



NOTICE OF NEXT COUNCIL MEETING

Dear Councillors

You are hereby summoned to attend the following meeting:

Meeting of... **COMMUNITY SERVICES COMMITTEE**
Time... **19:00**
Date... **Tuesday 12 November 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
6 November 2024

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

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. **Members of the public wishing to speak should contact the Clerk before 1pm on the day of the meeting.**

AGENDA

- CS 24/27** **To Receive and Accept apologies for absence** (LGA 1972 s85 (1))
- CS 24/28** **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)
- CS 24/29** **Paper A - To Approve minutes of meeting held on 13 August 2024** LGA 1972, sch 12, para 41
- CS 24/30** **Paper B - TO FOLLOW - 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.
- CS 24/31** **Paper C - To Note Update on Amenities**
- CS 24/32** **Paper D - To Note Update on Allotments**

- CS 24/33** **Paper E - To Note Update on the Cemeteries**
- CS 24/34** **Paper F – To Note Highways Update**
- CS 24/35** **Matters for forthcoming agendas** No decisions can be taken¹
- CS 24/36** **To Agree a date and time for the next meeting** – Meeting to be held on Tuesday 11 February 2024 at 19:00 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.
- CS 24/37** **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 Community Services Committee held on Tuesday 13 August 2024 at 19:15
in the Small Hall of the Village Hall, Towers Way, Corfe Mullen**

Present: **Councillors**
S Jefferies (Chair)
P Cuckston
J Lortie
V Papilio

In Attendance: Catherine Horsley (Town Clerk & RFO) (minute taker)
Daryl Pearce (Deputy Town Clerk)

Public Participation

There were no members of the public present.

CS 24/15 To Receive and Accept apologies for absence (LGA 1972 s85 (1))

Apologies for absence were received and accepted from Cllrs Craven & Sowry-House due to personal commitments and Cllr Holland who was unwell.

Cllr Joyce was not present.

The Clerk confirmed the meeting was quorate in line with Standing Orders 4d (viii).

CS 24/16 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 Cuckston declared a non-pecuniary interest relating to agenda item no. PC 24/82 – Highways Update, due to being a resident on Hillside Road.

CS 24/17 Paper A - To Approve minutes of meeting held on 11 June 2024 LGA 1972, sch 12, para 41

Cllr Jefferies requested an update on the drains issue at the Recreation Ground involving the Guide hut. The Clerk confirmed the issue had been resolved with work carried out by Canford Drains to repair the pump at the Grounds Unit. No further contact had been received from the Guides relating to reimbursement of their costs incurred.

The minutes of the meeting held on 11 June 2024 were **APPROVED**.

CS 24/18 Paper B - To Approve Accounts for Payment

It was **RESOLVED** to **APPROVE** the Accounts for Payment totalling £19,363.54.

CS 24/19 Paper C – To Note Update on Amenities

The Clerk presented the report, noting the following updates:

- Streetlighting repairs: Enerveo and SSE had both attended the column in Towers Way adjacent to the Co-op car park and confirmed the column had been disconnected and would not take responsibility for the reconnection costs. Costs are unbudgeted.
- Christmas tree: due to be planted in the Autumn at Windgreen. However, consideration to be given to a more permanent fence to deter wildlife from eating tree.
- Outdoor gym equipment: installed and open for use following post installation inspection. Positive comments had been received from members of public with two complaints relating to the location.
- Grounds Unit Utilities: electrician had met with the Scouts to access the Scout Hut to install meter to measure electricity usage of the Grounds Unit and Scout Store. Supporting documentation for outstanding invoice is awaited and remains unpaid.
- Pit Area: resident in Stour View Gardens adjacent to the pit area had reported sightings of rats tunnelling under their fence. Letters have been sent to all residents in Stour View Gardens who back onto the pit area requesting them to try and eliminate food sources to deter infestation.
- Damaged fence post at Recreation Ground adjacent to Dorset Council Farm: contact made with Dorset Council and tenant farmer relating to responsibility for repairs.
- Safety fencing on Recreation Ground boundary with Wimborne Road: installation complete, with positive feedback received from members of the public and neighbouring properties.
- Recreation Ground Compost Bays: Deputy Clerk met with a contractor to provide a quotation to remove green waste and install bays that were fit for purpose to use future compost on Council sites and/or for resident's use.
- Henbury View Play Area Bench: concrete base was complete, with bench due to be re-installed later in the week.
- Henbury View Play Area: repairs, general maintenance and re-painting of fort in progress. Play Area closed whilst work takes place.
- Sports Pavilion: further electrical work required to ensure power remained on for users, due to continual power outages following work to replace RCD main switch.
- Annual Health & Safety Inspection: Deputy Clerk progressing risk assessments for the Grounds Teams activities.
- Parish Tour 2024: schedule of members allocated to areas had been circulated ahead of the meeting. Members to arrange when tours were completed ahead of findings to be presented at the next meeting. Locations for wildflowers to be considered whilst visiting areas.

