



Minutes of the Meeting of Corfe Mullen Town Council
held on Tuesday 27 June 2023 at 18:45 in the small hall of the Village Hall

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

In Attendance: Catherine Horsley (Town Clerk & RFO – minute taker)

Public Participation

There were 2 members of the public present, who did not wish to speak.

TC 23/50 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

There were no apologies for absence received.

TC 23/51 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 an interest pertaining to agenda item TC 23/53 - Co-option of Town Councillor to Fill a Casual Vacancy, due to his relationship with one of the candidates.

TC 23/52 Verbal – To meet the East Dorset Neighbourhood Policing Team – Sergeant Steven Payne

Cllr Sowry-House welcomed Sergeant Payne to the meeting who provided an overview of the limited resources available within the Neighbourhood Policing Team and the area covered.

Sergeant Payne reported that Corfe Mullen had a low crime rate, with the main issue currently being experienced relating to anti-social behaviour. He confirmed his team had been working with the Co-op supermarket in Towers Way to deter behaviours experienced within their store and perimeter, which appeared to be working well.

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Sergeant Payne provided further examples of cases his team had been involved in and how his team were attending locations in the village as much as possible when on duty. An overview of the community consequence scheme was provided.

Cllr Sowry-House noted the aspirations of the Dorset Police and Crime Commissioner in terms of anti-social behaviours and how Dorset Police was the second least funded Police force in England and thanked Sergeant Payne for attending the meeting.

Sergeant Payne left the meeting along with two members of the public.

TC 23/53 Paper A – Co-option of Town Councillor to Fill a Casual Vacancy

The Clerk presented the co-option process to be followed with applicants having a 5-minute slot to speak with questions from members once candidates had spoken. The public and applicants would then be asked to leave the meeting to enable members to confidentially discuss applicants' attributes, and then return for the public vote.

Mr Scott Florek presented his application first, followed by Mr Lee Hardy.

The Chair resolved to exclude members of the public and applicants for a short time whilst deliberations were made on the merits of the applicants.

All members deliberated Mr Hardy's application first. For openness and transparency, Cllr Sowry-House then left the meeting whilst the remaining members deliberated Mr Florek's application, due to declaring an interest in this applicant. Cllr Purvis as Vice-Chair of the Council chaired this part of the meeting.

Cllr Sowry-House and the applicants were invited to return to the meeting. Cllr Sowry-House continued to chair the meeting where a vote on the applicants was taken.

It was **RESOLVED** to co-opt Mr Scott Florek as Town Councillor to fill the casual vacancy with immediate effect.

Cllr Sowry-House thanked Mr Hardy for his application and welcomed Mr Florek as a member of Corfe Mullen Town Council.

Mr Florek signed the declaration in the presence of the Town Clerk, who also signed.

Mr Hardy left the meeting and Mr Florek joined the meeting as a Town Councillor.

TC 23/54 Paper B – To Approve minutes of the Full Council meeting held on 23 May 2023 – LGA 1972, sch 12, para 41

The minutes of the meeting held on 23 May 2023 were **APPROVED**, subject to an amendment to minute no. TC 23/24 – to record any declarations of interest. Cllr Harrison requested the wording should read 'declared a non-pecuniary interest' and that he did not take part in the discussion on this agenda item.

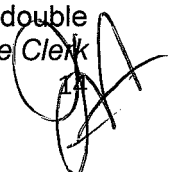
TC 23/55 Paper C – To Approve Accounts for Payment

It was **RESOLVED** to **APPROVE** the accounts for payment, totalling £18,182.17.

TC 23/56 Paper D – To Approve Bank Reconciliation for May 2023

Cllr Craven raised the following query:

- Line 88: What did the cost relate to. The Clerk advised she would double check and report back following the meeting. *Following the meeting the Clerk*



confirmed the cost related to purchasing 30 stakes/wooden posts for grounds maintenance.

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

TC 23/57 Paper E – To Note the already Approved minutes of Committees:

- Community Services – 11 April 2023
- Planning Committee – 9 May 2023
- Planning Committee – 23 May 2023

The already approved minutes were **NOTED**.

TC 23/58 Paper F – To Approve the Recommendations from the Community Services Committee

The Clerk presented the report, noting quotes for streetlighting had been obtained and would be presented to the next Community Services Committee meeting scheduled on 11 July 2023. Updates were provided on the maintenance work carried out at the Recreation Ground play area on 21 June 2023 and meeting with the Secretary and Chair of the Allotment Association on 22 June 2023.

