft and/or drones is not permitted under the Byelaws.

It was **RESOLVED** to APPROVE the following requests from the Carnival Committee:

- To use Corfe Mullen Recreation Ground for the Carnival on Saturday 10 June 2023.
- To access the Grounds Team unit during week commencing 5 June 2023 to access the Committees equipment and use line marker.
- To use Corfe Mullen Recreation Ground on Tuesday 13 June 2023 for the fun run.
- Assistance from the Grounds Team on 13 June 2023 to trim low branches, fill divots and assist with line marking.
- Unrestricted use of the Sports Pavilion on 13 June 2023. However, access time to be considered in agreement with Mini Munchkins.
- Mayor to attend the Carnival and be part of the street procession.
- To stage the festive lights at Windgreen Roundabout from November 2023 to January 2024, utilising the Council's power supply.
- Reminder that should the use of aircraft and/or drones be required, permission should be sought from the Council.

**TC 22/271 Paper M – To Note Update on Grounds Team Trailer Purchase and Agree How to Proceed**

Members considered the options, noting their displeasure with Ifor Williams for not being transparent when the order was placed for the LT106 trailer in August 2021.

It was **RESOLVED** to APPROVE option 2, Wessex Trailers to purchase model WG64 trailer and accessories at a total cost of £2050.00+VAT.

**TC 22/272 Paper N – To Consider and Approve Replacement Play Equipment for Recreation Ground Play Area**

Members considered the options and potential grant funding available, noting steel play equipment was the preferred option, as it was the most durable.

It was **RESOLVED** to proceed with grant applications with the view to purchasing option 2, Radium Tower from Redlynch Leisure at a total cost of £16,941.00+VAT.

**TC 22/273 Paper O – To Consider and Approve items to commemorate the Coronation of King Charles III**

Members discussed the various options for installation of a civic flagpole and commemorative benches. The Deputy Clerk advised a quotation for a specific commemorative coronation bench and/or picnic bench was awaited for consideration which tied in with encouraging residents to be part of the Eden Project Coronation Big Lunch event to be held over the Coronation bank holiday weekend.

It was **RESOLVED** for the Clerk to email picnic bench options and costs to members to agree how to proceed outside of the meeting.

**TC 22/274 Paper P – To Consider and Approve Quotation for rebranding of the Civic Regalia**

It was noted that a further quotation and visuals was being obtained for the past mayor badge and for the number '57' to be removed from the mayors pendant.

It was **RESOLVED** to defer this agenda item to a future meeting when the further quotation and visuals had been received.

*Cllr Sowry-House suspended Standing Order 3x at 21:00 to allow the meeting to continue.*

**TC 22/275 Verbal – To Note any updates from Representatives to Outside Bodies**

Cllr Jefferies provided an update on the progress at the Beacon Hill landfill, noting the section 106 agreement was awaiting completion and until the new planning permission was in place, Suez would not engineer the final cell, therefore, timeline for completion of works was unknown.

It was **RESOLVED** for Cllr Jefferies to circulate her report to all members for information.

**TC 22/276 Paper Q – To Note the update from the Climate Change Working Party – Cllr P Neil**

Cllr Neil presented the report, noting the Sustainable Drainage Systems (SuDs) solutions to be in place on the new housing development in Sleight Lane.

The update was **NOTED**.

It was **RESOLVED** for Cllr Neil to draft letters in relation to correspondence with Dorset Council for review by the Clerk prior to dispatch.

**TC 22/277 Paper R – To Note the update from the Neighbourhood Plan Steering Group**

Cllr Neil presented the report, noting future consideration should be given to areas and locations for future development across the Parish.

The update was **NOTED**.

**TC 22/278 Verbal – To Note Clerk’s Update**

The Clerk provided an update as follows:

- Nissan Navara truck had recently required urgent repairs due to an engine management fault.
- Location of the ‘Platinum Jubilee Fields’ sign had been installed further away from the Sports Pavilion than agreed, due to the position of the manhole covers and to avoid anyone being able to climb onto the Sports Pavilion roof.
- Chairman of Home Watch had confirmed that the Homewatch Committee would not be proceeding with the match-funding grant offered, due to not wanting to increase subscription fees at this stage.
- Reminder of sole Trustee meetings for Corfe Mullen Village Hall and Corfe Mullen Youth Trust to be held on Tuesday 7 March 2023.

The update was **NOTED**.

**TC 22/279 Verbal – To Note Mayor’s Report**

None to note.

**TC 22/280 Verbal – To Note Dorset Councillor Report**

Cllr Harrison provided an update as follows:

- Dorset Council had set the Council Tax for 2023/24, seeing an increase of 4%.
- Dorset Council had experienced increased fly-tipping due to traveller sites.
- He had volunteered at Corfe Mullen Food Bank, which was a very well-run operation.

Cllr Sowry-House requested for Cllr Harrison to follow up drainage issues on Pardy’s Hill.

Cllr Harrison reported that he had received a letter from a resident with concerns relating to the Cogdean Elms Green Space which was accessible to vehicles due to Dorset Council’s removal of rotten wooden bollards, which had not been replaced.

It was **RESOLVED** for the Clerk to liaise with Dorset Council’s Countryside team regarding replacement bollards to protect the Cogdean Elms Green Space.

**TC 22/281 Verbal – Matters for Forthcoming Agendas No decisions can be taken<sup>1</sup>**

There were no matters for forthcoming agendas.

**TC 22/282 To Agree a date and time for the next meeting –Tuesday 28 March 2023 at 19:00 in the Main Hall of the Village Hall, Towers Way, Corfe Mullen.**

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<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)

**TC 22/283 Close of meeting at 21:37.**

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

DRAFT