Members noted the amount of work in progress and frustrations of unbudgeted streetlighting repairs. Discussion took place relating to wildflower planting, particularly at the Recreation Ground. The Deputy Clerk agreed to accompany members during the parish tour of the Recreation Ground with Cllrs Jefferies, Cuckston, Joyce and Papilio scheduled on Thursday 14 August 2024 to consider areas and types of planting.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to **APPROVE** the following:

- SSE to reconnect column on Towers Way adjacent to the Co-op carpark at an estimated unbudgeted cost of £704.90+VAT.
- Obtain quotations to install permanent fencing around Christmas tree to be planted at Windgreen.
- Obtain quotations to remove brick wall outside Recreation Ground public toilets.
- Replace top row RCD main switch to a standard main switch with RCBO protection for the circuits at Corfe Mullen Recreation Ground Sports Pavilion at a total cost of £250+VAT.

CS 24/20 **Paper D - To Note Update on the Allotments**

The Clerk presented the report, noting the following updates:

- Follow up inspections were due to take place w/c 19 August 2024.
- Damaged allotment holders' storage box had been replaced.

Cllrs Jefferies and Cuckston noted they had attended the Allotment Associations social event on Saturday 10 August 2024, which was very enjoyable and informative.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to **APPROVE** contractor to carry out infill of hoggin on driveway and carparks at a total cost of £360.00+VAT.

CS 24/21 **Paper E – To Consider and Agree How to Proceed with Issues Raised by Corfe Mullen Allotment Association**

The Clerk presented the report, noting the items highlighted in red on Appendix 1 required decisions on how to proceed.

Members discussed at length the items raised by the Allotment Association Committee and its members and felt plot holders had the option to elect for self-management of the site and voted against the proposal. Therefore, the Council would continue to manage the site as it saw fit.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to

- Paths: plot holders to take responsibility of paths on the right-hand side and bottom of their plot when looking at the site from the main gate. Vertical paths which should remain grass, with plot holders' choice of materials for horizontal paths with effect from 1 April 2025. Responsibilities shown in Appendix 2.
- Plot Edging: plot holders to take responsibility of edging using materials and/or methods of their choice with effect from 1 April 2025. During the interim period Council would not replace existing wooden edging.
- Raised beds: obtain quotations to re-construct fit for purpose beds accessible for all users with ongoing maintenance of structures and hoggin paths to be the responsibility of the Council.
- Allotment Rents: resolution made by Full Council on 19 December 2024 to remain, with increases from £5-10 per plot dependant on size effective from 1 April 2025.
- Balancing pond wildlife project: subject to permission to be obtained from Dorset Council Planning:
 - To construct trench/silt-trap to be sited in the grass area in-front of the existing pond, by the gully outlet at least 1msq in surface area outside the existing fence boundary. Example shown in Appendix 3.
 - Allotment Association to cover the cost and installation of additional fencing required and take responsibility for maintaining the wildlife pond and trench/silt trap.
 - To commence work from September 2024.
- Additional Plots: installation of additional starter plot(s) on plot 52 and adjacent to driveway to the top of the site to be revisited in 12 months. Plot 52 to remain a wildflower area in the interim period.

- Additional compost bays at the top of the site: not to be progressed, due to additional costs to the Council and accessibility of machinery for mechanical turning.
- Delivery/use of raw seaweed on the site: permission not provided, due to concerns with the management of delivery, use and possible contamination.

CS 24/22 Paper E - To Note Update on the Cemeteries

The Clerk presented the report, noting the following updates:

- Family of the damaged headstone were very appreciative for arranging the repairs to their family headstone at the Councils expense.
- New waste bin had been damaged over the weekend and removed. It was anticipated it could be repaired and reinstalled later in the week.
- Re-seeding of the bank at the edge of the driveway to be retried during September 2024.

The update was **NOTED**.

It was **RESOLVED** to recommend to Full Council to **APPROVE** purchasing of car park sign in the new cemetery at a total cost of £113.69+VAT.

CS 24/23 Paper F – To Note Highways Update

The update was **NOTED**.

CS 24/24 Matters for forthcoming agendas No decisions can be taken¹

- Summary of Findings from the 2024 Parish Tour

CS 24/25 To Agree a date and time for the next meeting – Meeting to be held on Tuesday 12 November 2024 at 19:00 in the small hall of the Village Hall, Towers, Way, Corfe Mullen.

CS 24/26 Close of Meeting at 20:50.

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

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)



COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 12 November 2024

Agenda Item: TC 24/30

Paper: B

Subject:	Accounts for Payment
Prepared By:	Catherine Horsley, Town Clerk & RFO
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 £19,234.23.