It was noted the Allotment Association were uncomfortable with allotment holders maintaining paths and edging and it was agreed the Council's previous resolution would be revisited in 6 months.

Cllr Craven provided an overview of the discussion at the last Community Services Committee meeting relating to the cost effectiveness of maintenance versus purchasing new play equipment for the Recreation Ground play area and the next steps for public consultation for the redevelopment of Recreation Ground and Sports Pavilion.

It was **RESOLVED** to establish a working party including Cllrs Craven and Sowry-House along with stakeholders to discuss the next steps of the public consultation relating to the redevelopment of Recreation Ground and Sports Pavilion.

It was **RESOLVED** to **APPROVE** the resolutions from the Community Services Committee held on 13 June 2023.

TC 23/59 Paper G – To Retrospectively Approve Sports Pitches Renovation Grounds Maintenance

It was **RESOLVED** to retrospectively **APPROVE**, BCP contractors to carry out option 2 - recommended services of Quadraplay and herbicide application totalling £4,220+VAT pro-rata commencing on 19 June 2023.

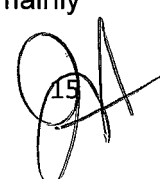
TC 23/60 Paper H – To Consider and Agree the Town Council's Social Media Presence

The Clerk presented the report, noting the positives of communicating within the community via social media as a parish noticeboard versus the time taken by the office staff to administer a Facebook page.

It was **RESOLVED** to update the social media and electronic communications policy for review and approval at a future Full Council meeting ahead of establishing a Town Council Facebook page.

TC 23/61 Paper I – To Review and Approve the Equality & Diversity Policy

The Clerk presented the report, noting the updates were not substantial, mainly relating to protected characteristics, pronouns and formatting.



It was noted DAPTC had an e-learning platform to carry out Equality and Diversity Training, with participation encouraged as part of the Town Council's Civility and Respect Pledge.

It was **RESOLVED** to **APPROVE** the updated Equality & Diversity Policy.

TC 23/62 Paper J – To Note Update on ‘the Pound’ in Corfe Mullen

The Clerk presented the report, noting there was no further update from the Dorset Historic Environmental senior archaeologist and should Council wish to obtain the land as a community asset, to seek legal advice.

The update was **NOTED**.

It was **RESOLVED** for the Clerk to engage with a legal firm to ascertain costs to investigate the land being registered and becoming a community asset for Corfe Mullen.

Further discussion took place regarding BH Live which was also registered as a community asset and for the Clerk to investigate the time limit for re-registration.

TC 23/63 Paper K – To Approve Purchasing of CCTV Additional Hard Drive

It was **RESOLVED** to **APPROVE** purchasing of CCTV additional hard drive at the total cost of £202.13+VAT.

Standing Order 3x was suspended at 21:00 to allow the meeting to continue.

TC 23/64 Paper L – To Consider Traffic Survey Results in the Waterloo Valley and Agree How to Proceed

Cllr Purvis advised he would be reviewing the recent data alongside the previous data from surveys carried out in December 2022 and data collated relating to the quieter lanes initiative.

Discussion took place regarding the costs to carry out the survey's. However, Cllr Purvis felt the work was cost effective and provided evidence to support any future actions.

The update was **NOTED**.

TC 23/65 Paper M - To Consider and Approve Dorset Forestry to Carry out Additional Maintenance of Pit Area at the Recreation Ground

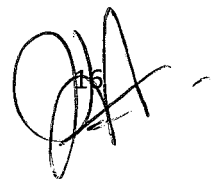
The Clerk presented the report, noting the proposed work was to ensure a fire break between the area and neighbouring properties, whilst maintaining a wildlife habitation.

Members discussed the biodiversity in the area and the importance of maintaining natural habitats where possible.

It was **RESOLVED** to **APPROVE** Dorset Forestry to carry out maintenance of the 'pit area' at the Recreation Ground at a total cost of £1250.00+VAT.

TC 23/66 Verbal – To Note any updates from Representatives to Outside Bodies

Cllr Jefferies provided an update on the lack of progress on the Beacon Hill landfill site and concerns that a further extension of the planning permission may be required due to time running out to complete infilling of final cell 13. Cllr Jefferies understood this was being progressed by Dorset Council's Legal Team.