Accounts for Payment - 12 November 2024

Voucher No	Date	Total	Description	Supplier	Payment Ref	Comments
732	11.11.2024	£13.60	Postage	Post Office	Card	
731	11.11.2024	£1,929.29	Grounds Maintenance	Bournemouth, Christchurch & Poole Council	IB	Sep-24
730	13.11.2024	£564.00	Equipment	Hunt Forest Group Ltd (Blashford Branch)	IB	Stihl Brush Attachment
729	13.11.2024	£85.69	Materials & Supplies	Landscape Supply Company	IB	Gloves & Strimmer Cord
728	18.11.2024	£29.28	Fuel	UK Fuels Limited	DD	Equipment
727	20.11.2024	£402.16	Waste Collection	Dorset Council	DD	All sites
726	13.11.2024	£15.94	CMYT Items	Amazon Payments UK Ltd.	IB	To be reimbursed
725	13.11.2024	£8.99	Stationery	Amazon Payments UK Ltd.	IB	Laminating puches
724	13.11.2024	£22.99	Materials & Supplies	Amazon Payments UK Ltd.	IB	Garden waste bags
723	13.11.2024	£48.00	CMYT Items	Amazon Payments UK Ltd.	IB	To be reimbursed
722	13.11.2024	£25.99	CMYT Items	Amazon Payments UK Ltd.	IB	To be reimbursed
721	13.11.2024	£26.99	CMYT Items	Amazon Payments UK Ltd.	IB	To be reimbursed
720	13.11.2024	£9.49	CMYT Items	Amazon Payments UK Ltd.	IB	To be reimbursed
719	13.11.2024	£175.15	Electricity Usage	SSE Energy Solutions (Southern Electric)	IB	Cemetery Chapel 01.06.2024-20.08.2024
718	24.10.2024	£11.39	Mobile Costs	EE	DD	Office/Grounds Mobile
717	06.11.2024	£12.00	Land Registry Search	Land Registry	Card	Allotments Search
716	13.11.2024	£250.00	Small Grants Payment	Corfe Mullen Foodbank	IB	Small Grants Programme - Warm Spaces Initiative
715	13.11.2024	£1,800.00	Small Grants Payment	Corfe Mullen Carnival Committee	IB	Small Grants Programme
714	13.11.2024	£600.00	Small Grants Payment	Mosaic	IB	Small Grants Programme
713	13.11.2024	£200.00	Small Grants Payment	Gail Pape (Women's Institute (WI))	IB	Small Grants Programme
712	13.11.2024	£200.00	Small Grants Payment	Victim Support	IB	Small Grants Programme
711	13.11.2024	£2,000.00	Small Grants Payment	Legs and Company Leg Club	IB	Small Grants Programme
710	13.11.2024	£200.00	Small Grants Payment	Planet Wimborne	IB	Small Grants Programme
709	13.11.2024	£1,000.00	Small Grants Payment	Corfe Mullen Homewatch	IB	Small Grants Programme
708	13.11.2024	£250.00	Small Grants Payment	Vision Wimborne Dial-a-Ride	IB	Small Grants Programme
707	13.11.2024	£850.00	Small Grants Payment	Corfe Mullen United Juniors Football Club	IB	Small Grants Programme
706	13.11.2024	£536.10	Small Grants Payment	Corfe Mullen Foodbank	IB	Small Grants Programme

Accounts for Payment - 12 November 2024

Voucher No	Date	Total	Description	Supplier	Payment Ref	Comments
705	01.11.2024	£432.00	Rates	Dorset Council	DD	Office
704	01.11.2024	£227.00	Rates	Dorset Council	DD	Cemetery
703	13.11.2024	£83.98	Fire Safety	Dorset Fire & Security	IB	6 monthly maintenance - Pavilion
702	13.11.2024	£54.00	Fire Safety	Dorset Fire & Security	IB	6 monthly maintenance - Office
701	13.11.2024	£155.85	Fire Safety	Dorset Fire & Security	IB	Replacement Battery Log Book- Office
700	15.11.2024	£60.15	Water Usage	Waterplus	DD	Office & CMVH to be reimbursed
699	15.11.2024	£5.97	Water Usage	Waterplus	DD	Cemetery - Old
698	15.11.2024	£27.99	Water Usage	Waterplus	DD	Pavilion - Changing Rooms
697	15.11.2024	£20.05	Water Usage	Waterplus	DD	Pavilion - Lounge/Prep Area
696	15.11.2024	£8.82	Water Usage	Waterplus	DD	Cemetery - New
695	15.11.2024	£125.26	Water Usage	Waterplus	DD	Allotments
694	04.11.2024	£45.12	Fuel	UK Fuels Limited	DD	Equipment
693	11.11.2024	£70.65	Fuel	UK Fuels Limited	DD	Vehicles
692	13.11.2024	£21.99	Materials & Supplies	Trade UK (Screwfix)	IB	Ultra Crete Sealer
691	13.11.2024	£31.99	Materials & Supplies	Trade UK (Screwfix)	IB	Public Toilets Replacement lock
689	13.11.2024	£258.95	Electricity Usage	SSE Energy Solutions (Southern Electric)	IB	Streetlighting
688	13.11.2024	£104.45	Materials & Supplies	PHS Group Plc	IB	Hand towel and blue roll (CMVH to be reimbursed)
687	13.11.2024	£295.90	Materials & Supplies	PHS Group Plc	IB	Rental annual subscription (CMVH to be reimbursed)
686	27.10.2024	£316.08	Health & Safety	Peninsula Business Services Limited	DD	Monthly H&S Consultant
685	31.10.2024	£10.98	Community Engagement	Co-op Food Store	Card	Refreshments for Friday Cllr drop ins
684	14.11.2024	£192.00	Monthly Subscription	Newburgh Networks Limited	DD	IT Services
683	20.11.2024	£48.00	Monthly Subscription	Central Computer Management Ltd	DD	Salary Processing
682	13.11.2024	£744.00	Security	K9 Security (Guarding) Ltd.	IB	Recreation Ground
681	13.11.2024	£636.00	Training	DFP Global Limited t/a Dorset Fire Protection	IB	Fire Marshal Training (All staff)

Accounts for Payment - 12 November 2024

Voucher No	Date	Total	Description	Supplier	Payment Ref	Comments
680	13.11.2024	£167.33	Maintenance	Frys Electrical Limited	IB	Defibrillator installation
679	13.11.2024	£23.88	Materials & Supplies	Eastern Shires Purchasing Org.	IB	Toilets rolls (CMVH to be reimbursed)
678	05.11.2024	£4.12	Bank Charges	The Co-Operative Bank	DD	Salaries BACs
677	13.11.2024	£111.00	Room Hire	Corfe Mullen Village Hall	IB	CMTC Meetings
676	13.11.2024	£210.00	Room Hire	Corfe Mullen Village Hall	IB	Playground Inspection Training
675	13.11.2024	£139.75	Room Hire	Corfe Mullen Village Hall	IB	First Aid Training
674	13.11.2024	£28.00	Room Hire	Corfe Mullen Village Hall	IB	Joint Julians Bridge Working Party
673	13.11.2024	£140.00	Community Engagement	Corfe Mullen Village Hall	IB	CLlr Drop ins
672	13.11.2024	£1,220.40	Cleaning	Clean Deep Services Limited	IB	Various sites
671	18.11.2024	£47.92	Phone Lines & Broadband	Buzz Networks Ltd.	DD	Digital phones
670	05.11.2024	£224.09	Gas Usage	British Gas	DD	Pavilion
669	13.11.2024	£29.45	Uniform	Arco Ltd.	IB	Groudsn Team Sweatshirt
668	13.11.2024	£41.95	CMVH Items	Amazon Payments UK Ltd.	IB	To be reimbursed
667	13.11.2024	£11.98	Materials & Supplies	Amazon Payments UK Ltd.	IB	Replacement vent cover - Pavilion
666	13.11.2024	£22.26	Materials & Supplies	Amazon Payments UK Ltd.	IB	Poo bags & HDMI cable (CMVH to be reimbursed)
665	13.11.2024	£4.99	Materials & Supplies	Amazon Payments UK Ltd.	IB	Cable ties
664	13.11.2024	£12.10	Materials & Supplies	Amazon Payments UK Ltd.	IB	Bin bags
663	23.10.2024	£2.00	Gift	Co-op Food Store	Card	Sympathy Card for AH
662	16.10.2024	£5.78	Water Usage	Waterplus	DD	Cemetery - New
661	01.10.2024	£25.00	Bank Charges	The Co-Operative Bank	CHAPS	Precept transfer from Co-op to PSDF
640	13.11.2024	£1,518.00	Maintenance	Dorset Electrical Solutions Ltd	IB	Flood light repairs
TOTAL:		£19,234.23				



COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 12 November 2024

Agenda Item: CS 24/31

Paper: C

Subject:	Amenities Update
Prepared by:	Daryl Pearce, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the progress of amenities-related work.
Background:	The report provides updates on ongoing amenities-related work.
Key Points:	<p>General</p> <ul style="list-style-type: none"> Public Consultation for the redevelopment of the Recreation Ground and Sports Pavilion: Cllrs Craven and Sowry-House have considered stakeholders to be included in the next steps of the consultation. This will be progressed following the recruitment of the Community Engagement & Project Officer. Our grounds team installed a bench for Corfe Mullen library as a partnership working incentive. A quotation has been obtained to clear gullies at Town Council sites as carried out in 2023 at a total cost of £768.40. Additional waste if required would be charged at £95.00+VAT per tonne removed. To be carried out at the following sites: Broadmoor Road Allotments – 1 drain Springdale Green Space – 4 drains Corfe Mullen Cemeteries – 4 drains Corfe Mullen Recreation Ground – 17 drains Corfe Mullen Village Hall/Council Office - 2 drains <p>Recreation Ground</p> <ul style="list-style-type: none"> Fruit trees in the orchard have started to have the turf around the base removed to help with moisture retention. This will be ongoing throughout the winter months. Springy bike in play park has now had the spring replaced and is operational again. The long grass in the Community Orchard has been cut ahead of the winter months. Herbicide treatment has been applied to the cricket and football pitches. A new swing set has been installed at the play area. Grounds Team has been removing graffiti from skatepark and play areas on a regular basis. There has been repetitive damage to the lock mechanism on the public toilets. The locks have been replaced and are currently open. A resident who lives on Old Rectory Avenue adjacent to the Grounds Unit has requested that the conifers located in the grounds unit compound are cut back or removed due to overshadowing their garden. Quotations being investigated. Hedge cutting at the Recreation Ground has commenced.