Cllr Harrison agreed to follow up progress with Dorset Council and report back at the next meeting.

Cllr A Holland provided an update following attendance with Cllr P Holland to the DAPTC Towns and larger Parishes Committee meeting held on 2 June 2023. The focus of the meeting related to the forthcoming elections in May 2024 and the planned media campaign and drop-in sessions within communities to encourage residents to put themselves forward to become Town and Parish Councillors along with working together webinars and training available via DAPTC.

TC 23/67 Paper N – To Note the update from the Climate Change Working Party

Cllr Neil presented the report, noting the loss of wildlife corridors across the Parish and how Council needed to be mindful of re-establishing habitats for wildlife and insects when carrying out any work, particularly on hedgerows.

Cllr Neil noted the advantages of membership to Planet Wimborne and collaborative working.

The Clerk reminded members of the planned tree planting at Cogdean Elms open space and the community orchard at the Recreation Ground and how this could be an opportunity to engage with the community to get them involved with tree planting.

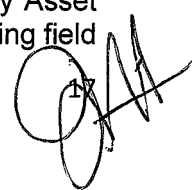
It was noted the hedgerow planted at the allotment site was thriving and provided a natural habitat for wildlife and how future consideration should be given to installing additional bird and bat boxes at the site to encourage more wildlife.

The update was **NOTED**.

TC 23/69 Verbal – To Note Clerk's Update

The Clerk provided an update as follows:

- Following the recent vandalism of the bin outside the Council Office, Dorset Police had reviewed the CCTV footage and unfortunately the culprits were unidentifiable, therefore costs were unrecoverable.
- Attended the Dorset SLCC Branch Meeting at the Dorset Innovation Park with a presentation from the Service Manager from the Growth and Economic Generation team on Dorset Council's Economic Regeneration along with planning for the forthcoming elections in May 2024.
- Dorset MacMillan bike ride on Sunday 2 July 2023, with the start and finish point at Corfe Mullen Recreation Ground.
- Community drop-in with PSCO Nicola Sykes at the Village Hall on 17 July 2023 between 10-11am.
- Quote being obtained to remove offensive graffiti from the skate park.
- Corfe Mullen Juniors Tennis Club and Corfe Mullen Lawn Tennis Club were holding an open day at the Recreation Ground on 1 July 2023.
- Complaint from a resident regarding the scouts having fires in their outside area during the hot dry weather. The Byelaws state no fires; however, it is understood the scouts and guides had been carrying out this activity for several years. The scouts and guides have been advised to suspend this activity whilst advice was sought from the Dorset Council Environmental Team due to the high fire risk, a response was awaited.
- Corfe Mullen Youth Trust Sole Trustee meeting to be scheduled to approve job description and specification for the senior youth support leader role due to the pending retirement of the current post holder.
- Dorset Council Assets & Property team had approved the Community Asset Transfer of the 'County Field' via a long lease at a nominal rent for playing field



use with a break clause for Dorset Council as the landlord should they require possession to redevelop as part of a school. The transfer was being progressed by the Dorset Council Estates team.

Members noted their disappointment with the response from Dorset Council regarding the 'County Field' and how this should be pursued as this position was unsustainable for Dorset Council.

The update was **NOTED**.

TC 23/68 Paper O – To Note the update from the Neighbourhood Plan Steering Group

Cllr Neil presented the report, noting the chair of the Steering Group had resigned due to being unable to commit enough time to develop the Plan. It was noted a Steering Group meeting was scheduled on 4 July 2023 to agree how to proceed as drafting of the Plan was at a crucial stage.

Members thanked the chair of the Steering Group for her commitment and work undertaken so far.

Cllr Neil noted the additional AECOM reports initiated by the Sturminster Marshall Neighbourhood Plan and how Corfe Mullen should be doing the same in order to produce a more coherent and credible Plan. Cllr Neil to follow up with the Neighbourhood Plan Consultant.

The update was **NOTED**.