	<ul style="list-style-type: none"> • Fence post at the Recreation Ground dog walking/picnic field/community orchard boundary with the Dorset Council farm, has rotted. Currenting in communication with Dorset Council to ascertain who is responsible for repairs. Dorset Council and the tenant farmer have responded advising of an agreement made between the then Parish Council and Dorset County Council several years ago for the Town Council to be responsible for maintenance of boundary fencing. <i>Investigations continue into ownership and responsibilities of ongoing maintenance.</i> • Following approval at the Full Council on 22 October 2024, Contractor Evergreen Services has been instructed to carry out the works to the pit area and vegetation surrounding the County field. <p>Henbury View Play Area</p> <ul style="list-style-type: none"> • Maintenance of the play equipment is now complete. • Sound Flower and activity board repaired, painted and reinstalled following vandalism. • Sutcliffe play contractors will be on site week commencing 9 December 2024, to reseal the jungle mulch surface due to complaints received from users regarding black staining from the current surface. <p>Towers Way</p> <ul style="list-style-type: none"> • Moss clearance around office, village hall and play park has been completed. • The multi-use goal area sign has now been replaced. • Graffiti on the new Platinum Jubilee memorial bench at Towers Way has been removed and cracks in the wood are being monitored. • Dorset Council's Towers Way sign and metal post with dog waste bin has been damaged due to anti-social behaviour. This has been reported to Dorset Police. <p>Springdale Green Space</p> <ul style="list-style-type: none"> • The tick and adder signs have been removed again. Members to decide if these signs should be replaced. (Previous replacement cost was £227.48+VAT for two of each sign). • A letter has been received from Dorset Council advising an inspection of the bus route along Springdale Road has identified low-hanging branches and tree limbs that could obstruct the passage of double decker buses. Quotes being obtained to carry out tree works. <p>Sports Pavilion</p> <ul style="list-style-type: none"> • Tennis Courts and Pavilion have been treated with herbicide. • The new defibrillator has been installed at the Pavilion entrance. • Grounds Team have removed the brick wall at the toilets which has resulted in positive feedback in person and on social media from residents. • Tennis court flood lights have had the electric boxes replaced, but there is still an ongoing issue with one of the flood lights that is being investigated. The office is liaising with the tennis clubs to ensure they're kept informed of the situation. • Quotations being obtained to replace some of the old extractors fans due to ongoing electrical issues at the Pavilion.
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	<ul style="list-style-type: none"> Roof: Quotations being obtained to repair a broken slat. Awaiting a response, which has been followed up. <p>Streetlighting</p> <ul style="list-style-type: none"> Complaint received from residents that two columns on Wayground Road were not working. They have subsequently been repaired by Enerveo. Report received from Guides that Recreation Ground car park streetlight is not working. This has been reported to Enerveo to provide a quotation to repair. A meeting has been arranged with Enerveo and SSE to attend Towers Way column that has been unlit for some time to establish who is responsible for repair works. <p>Parish Tour 2024</p> <ul style="list-style-type: none"> Updates shown in appendix 1
Implications:	<p>All outside items are weather dependent.</p> <p>Costs incurred for signage, materials, use of contractors and equipment.</p> <p>All items deemed to be a Health & Safety risk should be progressed as soon as practicably possible.</p>
Recommendation:	<p>To NOTE the update and consider the following items:</p> <ul style="list-style-type: none"> Gully cleaning at all Council sites at a total cost of £768.40+VAT. Additional waste if required would be charged at £95.00+VAT per tonne removed. How to proceed with dead trees in Community Orchard and outside Pavilion (cricket side). How to proceed with Woodland Trust native tree application for further sapling donations.

Appendix 1 - Playground Inspection Actions List

Towers Way Play Area

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
Swings	Chains displayed signs of surface rust.	Monitoring checks to be carried out and if deterioration increases the chains must be replaced.		Monitoring
Yellow Fort	The rotating observation binoculars moved freely; however, this has generated a pinch hazard for small fingers.	Repair the rotating binoculars so the pinch hazard is removed or remove rotating binoculars.	Tightened to reduce movement. Temporary fix in place. Grounds team monitoring. Replacement parts to be ordered when required.	Open
MUGA Fencing	The Basketball Unit fencing structure appears to be missing a protective cover on the bottom back fence.	Replace protective cover	Does not present a safety risk.	Open

Henbury View Play Area

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
Trampette	The recess for the trampette has a build-up of leaves and detritus.	Periodically clear the recess of leaves and detritus.	Being checked regularly.	Ongoing
Basket Swing	Plastic protective eye cover displayed damage.	Replace/protect rope eye protector.	The eye protector cannot be replaced, the whole swing would need to be replaced. Rough edges filed. Chance of injury is very low.	Monitoring
Yellow & Grey Fort	Areas of wooden support displays cracks which have increased in size since last inspection.	Replace support.	Installed by Grounds Team	Closed
	While the platforms have received a coat of paint, they still exhibit signs of fatigue, notably, the drop of the platform.	Replace the fatigued elements to maintain the integrity and profile of the platform.	Maintenance carried out by Grounds Team	Closed
Gate	The main entrance gate wedges on the ground to the front of the gate.	Adjust the yellow main entrance gate to allow the gate to close from the widest opening angle.	Gate has been adjusted as much as it can be.	Monitoring

Recreation Ground Play Area & Skate Park

Equipment	Observation	Action Required	Notes	Open/Closed/Monitoring
Balance Circuit	Some of the metal components were viewed with their protective cover being rubbed off.	Reapply protective covering to all metal components that require it.	To be investigated further.	Open
Octagonal Climbing Frame	The wooden supports displayed wooden damage halfway up.	Ensure areas of damage on the vertical support columns are protected from further damage.	Grounds team investigated and advised that damage is due to design of the equipment. Will require dry conditions to attempt repair.	Open
Zip Slide	The rope attachment components looked like they had corrosion and the clamps have been fitted incorrectly with one end alternating.	Investigate the corrosion on the Steel Wire rope clamps and securing eyes, remove or replace. Refit rope clamps correctly.	Contractor to carryout repairs at height.	Open
Skate Park	A section of concrete is missing from one of the lower drop-in ramp corner.	Repair the corner with the missing concrete patch.	Awaiting product delivery so team can repair.	Open

	Location	Finding	Comments/Update	Open/Closed/ In progress	Cllrs
Recreation Ground	Entrance	Fire assembly signs to be replaced	Sign to be put near entrance/height barrier	Open	SJ, VP, PC
	Entrance	Brick wall in front of toilets hides anti social behaviour in the public toilets and allows access to roof of building.	Brick wall has now been removed	Closed	SJ, VP, PC
	Entrance from Rectory Ave	Not accessible for wheelchair users.	Office to investigate options	Open	SJ, VP, PC
	Greenspace around Pavilion	Some paving stones loose	Grounds Team to investigate and repair	Open	SJ, VP, PC
	Greenspace around Pavilion	Dead tree requires removal	Members to consider purchasing replacement	Open	SJ, VP, PC
	Play area surfaces and equipment.	Concerns regarding the fence between playpark and new building development.	This is the responsibility of the building developer	Closed	SJ, VP, PC
	Car park areas	Markings worn.	To be progressed during the redevelopment of the Recreation Ground.	Open	SJ, VP, PC
	Skate Park	A small corner of concrete needs replacing	Grounds Team to progress.	Open	SJ, VP, PC
	Skate Park	Table Tennis table to be painted	Grounds Team to progress.	Open	SJ, VP, PC
	Pitches	Investigate options for further benches	Consider proximity to properties and anti social behaviour.	Open	SJ, VP, PC
	Pit Area	Overgrown	Contractor has been approved to cut pathways and open areas. Awaiting start date.	Open	SJ, VP, PC
	Fence near new gym equipment	Some broken slats/planks	Establish ownership and replace with Grounds Team or contractor	Open	SJ, VP, PC
	Community Orchard	Roy Hanham memorial discoloured	Cleaned by the Grounds Team	Closed	SJ, VP, PC