TC 23/70 Verbal – To Note Mayor's Report

The Mayor provided an update on recent events he had attended as follows:

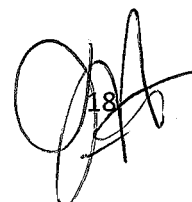
- Memorial Service at Wimborne Minster for the late Suzanne Bennett-Parkin.
- Visited Lewis Manning Head Office in Longfleet Road.
- Creating Health and Harmony in the Community Conference held at Bournemouth University with Terry Waite as the guest speaker.
- Met with the Chair and Secretary of the Allotment Association along with the Clerk on 22 June 2023, which was very positive.
- DAPTC Changing Chairs training.
- Marie Curie garden party.
- Christchurch Civic Service on 24 June 2023.
- Re-generating the Friends of Corfe Mullen Library and well-being garden.
- Visited County Hall to obtain names of those members of the community who had advocated for an election for the recent Town Councillor vacancy. The names were read out, noting the unbudgeted expense of circa £8000 to the Town Council should an election been called.

The update was **NOTED**.

TC 23/71 Verbal – To Note Dorset Councillor Report

Cllr Harrison provided an update as follows:

- Dorset Council Facebook page was unavailable for 48 hours; however, this had now been rectified.
- Dorset Council's Executive Director for Childrens Services had won the Corporate Director of the Year Award in the Municipal Journal's Achievement Awards.
- SEND survey in progress.

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- 664 new affordable homes had been acquired by Dorset Council during 2022/23 financial year, the highest figure since the unitary authority was created in 2019.
- Promotion of parking permits within the Dorset Council area.
- Community and Culture Project Fund Round 5 applications close on 7 July 2023.
- Astral Systems was the newest company opened at the Dorset Innovation Park who specialised in cancer diagnosis and treatments.
- Launch of Summer Reading Challenge from 1 July to 23 September 2023.

The update was **NOTED**.

TC 23/72 Verbal – Matters for Forthcoming Agendas No decisions can be taken¹

No items were noted.

TC 23/73 To Agree a date and time for the next meeting – Tuesday 25 July 2023 at 19:00 in the Small Hall of the Village Hall, Towers Way, Corfe Mullen.

TC 23/74 To Resolve to exclude members of the press and public – to agree that agenda items TC 23/75 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 or press present.

TC 23/75 Verbal – To Note Update from the Staffing Committee

The Clerk and Cllr Purvis provided an update following the recent Staffing Committee held on 25 May 2023 as follows:

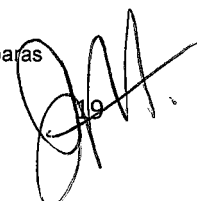
Update on Grounds Team – The Clerk provided an update on the current position with the member of the team on long term sick, noting the Deputy Clerk had attended a sickness review meeting with the team member and Cllr Purvis present on 15 June 2023 following the Musculoskeletal outpatients appointment on 8 June 2023. An MRI appointment was scheduled on 22 June 2023. A final sickness review meeting had been scheduled with the Clerk on 17 July 2023. Following this meeting, Council to seek further HR advice on how to proceed.

One team member had resigned to take up a role with Dorset Council, with his last day on 23 June 2023, albeit this was taken as annual leave. Unfortunately, the Deputy Clerk and one Grounds Team member had received a personal, offensive and threatening text to their personal mobiles sent on his last day, which had been reported to the Police.

Cllr Purvis noted a letter should be sent to the ex-employee to denote Council's disappointment with his behaviour towards Town Council employees.

The Clerk and Deputy Clerk had reviewed the current job description and specification for the Assistant Grounds person role in conjunction with Cllr Purvis ahead of advertising the vacancy on the Town Councils website, Dorset Jobs for You website and job centre. The closing date for applicants was 26 June 2023. Six applications had been received, which would be reviewed and scored ahead of inviting candidates to attend an interview with the Clerk, Deputy Clerk and Cllr Purvis w/c 17 July 2023.

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)



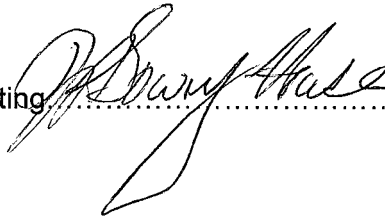
Tasks & Responsibilities - Members discussed the remaining two part time Grounds Teams workload and capacity, noting the imminent work priorities included sports pitch renovations, playground equipment maintenance, alongside the normal day to day tasks to maintain Town Council sites.

Members expressed thanks to the remaining two Grounds Team members for their hard work in maintaining Town Council sites.

The update was **NOTED**.

TC 23/76 Close of meeting 22:31.

Signed as a correct record of the meeting

 Date 25~~7~~-23