	Community Orchard	Remove dead trees and investigate options for replacements	Council to decide if dead trees should be removed and investigate options. Could potentially approach community groups, Scouts and Guides to discuss growing trees for the orchard from seed. Grounds team have continued to nurture remaining native trees received from the Woodland trust in 2022. Applications are now open for further saplings from the Woodland Trust should Council wish to proceed.	Open	SJ, VP, PC
	All areas	Introduce spring bulbs, wildflowers such as bluebells.	Council to decide if Community groups, Scouts and Guides should be approached to discuss bulb planting.	Open	SJ, VP, PC
	Community Orchard and Picnic Field	Accessibility - wheelchair access is very limited	Office to investigate options to make this more accessible	Open	SJ, VP, PC
	Picnic Area	Compost area to be more useable	Contractor to install bays which will make the composting operation more successful. Soil can be used by Grounds Team and residents.	Open	SJ, VP, PC
Henbury Play Area	Henbury Play Area	Upper gate needs repainting yellow. Paint flaking off.	Grounds Team to progress.	Open	JL/PC
	Henbury Play Area	2 x wooden benches need touching up with stain.	Completed by Grounds Team	Closed	JL/PC
	Henbury Play Area	Tower play equipment - first floor level - edging grey paint worn off exposing plywood interior. Repainting of edge needed.	Completed by Grounds Team	Closed	JL/PC
	Henbury Play Area	Slide equipment - a) top of slide, yellow marking flaked off. Needs repainting, b). Top of stairs, yellow marking flaked off. Needs repainting	Completed by Grounds Team	Closed	JL/PC
	Henbury Play Area	Concrete steps with wooden edging to front - need regular checking to ensure wood not detaching from concrete steps.	Ongoing, Grounds Team to monitor	Open	JL/PC
	Henbury Play Area	Base of concrete steps - no jungle mulch in that corner, only hard base of flooring. Mulch either worn away/or swept away.	Grounds Team to investigate and repair	Open	JL/PC
	Henbury Play Area	Bylaws sign and signs on gate x 2 need a clean - dirty/gum attached to them.	Completed by Grounds Team	Closed	JL/PC
Springdale Open Space	Springdale Open Space	Road surface markings at entrance to car park completely worn away.	To be investigated by Grounds Team/Office	Open	JL/PC
	Springdale Open Space	Heritage sign next to car park entrance has CMPC logo.	Dorset Wildlife Trust sign. Have been informed, await removal.	Open	JL/PC
	Springdale Open Space	Wooden structure adjacent to Springdale Road, completely rotten.	Office investigating who is responsible.	Open	JL/PC

	Springdale Open Space	Pathway running on the border of the Green space along fence (southern edge) - has half buried rubber tyre about 5m in from Springdale Road.	Reported to Dorset Council	Closed	JL/PC
	Springdale Open Space	Stile halfway along southern boundary entrance to Wickham Drive - lower wooden railing on right hand side has collapsed.	Reported to Dorset Council	Closed	JL/PC
	Springdale Open Space	Some metres up from stile, black plastic half buried into pathway in three places.	Reported to Dorset Council	Closed	JL/PC
	Springdale Open Space	Ball field border - Old East Dorset District Council wooden sign, post form. 5x plastic sections of sign - now cracked, very sharp perspex edges exposed. All 5 sections need unscrewing and removing.	Contact made with Dorset Council Countryside Team to request removal/replacement.	Closed	JL/PC
	Springdale Open Space	Car park black bin (next to bylaws sign) - Dorset Council dog waste sticker (FPN notice) half ripped off on one side.	Reported to Dorset Council	Closed	JL/PC
Allotments	Compost Bays	Back of bays are seperating.	Has been reported to contractor who will be returning to repair.	Open	AC
	Surface of roads	Pot holes present and need new hoggin.	Contractor has been instructed to carry out these works. Await date for works.	Open	AC
	Rasied Beds	Raised beds are rotting and need to be reduced in width to make them accessiable.	Under investigation.	Open	AC
Cemetery	Main entrance wall	To look at options of rebuilding the wall to create more ashes plots.	Under investigation.	Open	AC
	Headstones	Some headstones are leaning by 15-20 degrees	Memorial inspections to be progressed as soon as possible.	Open	AC
	Chapel	Ivy growing up drain pipe of building	Grounds team to progress as soon as possible.	Open	AC
	Chapel	Arch window to the left has bad peeling paint.	Grounds team to progress as soon as possible.	Open	AC



COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 12 November 2024

Agenda Item: CS 24/32

Paper: D

Subject:	Update on Allotments
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the work on the allotment site and update on resolutions from previous meetings.
Background:	The allotments have ongoing flooding and other issues which require monitoring.
Key Points:	<ul style="list-style-type: none">• The last mechanical turning of the compost bays will be carried out during November 2024.• Allotment inspections – follow-up inspections were carried out on 1 August 2024, 12 September 2024 and 5 November 2024. Following inspections, four allotments have been handed back and offered to residents on the waiting list. One allotment holder has been given a 'notice to quit' letter. A letter will be sent to all allotment holders advising that more regular inspections will be taking place to ensure allotment gardens are well cared for.• Hedge cutting at the Allotment site has been completed.• There are currently 15 people on the waiting list as follows:<ul style="list-style-type: none">- 6 people are awaiting a new plot.- 9 existing plot holders awaiting an additional or specific plot number.• There has been an increase in mole activity at the Allotment site. The Grounds team have attempted to deal with the issue by using natural moth balls, however, this does not appear to be working. Activity still being monitored.• Engaging with contractors to obtain quotations to turn vertical woodchip paths to grass ahead of 1 April 2025 when new tenancy agreements will be in place.• Purchasing and installing sheds on behalf of plot holders to be revisited.• Awaiting confirmation from Dorset Council regarding the redevelopment of the wildlife balancing pond.• Investigations taking place into establishing responsibilities of entrance to allotment site from Broadmoor Road.• Quotations being obtained to replace current raised beds to ensure they're fit for purpose.
Implications:	<p>There is a £2500 budget for allotment maintenance in the 2024/25 financial year.</p> <p>All items deemed to be a Health & Safety risk should be progressed as soon as practicably possible.</p>
Recommendation:	To NOTE the report.



COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 12 November 2024

Agenda Item: CS 24/33

Paper: E

Subject:	Update on the Cemeteries
Prepared by:	Daryl Pearce, Deputy Town Clerk
Purpose of Report:	To provide members with an update on the ongoing works being carried out at the cemeteries.
Background:	None.
Key points:	<ul style="list-style-type: none">• The newly installed bin that had been vandalised in the new cemetery has been repaired.• Mole hills in the old cemetery are no longer problematic but still being monitored by the Grounds Team.• The headstone requiring repairs due to a Council mower causing damage, is in progress. The Stonemason expects works to be completed by 20 December 2024.• Following drainage works to the old cemetery driveway, the bank to the edge of the driveway has been levelled and seeded.• Quotations to replace the wall and pillars at the front of the new cemetery are being progressed.• Sign stating car park is for the use of cemetery visitors only has been obtained and will be installed by the Grounds Team.• The Grounds Team have cleaned the war memorial ready for Remembrance Day events.• Moss treatment has been carried out at the cemetery.• Cemetery hedge cutting has been completed.
Implications:	<p>There is £3,500 budget allocated for repairs and maintenance in the 2024/25 financial year.</p> <p>Cemeteries are very emotive for relatives of loved ones buried. Dealing with any issues which may arise need to be dealt with in a sensitive way.</p> <p>Health & Safety issues to be resolved as soon as practicably possible.</p>
Recommendation:	To NOTE update.

COMMUNITY SERVICES COMMITTEE – REPORT

Meeting Date: 12 November 2024



Agenda Item: CS 24/34

Paper: F

Subject:	Highways Update
Prepared by:	Rachel Virrill, Deputy Town Clerk
Purpose of Report:	To note the update on current Highways issues being progressed by the Town Council office with National Highways and/or Dorset Council Highways.
Background:	The update is for information only. Recommendations made by the Planning & Highways Committee with approval to proceed by Full Council.
Key Points:	<p>Currently working with Dorset Council to progress requests for new pedestrian crossings to be considered in the following locations:</p> <ul style="list-style-type: none"> • Blandford Road, from Roman Heights Estate • Wimborne Road, adjacent to Lockyer's School and the new housing development • Wareham Road, near Brownsea Avenue • Wimborne Road, by Lambs Green Inn <p>Additional road safety measures are being investigated at the following locations:</p> <ul style="list-style-type: none"> • Improvements to existing zebra crossing on Lockyer's Road near the Windgreen Roundabout being monitored by Dorset Council due to criteria not being met for repainting of lines. • Lockyers Road, adjacent to Roman Heights, following recent car accident. • Awaiting installation date for safety railings on Hillside Road adjacent to Henbury View Play Area. • Waterloo Road junction with Naked Cross, hedgerow obstructing road signs. <p>Repainting of line markings has been requested at the following locations:</p> <ul style="list-style-type: none"> • Roundabout by Hillview Post Office, repainting of roundabout. • Wimborne Road adjacent to Lockyers School, repainting of hazard lines and bus stops. • Pardy's Hill/Broadmoor Road • Rushall Lane <p>Parking restrictions have been requested at the following locations to resolve issues with cars parking on main roads causing an obstruction/reduced visibility:</p> <ul style="list-style-type: none"> • Blandford Road from Windgreen Roundabout to Lockyers School, junction with Wimborne Road. • Hillside Road, junction with Henbury View Road and Chapel Lane along with Viewside Close and Heckford Road.

	<ul style="list-style-type: none"> • Heckford Road, near brow of the hill when travelling from Hillside Road. • Central Avenue, junction of Wareham Road. <p>Reduced Speed Limit is being investigated at the following locations:</p> <ul style="list-style-type: none"> • Mill Lane, A31 – The residents are petitioning at present due to concerns with road safety when accessing businesses and residential properties on this stretch of road. • Blandford Road (B3074) from Windgreen Roundabout to Badbury View Road, following serious accident involving small child. • Wimborne Road by Lambs Green Inn coming up from the A31 Lake Gates Roundabout. • Wareham Road from Windgreen Roundabout to Hillview Roundabout. <p>Beryl Bike Bays:</p> <ul style="list-style-type: none"> • Additional bay on Wimborne Road adjacent to the Lambs Green Inn
Implications:	<p>£7,500 has been allocated in the 2024/25 financial year for road safety measures.</p> <p>The safety of school children attending local schools and using play areas should be a priority for the Town Council. Even if the Town Council supports requests, the locations may not meet the criteria and/or are not guaranteed as other primary consultees may not support it.</p>
Recommendation:	To NOTE update.